

CITY OF WEST TORRENS



Notice of Council & Committee Meetings

NOTICE IS HEREBY GIVEN in accordance with Sections 83, 84, 87 and 88 of the Local Government Act 1999, that a meeting of the

COUNCIL

and

- **Finance and Regulatory Prescribed Standing Committee**
- **Strategy and Community Prescribed Standing Committee**

of the

CITY OF WEST TORRENS

will be held in the Council Chambers, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 21 JUNE 2016
at 7.00 PM**

**Terry Buss
Chief Executive Officer**

City of West Torrens Disclaimer

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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1. MEETING OPENED

1.1 Evacuation Procedure

2. PRESENT

3. APOLOGIES

Leave of Absence

Cr Mangos

Apologies

Council Members:

Mayor Trainer

Cr Demetriou

Cr Tsiaparis

Cr Rypp

4. DISCLOSURE STATEMENTS

Elected Members are required to:

1. Consider Section 73 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75 of the *Local Government Act 1999*.

5. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of Council held on 7 June 2016 be confirmed as a true and correct record.

6. MAYOR'S REPORT

(Preliminary report for the agenda to be distributed Friday 17 June 2016)

In the two weeks since the last Council Meeting of 7 June 2016, functions and meetings involving Mayor Trainer have included:

Wednesday 8 June

5.00pm I participated in my first meeting of the Australia Day Council of South Australia Board, after being warmly welcomed by the Board.

Thursday 9 June

10.00am Attended a celebratory lunch meeting of the Combined Probus Club of Lockleys for the Club's 23rd Birthday.

7.00pm Attended with Deputy Mayor McKay a Channel 9 Adelaide Football League (SAAFL) Dinner at Aldi Arena

Friday 10 June

- 2.00pm Presented the Obesity Prevention and Lifestyle (OPAL) Charter to Richmond Primary School. This is the last one of the OPAL program.
- 3.30pm With CEO Terry Buss, met with Mark Young, AAL Managing Director, and AAL Environmental Officer Stephanie Bolt.
- 7.00pm Attended the superbly organised West Adelaide Football Club 2016 Hall of Fame Dinner at which there were six new inductees into the WAFC Hall of Fame and two previous inductees were elevated to legend status.

Sunday 12 June

- 11.25am Attended the annual Jake Watson Memorial match between West Adelaide and Woodville West Torrens in the SANFL U/18 competition at City Mazda Stadium and presented the trophy to the Eagles as the victorious team.

Tuesday 14 June

- 6.30pm Participated with Elected Members and Development Assessment Panel Members in training on the *Planning, Development and Infrastructure Act 2016*, presented by Tracy Riddle and Victoria Shute from KelliedyJones.

Wednesday 15 June

- 3.00pm Attended the Afternoon Tea in the Hamra Centre to farewell OPAL officers Terri Lamoree and Vanessa Green.

Thursday 16 June

- 6.30pm Attended the Queen's 90th Birthday Reception at Government House.

In addition, after the compilation of this report on Thursday evening as part of the distributed Agenda on Friday, the Mayor also expects to have attended or participated in the following:

Friday 17 June

- 1.00pm Participating in a 'Q & A' session on democracy run by Council staff for participants from Orana.
- 7.00pm Attending a Karidis Corporation Dinner held at the Adelaide Pavilion.

Saturday 18 June

- 9.00am Participating with Elected Members and Independent Members in the bus tour of Council's assets and projects, during which I will be leaving for interstate. I will be absent from the 21 June Council meeting while attending the ALGA General Assembly in Canberra...

RECOMMENDATION

That the Mayor's Report be noted.

7. ELECTED MEMBER REPORTS

8. PETITIONS

Nil

9. DEPUTATIONS

9.1 Proposed Thebarton Oval Development - South Australian Amateur Football League

Mr John Kernahan, Chief Executive Officer of the South Australian Amateur Football League wishes to address Council in relation to the development of facilities at Thebarton Oval.

10. ADJOURN INTO STANDING COMMITTEES

RECOMMENDATION

That the meeting be adjourned, move into Standing Committees and reconvene at the conclusion of the Strategy and Community Prescribed Standing Committee.

11. ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS

11.1 FINANCE AND REGULATORY COMMITTEE

RECOMMENDATION

That the recommendations of the Finance and Regulatory Prescribed Standing Committee held on 21 June 2016 be adopted.

11.2 STRATEGY AND COMMUNITY COMMITTEE

RECOMMENDATION

That the recommendations of the Strategy and Community Prescribed Standing Committee held on 7 June 2016 be adopted.

12. ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

Nil

13. QUESTIONS WITH NOTICE

Nil

14. QUESTIONS WITHOUT NOTICE

15. MOTIONS WITH NOTICE

Nil

16. MOTIONS WITHOUT NOTICE

17. REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 South Australian Amateur Football League (SAAFL) Proposed Development

Brief

The South Australian Amateur Football League (SAAFL) has written to Council seeking Council's in principle consent for the construction of a new two storey facility in the south-eastern corner of the Thebarton Oval which is proposed to house the administrative offices of a number of sporting associations.

RECOMMENDATION(S)

It is recommended to Council that:

1. Council provide its in principle consent, in its capacity as landlord, to the proposed construction of a new two storey building in the south-eastern corner of the Thebarton Oval (which lies within the leased area currently occupied by the SAAFL) and for associated carparking for the proposed facility (which currently lies outside of the leased area) as envisaged in the concept plan provided at Attachment 2 to this report.
2. The Administration be authorised to enter into negotiations/discussions with representatives of the SAAFL to further progress this matter; and
3. Further update report(s) be provided to the Council following further negotiations and/or when significant milestones have been reached.

Introduction

The South Australian Amateur Football League (SAAFL) has written to Council indicating that it has been advised that, should the Labor Party be elected to government at the forthcoming federal election, a Federal Labor government would provide project funding of some \$6.6 million to the SAAFL to allow the construction of a new two storey facility in the south-eastern corner (within the SAAFL's leased area) of the Thebarton Oval.

The SAAFL has indicated that it has also entered into negotiations with the Liberal Party in an endeavour to obtain bi-partisan support for the project (**Attachment 1**).

Discussion

As indicated within the SAAFL's letter the Federal Labor Party provided a similar commitment to the SAAFL prior to the previous federal election (again contingent upon the Labor Party assuming office after the election).

It is envisaged that the proposed two-storey development would house the administrative/head office functions of a number of sporting and recreation groups and be known as "State Associations House". The SAAFL has advised that it would assume management rights of the facility and effectively enter into a number of sub-lease or licence arrangements with the groups proposed to occupy it. To date approximately 20 organisations, with 130 staff and approximately 180,000 serviced members (across a wide population spectrum), have registered their interest in the project

The project cost is estimated to be in the order of \$8-\$10 million and the SAAFL has indicated that it does not seek any funding contribution from the Council.

In accordance with the terms of its lease agreement the SAAFL is required to seek Council's consent in its capacity as landlord. Whilst it is somewhat premature for this consent to be provided (as there are still some matters that need to be determined) it is feasible for the Council to provide its in principle consent to the development subject to these matters being satisfactorily resolved.

The location of the proposed facility is identified in the attached concept plan (**Attachment 2**). As indicated on the plan the building footprint will lie within the SAAFL's existing lease area although the parking associated with it lies outside, and to the south of it. The project would also require the removal and re-profiling of portion of the mound on the eastern side of the oval.

As is further indicated on the plan, and as members would be aware, the Torrensville Bowling Club is also proposing to undertake a building project on the western side of its licensed premises, which will also encroach on to the Council land and portion of the SAAFL land on the eastern side of Thebarton Oval. The interface between the Torrensville Bowling Club and SAAFL projects and the adjacent Council land (including the pathway from the northern to the southern side of the oval complex) will also need to be considered.

It is also worth noting that, should the development proceed, this project would satisfy the SAAFL's obligations in regard to the necessary capital contributions that it is required to make under the terms of its (new) lease.

Conclusion

The SAAFL has written to Council seeking Council's in principle consent to the proposed construction of a two storey building in the south-eastern corner of Thebarton Oval. Whilst there are a number of matters that need further consideration there is no reason at this time for the Council to not provide the consent requested.

ATTACHMENT 1



South Australian Amateur Football League Inc | ABN: 22 605 973 501
Aldi Arena | 1a Meyer Street, Torrensville SA 5031
Phone: (08) 8443 8999 | Fax: (08) 8443 8222 | enquiries@adelaidefootball.com.au | www.adelaidefootball.com.au

09/06/2016

Terry Buss
Chief Executive Officer
City of West Torrens
165 Sir Donald Bradman Drive
Hilton SA 5033

Cc Angelo Catinari

Dear Terry,

The South Australian Amateur Football League is in the process of establishing levels of interest from potential stakeholders to engage in the development of a formally recognised "State Associations House" of which the SAAFL would assume management rights.

The Australian Labor Party has recently committed to the provision of \$6.6 Million assuming election in the upcoming federal election and The League is currently in the process of securing Bi-Partisan support from the Federal Liberal Party.

A brief history of the plan

- Circa 2008, the management of the South Australian Amateur Football League (Channel 9 Adelaide Football League) commenced a process of establishing the Thebarton Oval precinct as an administration hub for other sporting and recreation organisations.
- In July 2013, we were successful in obtaining approval for a \$6.6 million grant through the Federal Labor Government for the purpose of a Function Centre.
- Post-election, it emerged that the delivery of that grant was subject to the re-election of the Federal Labor Government. History and a lack of development at the precinct will suggest that the grant has sat in abeyance following that federal election result.

Current dynamic

- In the year 2015, the venue was used regularly or on an ad-hoc basis by over 30 not-for-profit organisations.
- Inclusive Sport SA (Formerly SASRAPID) is a co tenant.
- Rugby SA is a regular user of the facility hosting carnivals and development forums.
- Adelaide Crows train on Tuesday Nights throughout the football season.
- Woodville West Torrens Football Club make use of the facility through the months November to March.
- The Motor Accident Commission, The Metropolitan Fire Service and South Australian Police use the facility in conjunction with WTCC for road education.





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The Project

- To establish a shared facility for not-for-profit, sporting and recreation organisations.
- All user groups to have access to centrally located amenities to promote shared usage.
- Maximise opportunities for collaboration, and sustainable organisations and facilities.
- Estimated cost between eight (8) to ten (10) million dollars.
- The proposed facilities are multi-purpose and integrated to ensure that they comply with:
 - All commonwealth, state and local government safety and health regulations;
 - Standards of provision for each sporting code;
 - And any other regulatory requirements.
- To accommodate the hosting of state events as a minimum standard, and where possible, to accommodate the hosting of national and international events for the respective sports, as well as cultural, community and entertainment event opportunities.
- The design must demonstrate best practice and should enable parallel use by sporting clubs, community groups and participants in events and programmes run by the City of West Torrens Council.
- The development of the Thebarton Oval precinct must take into consideration the present and future needs of the City of West Torrens Council and the wider community, and ensure that any facilities provided are robust and flexible enough to accommodate new users over time.
- The SAAFL is not requesting any additional funding from City of West Torrens Council.

Potential partners and beneficiaries

- In principle, registrations of interest have been sought from potential tenants.
- The current number of organisations to have registered interest is 20.
- The total head count is approximately 130
- The total number of serviced members represented as a collective is 180,000, and this includes:
 - Female
 - Aged
 - Multicultural
 - Traditional sporting and recreational, and
 - Minority sporting and recreational

The SAAFL is seeking an in principle level of support from Council to pursue the initiative with a degree of confidence that the City of West Torrens is supportive of our pursuit though subject to final approval.

Regards

A handwritten signature in black ink, appearing to read 'John Kernahan', written over the printed name and title.

John Kernahan
Chief Executive Officer



SAAFL/ALDI Arena

Facility Investigation & Concept Development



June 2016



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SAAFL Facility Investigation and Concept Development

1 Background

For many years, State Association House (SAH), currently located at 105 King William Road Kent Town and in other city locations prior, has provide office space and headquarters for a range of state sport and recreation organisations. Many of these are small in size and have benefitted from a joint approach to commercial building tenancy to access offices and administration space for their organisations.

The Office for Recreation and Sport (ORS) has in the past been a supporter of this approach and provided rental subsidies for the participating tenants. As of June 2016, ORS will withdraw this offer. The tenants of SAH as a conglomerate have negotiated with the owner of the building to provide rent at a reduced rate for the 2016/17 financial year. While there has been no indication from the owners that rental may change from 2017, there is some uncertainty as to what will apply.

In addition to SAH, Sport SA also provides office accommodation to a small number of sports organisations at its headquarters located at West Beach in the Adelaide Shores precinct. It appears that currently Sport SA does not have the capacity to increase its building footprint to develop office space capable of accommodating a large number of sport and recreation peak bodies such as the number at the existing SAH.

2 The Facility

Thebarton Oval is one of the most sought after sporting facilities and green spaces in Adelaide. It is located three kilometres west of the CBD along a major transport corridor. The venue was used by over 30 not for profit organisations in the past 12 months.

3. The Project

In 2008 and then again in 2013 ambitious facility development proposals were investigated for Thebarton Oval. These have not come to fruition in part as a result of previous political influences and election outcomes. The SAAFL board has committed to revisiting development options to create a realistic and scaled project that will deliver a State Sports Association House and a multi-use sports precinct.

To establish the validity and level of interest in the project, initial and tentative enquiries to potential tenants were recently made by SAAFL. This resulted in 20 organisations registering an interest. The SAAFL board deemed this as sufficient evidence to justify a formal investigation into the development of the grounds and building that will:

- support the sustainability of participating recreation and sport organisations as well as the facilities on site

SAAFL Facility Investigation and Concept Development

- optimise the precinct's centrally located amenities
- promote shared use of administrative facilities for multiple groups
- identify facilities required to create a backup AFL facility
- consider the inclusion of the Thebarton Swimming Centre

The aims of this project are to investigate the feasibility, potential design, optimal location and costs of establishing shared office accommodation for not-for-profit sporting and recreation organisations at the Thebarton Oval. To achieve these aims, actions will include:

- conducting research and benchmarking examples of shared recreation and sport association offices
- reviewing AFL requirements and including these in designs
- consulting with groups interested in establishing an Association House at Thebarton Oval and other key stakeholders
- identifying the key requirements of genuine stakeholders
- identifying models of management and operations
- Undertaking an engineering audit of the Thebarton Swimming Pool to determine its suitability for inclusion into the project
- Developing basic level site concepts
- Preparing floor layouts for offices and other sporting facilities
- Estimating high level costs for the project
- Identify possible funding sources

The principles of shared use, multi-purpose capability and integration will underly the preparation of precinct options, management models and site concepts and comply with all:

- Commonwealth, State and Local Government regulations
- standards of provision for each sport user group
- other regulatory requirements

The outcomes will take into consideration existing and future needs of the City of West Torrens and the wider community, and ensure that any development is capable of accommodating changing use over time. They will also factor in the Thebarton Swimming Pool and its potential for inclusion in the overall precinct. Investigations will assess the pool's operation and statutory compliance, plant condition, equipment condition, current building and plant room performance.

Designs will demonstrate best practice and be capable of parallel use by sporting clubs, community groups and participants in events and programs managed and operated by the City of West Torrens. They will also be designed to accommodate

SAAFL Facility Investigation and Concept Development

state level events as a minimum, and where possible, national and international sporting events. Cultural, community and entertainment opportunities will also be considered.

4. Project Experience

Sport Precinct Master Plans

One Eighty has assisted many local authorities in their assessment of sports infrastructure with the following examples of recent projects.

- *Prospect Oval Master Plan*

Prospect Oval is home to a number of sport and recreation groups including North Adelaide Football Club, Prospect Cricket Club, Prospect Tennis Club, North Adelaide Croquet Club and the Prospect RSL.

- *Port Augusta City Council Central Oval Master Plan*

One Eighty lead the master planning process for Central Oval in Port Augusta. The master plan involved a broad range of stakeholders and the provision and management of both structured and unstructured community uses for the City's primary parcel of open space

- *Walkerville Oval Master Plan*

This very sensitive project led to the consolidation of assets into one central facility and the feasibility of the relocation of a YMCA recreation centre to the site.

Glenunga Oval Master Plan

This site is 5ha and comprises areas used by soccer, football, cricket, Oz Tag, Little Athletics and community access including the Glenunga International High School. The site also included a playspace and the development of a central club and community centre and kiosk / cafe.

Feasibility, Needs and Business Plans

Supporting our understanding of sustainable facility design and master planning is our team's experience and skills in establishing their viability and need. Examples of projects include:

- Marleston League Recreation Centre Feasibility Study
- FFSA State Headquarters site options
- Aldinga Indoor Recreation Centre Needs Analysis & Feasibility Study
- Launceston Recreation Needs Analysis
- City of Burnside Youth Recreation Facilities Study

SAAFL Facility Investigation and Concept Development

5. Project Approach

Based on our comprehensive understanding of community infrastructure requirements for sport and recreation, the following key considerations will be incorporated into our approach.

- *Literature Review*: a review of documents and literature will be undertaken to establish a site history and previous project concepts
- *Community Consultation*: consultation will be a key component of this project and we will identify stakeholders/user groups with potential interest in the facilities. They will be approached and if interested, included in meetings to develop the project
- *Needs Assessment*: following identification of potential tenants, individual and group meetings will determine requirements
- *Analysis*: social and commercial considerations will be applied to ensure options are realistic and in line with real needs. A pool audit will determine its suitability for inclusion in the project
- *Concept Options and Plans*: concepts will prepared for floor layouts and the overall site including rendered architectural drawings
- *Cost Estimates*: professional estimates for works will be included

6. Project Methodology

To ensure the study is undertaken in a systematic and timely manner, One Eighty is proposing a staged approach as identified below.

Stage 1: Research

- Review of previous proposals and other relevant literature
- Benchmark other state examples
- Identify existing State Association House status and situation including history, rent subsidies and commercial rate comparison
- AFL facility guidelines for future AFL games

Stage 2: Consultation

- Canvass interest from all possible organisations (Sport/Recreation)
- Consult potential organisations to ascertain genuine interest
- Key stakeholder consultations – ORS, Council, DECD, Thebarton Swimming Centre, Sport SA, Recreation SA, Torrensville Bowls Club, Thebarton Senior College

Stage 3: Analysis

- Determine physical infrastructure needs
- Determine requirements for ideal office
- Plan infrastructure layout based on possible tenants

SAAFL Facility Investigation and Concept Development

- Identify possible models of operation and management
- Identify possible funding sources

Stage 4: Pool Audit

- Visual condition audit of pool shell and surrounding building structure
- Static head test checking the pool shell & infrastructure for water tightness and identify the network's integrity and water consumption
- Dye test the main pool shell checking joints and pool shell integrity
- Review utility bills & chemical consumption providing commentary relating to water use, plant and equipment condition and efficiency
- Review compliance with the Disability Discrimination Act (DDA)

Stage 5: Site Concepts

- Prepare concept options identifying overall master plan of precinct

Stage 6: Building Floor Plans

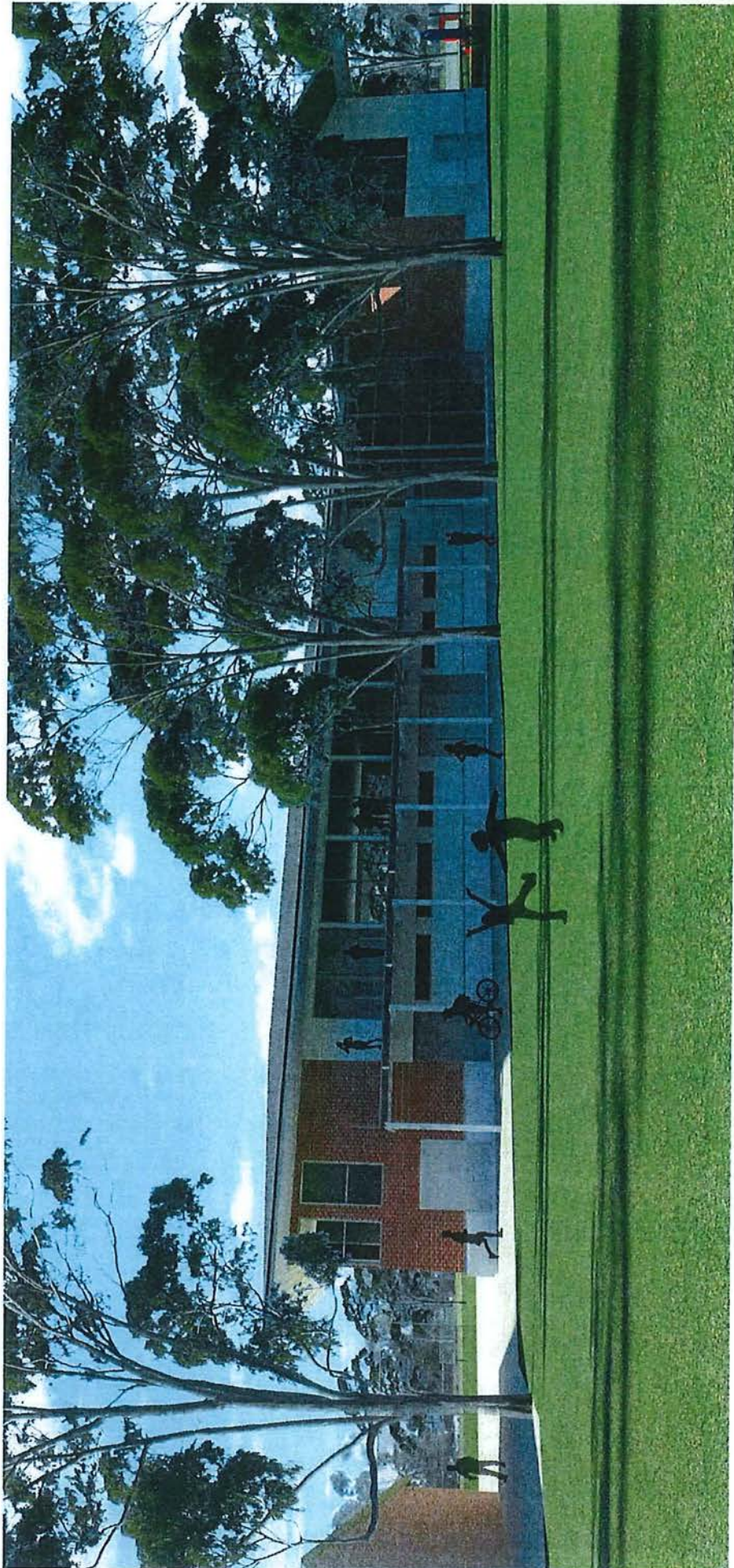
- Prepare floor plans for office accommodation and buildings

Stage 7: Cost Estimates

- Identify project stages and costs of each stage

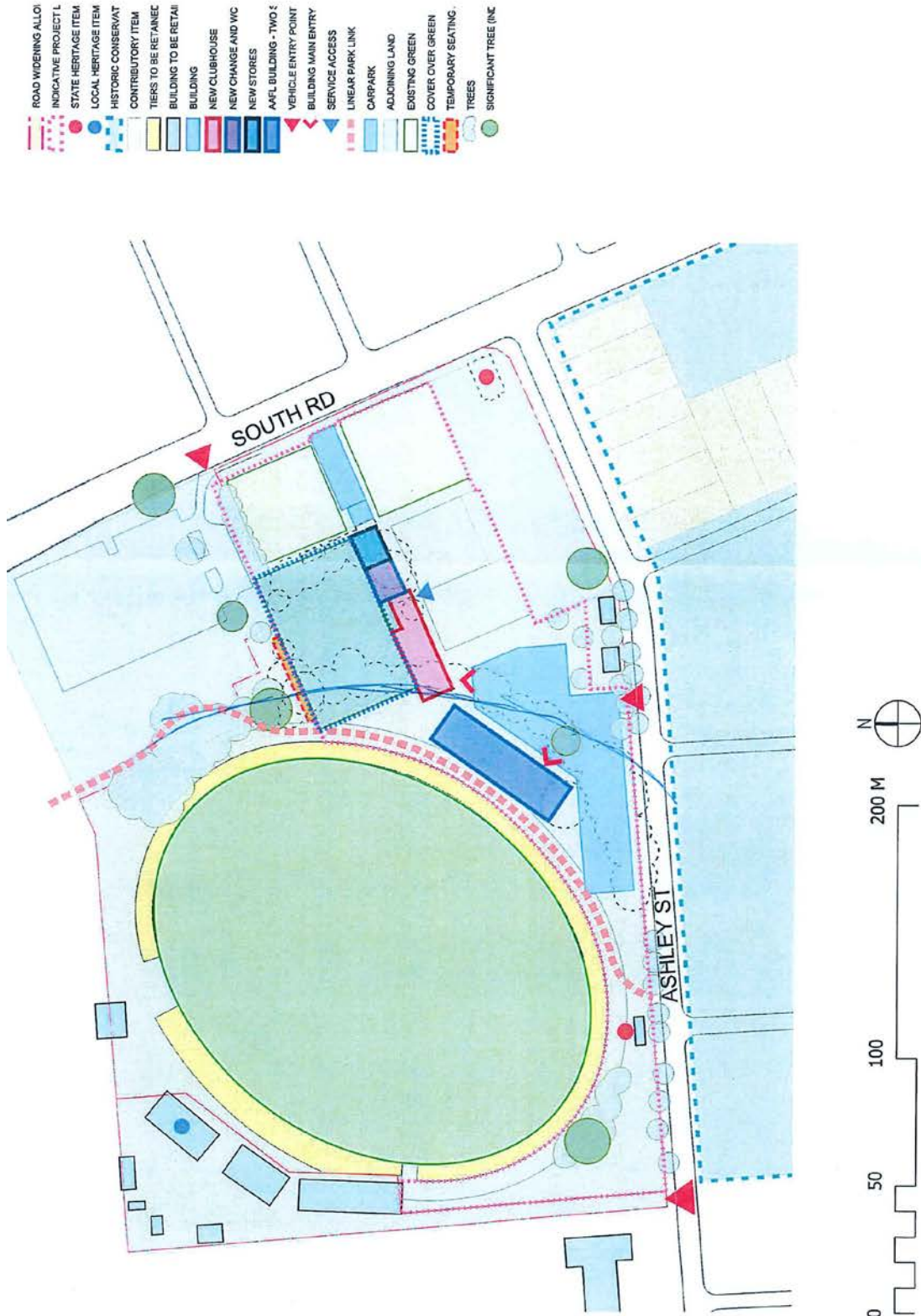
7. Project Staging and Costs

The cost for the research is \$40,000 excluding GST. Timelines assume a project commencement in mid June 2016 and are dependent on factors that may be unknown at this stage.





ATTACHMENT 2



27.01.16
15263 SK 09

**Concept Option 01 - Pre road widening
Torrensview Bowling Club and SA Amateur Football League Masterplan**

© SWANBURY PENGLASE ARCHITECTS ACN 008 382 775 24 GILBERT ST ADELAIDE SA 5000 TEL (08) 8212 2579 FAX (08) 8212 3162 mail@swanburypenglase.com www.swanburypenglase.com

17.2 Brown Hill Keswick Creek Stormwater Management Project - Request for Payment for Ridge Park Works

Brief

To seek Council approval to reimburse the City of Unley for the City of West Torrens contribution for Ridge Park Detention Dam works as specifically identified in Part A of the previously approved Brown Hill Keswick Creek Stormwater Management Plan 2012.

RECOMMENDATION(S)

It is recommended to Council that:

1. In respect of the Brownhill Keswick Creek Stormwater Project, Council commits to its share towards the Ridge Park Detention Dam works subject to:
 - a. The City of Unley, having ownership and maintenance responsibilities for the assets constructed and acquired, until such time as alternative responsibilities are agreed between the Project and the City of Unley; and
 - b. The other three Project Councils, namely the Cities of Adelaide, Burnside and Mitcham providing similar commitment to pay their share of the contribution to the City of Unley.
2. Council authorises the CEO to negotiate, approve, pay or undertake any other necessary steps to give effect to this latest Council decision.

Introduction

Each catchment Council has previously agreed to the Brown Hill Keswick Creek Stormwater Management Plan 2012 (SMP) which was approved and gazetted by the Stormwater Management Authority (SMA) in March 2013.

The Ridge Park Detention Dam was identified as part of the agreed works, with the City of Unley incurring the costs for its design and construction which would subsequently be reimbursed by each catchment council after the final SMP was approved by the SMA.

Background

In August 2012, the five (5) catchment councils; Adelaide, Burnside, Mitcham, Unley and West Torrens endorsed the 'Brown Hill Keswick Creek SMP - 2012'.

This plan was subsequently approved by the SMA and gazetted in March 2013.

Since this period the five (5) councils, under order from the SMA, have been working towards the finalisation of a section of the project, that being 'Part B' Works – Upper Brown Hill Creek.

The five (5) Councils undertook extensive community consultation relating to the Brown Hill Keswick Creek Stormwater Management Project – Part B Report.

The Brown Hill Keswick Creek SMP 'Part B' Report was released to the public on Tuesday 9 September 2014.

The formal community engagement and consultation process on the 'Part B' Report commenced on 13 May 2015 and concluded on 23 June 2015.

On 19 May 2015, the Stormwater Management Authority issued the Mayors of each of the five councils, a Notice pursuant to Clause 14(1) of Schedule 1A of the Local Government Act 1999, to prepare a revised Stormwater Management Plan for the Brown Hill Keswick Creek catchment.

A report entitled “Consultation findings on the Brown Hill Keswick Creek Stormwater Project: Part B Report, July 2015” was presented to each catchment council in August 2015.

Information in relation to the progress of the Brown Hill Keswick Creek Stormwater Management Project was made available to the public on the Brown Hill Keswick Creek Project, member councils and West Torrens Council web sites.

On the 15 September 2015, Council formally endorsed the findings of the community consultation process and the last package of works (‘Part B’ works), which gave direction to the BHKC Project Steering Group to finalise the SMP and re-submit the finalised document to the Stormwater Management Authority (SMA) for gazetting. As part of the decision Council also resolved that the Chief Executive Officer be delegated authority to do all things necessary to prepare a revised Stormwater Management Plan in respect of the Brown Hill and Keswick Creek Catchment for submission to the Stormwater Management Authority for approval.

The SMP (Parts A & B combined) has been finalised and was submitted to the Stormwater Management Authority on 17 March 2016 for approval.

At its April Board meeting, the SMA deferred a decision on the 2016 SMP until July 2016.

At the date of writing this report the Stormwater Management Authority had not yet approved the final Stormwater Management Plan.

Discussion

A flood detention dam on Glen Osmond Creek in Ridge Park Reserve, Myrtle Bank, has been completed to reduce peak stormwater flow in Glen Osmond Creek, and reduce the risk of flooding in downstream areas along Glen Osmond and Keswick Creeks.

Commissioned in July 2015, the Ridge Park detention dam also collects stormwater for the City of Unley’s managed aquifer recovery (MAR) scheme. Under the MAR, harvested stormwater is stored in an underground aquifer for irrigation of Unley’s parks during periods of dry weather.

The proposal is outlined in Section 10.6 of the 2016 Stormwater Management Plan.

Council has previously agreed to the Ridge Park Detention Dam works as specifically identified in Part A of the approved Brown Hill Keswick Stormwater SMP 2012 and has budgeted sufficient funds to meet the requested payment for Ridge Park Works in previous Council budgets.

The SMP outlines a solution for Part A works of the BHKC catchment, representing about 80% of overall project cost. The Part A works includes a culvert crossing at Goodwood Junction, which was completed in January 2013, and a detention dam in Ridge Park, Myrtle Bank, which was completed in July 2015.

The relative costs of each council’s contribution to the BHKC SMP’s recommended works have been included in the Long Term Financial Plan of each council. The 2015/16 budget of each council includes an amount for the construction of Ridge Park Dam.

Through the Project Steering Committee, the CEO’s (or their representative) of each council supported the construction of the Ridge Park Dam but requested that Unley fund the work until such time as the SMP was approved and funding clarified. It was expected that the SMP would be endorsed by the SMA before the end of the 2015/16 financial year.

As the revised SMP has now been submitted to the SMA, all councils agree with the recommended solution, and council budgets for 2015/16 include their contribution towards the costs of the Ridge Park Dam, the City of Unley are now seeking reimbursement for this work.

In summary total costs for the BHKC Ridge Park Dam project amounted to **\$2,802,703**.

Funds totalling **\$1,777,720** have been received or submitted to SMA as per below:

- Natural Disaster Resilience Program \$25,000
- SMA for \$25,000 12/13
- SMA Claim No 1 \$932,846 14/15.
- SMA Claim No 2 \$437,409 submitted May 2016
- Previous Council Contributions \$357,465 up to 14/15

This left a balance of **\$1,024,984** which is proposed to be distributed for payment to the City of Unley based on the agreed capital contribution percentages below:

ACC (8%)
Burnside (12%)
Mitcham (10%)
Unley (21%)
West Torrens (49%)

Accordingly, an invoice covering the City of West Torrens' remaining contribution of \$496,570 ex GST towards the construction of Ridge Park Dam has been submitted by the City of Unley for approval and payment.

Conclusion

The City of Unley has completed the construction of the Ridge Park Dam project works as identified in the BHKC SMP.

The City of Unley is now seeking reimbursement from catchment councils for payment of costs incurred in delivering this project.

Council has previously budgeted to fund these works within previous Council budgets and accordingly monies currently held in reserve accounts can be used to settle the amount sought by the City of Unley.

17.3 Request for an Internal Review of Council Decision re Native Plant Giveaway

Brief

This report presents a request for an internal review of Council's decision to limit the native plant giveaway program to those tenants who have the written consent of the property owner in accordance with *s270 of the Local Government Act 1999*.

RECOMMENDATION(S)

It is recommended to Council that the requirement for tenants to receive written consent to obtain a pack on their behalf and permission to plant seedlings at the rental address be abolished for future Native Plant Giveaway events and Mr Paris Dean be advised of Council's decision.

Introduction

A request has been received from a Mr Paris Dean, pursuant to s270 of the *Local Government Act 1999* and *Council Policy - Internal Review of Council Decisions* (Policy), seeking an internal review of Council's decision to limit the provision of plants at Council's Native Plant giveaway to those tenants who have received written consent of the owner of the property (**Attachment 1**).

This request meets the criteria, contained in clause 6.1.5 of the Policy (**Attachment 2**), to determine the validity of the request in that:

1. It is not trivial, frivolous or vexatious;
2. It is of substance and is credible;
3. The applicant appears to have sufficient interest in the matter.

Given the decision to limit the provision of plants was made by Council, clause 6.2.2. of the Policy requires that this request be directly referred to Council for reconsideration.

Discussion

Council's native plant giveaway (Giveaway), established in 2010, occurs in June each year (this year on Saturday 4 June) as part of the World Environment Day celebrations. Council's aims in establishing the Giveaway are to:

- Aid in restoring local native diversity across the region
- Raise awareness about water wise plants and sustainable gardens
- Promote how native plants can be incorporated into new or existing gardens
- Deliver Community Plan strategies that 'protect and enrich local biodiversity, waterways and the coast.

In addition, the Giveaway assists in the greening of the City and that, in turn, assists to deal with potential climate change issues such as urban heat mitigation etc. as well as enhancing the aesthetics of the West Torrens area.

Background

In 2013, a review was presented to the 24 September 2013 meeting of the Civic Committee. That review did not result in any restrictions being placed on tenants other than, along with all recipients, they must be a resident of the City of West Torrens. The agenda item, the Civic Committee minutes and the Council minutes adopting the Committee recommendations are attached (**Attachment 3**).

A subsequent review was presented to the 25 March 2014 meeting of the Civic Committee following which Council, at its 2 April 2014 meeting, amended the terms and conditions for the 2015 Giveaway. This included the following condition specifically relating to tenants:

Tenants renting in the City of West Torrens area who wish to claim the present written consent from the property owner/landlord to:

- a) *Claim a pack on their behalf and*
- b) *Permission to plant seedlings at the rental address*

The agenda item, the Civic Committee minutes and the Council minutes adopting the Committee recommendations are attached (**Attachment 4**).

At its 1 September 2015 meeting, Council resolved to retain this condition in 2015 for the 2016 Giveaway, following consideration of a review and report to the 25 August 2015 meeting of the Civic Committee. The agenda item, the Civic Committee minutes and the Council minutes adopting the Committee recommendations are attached (**Attachment 5**).

Assessment of Request

Neither review reports to the Civic Committee detailed the rationale for this change, other than to address issues raised by Elected Members however, these issues were not articulated (**Attachments 4 & 5**).

It has been suggested that these concerns may have been of a budgetary nature and for negligence minimisation purposes. If, indeed, these concerns were related to budgetary concerns then these are addressed by the current practice of the setting of a specific budget by Council with a disclaimer on the promotional material that advises that the Giveaway is on 'first in best dressed' basis. It is also interesting to note that, as reported to the August 2015 meeting of the Civic Committee, participation in the Native Plant Giveaway declined from 400 in 2014 to 282 participants in 2015 and 300 in 2016 resulting in a surplus of plants of 1400.

If concerns did relate to any potential for negligence to be assumed by Council by the planting of these plants without the consent of the owner, Council is not responsible for ensuring a tenant complies with a tenancy agreement that may limit their planting plants in the garden. Nothing precludes a tenant from readily purchasing (or receiving) plants from any supplier and planting them in the garden of the property they rent unless the planting was contrary to the tenancy agreement nor is there legislation that prevents a tenant from planting plants in the property owner's garden. It is also worth considering that this condition appears contrary to Council's commitment to greening the City and the 2014, 2015 and 2016 Giveaways resulted in a surplus of plants. Tenants planting plants in the gardens of their rental property, in accordance with their tenancy agreement, contributes to the overall greening and climate change minimisation of the City.

While Council may have had other reasons to limit the Giveaway to those tenants who have the required written permission, these are not detailed in any report to Council so it is difficult to provide any rationale for retaining the condition. Similarly, Council serves both its ratepayers and tenants on a non-discriminatory basis

Consequently, without such rationale and given Council serves both ratepayers and tenants alike on a non-discriminatory basis, it is hard to argue with Mr Dean's assertion that imposing this condition on tenants is discriminatory and therefore, on that basis, it is recommended to Council that it considers the removal of the condition limiting the Giveaway to those tenants who have the written consent of the owner to receive a pack on their behalf and to plant them at the rental property.

Mr Dean's request was received too late for consideration by Council prior to the 4 June 2016 so if Council wishes to make any changes to the terms and conditions of the Giveaway, these will not be implemented until the 2017 Giveaway at the earliest.

Conclusion

A request for an internal review of Council's decision to limit the Native Plant Giveaway to those tenants who have the written consent of the property owner has been received. The review has been unable to determine the rationale for the adoption of this limitation and recommends that the condition be removed from the terms and conditions of the Giveaway for the 2017 event.

ATTACHMENT 1

Page 1 of 1

From: Paris Dean
Sent: Thursday, 26 May 2016 12:05:32 AM
To: Council Enquiries
Subject: COMPLAINT - NATIVE GIVE-AWAY

Dear Madam / Sir

I write to formally complain pursuant to section 270(a1)(b) of the *Local Government Act 1999* (SA) ("the Act").

I understand that my complaint must be dealt with in accordance with the *Council Policy: Internal Review of Council Decisions* policy ("the Policy"), being the policy of the West Torrens City Council ("WTCC") said to satisfy the obligations imposed by section 270(a1) of the Act.

As you would be aware, the Council is obliged, pursuant to section 6(b) of the Act, to provide and co-ordinate services in a "socially just" manner. Further, the Council is obliged by virtue of section 8(i) of the Act to uphold observance to and promote the provision of, and access to, council services in an equitable manner.

I refer to the event *Native plant giveaway*, and more particularly to the conditions imposed the provision by the Council, and access by residents, to that program. Promotional material for that event provides:

Tenants renting in the City of West Torrens' area who wish to claim the offer must present written consent from the property owner/landlord to: • a) claim a pack on their behalf and • b) permission to plant seedlings at the rental address

No basis for discriminatory access to the program is articulated. No right to control a tenant's access to flora is vested in a landlord by the operation of any statute. Put simply, there is no obvious proper basis for the differential and inequitable provision of council services.

The conditioning of one group of residents access in circumstances where there is no proper basis to do so contravenes the obligations of equitable and socially just provision of services imposed by the foregoing provisions of the Act.

I respectfully request that the Council withdraw the discriminatory requirement.

I note the requirement imposed by the Policy to advise, within 5 days, as to what model and expected timeframe will be adopted in respect of this grievance. I look forward to hearing from you.

Paris Dean
Resident

ATTACHMENT 2

CITY OF WEST TORRENS



Council Policy: Internal Review of Council Decisions

Classification:	Council Policy
First Issued:	7 November 2000
Dates of Review:	30 July 2002, 4 September 2012, June 2015
Next Review Date	21 July 2020
Version Number:	4
DW Doc set ID:	306075
Applicable Legislation:	<ul style="list-style-type: none">• Local Government Act 1999 (SA)• Government Business Enterprise (Competition) Act 1996 (SA)• Local Government (Financial Management and Rating) Amendment Act 2005 (SA)
Related Policies or Corporate Documents:	<ul style="list-style-type: none">• Customer Complaints Council Policy• Whistleblowers Policy• Rates Rebates, Remissions and Postponement Policy
Associated Forms:	<ul style="list-style-type: none">• Internal Review of a Council Decision
Note:	
Responsible Manager:	General Manager Organisational Support
Confirmed by Executive:	Date June 2015
Approved by Council:	Date 21 July 2015

City of West Torrens Council Policy - Internal Review of Council Decisions

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COUNCIL POLICY - Internal Review of Council Decisions

1. Preamble

- 1.1 Council is committed to open and transparent decision making processes and to providing access to a fair and objective procedure for the internal review of its decisions, the decisions of its officers or people acting on behalf of Council.
- 1.2 Council will attempt to resolve all complaints about decisions of Council, its officers or people acting on behalf of Council without the need for formal review requests to be lodged, however, this may not always be possible.
- 1.3 This policy is developed in accordance with Section 270 of the [Local Government Act 1999](#) (the Act).

2. Purpose

- 2.1 To describe the principles and processes to be used when managing formal requests for the internal review of council decisions including registration, investigation, resolution and reporting.
- 2.2 To ensure that the process for managing an internal review of a council decision is fair, effective, transparent, consistent and timely.
- 2.3 To facilitate the use of information obtained from the internal review process to improve overall service delivery.
- 2.4 To ensure the objective analysis and assessment of the process originally undertaken in reaching the decision that is being disputed.

3. Scope

This Policy:

- 3.1 Only applies in those instances when a formal request for an internal review of a council decision is made.
- 3.2 Applies to those decisions made by:
 - The Council
 - Employees of the Council
 - Other persons acting on behalf of the Council, which have resulted or will result in an administrative act of the Council.
- 3.3 Does not apply to applications made by employees that relate to an issue concerning their employment. Such applications will be dealt with in accordance with the *Review of an Employment Related Decision - Employee Initiated Administration Policy*.
- 3.4 Will not apply when an alternative statutory process for review exists in other legislation, i.e:
 - [Development Act 1993](#) - appeals to the Environment, Resources and Development Court.
 - [Freedom of Information Act 1991](#) - request for an Internal Review
 - Review by the [SA Ombudsman](#).

- Courts in respect to a s255 of the Act, Order to Environment, Resources and Development Court.
- Public and Environmental Council under the *Public and Environmental Health Act 1987*, which was repealed by the [South Australian Public Health Act 2011](#).

3.5 Does not exclude other rights and remedies available at law.

4. Definitions

4.1 An **Applicant** is any person who makes an application for an internal review of Council decision

4.2 A **Council Decision** is a decision of Council, an employee of Council made under delegation or by other people acting on behalf of Council.

4.3 **Elected Member/s** is the term used to define all members of Council, including the Mayor.

4.4 An **Employee** is any individual who is employed by CWT and includes agency staff and contractors.

4.5 A **Frivolous or Trivial complaint** is a complaint that is considered by the relevant departmental manager to be minor or without merit and therefore not worthy of action or when the resources required to address such complaints would be an unreasonable diversion of public resources.

4.6 An **Initial Review** is a review by the manager, or the reviewing officer designated by the manager, within the responsible area.

4.7 An **Internal Review of a Council Decision** is a review of a decision made by Council, its employees, or other people acting on behalf of Council. The request must arise from a grievance with a Council decision on access to a service, the way in which that service is delivered, or the application of regulatory powers.

4.8 For the purposes of this policy, **Manager** refers to a member of the management team.

4.9 **Personal Information** is any information or opinion that identifies a person. This could include:

- written records about a person
- a photograph or image of a person.

4.10 The **Reviewing Officer** is the employee assigned to undertake an internal review of a council decision.

4.11 A **Vexatious Complaint** is any complaint:

- from a complainant who has consistently, over a period of time, complained about minor matters or the same matter, which have previously been dealt with and new no information has been provided by the complainant.
- which the department manager, considers to be mischievous, without sufficient grounds or serving only to cause annoyance.

5. Principles

5.1 Commitment

5.1.1 Council commits to:

- treating all applicants with respect and courtesy.
- responding to applicant requests and enquiries promptly and efficiently.
- acting with integrity and honesty when dealing with applicants.
- providing relevant and timely feedback to the applicant.

5.1.2 All applications for an internal review of a council decision will be considered on their merits, the principles of natural justice will be observed and complainants will not suffer any reprisal from CWT for requesting an Internal Review of a Council Decision.

5.2 Privacy and Confidentiality

5.2.1 When a request for review is referred to the Elected Council for determination, the Council may consider the matter in confidence when it is lawful and appropriate to do so, subject to one of the clauses under Section 90(3) of the [Act](#) being satisfied.

5.2.2 The applicant's personal information will be used by the reviewing officer in relation to investigating and reviewing the application.

5.2.3 If the application is referred to the Ombudsman, the CWT will share any relevant information relating to the application with the Ombudsman in accordance with the [Ombudsman Act 1972](#).

5.2.4 Information contained within the application may be accessible under the [Freedom of Information Act 1991](#).

5.2.5 An applicant may apply directly to the CWT to suppress their personal details by completing and submitting an application [form](#). Forms are also available from Council's Civic Centre and the Hamra Centre Library.

5.2.5.1 The CEO will assess the application and may suppress the applicant's name or address details if the CEO is satisfied that the applicant's personal safety or that of any other person is at risk. Acceptance of such applications is at the discretion of the CEO.

5.2.6 CWT will respond to complaints alleging misuse of personal information within five (5) business days.

5.3 Data Collection

Statistical information may be used to identify areas/services/procedures that require review or that may need additional resources to provide the required level of service for customers.

5.4 Reporting

In accordance with Section 270(8) of the [Act](#), the CWT will provide a report in each annual report on the requests for an internal review of a council decision under this policy which will include:

- The number of requests for review received in the relevant financial year
- The matters to which the applications relate
- The outcome of the subsequent reviews, and
- Any other matter prescribed by Regulation

6. Procedure

6.1 Applications for a Review of a Council Decision

6.1.1 Requests for an Internal Review of a Council Decision may be lodged by any person with sufficient interest in a decision of Council.

6.1.2 Requests must be in writing, provide full details of the decision of Council, for which the applicant is seeking a review, including how the decision impacts on their rights and/or interests, and should be addressed:

If posted, to:

**The Chief Executive Officer
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033**

If emailed, to:

**The Chief Executive Officer
City of West Torrens
csu@wtcc.sa.gov.au**

If faxed, to:

**The Chief Executive Officer
City of West Torrens
Facsimile: (08) 8443 5709**

6.1.3 If necessary, assistance will be provided to applicants to lodge a formal request for an Internal Review of a Council Decision using the Application for [Internal Review of a Council Decision Form](#), available from Council's website www.wtcc.sa.gov.au or from the Civic Centre. The CEO or their delegate may amend this form from time to time to suit operational needs.

6.1.4 The CEO is responsible for coordinating any requests for an internal review of council decision.

6.1.5 The CEO may refuse to consider an application if:

- s/he considers the matter to be trivial, frivolous or vexatious, lacks substance or credibility and therefore investigating the application is deemed unnecessary, unjustifiable or an inappropriate use of resources
- the applicant does not have sufficient interest in the matter.

In these instances the CEO will advise the applicant accordingly.

6.2 Application Assessment Model

6.2.1 The CEO will assess and determine all requests for an internal review of council decision and decide what action, if any, should be taken. This may include direct referral of the matter to the Elected Council, or to a person independent of the Council, to conduct the review. The CEO may elect to appoint another officer, independent of the original decision, to review the application e.g:

- A member of the Executive Management Team.
- A senior officer independent of the original decision,
- An internal review panel set up for that express purpose (i.e. It does not have permanent status),
- An independent review panel, mediation, conciliation or neutral evaluation.

6.2.2 Requests which will be directly referred to the Council for consideration or reconsideration include those regarding:

- Decisions made by the Council via a formal resolution
- Civic and ceremonial matters
- Any other matters at the discretion of the CEO.

The applicant must be informed if an application is referred to Council.

6.3 Time Frame and Progress Notification

6.3.1 An application for an internal review of council decision will be acknowledged in writing within five (5) business days of receipt and will include advice about the expected timeframe for dealing with the matter.

6.3.2 In most cases, applications for an internal review of council decision will be assessed within 21 business days. However, in some circumstances the review process may take longer and, in this instance, the applicant will be advised.

6.3.3 The applicant will be kept informed about progress of the review if it exceeds 21 business days

6.3.4 If a request for an internal review of council decision has been referred to Council, the applicant will be given the opportunity to provide a verbal submission, via a deputation, in relation to the report submitted by the CEO for Council's consideration.

6.4 Opportunity to Provide Additional Information

- 6.4.1 After initially assessing an application for an internal review of council decision, the reviewing officer will (if deemed appropriate) invite the applicant to provide further information to assist in understanding the applicant's concerns, issues to be investigated and the outcome or remedy sought.
- 6.4.2 Applicants are able to supply information relevant to the initial application at any time during the review process. However, if the additional information is determined by the reviewing officer to be of a different nature the applicant will be advised of the need to submit a separate application for an internal review of council decision.

6.5 Independent Review

- 6.5.1 At its absolute discretion, the Council may use alternate dispute resolution methods such as mediation, conciliation or natural evaluation to resolve an application in circumstances when the CEO or his/her delegate deems such a course of action appropriate and the applicant is amenable to that process.
- 6.5.2 Costs and expenses associated with mediation and/or conciliation will be shared equally between the Council and the other party in accordance with s271 of the [Act](#).
- 6.5.3 Applicants will be encouraged to participate cooperatively in the review process. However, this will not negate the applicant's right to seek external review through the [SA Ombudsman](#), other legal processes, or the judiciary at any time during the independent review process.

6.6 Applications relating to Rates

- 6.6.1 Council acknowledges its obligations to respond promptly to any request relating to the impact that a declaration of rates or service charges may have on ratepayers in accordance with s270 of the [Act](#).
- 6.6.2 As part of the process the Council or CEO (as part of the review process) will consider, if appropriate, the provisions available to ratepayers for rate relief or concessions as set out in the [Act](#). Council can also offer alternate payment arrangements in its endeavours to assist ratepayers to meet their rate debt.

6.7 Matters regarding Competitive Neutrality Pricing

- 6.7.1 Matters regarding competitive neutrality pricing should be referred to the [Australian Competition and Consumer Commission](#) (ACCC). The ACCC is an independent statutory authority appointed under the [Government Business Enterprise \(Competition\) Act 1996](#).

6.8 Outcome of Review

- 6.8.1 The outcome an internal review of a council decision will result in the original decision being upheld or overturned.
- 6.8.2 The applicant will be advised in writing of the outcome of the review within 5 business days of a determination being made.
- 6.8.3 Applicants who are unhappy with any stage or outcome of an internal review of council decision are at liberty to submit a complaint to the [SA Ombudsman](#) or seek other legal remedies.

ATTACHMENT 3

CIVIC COMMITTEE
24 September 2013

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7.7 Native Plant Giveaway Program

Brief

To present a review of the Native Plant Giveaway program, in response to Elected Member concerns and resident feedback.

RECOMMENDATION

That the Civic General Committee recommends to Council that the changes to the Native Plant Giveaway Program as outlined in this report are adopted.

Introduction

The Native Plant Giveaway began in 2010 after a similar program was held with West Torrens residents in 2009 (Backyards for Biodiversity) was operated through the Department for Environment, Water and Natural Resources.

The program provides native plant packs for residents to help restore biodiversity across the region and promote sustainable gardening, and is held in June each year as part of the annual World Environment Day celebrations.

A review of the Native Plant Giveaway was undertaken in 2013, to ensure that the Native Plant Giveaway is delivered in the most efficient manner and remains a valuable community program. The review considered operational aspects, objectives and feedback from participants against the program's intention to deliver efficient community outcomes relating to biodiversity restoration and achieving Council's strategic directions.

The operational aspects and objectives were reviewed internally, while community feedback was gathered via a survey conducted with participants of the 2013 Native Plant Giveaway event. Of the 300 participants, 153 (or 51%) responded.

Key results from the survey include:

- 93% of respondents were satisfied with the plants received
- more than half of the respondents were attending for the first time
- 51% of respondents, who had participated previously, indicated that 61-100% of plants from previous events have survived.

Background

Since 2010 the City of West Torrens has provided 27,000 locally indigenous seedlings to residents through the Native Plant Giveaway, key objectives of the program are to:

- help restore local native biodiversity across the region
- raise awareness about water-wise plants and sustainable gardens
- promote how native plants can be incorporated into new or existing gardens
- deliver Community Plan strategies that "protect and enrich local biodiversity, waterways and the coast".

Each pack contains a variety of shrubs, grasses, groundcovers, flowers and small trees. During the first three years 250 packs were given away annually, however in 2012 this was expanded to 300 packs due to growth in popularity. In 2013, 300 packs were distributed and contained a mix of 20 locally indigenous seedlings (Table 1).

Participating residents can swap a voucher (collected through Talking Points or other promotion points) for a pack of seedlings that they can then plant in their garden.

Table 1: Native Plant Giveaway plant packs 2013

Species name	Common name	Units per Pack	Total Order
Acacia acinacea	Round-leaf Wattle	1	300
Acacia pycnantha	Golden Wattle	1	300
Austral trefoil	Lotus Australis	1	300
Austrodanthonia species	Wallaby Grass	3	900
Dianella revoluta	Black-anther Flax-lily	2	600
Disphyma crassifolium	Round-leaf Pigface	1	300
Goodenia amplexans	Clasping Goodenia	1	300
Leucophyta brownii	Cushion Bush	1	300
Hardenbergia violacea	Native Lilac	2	600
Kennedia prostrata	Scarlet Runner	1	300
Olearia ramulosa	Twiggy Daisy Bush	1	300
Scaevola albida	Pale Fanflower	1	300
Themeda triandra	Kangaroo Grass	3	900
Senecio lautus	Variable Groundsel	1	300
			6,000

The total cost of the program in 2013, including the purchase of plants, delivery and staff time on the day, was just under \$10,000.

Discussion

Given that plant stock needs to be ordered by October to ensure delivery of seedlings in June, significant changes to the program cannot be implemented for 2014. Instead, to help reach a wider audience and ensure that the program reaches people who have an interest in environmental programs, some minor changes are proposed for the 2014 event.

1. Changes to pack size

In 2013 all 300 packs were distributed, helping to reinstate 6,000 native plants across gardens in the City of West Torrens. 93% of survey respondents were satisfied with the plants received, commenting they liked the variety of plants provided. 2% of respondents indicated they were not satisfied with the plants for reasons such as:

- too many grasses
- wanting more flowering plants
- difficulty removing seedlings from the tube.

Pack size was determined based on the availability of trays which could be ordered at the time.

Acknowledging that survey feedback was only obtained from people who had received plants this year, 79% of respondents indicated 20 as being a suitable number of plants. Some people shared plants with neighbours or friends, or planted them in local parks or reserves bordering their property.

9% of respondents reported the number of plants provided was not enough. This may be due to the fact they have large gardens to accommodate many plants, where as some people were using the plants to re-landscape their garden. Reasons for nominating that there were too many plants include having a small garden.

Given that the program's aim is to increase planting across the city, and not to the same people or locations each year, it is intended to reduce the pack size to 12 plants, but maintain biodiversity outcomes by ensuring a total of 6,000 plants are ordered. This will allow for expansion of the program without an increased budget requirement.

2. Changes to the voucher system

Residents redeem a voucher for a pack of plants on the day. Vouchers are provided in Talking Points before the event, or can be obtained online or from other promotional points. The number of vouchers printed is not limited, so plants are distributed on a first-come-first-serve basis on the day.

Participants are forewarned that they may be asked to provide proof of residence on the day (many do bring copies of their Council rates notice); however, to help ensure that the program is more equitable for future events, and to improve the likelihood that seedlings are planted and nurtured within the City, the following conditions should apply:

- only one voucher per address
- evidence of address will be required e.g. rates notice or current driver's licence
- residents, other than ratepayers, will need to provide written consent from the property owner to plant the seedlings.

3. Ongoing review

There are a number of possible opportunities to deliver the outcomes of the Native Plant Giveaway from 2015 onwards, including:

- A system where residents can swap a voucher for plants that are locally indigenous to the West Torrens area at a specialist nursery throughout the year (pending negotiation with suitable supplier). This would be in lieu of an annual event held around World Environment Day.
- Distribute vouchers to residents at Council's community education events held throughout the year.
- Residents can only claim the offer once every two years.

Further investigations will be undertaken into the feasibility of these changes and a report canvassing them will be presented for consideration in early 2014 (February/March).

Conclusion

Minor changes are proposed for the 2104 Native Plant Giveaway program (e.g. pack size and eligibility). A further report, canvassing more significant changes will be presented to the Committee in early 2014.

7.7 Native Plant Giveaway Program

This report presented a review of the Native Plant Giveaway program, in response to Elected Member concerns and resident feedback.

RECOMMENDATION

That the Civic General Committee recommends to Council that the changes to the Native Plant Giveaway Program as outlined in this report are adopted.

COMMITTEE DECISION

MOVED Cr Coxon SECONDED Cr Haese that the recommendation be adopted.

CARRIED

12. ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 CIVIC COMMITTEE

RECOMMENDATION

That the Minutes of the Civic General Committee dated 24 September 2013, be noted and the recommendations be adopted.

COUNCIL DECISION

MOVED Cr Vlahos SECONDED Cr Haese that the recommendation be adopted.

CARRIED

ATTACHMENT 4

CIVIC COMMITTEE
25 March 2014

Page 2

7. REPORTS OF THE DEPUTY CHIEF EXECUTIVE OFFICER

7.1 Native Plant Giveaway - Proposed 2015 program

Brief

To report on proposed changes to the 2015 Native Plant Giveaway program, consistent with the Committee's request for its further review.

RECOMMENDATION(S)

The Civic Committee recommends to Council that the 2015 Native Plant Giveaway Program:

1. Be managed as a voucher system.
2. Vouchers to the value of \$36 each be redeemable at Provenance Indigenous Plants (Hendon) from 1st June to 30th November 2015.
3. A coupon system be established to administer eligibility requirements.
4. Vouchers be posted to eligible residents.
5. The Program be funded to:
 - a) purchase 500 vouchers (6,000 seedlings) at \$18,000,
 - or
 - b) purchase 277 vouchers (3,324 seedlings) at \$10,000.

Introduction

A review of the *Native Plant Giveaway* was undertaken in 2013 in response to issues raised by Elected Members and participant feedback. A report provided to the Civic Committee on 24 September 2013 recommended some minor changes to be implemented for the 2014 event.

A commitment was also made to provide a further report in February/March 2014 which would canvass alternative ways to deliver the program in 2015. This report is now presented for consideration.

Background

The Native Plant Giveaway began in 2010 after a similar program was held for West Torrens residents in 2009 in conjunction with the Department for Environment, Water and Natural Resources.

Since 2010 the City of West Torrens has provided 27,000 locally indigenous seedlings to residents through the Native Plant Giveaway. Key objectives of the program are to:

- help restore native biodiversity across the region
- raise awareness about water-wise plants and sustainable gardens
- promote how native plants can be incorporated into new or existing gardens
- deliver Community Plan strategies that *protect and enrich local biodiversity, waterways and the coast.*

Previously, the program involved residents swapping a voucher for a pack of locally indigenous plants at an event held as part of World Environment Day celebrations. The voucher was made available in the Autumn edition of Talking Points and other promotional points. The number of vouchers was not limited, so plants were distributed on a first-come-first-served basis at the community event in June.

A report provided to the Civic Committee on 24 September 2013 recommended a number of minor changes to be implemented for the 2014 event. These were that the pack size be reduced from 20 to 12 plants, and that the following conditions should apply:

- only one voucher per address
- evidence of address will be required e.g. rates notice or current driver's licence
- residents, other than ratepayers, will need to provide written consent from the property owner to plant the seedlings.

As part of the program's ongoing review, the September 2013 report also recommended that the feasibility of the following options be investigated for the 2015 event:

- A system where residents can swap a voucher for plants that are locally indigenous to the West Torrens area at a specialist nursery throughout the year (pending negotiation with suitable supplier). This would be in lieu of an annual event held around World Environment Day.
- Distribute vouchers to residents at Council's community education events held throughout the year.
- Residents can only claim the offer once every two years.

Discussion

In response to issues raised by Elected Members, a new method for distributing the plants is proposed for trial in 2015. The annual community event would be replaced with a voucher system, with vouchers redeemed at a specialist native plant nursery.

Suppliers?

To ensure key program objectives are addressed, the supplier must have indigenous plants for West Torrens included in their stock. The closest nurseries which supply native plants indigenous to the West Torrens area were considered, along with whether they are open for retail to the public and opening hours.

Table 1: Nurseries considered for the 2015 Native Plant Giveaway

Business name	Supply plants native to West Torrens	Retail access and hours	Location	Notes
Greening Australia	✓	No	Pasadena	
Trees For Life	✓	No	Brooklyn Park	Supply plants to landholders. Currently a specific order has to be placed for seedlings that the public could choose from; however they plan to operate a retail public nursery in the future.
Provenance Indigenous Plants	✓	Weekdays 9am-2pm Sunday 10am - 4pm	Hendon	\$3 per seedling
State Flora Nursery	✓	Weekdays 9am - 5pm Weekends and public holidays 10am - 5pm	Belair	Price per seedling \$2.95 - \$29.95

Of the two nurseries which retail direct to the public, State Flora Nursery is located in Belair National Park and open 7 days a week (including public holidays). The State Flora Nursery supplies over 1,000 species of Australian native plants.

Provenance Indigenous Plants is open during the week and on Sunday, and already participates in a similar program. They supply a range of trees, shrubs, groundcovers, climbers, grasses and wetland plants which are native to the Adelaide area.

Both of the above nurseries are able to participate in a voucher system.

How would the 2015 voucher system operate?

The system must be designed to ensure that only City of West Torrens residents can claim the offer.

A coupon would be made available in Talking Points and through other promotional points. Residents wanting to claim the offer would post the coupon to Council where their address and residential details would be verified and recorded.

Once it was verified that they are an eligible participant, a voucher which can be redeemed at the selected nursery would be posted to them.

The number of vouchers would be limited based on the budget allocation. Therefore coupons would be processed on a first-come first-served basis until all vouchers are redeemed and the budget expended.

Vouchers would be redeemable for a six month period (over the Winter/Spring seasons) to improve plant survival rates.

Participant records would be reviewed to ensure coupons were only allocated to residents every second year.

Budget

Previous projects achieved high cost competitiveness due to seedlings being purchased at a wholesale rate.

If the number of plants available stays the same, then the proposed 2015 voucher program will result in higher overall costs due to plants being purchased at retail prices.

Table 2 (below) shows the cost difference between the Native Plant Giveaway programs that have taken place since 2010.

As part of the 2015 event, about 3,324 seedlings could be provided by Provenance Indigenous Plants or State Flora for approximately \$10,000.

This would purchase 277 vouchers valued at \$36 each, or 12 plants per participant.

If plant numbers are maintained, program costs would increase to \$18,000, to provide 500 vouchers and distribute 6,000 seedlings across the City.

Table 2: Comparison of program costs and voucher system for 2015

	2010-2013	2014	2014 **	2015 Provenance or State Flora with current budget****	2015 Provenance or State Flora maintaining plant numbers
Total cost*	\$9834	\$9834	\$9834	\$10,000	\$18,000
No. of seedlings	6,000	6,000	6,000	3,324	6,000
No. of packs	300	1000	500	277	500
No. of plants per pack	20	6	12	12	12
Cost per pack***	\$32.78	\$9.83	\$19.67	\$36	\$36

*includes items such as 6,000 plant labels and delivery for Native Plant Giveaway events from 2010-2014
 ** as part of the 2014 program, participants have the option to take 1 pack (6 plants) or 2 packs (12 plants)
 ***prices are GST inclusive
 **** Cost of purchase from Provenance Indigenous Plants is \$3.00 per tube. Cheapest seedlings from State Flora \$2.95.

Accessibility

The Native Plant Giveaway was previously hosted in the Memorial Gardens at Hilton, while the proposed 2015 voucher program could be offered through State Flora or Provenance Indigenous Plants.

State Flora is approximately 15 kilometres from the City of West Torrens and is not readily accessible by public transport. Provenance Indigenous Plants is in Hendon and offers better accessibility for City of West Torrens residents.

Conclusion

The Administration recommends that:

- The 2015 Native Plant Giveaway program be offered as a voucher system.
- Vouchers to the value of \$36 each be redeemable at Provenance Indigenous Plants (Hendon) from 1st June to 30th November 2015.
- A coupon system be established to administer residential participation and ensure eligibility.
- Native Plant Giveaway vouchers be posted to eligible residents via Australia Post (regular or registered mail).

Options

Council to either:

- (a) purchase 500 vouchers at a total cost of approximately \$18,000, to provide for the distribution of 6,000 seedlings (for which a budget variation would be required)
or
- (b) purchase 277 vouchers at a cost of approximately \$10,000 and distribute 3,324 seedlings.

7. REPORTS OF THE DEPUTY CHIEF EXECUTIVE OFFICER

7.1 Native Plant Giveaway - Proposed 2015 program

This report provided details of proposed changes to the 2015 Native Plant Giveaway program, consistent with the Committee's request for its further review.

RECOMMENDATION(S)

The Civic Committee recommends to Council that the 2015 Native Plant Giveaway Program:

1. Be managed as a voucher system.
2. Vouchers to the value of \$36 each be redeemable at Provenance Indigenous Plants (Hendon) from 1st June to 30th November 2015.
3. A coupon system be established to administer eligibility requirements.
4. Vouchers be posted to eligible residents.
5. The Program be funded to:
 - a) purchase 500 vouchers (6,000 seedlings) at \$18,000,
 - or
 - b) purchase 277 vouchers(3,324 seedlings) at \$10,000.

COMMITTEE DECISION

MOVED Cr Mangos SECONDED Cr McKay that the Civic Committee recommends to Council that the 2015 Native Plant Giveaway Program be conducted in line with the program for 2013/14, with the following exceptions:

1. Only six plants to be provided to each resident initially.
2. In the event that plants are left over, an additional six plants may be provided to those residents still present, who waited until after the initial allocation was made, to be distributed in the same order as the initial allocation was made.

CARRIED

12. ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 CIVIC COMMITTEE

RECOMMENDATION

That the recommendations of the Civic Committee held on 25 March 2014 be adopted.

COUNCIL DECISION

MOVED Cr Polito SECONDED Cr McKay that the recommendation be adopted.

CARRIED

ATTACHMENT 5

CIVIC COMMITTEE
25 August 2015

Page 12

7.4 Native Plant Giveaway Review

Brief

To present a review of the 2015 Native Plant Giveaway and suggest program changes for future events.

RECOMMENDATION(S)

The Committee recommends to Council that the 2016 Native Plant Giveaway program:

1. Continue as delivered in 2015, with a reduction of plants to 2,000.

OR

2. Be implemented according to the terms and conditions of the 2014 Native Plant Give Away, with a reduction of plants to 5,000.

Introduction

The Native Plant Giveaway was established in 2010 after a similar program was held with residents of the City of West Torrens in 2009 through the Department for Environment, Water and Natural Resources.

The event is held in June each year as part of World Environment Day celebrations, and aims to:

- help restore local native biodiversity across the region;
- raise awareness about water-wise plants and sustainable gardens;
- promote how native plants can be incorporated into new or existing gardens; and
- deliver Community Plan strategies that “protect and enrich local biodiversity, waterways and the coast”.

Since 2010 the City of West Torrens has provided almost 30,000 locally indigenous seedlings to residents through the Native Plant Giveaway.

Discussion

Changes have been made to the Native Plant Giveaway since its commencement in 2010. Most recently additional terms and conditions were introduced by Council for the 2015 event, which included:

1. *Eligibility Criteria*

One pack of plants is redeemable by any household every two years instead of every year. Any household that had claimed a pack of plants through the 2014 Native Plant Giveaway was ineligible to receive a pack at the 2015 event.

2. *Pack Reduction and Allocation*

The number of plants each household was eligible to claim reduced from 12 plants to six.

An additional pack of six plants could be provided to householders still present after the initial pack of plants had been distributed and surplus plants were available.

At the conclusion of the event residents had the option to collect a second pack in the same order as the initial allocation was made.

A summary of how the terms and conditions have changed since 2013 - 2015 is provided below for members' information.

Terms and conditions 2015	Terms and conditions 2014	Terms and conditions 2013
<ol style="list-style-type: none"> Limit one coupon per household. To be eligible, on the day you will need to present proof of residency within West Torrens with a current rates notice. Tenants renting in the City of West Torrens' area who wish to claim the offer must present written consent from the property owner/landlord to: <ol style="list-style-type: none"> claim a pack on their behalf and permission to plant seedlings at the rental address. Participants can only claim one pack every two years. If you claimed a pack through the Native Plant Giveaway in 2014, you are not eligible this year. In the event that any plants are left over, an additional six plants may be provided to residents still present, to be distributed in the same order as the initial allocation was made. 	<ol style="list-style-type: none"> Limit one coupon per household. To be eligible, on the day you will need to present proof of residency within West Torrens with a current rates notice. Tenants renting in the City of West Torrens' area who wish to claim the offer must present written consent from the property owner/landlord to: <ol style="list-style-type: none"> claim a pack on their behalf and permission to plant seedlings at the rental address. 	<ol style="list-style-type: none"> Limit one coupon per household. Must be a City of West Torrens resident
6 plants per household	12 plants per household	20 plants per household

On the day of the 2015 Native Plant Giveaway 282 packs (1,692 plants) were distributed with 62 participants (22%) returning to claim an additional 6 plants after 11am.

Following the event the remaining 551 packs (3,306 plants) were distributed to schools across the City of West Torrens to assist with greening programs on their school grounds.

The terms and conditions applied to the 2014 event, and again to the 2015 event, have changed the way in which plants are distributed. The number of plants distributed has also reduced over the same period of time, as is summarised in the table below:

Year	Number of plants	Plants per pack	Available packs	Plant packs distributed at event	Plants distributed at event
2015	5,000	6	833	282	1,692
2014	6,000	12	500	400	4,800
2013	6,000	20	300	300	6,000

Participation by households in the Native Plant Giveaway declined from 400 in 2014 to 220 in 2015. This may be attributed to several factors including:

- Insufficient interest in an annual event to sustain participation rates;
- increased terms and conditions;
- reduction in the pack size from 12 to 6 plants; and
- residents that claimed a pack in 2014 could not participate in 2015.

As a result of the changing participation levels and increased surplus in plant packs at the conclusion of events, the 2015 event has been reviewed with the following options presented for consideration by the Civic Committee.

- **Option 1:** The program to continue as delivered in 2015
- **Option 2:** Run the program according to the terms and conditions of the 2014 Native Plant Give Away.

Under this option the terms and conditions would be as follows:

1. Limit one coupon per household.
2. To be eligible, on the day you will need to present proof of residency within West Torrens with a current rates notice.
3. Tenants renting in the City of West Torrens' area who wish to claim the offer must present written consent from the property owner/landlord to:
 - a) claim a pack on their behalf; and
 - b) permission to plant seedlings at the rental address.

Participation by households in the Native Plant Giveaway declined in 2015. This may be attributed to several factors including the increased eligibility criteria.

Option 2 provides for Committee to review the terms and conditions to reflect those of the more successful 2014 program.

The last two years has seen a surplus of plants from the Native Plant Giveaway being distributed to schools. In addition to both options it is recommended that the Committee consider reducing the number of plants distributed.

Conclusion

The 2015 Native Plant Giveaway distributed 282 packs (1,692 plants) to 220 households from the City of West Torrens.

Following the event the remaining 551 packs (3,306 plants) were distributed to schools across the City of West Torrens to assist with greening programs on their school grounds.

The Administration has provided two options for the Committee to consider for the 2016 Native Plant Giveaway.

7.4 Native Plant Giveaway Review

This report presented a review of the 2015 Native Plant Giveaway and suggested program changes for future events.

RECOMMENDATION(S)

The Committee recommends to Council that the 2016 Native Plant Giveaway program:

1. Continue as delivered in 2015, with a reduction of plants to 2,000.

OR

2. Be implemented according to the terms and conditions of the 2014 Native Plant Give Away, with a reduction of plants to 5,000.

COMMITTEE DECISION

MOVED Cr Vlahos SECONDED Cr Demetriou that the 2016 Native Plant Giveaway program be implemented according to the terms and conditions of the 2014 Native Plant Give Away, with a reduction of plants to 5,000.

CARRIED

12. ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 CIVIC NON-PREScribed GENERAL COMMITTEE

RECOMMENDATION

That the Minutes of the Civic Non-Prescribed General Committee dated 25 August 2015 be noted and the recommendations adopted.

COUNCIL DECISION

MOVED Cr Polito SECONDED Cr Dua that the recommendation be adopted.

CARRIED

17.4 Informal Gatherings - Correspondence from Minister for Local Government

Brief

This report presents and responds to correspondences received from Minister Brock MP, Minister for Local Government in relation to informal gatherings and discussions.

RECOMMENDATION(S)

It is recommended to Council that:

1. This report be received.
2. A response be provided to the Minister, with a copy to the LGA, asserting that Council's Informal Gatherings and Discussions Policy complies with the current legislation and advising that the policy will be amended if and when the proposed regulations are prescribed to ensure it is compliant with those regulations.

Introduction

The *Local Government (Accountability and Governance) Amendment Act, 2015* (Amendment Act) commenced on 31 March 2016. This Amendment Act resulted in a large number of amendments to the Local Government Act, 1999 (Act) including the provisions around the holding of informal gatherings and discussions.

In addition to the previous requirement, that informal gatherings or discussions can be held so provided that a matter which would normally form part of a Council or committee agenda is not dealt with in such a way during the informal gathering or discussion as to obtain or effectively obtain a decision on the matter outside of a Council or committee meeting, two additional sections, s90(8a) and s90(8b) have been included. These two additional sections provide that a council may hold an informal gathering or discussion, as per above, but only if it has adopted a policy that complies with any prescribed regulations and the informal gathering or discussion complies with policy.

Council approved its Informal Gatherings and Discussions policy (Policy) at its 15 March 2016 meeting to commence at the commencement of the Act, 31 March 2016.

Correspondence has since been received from Minister Brock asserting that Council's Policy, along with the policies of many other councils, does not comply with his expectations as articulated during debate on the Bill in Parliament and included in the 9 September 2015 Hansard and that he will be prescribing regulation to encompass those expectations (**Attachment 1**).

Discussion

The expectations, contained in Attachment 1, are as follows:

1. Informal gatherings are open to the public
2. Decisions to hold informal gatherings in confidence are made on a case-by-case basis
3. Council publish notification details of informal gatherings on their websites to ensure that interested members of the public can attend.
4. If a council decides to hold informal gatherings in confidence, the reason for this decision is also briefly stated on the website.

It is very important to note that these expectations, expressed verbally during the debate on the Bill, are not embedded in the legislation and so there is no legal obligation for Council to contain these expectations in its Policy. Council is only obliged to ensure its Policy meets the requirements contained in the Act.

The Policy was crafted in association with Michael Kelledy from KelledyJones to ensure it is legislatively compliant. Subsequent to Council's receipt of the letter from Minister Brock, Mr Kelledy wrote to Council detailing the Hansard discussion referred to in Attachment 1 and confirming that there is no requirement for Council to amend its Policy in line with the expectations of Minister Brock as they have no legal standing (**Attachment 2**).

The Minister has indicated that he intends to regulate the criteria for the holding of informal gatherings and discussions. It can be assumed that the criteria will be in accord with the Ministers articulated expectations and it is unlikely that Council will be consulted on these regulations so will not be in a position to provide feedback on the impracticality of implementing such requirements.

A response to the Minister, with a copy to the LGA, is currently being prepared advising that Council's Policy complies with the Act and that it will comply with any regulations if and when they are prescribed.

Once the proposed regulations commence, the Policy will be amended to ensure compliance with both the Act and regulations and presented to Council for adoption.

Conclusion

This report provides correspondence from Minister Brock advising Council that its Informal Gatherings and Discussions Policy does not comply with the verbally expressed expectations of the Minister. The report also advises Council that its Policy is legislatively compliant and there is no requirement for it to be amended in accord with the expectations of the Minister as these expectations have no standing in law. However, if the Minister makes regulations to prescribe the operation of Council's informal gatherings and discussions, these will be embedded in the Policy and presented to Council for its adoption.

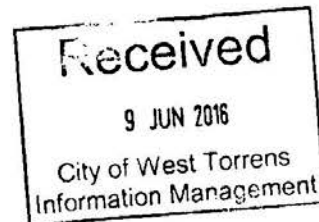
ATTACHMENT 1



Government
of South Australia

eA178962

Mr John Trainer
Mayor
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033



Dear Mayor Trainer

On 31 March 2016 the *Local Government (Accountability and Governance) Amendment Act 2015* commenced. You may recall that the Amendment Act contained a new requirement for councils to have a policy in relation to informal gatherings and discussions and for these gatherings to comply with the policy.

During the debate on the *Local Government (Accountability and Governance) Amendment Bill 2015* in Parliament, I stated my expectation that council policies would include a process of notifying the public about when an informal gathering will be held and whether or not it will be held in confidence and, if so, the grounds for it being held in confidence (Hansard, 9 September 2015). I wrote to all South Australian councils in February 2016 to confirm those stated expectations, namely that policies should ensure—

1. Informal gatherings are open to the public whenever possible
2. Decisions to hold informal gatherings in confidence are made on a case-by-case basis
3. Councils publish notification details of informal gatherings on their websites, to ensure that interested members of the public can attend
4. If a council decides to hold an informal gathering in confidence, the reason for this decision is also briefly stated on the website.

These provisions are intended to ensure that, while informal gatherings are a useful tool for elected members to discuss and understand council matters, they should not be used, or be seen to be used, as a replacement for full debate and decision making at council meetings.

Minister for Regional Development
Minister for Local Government

Level 17, 25 Grenfell Street Adelaide SA 5000 | GPO Box 2557 Adelaide SA 5001 DX 667
Tel 08 8226 1300 | Fax 08 8226 0316 | pirsa.MinisterBrock@sa.gov.au



- 2 -

As informal gathering policies were a new requirement, I directed the Office of Local Government to review all council policies as they have been adopted by councils. Disappointingly, this audit has shown that a large number of councils, including yours, have failed to adopt policies that met my expectations.

I have also received correspondence from community members frustrated that some councils have failed to adopt transparent policies.

My original intent was to allow councils the opportunity to amend their policies and practices accordingly, without the need for regulation. However in light of the widespread inadequacy of council informal gatherings policies, it appears necessary that regulations must now be made to prescribe requirements for informal gathering policies.

This will ensure a level of consistency across the local government sector that reflects higher standards of open and accountable government, and that will enhance the confidence of communities across our State.

Yours sincerely



Hon Geoff Brock MP
Minister for Regional Development
Minister for Local Government



June 2016

ATTACHMENT 2

From: Michael Kelledy
Sent: Tuesday, 14 June 2016 1:05 PM
To: Pauline Koritsa
Subject: Question Time re Informal Gatherings

Hi Pauline

On Tuesday 7 June 2016, the following “*Dorothy Dixer*” was posed by Tony Piccolo MP (Labor Party) to Minister Brock (Labor Party Cabinet member) in relation to the amended informal gathering provisions set out at section 90(8a) and 90(8b) of the LG Act:

LOCAL GOVERNMENT INFORMAL GATHERINGS

The Hon. A. PICCOLO (Light) (14:45): I direct my question to the Minister for Regional Development. My question is: what steps will the minister take to promote accountability and transparency with regard to council informal gatherings?

The Hon. G.G. BROCK (Frome—Minister for Regional Development, Minister for Local Government) (14:45): I thank the member for Light for his question and also his dedication over many years, as with other members in here, to local government. Many councils in South Australia take the opportunity of using informal gatherings—a process whereby elected members can attend workshops or briefings organised by council staff—in order to better inform themselves about a range of community issues.

As someone with significant experience in local government, I can see the value in members being able to expand their knowledge through informal gatherings.

However, I have seen a trend developing where some councils lock informal gatherings in on a regular basis and, in some cases, mandate that these workshops be closed to the public, apparently on the basis that members and staff feel more comfortable in discussing issues and proposals in confidence.

As Minister for Local Government, this is a position I have had difficulty in accepting, especially with respect to the potential for decisions to be effectively made in informal gatherings with the expectation of them being rubber-stamped by the time they reach full council meetings. This is particularly concerning where informal gatherings are regularly held in confidence. It is my belief that council processes should be as accountable and as transparent as possible, with enthusiastic debate followed by decision-making occurring at council meetings. I think this is an important means by which communities can be assured that their best interests are at the forefront of council decisions.

The Local Government (Accountability and Governance) Amendment Act 2015 commenced on 31 March this year and contained a provision requiring all councils to have a policy in relation to informal gatherings. Under the Local Government Act now, an informal gathering or a discussion can be properly held only if the council has adopted a policy on the holding of these gatherings and the gatherings comply with the policy. These provisions aim to ensure that, while informal gatherings can be a useful tool, they are not to be used as a replacement for full debate and decision-making at council meetings.

During passage of the legislation, I outlined my expectation that council informal gatherings policies should include the following aspects:

- they should be open to the public;*
- the decision to hold informal gatherings in confidence be made on a case-by-case basis;*
- councils should publish notification details of informal gatherings on their websites; and*
- when councils decide to hold an informal gathering in confidence, the broad reason for this decision be briefly stated on the website.*

In addition to my comments during the passage of the bill, prior to the commencement of the act I wrote to each council reiterating my expectations about informal gathering policies. New section 90(8b) of the act provides for the making of regulations to prescribe requirements for informal gatherings policies. While my preference was to provide councils with the opportunity to develop suitable policies in the first instance, an assessment of council policies has indicated the need for making regulations in order to obtain a consistent approach that promotes accountability and transparency.

I am writing again to all mayors, indicating my intention to make regulations in this area, commending those councils that have moved in the right direction and expressing my disappointment to those who haven't. In my view, public notification and public access to informal gatherings should be the default position while providing councils with the flexibility to hold informal gatherings in confidence where council decides it is necessary, in line with the kinds of exceptions outlined in section 90 of the Local Government Act and provided the required notice and reason is published.

As you are aware, the informal gathering provisions currently, legally, require only that the Council adopt a policy on the holding of such a gathering and requiring that every informal gathering complies with the policy so adopted.

Prior to the enactment of the amendments, the Minister took the somewhat unusual and, in our opinion, entirely inappropriate action, in writing to councils outlining his "expectations" in this regard. We say "inappropriate" as, regardless of the Minister's "expectations", the Council is, of course, only required to comply with the provisions of the law, in this instance, the relevant provisions of the LG Act.

However, we note from the above exchange that Minister Brock intends to repeat this somewhat paternalistic and authoritarian approach and write, once again, to Mayor's expressing his "*disappointment*" with those councils which have not "*moved in the right direction*", presumably on the basis that these councils did not adopt the "model" policy drafted by the LGA (drafted, it seems, with considerable input from the Minister's Office and the OLG).

In our opinion the model policy is overly prescriptive, particularly with regards to the requirements for the CEO to "Chair" informal gatherings, as well as the extent of information that it requires to be placed on the council webpage. Your Council, quite sensibly, adopted a clear and succinct policy that ensures transparency and accountability, whilst still acknowledging that, from time to time, the Council will be required to hold certain informal gatherings in confidence – the basis which the LG Act has supported since the inception of the informal gathering provisions. This is an important feature, as the model policy proposes to deal with situations whereby a council wishes to discuss certain matters confidentially, by listing those at the end of the "Agenda" for the informal gathering and requesting that members of the public leave. It is to be noted that this is an approach which likens an informal gathering to a formal meeting and there is no lawful manner to give effect to the removal of the public in such circumstances.

That is, the Council **does not** have the power to remove any member of the public who attends an informal gathering if, and when, the Council wishes to deal with something confidentially. The confidentiality provisions in section 90 of the LG Act, legally, apply only to a "*meeting of a council or council committee*." In those circumstances, the only manner in which you can ensure that the Council can deal with a matter confidentially is to hold an informal gathering that is not open to the public to begin with!

We understand that councils have already started receiving letters from the Minister. Of course, if you do receive such a letter, there is no legal requirement for the Council to amend its Informal Gathering Policy until such time as regulations are made. We will, continue to keep you updated in this regard.

If you have any queries in relation to the above, please do not hesitate to contact me or Tracy Riddle.

Regards

Michael

Michael Kelledy
Lawyer



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18. LOCAL GOVERNMENT BUSINESS

18.1 Local Government Circulars

Brief

This report provides a detailed listing of current items under review by the Local Government Association.

RECOMMENDATION(S)

It is recommended to Council that the Local Government Circulars report be received.

Discussion

The Local Government Association (LGA) distributes a weekly briefing on a range of matters affecting the general functions, administration and operations of councils through a 'General Circular'.

The indices attached for Members' information in this report are numbers 22 and 23.

If Members require further information, they may contact the Chief Executive Officer's Secretariat. In some circumstances, it may then be appropriate for the Member to contact the relevant General Manager for more information.

ATTACHMENT 1



**Local Government Association
of South Australia**

- 22.1 Update on implementation of the Local Nuisance and Litter Control Act**
Further to LGA Circular 21.1, this circular provides more information about the implementation of the Local Nuisance and Litter Control Act.
- 22.2 Historic Shipwrecks Act – feedback sought**
The state government is proposing to amend the Historic Shipwrecks Act and is seeking feedback on the proposals.
- 22.3 Review of the State Emergency Management Plan - LGA Board endorsed submission**
The LGA Board at its meeting of 19 May 2016 endorsed the LGA submission to the review of the State Emergency Management Plan. This circular provides a link to the submission.
- 22.5 LGITSA Conference Registration and Gala Dinner Open now**
The two day conference will be on the 23rd and 24th of June 2016 at the Hotel Grand Chancellor, 65 Hindley Street, Adelaide. Run by SA Councils for SA Councils with content directly relevant to Information Technology professionals, Information Management professionals and the Managers and Executives that they support and enable.
- 22.4 Planned upgrades to the Unity CMS**
The Unity Content Management System (CMS) is used by the majority of South Australian councils for their corporate website; councillor extranets and staff intranets. This circular outlines the planned major enhancements to the platform.
- 22.7 Local Government Research & Development Scheme - July 2016 Funding Call Now Open**
The Local Government Research & Development Scheme Advisory Committee is seeking funding submissions for the July 2016 Funding Call. Submissions close at 5pm on Friday 29 July 2016.
- 22.6 Development Regulation 55(3) - Definition of Professional Engineer**
Mr Jack Herbert, Manager Publications and Professional Recognition, Professionals Australia, has written the Hon John Rau MP, Minister for Planning, advising of an anomaly in the Development Regulations 2008 – specifically in regulation 55(3).
- 22.8 Review of the Retail and Commercial Leases Act 1995**
The Small Business Commissioner is seeking feedback on a raft of recommendations arising from the review of the Retail and Commercial Leases Act 1995. A copy of the review report is available in this circular.
- 22.9 Guidelines for Managing Unsolicited Proposals**
The LGA has produced Unsolicited Proposals Guidelines to assist councils to manage unsolicited proposals which may be received from time to time. Access to the guidelines is available in this circular.
- 22.10 Last Chance to Register - Council Members Forum - 17 & 18 June 2016**
Registrations are closing soon for the annual Council Members Forum scheduled for Friday 17 and Saturday 18 June 2016 to be held at the Crown Plaza Adelaide. Further details can be found in this circular.

22.11 Launch of Grants SA

The State Government has launched Grants SA, a new grants program combining the Charitable and Social Welfare Fund (Community Benefit SA), Multicultural Grants, Volunteer Training Grants and the Volunteer Support Fund into a single application process. Grant information sessions are also being held throughout June.

22.12 National Disaster Mitigation Survey

The Risk Assessment, Measurement and Mitigation Subcommittee (RAMMS) is undertaking a survey to better understand the mitigation work that is being undertaken Nationally. This circular provides details.

22.13 National Climate Change Research Facility (NCCARF) Conference

The 2016 National Climate Change Research Facility (NCCARF) Conference will be held in Adelaide from 5-7 July at Adelaide Convention Centre.

22.14 Review of the Community Wastewater Management Systems (CWMS) Funding Agreement

The Minister for Local Government (Hon Geoff Brock, MP) and the President of the Local Government Association (Mayor Dave Burgess) have agreed to review the CWMS Funding Agreement between the State Government and the LGA. We are seeking comments and/or submissions from councils, other local government authorities, State Agencies and regulatory bodies and other organisations.

22.15 This Week in Economic Development

Australia's growth reported as above 3% - can we pat ourselves on the back?



Local Government Association of South Australia

23.1 Planning, Development and Infrastructure Act 2016 and the 30 Year Plan for Greater Adelaide.

DPTI and the LGA are providing two information sessions for local government planners and other staff to hear about the Planning, Development and Infrastructure Act 2016 and the 30 Year Plan for Greater Adelaide.

23.3 Roads to Recover (R2R) funding changes

The LGA has become aware that the extra Roads to Recovery funding in 2016-17 will now be spread over two years (i.e. 2016-17 and 2017-18).

23.2 LGA Ageing Strategy 2016-2021

The new LGA Ageing Strategy 2016-2021 has been endorsed by the LGA board and is now available online. The LGA will continue to work with councils to implement the specific actions of the strategy that will provide support in recognising and responding to the needs and aspirations of their communities as people grow older.

23.4 Last chance to register - PD session for Comm Engagement & Communicator practitioners on 16 June

Professional development session for Comm Engagement & Communicator practitioners on June 16 - an opportunity not to be missed!

23.7 Registrations now open - 2016 LGA Roads and Works Conference

Online registrations are now open for the 2016 LGA Roads and Works Conference. Further information can be found in this Circular.

24.2 This Week in Economic Development

Bill Shorten has released his 10 year economic plan for Australia and Malcolm Turnbull is focused on jobs and growth. The federal election is all about economic development. This circular contains news on economic development from a local government perspective.

23.5 Meeting Procedures Handbook - Updated

The LGA has sought legal advice in relation to regulation 12(3) of the Local Government (Procedures at Meetings) Regulations 2013 and has updated the Meeting Procedures Handbook accordingly. Further information is available in this circular.

23.6 Bill to Limit Speed of Bicycles on Footpaths

The LGA is seeking feedback on a private member's Bill which provides for a speed limit to be imposed on bicycles ridden on footpaths or shared paths. Further information and a copy of the Bill are available in this circular.

24.1 LGA Membership Subscriptions Review

At the 21 May 2015 meeting, the Board resolved to endorse a review of the LGA subscription fee formula, including identification of alternative options for consideration and decision prior to the setting of 2016/17 subscription fees in May 2016. This circular details the outcome of the review.

19. MEMBERS' BOOKSHELF

- Access 2 Place Housing Annual Report 2014-15
- EPA - Good for Environment Good for Business

RECOMMENDATION

That the additions to Members' bookshelf be noted.

20. CORRESPONDENCE

20.1 Local Government Association Topical Report Update

Correspondence has been received from the Local Government Association of South Australia providing an update on topical local government issues (**Attachment 1**).

RECOMMENDATION

That the correspondence be received.

ATTACHMENT 1

Metropolitan Chief Executive Officer Committee Agenda - 15 June 2016 - Page 14 of 24



Local Government Association
of South Australia

The voice of local government.

LGA Topical Report

LGA representative	<i>Lisa Teburea</i>
Date	<i>June 2016</i>
Purpose	<i>The Topical report is provided as an information update for LGA meetings and is current at the time it is supplied.</i>
Recommendation	<i>That the item be noted</i>

1. LGA Reviews

In January 2016, the LGA Board resolved to pursue a number of key initiatives including establishment of an LGA Audit Committee, Schemes review, LGA Board Governance review and Subscriptions review. Each of these initiatives continue to be progressed with the Audit Committee now settling in to a program of monthly meetings in its first year of operation, and project plans being prepared and implemented for the Schemes, Governance and Subscriptions reviews.

The Subscriptions Review is now complete, with a report detailing outcomes of sector consultation being considered at the May LGA Board meeting. The Board's decision in this regard will be communicated to the sector within the next week.

The governance review was progressed with an LGA President's Forum being held on 13 April as part of the OGM. Approximately 76 people attended and participated in an 'LGA of the Future' workshop to discuss the membership, purpose, structure and subscriptions of the LGA in the future. The feedback from the workshop was reported verbally to the April OGM, with some of the key feedback themes including:

- bringing members together to develop clear policy;
- strong, quick and clear advocacy;
- provision of specialist services and commercial activities;
- provision of frontline support and assistance; and
- approaches to engagement are critical

The governance sub-committee will now consider the feedback, and develop options for reform. Further input will be sought from a corporate governance perspective, and a joint workshop will be held with the Board and Audit Committee in July with further engagement to be undertaken across the sector in August. A preferred approach will be finalised for presentation to the October AGM.

The Schemes Review has progressed with the finalisation of the project plan, and the development and implementation of a communication plan during the week commencing 31 May. At this stage, we are working to a timeline that sees an update report being provided to the July LGA Board meeting and recommendations regarding next steps in August.

2. Federal Election

The LGA has launched its federal election document "Productivity through Partnerships" following consultation with Councils and endorsement from the LGA Board. Ten questions have been submitted to key political parties and information has been sought from councils about key local or regional projects they are seeking commitments to in the election process or from the incoming government. This matches activities occurring at the national level, with ALGA currently finalising both its Federal Budget Submission and Federal election strategy documents, and preparing for lobbying and meetings with key stakeholders. Councils have also been asked to provide information about key past projects completed with federal funding to demonstrate the value of investing in communities through councils. Contact chris.russell@lga.sa.gov.au or gwyn.rimington@lga.sa.gov.au for further information.

3. Rate Capping

On 23 March 2016 the SA Liberal Party introduced a Bill to legislate for council rate capping in the parliament. This has pre-empted the outcomes of an inquiry by the Economic and Finance Committee of Parliament which is some way off reporting. As a result the LGA convened a forum on 13 April to assist Councils understand the potential impact on the sector.

Within the SA Liberal Party policy, the rate capping process is proposed to restrict all councils to increases in rate revenue in line with the index calculation of local government costs. It is proposed that the rate capping functions would be undertaken by the Essential Services Commission of SA (ESCOSA). Councils would be able to apply to ESCOSA for variations to the rate capping subject to conditions.

The LGA has developed a campaign in the lead up to the 2018 State Government election to raise awareness of the impact of rate capping. The campaign will be further reviewed upon release of the final recommendations from the Committee.

The 15 April OGM unanimously endorsed opposition to rate capping. Presentations made at the 13 April forum and prior to the OGM on 15 April can be found here: www.lga.sa.gov.au/ratecapping.

The Bill was debated in Parliament on 26 May, and then adjourned until 9 June. The Government has indicated to the LGA they will support our sector and vote down the Bill.

4. Planning Review

On 8 September 2015 the South Australian government introduced the Planning, Development and Infrastructure Bill 2015 (the Bill) into the South Australian Parliament. The Bill has now passed through the Parliament with significant amendments and received Royal Assent on 21 April 2016.

To assist councils in understanding the changes which occurred between when the Bill was introduced into Parliament in September 2015 to when it was finally passed by the Parliament, the LGA engaged Wallman Lawyers to prepare a Key Issues Briefing Paper (refer Circular 18.8). The purpose of this paper is to describe the key changes to the Bill since its introduction into Parliament and outline aspects of the resulting Planning, Development and Infrastructure Act.

It is anticipated that the Act will not come into operation for another twelve months as the timing of its commencement is contingent upon the development and progress of various aspects of the new planning system, such as the Planning and design Code and the Community Engagement Charter. The LGA will be working with DPTI on the implementation plan.

Discussions have commenced between the LGA and DPTI regarding the process of establishing a high level implementation committee and several working groups to work on the detail of the reforms once the Bill has passed. Contact stephen.smith@lga.sa.gov.au for further information.

5. Amendments to the Local Government Act

The Local Government Amendment Act commenced on 31 March 2016. The LGA is continuing to monitor the implementation of the new provisions and has raised a number of issues with the Office of Local Government (OLG), particularly in relation to the new conflict of interest provisions. The LGA has highlighted concerns to the Minister relating to the poor drafting and lack of clarity of the provisions. The problems we have identified can only be rectified by regulatory or statutory changes, and we have asked the Minister to fast track these required changes as quickly as possible to enable compliance by elected members.

We have also asked the Minister to seek assurances from the Ombudsman that no compliance action will be taken against any council member who inadvertently breaches the new rules until these problems have been fixed. The LGA will issue circulars to ensure that councils are kept up-to-date with any changes.

Contact andrea.malone@lga.sa.gov.au for further information.

6. Boundary Adjustment Reform

The LGA board endorsed a legislative framework for a more effective and streamlined approach to boundary adjustment issues. The framework has formed the basis for a draft Bill to be prepared to amend the current provisions in the Local Government Act. The LGA and the Office of Local Government are continuing to work together to finalise the details and the LGA is developing a discussion paper to consider the issues that will need to be addressed during the boundary adjustment process. Contact andrea.malone@lga.sa.gov.au for further information.

7. Food Trucks

The state government has issued an 'options paper' which outlines proposals to amend the Local Government Act with the intention of removing many of councils' powers to regulate food trucks in their council areas. Circular 18.5 (link below) provides more information and the LGA is seeking feedback from councils by 30 June 2016:

<http://www.lga.sa.gov.au/page.aspx?c=68161>

8. Mandatory Disability Access Inspections

The Hon Kelly Vincent has released a private member's Bill which provides for councils to develop a policy and to carry out mandatory inspections of public buildings to ascertain whether the buildings are compliant with disability access requirements.

The LGA is seeking feedback from council on the proposals contained in the Bill and further information is available in Circular 21.3 (May 2016). (Link below)

<http://www.lga.sa.gov.au/page.aspx?c=68290>

9. Regionalisation

The LGA Board has endorsed legislative proposals to enhance opportunities for councils to form regional structures. A draft framework was subject to consultation between January-March 2016. A copy of the proposals are available within the agenda papers for the March 2016 LGA Board Agenda. The LGA and the Office of Local Government will work together on the detail of these proposals and a draft Bill is planned for further consultation in mid-2016. Contact lisa.teburea@lga.sa.gov.au for further information.

10. Natural Resource Management

This matter was considered at the LGA Ordinary General Meeting on 15 April 2016 where the LGA membership resolved:

"That the Ordinary General Meeting requests the LGA to lobby the State Government for a cessation of the current collection method of the NRM levy."

In arriving at this position, LGA members had regard to the following factors:

- councils do not support the exponential increases to the Regional NRM Levy and the NRM Water Levy;
- many community members mistake the state government levy for increased council revenue;
- there are hidden administrative costs to councils in collecting the levy on behalf of the State, particularly in relation to non-payment and rebates;
- introducing the direct collection of the Emergency Services Levy has created an alternative to collection via councils;
- councils object to local service delivery being reduced while cost recovery payments to DEWNR increase. Local communities are paying the price for the deep cuts to the State's environment budget in recent years; and
- work programs are being reduced despite this being a crucial time in addressing the challenges of biodiversity loss and the anticipated impacts of climate change.

In addition expressions of interest have been sought from regional LGA's for pilot '*NRM reform project*' consistent with the LGA NRM reform program and Council of the Future regionalisation agenda."

The LGA has now written to the Minister asking the requirement for councils to collect the Levy to be removed.

For further information please contact stephen.smith@lga.sa.gov.au

11. Waste to Resources Fund and Levy

The LGA has continued to campaign for increased access to funding for waste management initiatives and to freeze the waste levy. This is a key component of the LGA's state budget submission. The EPA's waste reform agenda also continue to develop and the LGA has remained a key partner in this process. Councils will be updated on progress as the reform

process continues. Green Industries SA will soon release a waste infrastructure strategy for SA. Local government will be a key partner in discussing implementation of the strategy in to the future. For further information relating to waste management, please contact simon.thompson@lga.sa.gov.au

12. Local Nuisance and Litter Control Bill

The Local Nuisance and Litter Control Act 2015 passed through Parliament on 18 May 2016. The Act is not expected to commence until 1 July 2017, in order to give time to develop the regulations and to give councils time to accommodate budgetary and other resource implications. The EPA has committed to providing four EPA employees to assist with the implementation of the new provisions and to develop guidelines and standard operating procedures that will sit under the Act. More information is available in circular 21.1 (My 2016) <http://www.lga.sa.gov.au/page.aspx?c=68286>

For further information contact andrea.malone@lga.sa.gov.au

13. Public Lighting

SAPN have recently written to a number of councils with a proposal to change existing public lighting over to new LED lights as a measure for saving costs.

The LGA recognises that councils are keen to make the changeover to LEDs and start benefiting from the large cost savings. However, currently the SAPN proposal only provides short term gains and in fact will lock councils into SAPN requirements for the next 17 years. There are also other options to be considered in this scenario and there are further cost efficiencies and technology choices available to be achieved if councils collectively purchase LEDs.

In this regard the LGA has sourced Local Government Research and Development Scheme funding to develop a business case for councils to operate, maintain and bulk procure street lighting infrastructure.

The LGA has subsequently advised it would be prudent for councils to withhold any decisions, until further notice, to enter into any agreement with SA Power Networks (SAPN) in relation to their proposal/offer to transition existing public lighting into LED technology until a business case has been developed.

At that time, the LGA will be in a position to advise councils on the most appropriate funding sources to cover the capital costs of making the changeover to LEDs, plus a range of other energy efficiency projects that councils are seeking to implement. The LGA will prioritise the development of this business case.

The LGA is also working towards a costing model for 2016/17 public lighting tariffs. At this time it is likely a reduction in costs will occur as a result of removal of depreciation charges for public lighting assets fully depreciated as at 30 June 2016. This should reflect a tariff reduction on average of 15%. CEOs have been advised of the specific tariff estimates for their council.

It is anticipated that the new price structure will be in place in time for the 1 July 2016 period.

14. LGA Procurement (LGAP)

LGAP Council Visits

As part of its new business model, LGAP has commenced a State-wide Council Visiting Program. The purpose of the visits is to familiarise councils with broad range of Panels and Contracts available through LGAP, provide advice on model tender and contract templates available to the sector, undertake VendorPanel training and generally obtain feedback from councils regarding the above. Di Harris or Libby Camp from LGAP will be in contact with you shortly to schedule a visit, if this has not occurred already. LGAP is keen to continually improve and enhance the services it provides to councils, any feedback is welcome.

LGAP Review of Model Documents

LGAP is currently undertaking a review of the SA Local Government Procurement Handbook and Model Tendering and Contracting documentation. A survey has been released to obtain input from councils on their use of the model documents and their effectiveness. Following completion of the survey, LGAP will prepare a report to the LGA on its outcomes to determine future action. LGAP is also working closely with the LGAMLS to review all documents made available to councils through the two entities and streamline content and accessibility.

Expansion of LGAP's Fuel (Bulk & Card), Oils and Lubricants Panel

LGAP is pleased to announce the introduction of new suppliers to the Fuel Panel. Following a tender refresh, an additional three providers have been added to date:

- LH Perry and Sons Pty Ltd
- Logicoil Pty Ltd
- Wex Australia (Motorpass Fuel Card)

New LGAP Tenders and Contracts

LGAP is currently working on the following tenders and contracts:

- Workwear and Personal Protective Equipment (tender closed on 20 May 2016, currently under evaluation)
- Information and Communication Technology (tender released, closes 14 June 2016)
- Electricity (Large sites and unmetered 12/24 hour – under market watch)

For further information go to the LGA Procurement website or contact LGA Procurement on 8224 2000.

15. My Local Services App and Unity Content Management System (CMS)

The LGA's ESP Team is working with IT Vision to assist councils to migrate from the Bizgate Payment Gateway to BPoint. This project has taken priority to ensure continuity of service for council on-line payments.

Consultation with councils and vendors continues as part of the partnership with Attorney-General's Department to address graffiti (refer to Circular 7.2

<http://www.lga.sa.gov.au/page.aspx?c=66626>)

Work with Deloitte Digital to scope major enhancements to the Unity CMS and My Local Services App is continuing including a priority to integrate council Electronic Document and Records Management System (EDRMS) with the Unity CMS.

16. Local Government Engagement with China

The LGA's SASD Connect trade and investment website is a unique platform designed to connect businesses in South Australia and Shandong, China. Councils play a key role in the performance of this platform by supporting and encouraging their local businesses to register their China trade and investment opportunities on the website. Driven by Local Government in partnership with the Australia China Business Council and supported by the State Government, the platform provides a supported pathway for South Australian business to competitively target China's third and fourth tier markets. For further information, please contact Tamsin Scholz at Tamsin.scholz@lga.sa.gov.au

- www.sasdconnect.com.au
- www.sasdconnect.cn

17. Regional Public Health Planning

An updated version of the Regional Public Health Planning Directory of Resources will soon be circulated. This Directory is a collaboration with SA Health, that outlines sources of funding, programs, policies and guidelines that may be of consideration in Public Health planning and implementation.

Dr Rachel Earl is now on board as Project Co-ordinator, Public Health Planning. Rachel works closely with both the Public Health Program Manager and SA Health. Rachel is positioned to support councils in the implementation of Regional Public Health Plans. In particular, Rachel can offer support in identifying external funding, writing funding applications, technical advice on health and wellbeing considerations, research, program/project design, advocacy and further building partnerships. To talk to Rachel about how she might support your council public health initiatives please get in-touch on 0476 854 695 or rachel.earl@lga.sa.gov.au.

18. Local Government Research & Development Scheme

The LGA Board at its meeting on 19 May 2016 approved a continuation of the long-running program of 'Regional Capacity Building Allocations' indexed annually (for at least the next two years) funded from the R&D Scheme.

The Board also resolved to supplement the base-level indexed Regional Capacity Building Allocations with 'top-up' funds drawn from revenue generated by the State Government's new rubble royalty scheme. Each regional LGA will receive additional top-up funds equivalent to the share of rubble royalties paid by Councils in that region. At 7 June 2016 the LGA was still waiting for confirmation of the amount that would be received. However the LGA's own calculations suggest that top-up 'Regional Capacity Building Allocations' for each region for the first six months (that should be available shortly) will be in the order of:

- \$105k for the Murraylands and Riverland LGA;
- \$102k for the Central Region LGA;
- \$64k for the Limestone Coast LGA;
- \$62k for the Eyre Peninsula LGA; and
- \$14k for the Southern & Hills LGA

The Board also endorsed a continuation of the "60% rule" under which up to 60% of R&D funding (excluding ongoing projects) is allocated annually to projects initiated by the LGA secretariat.

The Board approved 27 specific LGA-secretariat projects to be funded in 2016-17, to a total value of \$1.45 million. Due to a change in budgeting timetables, the overall figure represents funding for two successive financial years (\$720,000 in 2015-16 and \$730,000 for 2016-17).

The 27 projects, due to commence on 1 July 2016, are:

2016.01	Street lighting (alternatives)	A business case study of alternative arrangements, which might permit some street lighting (and other services) to be provided while bypassing or minimising SAPN's proposed SLUOS charges.
2016.02	Review of Arrangements for Code of Conduct Complaints	To develop an alternative support for councils to manage complaints under the council members' code of conduct
2016.03	Planning Reform Implementation program	To provide Councils with the necessary tools and enablers to be able to administer and implement the new planning reforms.
2016.04	Supporting Local Government Reform	To undertake research, develop policies, guidelines, templates and toolkits to implement positive reform that is in the interest of councils and communities.
2016.05	Audit Committee	To support the operation of the LGA's Audit Committee for the 2016/2017 year.
2016.06	LG Workforce Alignment	To position local government for the future by achieving a common alignment of the more than 11,000 strong local government workforce.
2016.07	Financial Sustainability & Rate revenue	Financial Sustainability research & advice, including on expected proposals that would impact on rate revenue
2016.08	Schemes Review	To support the LGA Board endorsed review of the Mutual Liability and Workers Compensation Schemes, to fully address the recommendations of the Auditor General in terms of improving Scheme governance arrangements
2016.09	Governance	Research needs of "Council of the Future" & "Boundary Reform/Regional Governance" & "LGA Board Governance"
2016.10	Rubble Royalties	To identify the specific impacts of the rubble royalty payment on council road networks in making the business case for removal.
2016.13	Flexible Learning Delivery	to continue the development of flexible, on-line training delivery that meets the needs of member councils.
2016.14	LGA Outreach Services	To continue and extend outreach services to the existing five regions as well as now including the Spencer Gulf Cities LGA for the year 2016/17.

2016.15	Shared Services Analysis and Economic Modelling	Audit of all current shared services arrangements between councils and subsequent economic modelling to quantify efficiencies achieved and productivity improvements.
2016.16	State Emergency Management Plan – change implementation & resources	Develop new materials based on legislative changes and to modify existing emergency management & i-Responda resources so that they reflect the new arrangements.
2016.17	Business Analyst Business Case	to pilot the utilisation of business analytic skills in the development and delivery of LGA strategic objectives
2016.12	Human Services Reform and Funding	The sector is now faced with having to review its role in the delivery of Human Services and seek alternative funding sources to continue to deliver community outcomes.
2016.18	Asset Management Guidance for small rural Councils	A simplified version of IPWEA's Asset Management for Small Rural or Remote Communities
2016.19	Strategic Region-based Investment Attraction	Data analysis to identify the comparative advantages of council areas or regional LGAs to enable targeted investment attraction strategies to grow clusters and identify opportunities for economic diversification.
2016.20	i-Responda – resource & contact management system	create a resource & contact management system to enhance the i-Responda program
2016.21	i-Responda - app	To develop a set of aide-memoire for i-Responda trained Councils & Council staff to use during emergencies that are mobile friendly and can be installed on a phone or mobile device for easy access during an emergency
2016.22	Development of a Local Government Strategic Procurement Policy	Development of a procurement policy based on local economic development objectives
2016.23	Alternative Funding Mechanisms for Adaptation Activities	Forwarding research into alternative means of providing funding to councils for local (on-the-ground) delivery of Regional Adaptation Plan priorities

2016.24	Social Media 2.0	Social Media 2.0 course material will build on the basics delivered in Communications Strategy Planning & Social Media 101 and help staff develop a deeper understanding of social media and how these tools can be used as communication tools by councils wit
2016.26	Building Upgrade Finance Implementation	Contribution to the development of the operational framework from the scheme
2016.27	Enhanced Climate Risk Assessment and Decision Making	Improving the risk assessment and decision making processes of councils long-term financial planning
2016.28	Feasibility Study for Low Emissions Investment	Leverage of funding from the Federal Government to maximise opportunities for low emissions investment
2016.29	Review of the <i>Food Regulations 2002</i>	In 2016 the State Government is undertaking the review of the Food Regulations 2002 as well as introducing a voluntary food safety rating program. This project will look at research needed for these reviews.

19. Review of State Emergency Management Plan

The State Emergency Management Committee has initiated a review of the State Emergency Management Plan (SEMP). Councils were advised of this in LGA Circulars 7.1 and 7.8 and informed of how they could make a submission. The consultation process with councils was undertaken by Noetic Solutions. The submission is the result of wide consultation with councils across the state.

Key recommendations in the submission are that:

- the role of local government is recognised in the SEMP;
- local government is to become a "functional support group" in its own right;
- Zone Emergency Centres be abolished and Zone Emergency Support Teams (ZESTs) established across all Zones;
- there is clarity of the relationship between Zone Emergency Management Committees (ZEMC) and the proposed ZESTs; and
- the State Government be requested to implement a funding model to support the activities of ZEMCs and ZESTs.

The Board endorsed LGA Submission is available in Circular 22.1:

<http://www.lga.sa.gov.au/page.aspx?c=68336>

20. LGA Ageing Strategy 2016-2021

On 19 May 2016, the LGA Board endorsed the LGA Ageing Strategy 2016-2021. The Ageing Strategy was developed by the LGA and the Local Government Community Managers Network (LGCMN) in consultation with local government elected members and planning, community services, engineering, operations and executive staff.

The Ageing Strategy reflects significant policy changes, particularly the possible loss of block funding as a result of Commonwealth reforms. On 18 May, the LGA held a workshop for councils to share ideas and plan for transition from the Home and Community Care (HACC) program to the Commonwealth Home Support Program in 2018.

The LGA will prepare an implementation plan for the strategy to support councils in recognising and responding to the needs and aspirations of their communities as people grow older.

The strategy is available online at <https://www.lga.sa.gov.au/ageing>

For more information please contact Lea Bacon, Senior Policy Adviser on 8224 2025 or lea.bacon@lga.sa.gov.au

21. CONFIDENTIAL

Nil

22. MEETING CLOSE

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1. MEETING OPENED

2. PRESENT

3. APOLOGIES

Leave of Absence

Cr Mangos

Apologies

Council Members:

Mayor Trainer

Cr Demetriou

Cr Tsiaparis

Cr Rypp

4. DISCLOSURE STATEMENTS

Elected Members are required to:

1. Consider Section 73 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75 of the *Local Government Act 1999*.

5. CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Finance and Regulatory Prescribed Standing Committee held on 17 May 2016 be confirmed as a true and correct record.

6. COMMUNICATIONS BY THE CHAIRPERSON

7. QUESTIONS WITH NOTICE

Nil

8. QUESTIONS WITHOUT NOTICE

9. MOTIONS WITH NOTICE

Nil

10. MOTIONS WITHOUT NOTICE

11. FINANCE AND REGULATORY REPORTS

11.1 Creditor Payments

Brief

This report tables a schedule of creditor payments for May 2016.

RECOMMENDATION

The Committee recommends to Council that the schedule of creditor payments for May 2016 be received.

Discussion

A schedule of creditor payments totalling \$3,190,141.50 (\$2,358,561.55 in April 2016) is attached for the information of Elected Members. Notable items include:

- A payment to Beltrame Civil Pty Ltd of \$396,824.46 for Rutland Avenue drainage (refer ref. no. 76);
- A payment to Solo Resource Recovery for both waste collection and disposal for April 2016 of \$369,832.95 (refer ref. no. 414);
- A payment to SA Water for quarterly water rates of \$237,921.79 (refer ref. no. 400);
- A payment to M & B Civil Engineering Pty Ltd of \$167,723.02 for kerbing works in various locations (refer ref. no. 291);
- A payment to Kent Civil Pty Ltd of \$107,888.46 for kerb replacements in various roads (refer ref. no. 269).

Conclusion

A schedule of creditor payments for May 2016 is provided for Elected Members' information and review.

ATTACHMENT 1

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING 21 JUNE 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
1	058645	A & E Kalambokas	Refund Overpaid Rates	363.60
2	EFT39649	A & R Castell	Cummins Caretaker	1,594.70
3	EFT39814	A Noble & Son Ltd	Depot Supplies	1,076.80
4	058646	A to Z Conveyancing Trust Account	Refund Overpaid Rates	357.70
5	EFT39876	AAM Pty Ltd	Aerial Imagery	11,990.00
6	EFT39872	AAPT Limited	Internet Connection	2,631.36
7	EFT39727	Academy Services Pty Ltd	Cleaning	2,346.63
8	058606	Adam Gibson	Junior Development Grant	200.00
9	EFT39632	Adami's Sand & Metal	Depot Supplies	3,641.43
10	EFT39726	Adams Cleaning & Maintenance Services	Cleaning	5,788.55
11	EFT39875	Adams Cleaning & Maintenance Services	Cleaning	5,597.79
12	EFT39558	Adamscape Constructions Pty Ltd	Roadworks	8,074.00
13	EFT39635	Adamscape Constructions Pty Ltd	Roadworks	6,908.00
14	EFT39721	Adamscape Constructions Pty Ltd	Roadworks	8,800.00
15	EFT39871	Adamscape Constructions Pty Ltd	Roadworks	9,482.00
16	EFT39725	Adcorp Australia Ltd	Advertising	4,438.98
17	EFT39971	Adelaide Bangladeshi Cultural Club	Thebarton Community Centre Bond Return	500.00
18	EFT39716	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	40,520.00
19	EFT39867	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	2,139.94
20	EFT39879	Adelaide Commercial Building & Property Services	Building Maintenance	14,931.44
21	058653	Adelaide PHN	Thebarton Community Centre Bond Return	80.10
22	EFT39878	Adelaide Pipeline Maintenance Services	Drainage	2,760.45
23	EFT39729	Adelaide Signs Group Pty Ltd	Depot Supplies	198.00
24	EFT39557	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	6,379.45
25	EFT39869	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	16,427.40
26	EFT39866	Adelaide Waste & Recycling Centre	Rubbish Disposal	14,820.12
27	EFT39634	Advam Pty Ltd	Transaction Fees	177.76
28	058631	Advertiser Newspapers Ltd	Advertising	2,372.16
29	EFT39723	AECOM Australia Pty Ltd	Consultants	12,320.00
30	EFT39874	AECOM Australia Pty Ltd	Consultants	12,320.00
31	EFT39719	Aged & Community Services SA & NT Inc	Staff Training	400.00
32	EFT39720	Aged Rights Advocacy Services	Staff Training	550.00
33	058613	AGL South Australia Pty Ltd	Power	5,887.84
34	EFT39731	Agri-Bits	Depot Supplies	20,377.50
35	EFT39926	AJ & CA Mackintosh	Weed Spraying	13,099.35
36	EFT39972	Aldo Calo	Thebarton Community Centre Bond Return	500.00
37	EFT39865	All Laundry & Linen Pty Ltd	Contract Linen	302.66
38	058627	Allan Stabile	Rainwater Tank Rebate	150.00
39	EFT39715	Allen Press Pty Ltd	Business Cards	566.50
40	EFT39633	Allin Towbars Pty Ltd	Vehicle Maintenance	445.00
41	EFT39717	Alsco Pty Ltd	Dry Cleaning	17.34
42	EFT39714	Amandeep Singh Rathore	Thebarton Community Centre Bond Return	500.00
43	EFT39730	Amgrow Australia Pty Ltd	Depot Supplies	18,972.25
44	EFT39862	Andrew Joppich	Thebarton Community Centre Bond Return	1,000.00
45	EFT39873	Animal Management Services Pty Ltd	Doggy Bags	957.00
46	058630	Animal Welfare League SA	Staff Casual Day Donations	65.00
47	EFT39864	Animal Welfare League SA	Impound Dogs	950.05
48	EFT39637	Answering Adelaide Pty Ltd	After Hours Answering Service	810.26
49	EFT39877	Apple Pty Ltd	Computer Equipment	3,868.81
50	EFT39556	AquaPlan Irrigation	Irrigation	1,804.00
51	EFT39732	Aquarium Aid	Library Aquarium Maintenance	103.00
52	EFT39728	Arboreen Landscape Products	Depot Supplies	1,189.83
53	EFT39638	Arbortech Tree Services	Tree Maintenance	1,485.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
54	EFT39636	Arlunga Pty Ltd	Dog Registration Discs	1,954.03
55	EFT39718	Athletic Association of SA Inc	Community Grant	2,200.00
56	EFT39724	Attorney-General's Department	Expiation Lodgement Fees	1,729.60
57	EFT39640	Auscontact Association	Membership	450.00
58	EFT39868	Australasian Performing Right Assoc Ltd	Licence Renewal	1,544.34
59	EFT39639	Australia Post	Postage	13,072.20
60	EFT39642	Australia Post	Agency Collection Fees	741.41
61	EFT39863	Australia Post	Postage	6,706.95
62	EFT39580	Australian Gas Networks Limited	Gas Main Alterations	55,972.95
63	EFT39902	Australian Gas Networks Limited	Gas Main Alterations	13,350.70
64	058632	Australian Institute of Building Surveyors	Membership	250.00
65	EFT39870	Australian Institute of Traffic Planning & Management Inc	Membership	662.85
66	EFT39641	Australian Local Government Association	Conference Registration	5,685.00
67	058612	Australian Refugee Association	Staff Training	80.00
68	EFT39722	Australian Water Association	Membership	270.00
69	EFT39733	Back Centre & Specialty Seating	Office Furniture	520.00
70	EFT39644	Badge A Minit	Name Badges	194.25
71	EFT39882	Badge A Minit	Name Badges	201.95
72	EFT39737	Bakers Delight Hilton	Catering	226.80
73	EFT39646	Barcode Direct	Library Supplies	3,032.70
74	EFT39888	BCE & CJ Electrical	Electrical	8,544.22
75	EFT39645	BDO Audit Partnership (SA)	Auditors	6,600.00
76	EFT39881	Beltrame Civil Pty Ltd	Roadworks	396,824.46
77	EFT39735	BGC Industrial Cleaning	Cleaning Chemicals	327.03
78	EFT39887	Binforce	Cleaning	60.00
79	EFT39739	Black Duck Seat Covers	Vehicle Maintenance	1,430.00
80	EFT39648	Blackwood Locksmiths	Locks	110.00
81	EFT39883	Blade Runner Distributors Pty Ltd	Depot Supplies	239.71
82	EFT39564	Bob Jane T Mart - Brooklyn Park	Tyres	2,705.00
83	EFT39742	Bob Jane T Mart - Brooklyn Park	Tyres	6,690.00
84	EFT39643	BOC Limited	Depot Supplies	423.34
85	EFT39563	Body Corporate Physiotherapy Pty Ltd	Consultants	1,056.00
86	058589	Bower Place	Consultants	200.00
87	058633	Bower Place	Consultants	200.00
88	EFT39738	Bradbrook Lawyers	Staff Training	2,967.53
89	058592	Brenton Gill	Reimburse Volunteer Expenses	22.48
90	058635	Brenton Gill	Reimburse Volunteer Expenses	33.72
91	EFT39589	Brian Hunter	Electrical	165.00
92	EFT39561	Bright Spark Entertainment	Library Entertainment	605.00
93	EFT39885	Bright Spark Entertainment	Library Entertainment	605.00
94	EFT39806	Bucher Municipal Pty Ltd	Vehicle Maintenance	2,245.97
95	EFT39884	Budget Rent a Car Australia	Car Rental	169.74
96	EFT39562	Bundaleer Apiaries	Wasp Removal	1,672.00
97	EFT39736	Bundaleer Apiaries	Wasp Removal	1,342.00
98	058657	Burson Automotive Pty Ltd	Depot Supplies	104.94
99	EFT39740	Business Innovation and Incubation Australia	Staff Training	325.00
100	EFT39886	Butlers Irrigation	Irrigation	1,802.78
101	EFT39572	C&RVS	Vehicle Maintenance	660.00
102	EFT39896	C&RVS	Vehicle Maintenance	1,505.00
103	EFT39647	CA Technology Pty Ltd	Software	3,960.00
104	EFT39566	Cabcharge Australia Pty Ltd	Cab Fares	484.00
105	EFT39571	Calypso Tree Co Pty Ltd	Tree Maintenance	1,320.00
106	EFT39654	Calypso Tree Co Pty Ltd	Tree Maintenance	1,265.00

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
107	EFT39894	Calypso Tree Co Pty Ltd	Tree Maintenance	660.00
108	EFT39890	Camco SA Pty Ltd	Roadworks	71,610.34
109	EFT39567	Camden Community Centre	Partnership Agreement	11,550.00
110	EFT39746	Camden Community Centre	Community Grant / Little Libraries	2,420.00
111	EFT39952	Cancelled		
112	EFT39653	Cash Security Services Pty Ltd	Banking	629.20
113	EFT39630	Chirag Mistry	Thebarton Community Centre Bond Return	500.00
114	EFT39893	Chris Sale Consulting Pty Ltd	Consultants	1,760.00
115	EFT39757	Christmas Party for Special Children	Sponsorship	660.00
116	EFT39755	Chubb Fire & Security Ltd	Security	3,616.69
117	EFT39570	City Circle Newsagents	Library Magazines	55.43
118	EFT39752	City Circle Newsagents	Library Magazines	63.64
119	058614	City of Charles Sturt	OPAL Program	75.00
120	058590	City of West Torrens Petty Cash	Petty Cash	2,797.50
121	058634	City of West Torrens Petty Cash	Petty Cash	2,450.95
122	EFT39652	Clarksons	Glazing	1,495.00
123	EFT39749	Clarksons	Glazing	768.00
124	EFT39656	Cleanaway Pty Ltd	Rubbish Disposal	296.97
125	EFT39657	Cleanaway Pty Ltd	Rubbish Disposal	503.25
126	EFT39658	Cleanaway Pty Ltd	Rubbish Disposal	373.12
127	EFT39659	Cleanaway Pty Ltd	Rubbish Disposal	377.46
128	EFT39750	Clever Patch Pty Ltd	Library Supplies	660.91
129	EFT39895	Climbing Tree	Library Workshop	363.00
130	EFT39756	CMI Toyota	Vehicle Maintenance	88.86
131	EFT39569	Coffey Environments	Consultants	15,426.38
132	EFT39892	Coffey Environments	Consultants	1,527.92
133	EFT39575	Colleen Dunn	DAP Member Allowance	7,155.00
134	EFT39661	Combe Pearson Reynolds Consulting Engineers	Consultants	1,980.00
135	EFT39650	Combo Industries	Vehicle Maintenance	286.00
136	EFT39748	Combo Industries	Vehicle Maintenance	1,375.00
137	EFT39753	ComWide Radio Services Pty Ltd	Vehicle Maintenance	3,564.00
138	EFT39747	Consolidated Bearing Co	Depot Supplies	172.88
139	EFT39891	Cooke Precast Concrete	Depot Supplies	686.40
140	EFT39751	Cornes Toyota	Vehicle Maintenance	706.25
141	EFT39660	CQR Consulting Australia Pty Ltd	Consultants	5,500.00
142	EFT39808	Cr AC Mangos	Elected Members Allowance	5,779.60
143	EFT39819	Cr C O'Rielly	Elected Members Allowance	3,573.00
144	EFT39758	Cr G Demetriou	Elected Members Allowance	6,005.00
145	EFT39822	Cr G Palmer	Elected Members Allowance	6,103.50
146	058644	Cr G Vlahos	Elected Members Allowance	6,005.00
147	EFT39816	Cr Graham Nitschke	Elected Members Allowance	3,747.00
148	EFT39852	Cr J Woodward	Elected Members Allowance	6,005.00
149	EFT39800	Cr Kym McKay	Elected Members Allowance	6,185.00
150	EFT39792	Cr M Hill	Elected Members Allowance	4,203.00
151	EFT39763	Cr R Dua	Elected Members Allowance	4,804.00
152	EFT39785	Cr R Haese	Elected Members Allowance	4,434.00
153	EFT39844	Cr S Tsiaparis	Elected Members Allowance	3,603.00
154	EFT39830	Cr Steven Ryp	Elected Members Allowance	5,007.00
155	058638	Cr T Polito	Elected Members Allowance	6,245.00
156	EFT39754	Creative Cardboard Company	Carry Packs	2,150.83
157	058668	Critchley & Assoc Conveyancers Trust A/c	Refund Overpaid Rates	1,457.00
158	EFT39762	Daimler Trucks Adelaide	Vehicle Maintenance	3,063.65
159	EFT39576	Dallas Equipment	Clean Drains	3,267.00

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
160	EFT39665	Dallas Equipment	Clean Drains	3,839.00
161	EFT39764	Dallas Equipment	Clean Drains / Vehicle Modifications	10,615.00
162	EFT39900	Dallas Equipment	Clean Drains / Repair Bus Shelter / Truck Modifications	13,541.00
163	EFT39760	Database Consultants Australia	Software Licence Renewal	3,481.50
164	EFT39759	Databasics Pty Ltd	Software Licence Renewal	4,900.50
165	EFT39765	Datacom Systems SA Pty Ltd	Computer Equipment	12,046.24
166	EFT39677	Deborah Harvey	Reimburse Expenses	150.00
167	EFT39840	Department of Planning, Transport and Infrastructure	Vehicle Searches	2,884.00
168	EFT39663	Design Flow Consulting Pty Ltd	Consultants	7,920.00
169	058617	Dillons Music Norwood	Library DVDs	365.60
170	058616	Dillons Norwood Bookshop	Library Books	605.60
171	EFT39664	Direct Comms Pty Limited	TXT2U Messages	302.54
172	EFT39899	Direct Mix Concrete Sales	Concrete	14,056.11
173	EFT39761	Displayline Commercial Interiors Group	Display Stands	235.00
174	EFT39898	Diverse Australia	Library DVD's	355.00
175	EFT39574	Dorma Automatics Pty Ltd	Building Maintenance	2,482.11
176	EFT39662	Dorma Automatics Pty Ltd	Building Maintenance	1,303.50
177	EFT39855	Downer EDI Works Pty Ltd	Asphalt	532.40
178	EFT39591	Dr RI Jennings	Mendelson Allowance	5,267.35
179	EFT39706	DWS Advanced Business Solutions	DBA Support	1,375.00
180	EFT39956	DWS Advanced Business Solutions	DBA Support	1,650.00
181	EFT39668	Easy AV	Audio Hire	770.00
182	EFT39771	EBOS Group Pty Ltd	Immunisation	1,243.00
183	EFT39579	Elders Rural Services Australia Ltd	Plant Purchase	4,595.00
184	EFT39950	Electoral Commission of SA	Periodic Review	2,690.35
185	EFT39768	EMA Legal	Legal Fees	18,279.86
186	EFT39769	Environmental Health Australia (SA) Inc	Stationery	121.85
187	EFT39667	EnvisionWare Pty Ltd	Software Maintenance	429.00
188	EFT39666	Enzed Adelaide	Depot Supplies	319.53
189	EFT39577	Esar Home Care	Home Support Services	1,307.41
190	EFT39767	Esar Home Care	Home Support Services	568.93
191	EFT39901	Evelyn Pollard	Reimburse Expenses	727.97
192	EFT39770	Expressions SA Pty Ltd	Newspapers	110.00
193	EFT39578	Eyecatch Studio	Shelving	1,534.50
194	EFT39774	Fasteners Australia	Depot Supplies	316.38
195	058666	Fenella Hall	Junior Development Grant	500.00
196	EFT39670	Finsbury Green	Printing	8,907.10
197	EFT39773	Flightpath Architects Pty Ltd	Consultants	4,312.00
198	EFT39581	Forpark Australia (SA)	Playground Equipment	2,849.00
199	058591	Foxtel Cable Television Pty Ltd	Library Connection	210.00
200	EFT39669	Frank Siow Management Pty Ltd	Traffic Management Consultants	5,286.88
201	EFT39772	Fresh & Clean	Hygiene Service	578.49
202	EFT39903	Freshford Nurseries Pty Ltd	Plants	11,766.15
203	EFT39582	Fry Library & School Supplies	Library Supplies	229.90
204	EFT39904	Fry Library & School Supplies	Library Supplies	787.60
205	EFT39690	Fulton Hogan Industries Pty Ltd	Roadworks	1,956.90
206	EFT39778	Galpins	Auditors	10,890.00
207	058650	Gemma Sheridan	Junior Development Grant	200.00
208	EFT39909	Genpower Australia Pty Ltd	Generator Service	754.71
209	EFT39672	G-Force Building & Consulting	Building Maintenance	11,208.60
210	EFT39583	GGC Earthmovers Pty Ltd	Concrete Recycling	14,090.89
211	EFT39586	Gleam Team Domestic Services	Home Support Services	249.74
212	EFT39908	Gleam Team Domestic Services	Home Support Services	1,084.49

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
213	EFT39683	Glenn Martin	Reimburse Volunteer Expenses	175.00
214	EFT39910	GLG GreenLife Group Pty Ltd	Verge Mowing	16,976.84
215	058629	Golnaz Zare	Thebarton Community Centre Bond Return	500.00
216	EFT39958	Gordon J Tregoning Pty Ltd	Depot Supplies	86.00
217	EFT39676	Grace Records Management (Aust) Pty Ltd	Records Storage	2,975.13
218	EFT39709	Graham Tapscott	Reimburse Volunteer Expenses	195.20
219	058601	Grant Croft	Cummins Bond Return	400.00
220	EFT39897	Grantley Charity	Reimburse Expenses	150.00
221	EFT39673	Grant's Coach Lines	Bus Hire	2,000.00
222	EFT39781	Graphic Print Group	Printing	5,285.50
223	EFT39777	Green Team Paper	Paper Recycling	192.50
224	EFT39776	Greenhill Engineers Pty Ltd	Consultants	754.88
225	EFT39587	Greg's Grader Hire	Roadworks	6,324.00
226	EFT39779	GRH Supplies	Depot Supplies	3,219.56
227	EFT39911	GRH Supplies	Depot Supplies	62.39
228	058652	Griffin Weber	Junior Development Grant	200.00
229	EFT39912	Hall & Baum Pty Ltd	Plumbing	3,410.66
230	EFT39786	Haughton Honda	Vehicle Maintenance	250.65
231	EFT39915	Health & Immunisation Management Services	Temp Immunisation Staff	1,482.25
232	EFT39916	Helen Page Photography	Photography	150.00
233	EFT39588	Hennig & Co Pty Ltd	Professional Fees	1,625.00
234	EFT39790	Hennig & Co Pty Ltd	Professional Fees	6,679.87
235	EFT39913	Hennig & Co Pty Ltd	Professional Fees	2,490.10
236	EFT39783	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	794.00
237	EFT39788	Hilton Hemz	Clothing Alterations	60.00
238	EFT39766	Hip Pocket Workwear & Safety	Safety Clothing	177.25
239	EFT39791	Hoban Recruitment	Temp Staff	116.16
240	EFT39914	Hoban Recruitment	Temp Staff	116.16
241	EFT39655	Humes	Pipe Supply	2,294.60
242	EFT39917	Independent Fuels Australia Pty Ltd	Fuel	16,883.89
243	EFT39927	Innova Group Pty Ltd	Furniture	1,710.50
244	EFT39590	Institute of Public Works Engineering Aust SA Div Inc	Staff Training	2,260.00
245	EFT39793	Institute of Public Works Engineering Aust SA Div Inc	Staff Training	565.00
246	EFT39918	Institute of Public Works Engineering Aust SA Div Inc	Staff Training	565.00
247	058618	Internode Systems Pty Ltd	Internet Connection	1,069.05
248	EFT39626	Isabel Williams	Reimburse Volunteer Expenses	35.04
249	EFT39678	iSentia Pty Ltd	Media Monitoring	842.15
250	EFT39959	ISS Facility Services Aust Limited	Cleaning	3,513.04
251	EFT39734	J Blackwood & Son Ltd	Depot Supplies	95.75
252	058607	Jack Barker	Junior Development Grant	200.00
253	058625	Jade Forgan	Junior Development Grant	500.00
254	EFT39789	James Hay	Reimburse Expenses	60.00
255	EFT39794	Jasol Australia	Cleaning Chemicals	1,517.19
256	EFT39921	Jensen Planning & Design	Consultants	1,911.25
257	EFT39674	Jerry Dumin	Reimburse Volunteer Expenses	210.60
258	EFT39593	JF Mobile Catering	Catering	1,477.00
259	EFT39741	John Baker Musician	Library Entertainment	400.00
260	058608	Joshua Barker	Junior Development Grant	200.00
261	EFT39920	JPE Design Studio Pty Ltd	Consultants	825.00
262	EFT39573	JR Devereaux	Reimburse Volunteer Expenses	36.45
263	EFT39744	Karen Nichol	Yoga Classes	320.00
264	058647	Katharine Catanzanti	Refund Parking Permit Fee	35.00
265	EFT39680	Katnich Dodd	Consultants	1,037.65

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
266	EFT39924	Kelley Jones Lawyers	Legal Fees	7,546.55
267	EFT39799	Kellogg Brown & Root Pty Ltd	Professional Fees	51,788.00
268	058603	Ken Stratton	Refund Parking Permit Fee	13.00
269	EFT39795	Kent Civil Pty Ltd	Roadworks	107,888.46
270	EFT39923	Kent Civil Pty Ltd	Roadworks	50,735.94
271	EFT39621	Kerry Taylor	Reimburse Volunteer Expenses	73.00
272	058615	Kishor Chand	Reimburse Volunteer Expenses	48.60
273	EFT39796	Koori Kids Pty Ltd	Sponsorship	450.00
274	EFT39797	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	792.37
275	EFT39565	Kym Strelan	Home Support Services	1,116.50
276	EFT39743	Kym Strelan	Home Advantage Program	299.25
277	EFT39889	Kym Strelan	Home Advantage Program	293.25
278	EFT39804	Land Services Group	Searches	993.70
279	EFT39801	Lane Print & Post	Printing	3,901.54
280	EFT39681	Leading Edge Town Planners Pty Ltd	Consultants	1,168.75
281	058619	Leukaemia Foundation of SA	Staff Casual Day Donations	104.30
282	EFT39682	LGA Asset Mutual Fund	Insurance Excess	500.00
283	EFT39803	LGA Asset Mutual Fund	Insurance Excess	500.00
284	EFT39925	LGA Asset Mutual Fund	Insurance Excess	1,000.00
285	EFT39805	Lockleys Football Club	Community Grant	1,250.00
286	058658	Lockleys Primary School	Donation	350.00
287	058649	Louise Holton	Ex Gratia Payment	90.00
288	058624	Lucas Forgan	Junior Development Grant	500.00
289	EFT39585	Lyn Gregory	Reimburse Volunteer Expenses	93.52
290	058643	Lynn Thompson	Reimburse Volunteer Expenses	58.40
291	EFT39600	M & B Civil Engineering Pty Ltd	Roadworks	167,723.02
292	EFT39811	M & B Civil Engineering Pty Ltd	Roadworks	94,493.75
293	EFT39928	M2 Technology Pty Ltd	Message on Hold	402.60
294	058669	Madison Scott	Junior Development Grant	200.00
295	EFT39595	Maloney Field Services	Property Valuation	2,640.00
296	EFT39932	Marion Sand and Metal Pty Ltd	Depot Supplies	447.50
297	EFT39931	Mark Bowman Consulting Pty Ltd	Consultants	3,960.00
298	058593	Marty's Lunch Bar	Catering	104.50
299	058620	Marty's Lunch Bar	Catering	88.00
300	058667	Matthew DiPaolo	Junior Development Grant	200.00
301	EFT39597	Maxima Group Training	Temp Depot Staff	3,538.22
302	EFT39810	Maxima Group Training	Temp Depot Staff	6,254.01
303	EFT39929	Maxima Group Training	Temp Depot Staff	3,211.31
304	EFT39957	Maxima Tempskill	Temp Depot Staff	22,965.93
305	EFT39842	Mayor John Trainer	Mayoral Allowance	6,389.00
306	EFT39598	McMahon Services Aust Pty Ltd	Waste Removal	456.50
307	EFT39599	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	2,110.40
308	EFT39930	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	2,519.00
309	EFT39601	Meditarre Pty Ltd	Professional Services	198.00
310	EFT39812	Meditarre Pty Ltd	Professional Fees	198.00
311	058656	Melissa Pridham	Cummins Bond Return	400.00
312	EFT39807	Metro Holden	Vehicle Maintenance	330.00
313	EFT39861	Michelle Read	Thebarton Community Centre Bond Return	500.00
314	EFT39684	Mighty Good Productions	Entertainment	51.00
315	058602	Mignon Spry	Cummins Bond Return	400.00
316	EFT39596	Mile End Office Furniture	Furniture	1,663.32
317	EFT39809	Momar Australia Pty Ltd	Depot Supplies	2,041.88
318	EFT39606	National Credit Management Ltd	Debt Collection	11,207.01

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
319	058611	Natl Disability Coordination Officer Program	Thebarton Community Centre Bond Return	120.00
320	058670	Neami National - Pooraka	Thebarton Community Centre Bond Return	605.00
321	EFT39687	Neat N Trim Uniforms Pty Ltd	Corporate Wardrobe	2,424.09
322	EFT39813	Nelson Locksmiths Pty Ltd	Locks	1,249.55
323	EFT39933	Nelson Locksmiths Pty Ltd	Locks	217.40
324	EFT39685	Netley Kindergarten	OPAL Grant	499.95
325	EFT39605	Neverfail Springwater Ltd	Spring Water	81.25
326	EFT39584	Nicholas Grgurinovich	Reimburse Volunteers Expenses	93.52
327	EFT39817	NN Occupational Health Pty Ltd	Recruitment	407.00
328	EFT39934	NN Occupational Health Pty Ltd	Recruitment	121.00
329	EFT39686	Norman Waterhouse	Legal Fees	12,001.55
330	EFT39603	North East Isuzu	Purchase Truck	89,633.70
331	EFT39815	North East Isuzu	Purchase Vehicle	33,208.84
332	EFT39604	Northpoint Toyota	Vehicle Maintenance	263.00
333	EFT39688	Oaklands Road Mower Centre	Mower Repairs / Purchases	1,288.50
334	058621	Optus Billing Services Pty Ltd	Telephone	44.81
335	EFT39936	Opus International Consultants Ltd	Consultants	6,876.65
336	EFT39689	Orana	Home Support Services	1,882.30
337	EFT39935	Orana	Home Support Services	2,047.10
338	058659	Orbis Express	Library Books	540.00
339	058595	Origin Energy Electricity Limited	Power	5,790.10
340	058637	Origin Energy Electricity Limited	Power	32,589.85
341	058660	Origin Energy Electricity Limited	Power	50.49
342	058594	Origin Energy Services Ltd	Gas Supply	1,350.14
343	058636	Origin Energy Services Ltd	Gas Supply	2,441.09
344	058651	Oscar Weber	Junior Development Grant	200.00
345	EFT39820	Our Earth Pest Control	Pest Control	1,358.12
346	EFT39568	Outfront Concepts Pty Ltd	Playground Equipment	3,727.19
347	EFT39713	Owen Wheeler	Reimburse Volunteer Expenses	21.90
348	EFT39671	P & A Fragomeli Excavations	Roadworks	3,603.60
349	EFT39775	P & A Fragomeli Excavations	Roadworks	11,774.22
350	EFT39905	P & A Fragomeli Excavations	Roadworks	9,295.00
351	EFT39692	Pacific Hydro Retail Pty Ltd	Green Power Sales	116.59
352	EFT39860	Pakistan-Australia Literacy Forum Inc	Thebarton Community Centre Bond Return	500.00
353	EFT39602	PayTec Technology That Counts	Support	412.97
354	EFT39691	Peats Soil & Garden Supplies	Loam	1,518.00
355	EFT39967	Pegi Williams Book Shop	Library Books	882.29
356	058654	Peter Aiello	Thebarton Community Centre Bond Return	500.00
357	EFT39940	Pitney Bowes Australia Pty Ltd	Stationery	537.90
358	EFT39825	Platters Plus Catering Pty Ltd	Catering	1,940.50
359	EFT39941	PNR Project Management	Consultants	1,408.00
360	EFT39937	Pool Resources (SA) Pty Ltd	Pool Supplies	878.90
361	EFT39821	Prencu Equipment Pty Ltd	Depot Supplies	2,156.00
362	EFT39938	Prestige Sports & Earthmoving Constructions Pty Ltd	Tennis Courts Upgrade	15,180.00
363	EFT39942	Pridam Earthmovers Pty Ltd	Plant Hire	544.50
364	EFT39823	ProActiv People Solutions	Consultants	440.00
365	EFT39824	Property & Advisory Pty Ltd	Consultants	2,805.00
366	058648	Prospect Conveyancing Trust Account	Refund Overpaid Rates	325.85
367	EFT39693	Pump Technology Services (SA) Pty Ltd	Pump Repairs	374.00
368	EFT39607	Pyper Leaker Surveying Services	Professional Fees	1,045.00
369	058671	R Heir	Refund Overpayment	612.45
370	EFT39962	R/T Towing	Vehicle Tow	150.00
371	EFT39828	Raeco International Pty Ltd	Library Supplies	844.02

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
21 JUNE 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
372	EFT39944	Raeco International Pty Ltd	Library Supplies	1,018.89
373	EFT39560	Ralph Bock Electrical Pty Ltd	Electrical	165.00
374	EFT39631	Ramandip Kaur	Thebarton Community Centre Bond Return	262.50
375	EFT39818	RCR O'Donnell Griffin Pty Ltd	Linear Park Upgrade	9,569.86
376	EFT39906	Readyweld Fabricators	Depot Supplies	4,831.00
377	EFT39695	Records & Information Management Professionals Australia	Staff Training	49.00
378	EFT39826	Reece Pty Ltd	Irrigation	436.73
379	EFT39827	Reedbeds Community Centre	Community Grant	1,391.50
380	EFT39694	Rentokil Tropical Plants	Indoor Plant Hire	574.75
381	058639	Richmond Primary School	Environment Grant	1,100.00
382	EFT39947	Ricoh Australia Ltd	Copy Charges	5,717.25
383	058605	Riley Nicholls	Junior Development Grant	100.00
384	EFT39696	Roadrunner Couriers	Couriers	362.90
385	EFT39945	Roadrunner Couriers	Couriers	808.22
386	058662	Roads Corporation	Vehicle Searches	163.80
387	EFT39829	Roadside Services & Solution	Depot Supplies	3,323.23
388	EFT39851	Robin Wilson Agencies Pty Ltd	Outdoor Equipment	6,363.50
389	EFT39608	Roofing Constructions	Building Maintenance	6,072.00
390	058626	Ross Mahoney	Refund Permit Fee	25.00
391	058596	Royal Automobile Assoc of SA Inc	Fleet Membership	3,094.00
392	EFT39780	RPS Industries Pty Ltd	Depot Supplies	1,430.00
393	058661	Ruf Us Charitable Trust (Homeless in Adelaide)	Staff Casual Day Donations	83.00
394	EFT39609	Rundle Mall Plaza Newsagency	Library Magazines	620.07
395	EFT39697	Rundle Mall Plaza Newsagency	Library Magazines	447.09
396	EFT39946	Rundle Mall Plaza Newsagency	Library Magazines	318.22
397	058600	S Shepherd	Cummins Bond Return	400.00
398	058663	SA Power Networks	Power	91,809.95
399	058598	SA Water	Water	8,554.55
400	EFT39616	SA Water	Water	237,921.79
401	EFT39838	Safety Supplies (SA) Pty Ltd	Depot Supplies	193.60
402	EFT39833	Saundersons Florist	Floral Arrangements	124.00
403	058623	Savill Packaging	Library Supplies	92.40
404	EFT39610	Seaton Mower Service	Mower Repairs / Purchases	1,760.00
405	EFT39611	Securatrak Pty Ltd	Support	564.85
406	EFT39703	Securatrak Pty Ltd	Support	391.05
407	058641	Sensis Pty Ltd	Yellow Pages Listing	11.77
408	EFT39704	Sewer Equipment Company (Aust)	Depot Supplies	300.52
409	EFT39954	Shield Fire Systems	Fire Safety	4,136.00
410	EFT39698	Shipp Bros Pty Ltd	Vehicle Tow	158.40
411	058597	Shirley Sampson	Reimburse Volunteer Expenses	58.40
412	058655	SJ Hausler	Thebarton Community Centre Bond Return	462.40
413	EFT39831	Solo Resource Recovery	Rubbish Removal	142.56
414	EFT39949	Solo Resource Recovery	Garbage Collection & Waste Disposal	369,832.95
415	EFT39699	Somersault Design and Marketing	Artwork Design	3,880.80
416	058609	Sophie Barker	Junior Development Grant	200.00
417	EFT39834	South Australian Living Artists	Festival Registration	325.00
418	EFT39651	Southern Cross Protection	Patrol Service	3,957.63
419	EFT39705	Southern Region Waste Resource Authority	Garbage Disposal	541.20
420	EFT39612	Southern Volkswagen	Purchase Vehicle	36,936.00
421	EFT39700	Southfront	Consultants	7,656.00
422	EFT39839	Southland Supply Group	Depot Supplies	149.16
423	058622	Speld (SA) Inc	Library Books	110.00
424	EFT39832	St John Ambulance Australia SA Inc	First Aid Training	2,500.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
21 JUNE 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
425	EFT39745	Staples Australia Pty Ltd	Stationery	603.46
426	EFT39835	Star Safety	Depot Supplies	2,388.10
427	EFT39951	Star Safety	Depot Supplies	282.15
428	EFT39787	Steffen Helgerod	Reimburse Expenses	40.00
429	EFT39837	SteriHealth Services Pty Ltd	Immunisation	74.71
430	EFT39948	Stormwater Industry Association	Membership	550.00
431	EFT39702	Studio Nine	Consultants	11,459.25
432	EFT39615	Stumpy Stumps	Grind Stumps	400.00
433	EFT39955	Stumpy Stumps	Grind Stumps	1,000.00
434	EFT39613	Sue Harris Puppets	Library Performance	300.00
435	058640	Suez Environnement Recycling & Waste Recovery	Rubbish Removal	631.07
436	058610	Sukhwinder Singh	Thebarton Community Centre Bond Return	500.00
437	EFT39836	Sunny Industrial Brushware	Sweeper Brooms	3,498.00
438	EFT39701	Sunny's Independent Learning	Library Workshop	735.00
439	EFT39614	Super Hands Cleaning Solutions	Home Support Services	280.00
440	EFT39953	Sync Cabling Solutions Pty Ltd	River Torrens Linear Park Lighting	22,734.80
441	058604	Taia Jennings	Junior Development Grant	100.00
442	EFT39961	Taking Care of Trees	Grind Stumps	4,895.79
443	EFT39620	Taylor and Holmes Fine Food Catering	Catering	662.80
444	058599	Telstra	Telephone	47.59
445	058642	Telstra	Telephone	9,881.07
446	058664	Tenison Woods Catholic Primary School	Environment Grant	1,050.50
447	EFT39802	Terri Lamoree	Reimburse Expenses	400.00
448	EFT39559	The Adelaide Tree Surgery	Tree Maintenance	3,696.00
449	EFT39880	The Adelaide Tree Surgery	Tree Maintenance	1,617.00
450	EFT39675	The Good Guys	White Goods	749.00
451	EFT39782	The Good Guys	Electrical Goods	158.00
452	EFT39943	The Paper Bahn	Stationery	5,404.95
453	EFT39939	The Personnel Risk Management Group	Security Checks	532.40
454	EFT39619	The Table & Chair Co	Furniture	1,710.50
455	EFT39858	Thermo Fisher Scientific	Thebarton Community Centre Bond Return	500.00
456	EFT39859	Thomas Campbell	Thebarton Community Centre Bond Return	500.00
457	EFT39963	Thomson Geer	Professional Fees	18,132.40
458	EFT39964	Tight Access Cranes	Crane Hire	1,233.38
459	058628	Tina Camerlengo	Thebarton Community Centre Bond Return	1,000.00
460	EFT39707	TNPK Staff Pty Ltd	Temp Compliance Staff	5,242.60
461	EFT39965	TNT Express	Courier	32.15
462	EFT39784	Tom Howard's Crash Repair Service	Vehicle Maintenance	1,971.18
463	EFT39594	Tom Klocke	Flip Screening Service	330.00
464	EFT39798	Tom Klocke	Flip Screening Service	528.00
465	EFT39592	Tomas Jelinek Jim's Mowing (Cowandilla)	Mowing	45.00
466	EFT39919	Tomas Jelinek Jim's Mowing (Cowandilla)	Mowing	45.00
467	EFT39708	Tom's Car Wash	Vehicle Maintenance	4,675.00
468	EFT39617	Tonkin Consulting	Consultants	1,671.45
469	EFT39841	Torrens Safety	Depot Supplies	6,577.07
470	EFT39960	Total Construction Surveys Pty Ltd	Survey and Setout	6,789.75
471	EFT39618	Total Tools Thebarton	Depot Supplies	364.00
472	EFT39907	Totally Workwear Richmond	Safety Clothing	196.00
473	EFT39679	Tracey Beaumont	Catering	768.00
474	EFT39922	Tracey Beaumont	Catering	768.00
475	EFT39845	Tracking, Labels & Consulting Pty Ltd	Library Supplies	139.15
476	EFT39846	Tree Care Machinery	Depot Supplies	1,191.70
477	EFT39843	Trims	Clothing	1,150.89

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
21 JUNE 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
478	EFT39710	Trojan Fire Protection Pty Ltd	Fire Testing	400.40
479	EFT39712	UES (Int'l) Pty Ltd	Depot Supplies	333.30
480	EFT39711	UrbanVirons Group Pty Ltd	Tree Maintenance	572.00
481	EFT39966	UrbanVirons Group Pty Ltd	Tree Maintenance	2,623.50
482	EFT39849	Valspar Paint (Australia) Pty Ltd	Paint	2,688.58
483	EFT39622	Veolia Environmental Services	Rubbish Removal	286.10
484	EFT39847	Vili's	Catering	252.12
485	EFT39623	VIP Commercial Cleaning Melrose Park	Window Cleaning	100.00
486	EFT39848	VIP Commercial Cleaning Melrose Park	Window Cleaning	100.00
487	EFT39969	Warner & Webster Pty Ltd	Immunisation	7,877.10
488	058665	Waterpro	Irrigation	1,005.27
489	EFT39628	WC Convenience Management Pty Ltd	Public Toilet / BBQ Cleaning	1,441.99
490	EFT39856	WC Convenience Management Pty Ltd	Public Toilet / BBQ Cleaning	7,118.36
491	EFT39968	Web Safety Pty Ltd	Safety Clothing	327.70
492	EFT39624	West Adelaide Footballers Club	Catering	260.00
493	EFT39854	West Adelaide Women's Football Club	Sponsorship	3,000.00
494	EFT39850	Western Youth Centre	Partnership Agreement	11,550.00
495	EFT39853	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	10,808.07
496	EFT39625	Wired 4 Comms Pty Ltd	Phone Repairs	132.00
497	EFT39627	Worlds Best Specialised Cleaning	Graffiti Removal	8,723.00
498	EFT39970	Xcellerate IT Pty Ltd	Software Licence Renewal	8,403.63
499	EFT39629	X-Treme Towing Service Pty Ltd	Vehicle Tow	220.00
500	EFT39857	X-Treme Towing Service Pty Ltd	Vehicle Tow	220.00
				\$ 3,190,141.50

11.2 Property Leases

Brief

This report provides information on overdue property lease payments that are greater than \$2,000.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. This report be received.
2. The practice of providing this report in a Council agenda be ended.

Introduction

This report provides information on the property lease payments that are overdue, pursuant to the requirements of a Council resolution of 17 September 2013.

Discussion

No lease payments were overdue as at 31 May 2016. The situation reported to Council as at 30 June 2015 and 30 April 2016 was as follows.

Debtor	As at 30 Jun 2015	As at 30 Apr 2016	As at 31 May 2016	Variance
Weslo Holdings	8,690.87	0.00	0.00	0.00
Adelaide Cobras Soccer Club	0.00	5,000.00	0.00	-5,000.00
Torrensville Bowling Club Inc	0.00	3,101.75	0.00	-3,101.75
Total	\$8,690.87	\$8,101.75	\$0.00	\$-8,101.75

Cr A O'Rielly moved the motion in 2013 that led to this report being presented on a monthly basis, largely out of concern for the indebtedness of the West Adelaide Football Club. Because this is no longer an issue and we are now seeing low levels of overdue debtors, there does not appear to be a need for this reporting to be continued. Ending the practice has therefore been recommended.

Conclusion

The report provides information on the property lease payments that are overdue, in response to a Council resolution on 17 September 2013.

11.3 Council Budget Report - ELEVEN months to May 31 2016

Brief

This report provides information to Council on budget results for the eleven months ended 31 May 2016.

RECOMMENDATION(S)

The Committee recommends to Council that the report be received.

Introduction

The report provides year to date (YTD) budget results for May 2016.

Discussion

Budget variances are summarised in the financial report which is included as **attachment 1**, with key variances explained below in terms of:

- Operational Income
- Operational Expenditure
- Capital Expenditure
- Capital Income
- Capital Works Expenditure

Operational Income

Key variances include:

- Statutory charges are above budget YTD by \$45,798, largely because parking income is higher than expected (\$48,795).
- User charges are below budget YTD by \$82,385, mostly due to the timing of immunisation payments (\$16,000), waste royalty income (\$26,699), and other sanitary and garbage income (\$25,534).
- Grants and subsidies income is below budget YTD by \$294,031, largely due to the timing of grants commission (\$49,280) and the urban local road grant (\$349,672). These variances are partly offset by favourable timing variances for special road grants (\$51,337) and specific transport grants (\$43,750).
- Reimbursements and other income is \$131,894 under budget YTD, mostly because of lower than expected investment income (\$41,726) and insurance claim reimbursements (\$125,325). This is offset by a \$22,583 favourable variance in Mendelson returns.

The end of year (EOY) forecast for operational income is expected to remain unchanged to the current budget.

Operational Expenditure

Key variances include:

- Staff and related costs are \$163,308 below budget YTD for vacancy and timing reasons.
- Buildings, furniture, plant and equipment costs are \$34,792 below budget primarily due to the timing of computer associated expenditure (\$28,443).

- General expenses are below YTD budgets by \$880,451, largely due to lower than expected expenditure for professional fees (\$747,622), general expenses (\$50,203), advertising and promotion (\$53,589) and publications, printing and stationery (\$39,300).
- Bank and finance charges are \$192,676 above budget which is predominantly associated with timing of the interest payable to the LGFA on the payout of loans (\$186,819).
- Council related expenditure is \$181,492 below budget YTD, predominantly due to the timing of expenditure for street lighting (\$68,393), grants (\$68,634) and levies and charges (\$10,755).
- Contract and material expenditure is \$321,290 below budget YTD. This is largely a timing variance related to waste (\$111,653), contractors (\$163,638) and materials (\$45,998).
- Occupancy and property costs are above budget YTD by \$215,052, with water rates currently exceeding budget by \$291,008 due to timing issues. Power costs partially offset this with a lower than budget YTD performance of \$57,017, again for timing reasons.

The end of year (EOY) forecast for operational expenditure is expected to remain unchanged to the current budget.

Capital Expenditure

Key variances include:

- Computer equipment expenditure is below budget YTD by \$292,876, which is timing related.
- Other plant and equipment expenditure is below YTD budget by \$23,586 for timing reasons. This is almost all library and depot related.
- Land and building costs are \$8,059,255 below budget YTD, for timing reasons, most of which relates to Council's community facilities program, the Brickworks' kiln upgrade and Weigall oval.

The EOY forecast for capital expenditure is expected to remain unchanged to the current budget. All variances are timing related.

Capital Income

Key variances include:

- An unfavourable capital income variance of \$97,000. This is largely due to the timing of black spot funding (\$106,962).

The EOY capital income budget is expected to remain unchanged.

Capital Works Expenditure

Expenditure on capital works YTD is \$11,379,833.

A capital works expenditure summary for YTD May 2016 is attached with appropriate comments provided on the status of individual budget lines. 77.6 per cent of the capital works budget has been spent or committed by way of purchase orders as at 31 May 2016.

It is estimated that 100 per cent of the forecast budget of \$24,497,665 is required to complete the program of works and that 80 per cent will be completed by 30 June 2016.

The EOY forecast for capital works expenditure is expected to remain unchanged from the current budget.

Conclusion

Information is provided in this report on budget results for the eleven months ended 31st May 2016.

ATTACHMENT 1

City of West Torrens Finance Budget Report for the 11 Months Ended 31 May 2016 Operational Income and Expenditure (\$'000's)									
Adopted Budget Original	Adopted Budget Revised	Income & Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	EOY Forecast	
Income									
51,710	51,913	Rates	51,741	51,737	(4)	(0%)	175	51,913	
1,752	2,229	Statutory Charges	2,019	2,064,434	46	2%	165	2,229	
9,262	1,225	User Charges	1,174	1,092	(82)	(7%)	133	1,225	
3,851	4,459	Grants & Subsidies	3,525	3,231	(294)	(8%)	1,228	4,459	
1,332	1,640	Reimbursements & Other Income	1,572	1,440	(132)	(8%)	201	1,640	
67,907	61,466	Total Income	60,030	59,564	(466)	(1%)	1,902	61,466	
Expenditure									
27,071	21,488	Staff & Related Costs	18,685	18,522	163	1%	2,967	21,488	
5,246	4,874	Buildings, Furniture, Plant & Equipment	4,531	4,496	35	1%	378	4,874	
7,885	7,885	Community Asset Costs	7,228	7,228	0	0%	657	7,885	
5,046	4,750	General Expenses	4,403	3,523	880	20%	1,227	4,750	
847	1,756	Bank & Finance Charges	1,546	1,739	(193)	(12%)	17	1,756	
4,097	4,200	Council Related Expenditure	3,613	3,432	181	5%	768	4,200	
7,862	7,792	Contract & Material Expenditure	6,730	6,409	321	5%	1,383	7,792	
1,760	1,574	Occupancy & Property Costs	1,324	1,539	(215)	(16%)	35	1,574	
(85)	(87)	Expenditure Recovered	(80)	(94)	14	(17%)	7	(87)	
59,728	54,232	Total Expenditure	47,981	46,793	1,188	2%	7,439	54,232	
8,179	7,234	Operating Surplus/Deficit						7,234	

City of West Torrens Finance Budget Report for the 11 Months Ended 31 May 2016 Capital Income and Expenditure (\$'000's)										
Adopted Budget Original	Adopted Budget Revised	Capital Expenditure and Sales	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	EOY Forecast		
175	207	Motor Vehicles	111	187	(76)	(68%)	20	207		
461	499	Computer Equipment	499	207	293	59%	293	499		
778	1,377	Other Plant & Equipment	1,048	1,024	24	2%	353	1,377		
7,723	(1,997)	Land & Buildings	(4,597)	(12,656)	8,059	(175%)	10,660	(1,997)		
313	313	Library Resources	303	288	15	5%	25	313		
9,450	400	Total Expenditure	(2,635)	(10,950)	8,315	(316%)	11,350	400		
Adopted Budget Original	Adopted Budget Revised	Capital Income	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	EOY Forecast		
0	165	Grants & Subsidies - Capital Income	135	38	97	72%	127	165		
0	165	Total Income	135	38	97	72%	127	165		
									0	
Adopted Budget Original	Adopted Budget Revised	Capital Works Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	Adopted Budget Revised		
5,992	4,892	Environment Program	4,485	2,633	1,852	41%	2,260	4,892		
2,720	4,011	Recreation Program	3,677	2,045	1,632	44%	1,966	4,011		
11,664	15,594	Transport Program	14,295	6,703	7,592	53%	8,892	15,594		
20,376	24,498	Total Expenditure	22,456	11,380	11,076	49%	13,118	24,498		

CITY OF WEST TORRENS BUDGET 2015/16 - AS AT 31 May 2016 CAPITAL WORKS EXPENDITURE									
ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
ENVIRONMENT PROGRAM									
<i>Stormwater & Drainage</i>									
0	0	Mile End Cowandilla Airport Drainage	0	0	0	0.0%	0	100%	Works / Program completed
200,000	206,994	Minor Drainage Upgrades and Replacement Work	238,285	26,156	264,442	127.8%	206,994	100%	Works scheduled to commence during May 2016. Awaiting Gas Service alterations.
100,000	157,532	Mile End Cowandilla Catchment	13,351	137,881	151,232	96.0%	157,532	100%	Works scheduled to commence during May 2016. Awaiting Gas Service alterations.
0	0	Marshall Terrace	0	0	0	0.0%	0	100%	Rutland Avenue stage 1 drainage installation is completed. Contract for May Terrace drainage works has been awarded with works scheduled to commence late June 16. Awaiting service relocations.
2,042,250	3,567,923	Lockleys Catchment	1,917,862	1,240,374	3,158,235	88.5%	3,567,923	70%	Service alteration works in progress.
0	299,699	Ashley St (West St to Hayward Ave)	293,467	0	293,467	87.9%	299,699	100%	Completed.
250,000	250,000	Maria Street Drainage	10,340	6,908	17,248	6.9%	250,000	10%	A detailed survey of the locality has been undertaken and an investigation is currently underway of the down stream pipe system.
<i>Other Environment</i>									
3,100,000	70,344	Brown Hill and Keswick Creeks	70,344	0	70,344	100.0%	70,344	100%	Approval for 1st stage of Greater Management Plan has been confirmed by all necessary stake holders. Project for design concept upgrade of Brown Hill Creek through West Torrens area is nearing draft report stage.
0	40,000	Kings Reserve Water Supply	20,020	7,140	27,160	67.9%	40,000	75%	Investigation / design works are continuing on options for water supply
300,000	300,000	Glenelg Adelaide Pipeline (GAP)	98,849	72,222	171,071	57.0%	300,000	70%	Project in progress; refer Urban Services Report 7 June 2016
5,992,250	4,892,492	Program Total	2,632,517	1,490,681	4,123,198	84.3%	4,892,492	71%	
RECREATION PROGRAM									
<i>Parks & Gardens</i>									
710,000	963,503	Playground Upgrade	563,028	276,362	839,391	87.1%	963,503	90%	Project in progress; refer Urban Services Report 7 June 2016
385,000	790,288	Reserve Developments - Various	369,624	103,023	472,646	59.8%	790,288	70%	Project in progress; refer Urban Services Report 7 June 2016
745,000	951,714	River Torrens Upgrade	473,642	473,311	946,952	99.5%	951,714	100%	Project in progress; refer Urban Services Report 7 June 2016
30,000	30,000	River Torrens Path Upgrades	0	29,300	29,300	97.7%	30,000	100%	Project in progress; refer Urban Services Report 7 June 2016
540,000	760,354	Reserve Irrigation Upgrades	435,700	125,683	561,383	73.8%	760,354	85%	Project in progress; refer Urban Services Report 7 June 2016
175,000	186,253	Urban Forest James Congdon Drive	23,551	48,071	71,622	38.5%	186,253	50%	Detailed landscape design and tender documentation is completed, currently programming works.
60,000	60,000	Bikeway Path Upgrade and Reseal	55,875	0	55,875	93.1%	60,000	100%	Staged reseal works have commenced / underway
<i>Sports Facilities</i>									
75,000	168,697	Tennis Court Upgrades	23,219	47,320	70,539	41.8%	168,697	50%	Works scheduled / Programmed
0	100,000	Brickworks Interface Works	100,000	0	100,000	100.0%	100,000	100%	Completed
2,720,000	4,010,809	Program Total	2,044,638	1,103,070	3,147,708	78.5%	4,010,809	84%	

CITY OF WEST TORRENS
BUDGET 2015/16 - AS AT 31 May 2016
CAPITAL WORKS EXPENDITURE

11.4 Public Consultation on the Draft Budget and Annual Business Plan for 2016/17

Brief

This report provides information on the process and outcome of Council's recent community engagement on Budget and Annual Business Plan arrangements for 2016/17.

RECOMMENDATION(S)

The Committee recommends to Council that the outcome of community consultation on Budget and Annual Business Plan arrangements for 2016/17 be considered pursuant to the requirements of Section 123 of the *Local Government Act 1999*.

Introduction

Council is required under *Local Government Act 1999* provisions to consult with the community on its proposed Budget and Annual Business Plan. This report provides information on the process and outcomes of the consultation process.

Discussion

The following aspects of our community consultation strategy have been used to progress engagement over the past few months:

- Preparation of a comprehensive 'Draft Proposed Budget and Annual Business Plan 2016/17' which has been available to the public through Council's web page, the library and the Civic Centre.
- Preparation of an 'Annual Business Plan and Budget Summary 2016/17', also available to the public as above, and as a hand out at the meeting held on 7 June 2016.
- A widely publicised invitation for members of the public to attend a meeting of the Council on 7 June 2016 to ask questions and comment on Council's draft 2016/17 Budget and Annual Business Plan, copies of which were made available at the meeting.
- Widely publicised opportunities for members of the public to become involved in the process through feedback via Council's web page. Advertisements appeared in the Messenger Weekly Times and Guardian newspapers.

Three members of the public attended the meeting on 7 June 2016 for the segment dealing with the draft Budget and Annual Business Plan, and two addressed the Council. One questioned the use of St Martins' sale proceeds and the other advocated a budget allocation for the Linear Park, particularly Breakout Creek, to counter weed issues and develop a management plan.

Three representatives of the Netley Kindergarten also addressed Council via a deputation about the planned upgrade of Joe Wells Reserve, seeking a say on what occurs.

Written feedback has been received from one resident and it is included with this agenda as **attachment 1**.

Major changes to the Budget and Annual Business Plan arrangements for 2016/17, including rating arrangements, are not being proposed with so little community feedback received.

It is intended that inequities, hardship and significant rate increases within the community be managed using existing provisions of the *Local Government Act 1999* that allow:

- Rates to be rebated (reduced) on a range of grounds, including to provide relief from what would otherwise amount to a substantial change of rates (Section 166(1)(l)); and
- Rates to be remitted (cancelled or reduced) or postponed where the payment of rates would cause hardship (Section 182).

Adoption of the Budget and Annual Business Plan and declaration of the rates is planned for 5 July 2016.

Conclusion

Council must consider community feedback as a part of the decision making process associated with Budget and Annual Business Plan arrangements for 2016/17, based on the requirements of Section 123 of the *Local Government Act 1999*.

ATTACHMENT 1

Page 1 of 6

From: esther foncueva
Sent: Thursday, 9 June 2016 4:17:09 PM
To: Council Enquiries
Subject: Feedback on the Budget for 2016-2017.

Greetings Sir / Madam,

I hope this email finds you well !

I write to provide some feedback on the Budget for 2016-17.

First of all, I would like to commend Council for having the foresight to free the City of West Torrens from debt and put our budget back into ' the black ' as it were ! Congratulations and well done !

Secondly, I would like to see more money allocated please for roads, curbing, footpath, verges, street lighting and tree planting, as I would like to see Council *lift*

the current standard of all of these please !

Ideally, I would like to see the following improvements below:

1. I would like all potholes and cracks in roads fixed in a timeframe of approximately 2 - 18 mths, depending on their size and location.
2. I would like improved footpaths along all roads, streets etc.
3. I would like all dolomite verges replaced with X6 material beginning with the most urgent cases i.e. eroded or depleted verges first, then rolled out to all other dolomite verges as I believe they are an ugly, old eyesore that keeps our city back and that we can do much better than this, now that Council is financial !
4. I would like increased street lighting beginning as a matter of urgency in Keswick please (see email below sent Mar 29 2016), and in all other suburbs where crime is currently occurring and if deemed necessary, then rolled out to all other suburbs.
5. I would also like more money allocated for more tree planting along our roads and streets please. Ideally, I would like to see our city resemble that of our leafy, green Eastern suburbs of Adelaide !

Our city has more polluting industries than the eastern suburbs have, yet we have less trees planted along our roads and streets ! I believe this is wrong and that we should have more trees than the Eastern suburbs have, in order to counteract the negative effects of pollution to human beings.

I want to green up our city and turn it into a beautiful ' garden paradise ' or a beautiful ' garden of Eden ' which will not only improve the air quality through both the absorption of air pollutants and increased oxygen levels, but also lift and beautify our city, as well as add value to our properties ! It will, also help to reduce crime, along with all the other many benefits of planting trees listed below ! <https://www.treepeople.org/resources/tree-benefits>

TOP 22 BENEFITS OF TREES

1. Trees clean the air

Trees absorb odors and pollutant gases (nitrogen oxides, ammonia, sulfur dioxide and ozone) and filter particulates out of the air by trapping them on their leaves and bark.

2. Trees provide oxygen

In one year an acre of mature trees can provide enough oxygen for 18 people.

3. Trees cool the streets and the city

Average temperatures in Los Angeles have risen 6°F in the last 50 years as tree coverage has declined and the number of heat-absorbing roads and buildings has increased. Trees cool the city by up to 10°F, by shading our homes and streets, breaking up urban “heat islands” and releasing water vapor into the air through their leaves.

4. Trees conserve energy

Three trees placed strategically around a single-family home can cut summer air conditioning needs by up to 50 percent. By reducing the energy demand for cooling our houses, we reduce carbon dioxide and other pollution emissions from power plants.

5. Trees save water

Shade from trees slows water evaporation from thirsty lawns. Most newly planted trees need only fifteen gallons of water a week. As trees transpire, they increase atmospheric moisture.

6. Trees help prevent water pollution

Trees reduce runoff by breaking rainfall thus allowing the water to flow down the trunk and into the earth below the tree. This prevents stormwater from carrying pollutants to the ocean. When mulched, trees act like a sponge that filters this water naturally and uses it to recharge groundwater supplies.

7. Trees help prevent soil erosion

On hillsides or stream slopes, trees slow runoff and hold soil in place.

8. Trees shield children from ultra-violet rays

Skin cancer is the most common form of cancer in the United States. Trees reduce UV-B exposure by about 50 percent, thus providing protection to children on school campuses and playgrounds - where children spend hours outdoors.

9. Trees provide food

An apple tree can yield up to 15-20 bushels of fruit per year and can be planted on the tiniest urban lot. Aside from fruit for humans, trees provide food for birds and wildlife.

10. Trees heal

Studies have shown that patients with views of trees out their windows heal faster and with less complications. Children with ADHD show fewer symptoms when they have access to nature. Exposure to trees and nature aids concentration by reducing mental fatigue.

11. Trees reduce violence

Neighbourhoods and homes that are barren have shown to have a greater incidence of violence in and out of the home than their greener counterparts. Trees and landscaping help to reduce the level of fear.

12. Trees mark the seasons

Is it winter, spring, summer or fall? Look at the trees.

13. Trees create economic opportunities

Fruit harvested from community orchards can be sold, thus providing income. Small business opportunities in green waste management and landscaping arise when cities value mulching and its water-saving qualities. Vocational training for youth interested in green jobs is also a great way to develop economic opportunities from trees.

14. Trees are teachers and playmates

Whether as houses for children or creative and spiritual inspiration for adults, trees have provided the space for human retreat throughout the ages.

15. Trees bring diverse groups of people together

Tree plantings provide an opportunity for community involvement and empowerment that improves the quality of life in our neighborhoods. All cultures, ages, and genders have an important role to play at a tree planting or tree care event.

16. Trees add unity

Trees as landmarks can give a neighborhood a new identity and encourage civic pride.

17. Trees provide a canopy and habitat for wildlife

Sycamore and oak are among the many urban species that provide excellent urban homes for birds, bees, possums and squirrels.

18. Trees block things

Trees can mask concrete walls or parking lots, and unsightly views. They muffle sound from nearby streets and freeways, and create an eye-soothing canopy of green. Trees absorb dust and wind and reduce glare.

19. Trees provide wood

In suburban and rural areas, trees can be selectively harvested for fuel and craft wood.

20. Trees increase property values

The beauty of a well-planted property and its surrounding street and neighborhood can raise property values by as much as 15 percent.

21. Trees increase business traffic

Studies show that the more trees and landscaping a business district has, the more business will flow in. A tree-lined street will also slow traffic – enough to allow the drivers to look at the store fronts instead of whizzing by.

22. Trees combat climate change

Excess carbon dioxide (CO2) caused by many factors is a building up in our atmosphere and contributing to climate change. Trees absorb CO2, removing and storing the carbon while releasing the oxygen back into the air. In one year, an acre of mature trees absorbs the amount of CO2 produced when you drive your car 26,000 miles. *(I have included this point, even though as I have stated to Councillors previously, I do not follow the false prophets as I am a prophet myself and also the reincarnation of Noah's wife)...*

Council, I believe all of the above work is needed in our city and also that now more than ever, people need work, so I would like to say, let's get to work please and **'marry these two together'** so to **speak ! :-)** *(I thought it somewhat appropriate in the current political / social climate)...*

I would like to make one last point if I may, with regards to the issue of the redevelopment of Weigall Oval at Plympton. I want to say that I believe **\$ 7 million in funding for this project is excessive** and that I would like to see the budget for this project cut down to an absolute minimum please !

Firstly, I do not agree with replacing the lawn with artificial lawn for the soccer field (as I understand other Councils are undertaking) as water costs have now been cut and after the 2018 state election, will more than likely be cut again as the SA Liberal government wants water costs to fall and I believe will more than likely mothball the desalination plant, in line with all other states (as it is in fact true, that it *is* more cost efficient to mothball these

plants, than to keep them running at a minimum) ! I also believe the SA Liberal government *will* win the 2018 election, as SA now has the highest unemployment rate !

So, I believe Council should be prudent and adopt a ' wait and see what happens ' approach to the issue of any such lawn replacement, as I believe it is too expensive to replace the lawn and also completely unnecessary to install artificial lawn for the current level of usage ! As this field is *not* going to host state games, I see no reason to overspend here, as it would be a waste of money and artificial lawn would only serve a very small minority of rate payers. Let's not get carried away with soccer fever please ! In short, it has not passed the cost benefit analysis in my humble opinion and the funding for this, is much better spent elsewhere !

Secondly, I would also like to say, is there a problem with telling the soccer association to fund raise for the artificial lawn themselves if they insist on having it ? If they start fund raising now, they *could* have the money they need when the time comes for redevelopment of the soccer field. As always, I want value for money please !

Lastly, may I encourage you to continue to spend our money carefully. Let's spend these millions wisely and stretch the dollar as far as possible please, so we can get as much work done as possible and also create as many jobs as possible, which will have the greatest positive impact on the lives of most of the rate payers and also the employees of the City of West Torrens !

Let's continue to make smart choices and wise choices with spending and investing our newly acquired millions (**no stock market investments please**).

I thankyou for your time Council and for giving me the opportunity to allow me to provide you with my \$5.00 worth of feedback (*it used to be 2 cents worth*)...

I thankyou also for all the good work you have done so far, particularly in Keswick and for your anticipated continued good works, for the coming year !

Peace be with you !

Yours Sincerely,

Esther A. Foncueva

A messenger and prophet of God... 🙏

P.S. Please read a copy of the email sent to WTCC on Mar 29 2016 prior to my learning of the \$20,000,000 income derived from the sale of St Martins.....

Greetings Council,

I hope you are well.

I write to request that funds collected from parking fines be used to help pay for improved street lighting, due to the serious crimes that have occurred in Keswick in recent years.

The media have reported 2 serious crimes committed in Keswick over the past few years.

The 1st crime was the stabbing of a man in Ashford Rd Keswick just after 12:30 AM, when Michael Farnden was Councillor. (*previous Councillor*).

The 2nd crime was the arson of a car in Farnham Rd Keswick just after 6 AM (*sunrise is after 7 am*) on 20th March 2016, just 9 days ago.

The SA POLICE website reports the following below at: <https://www.police.sa.gov.au/sa-police-news-assets/front-page-news/arsonists-target-car-in-keswick#.VvoGOhUbq70>

Arsonists target car in Keswick

" 20 Mar 2016 10:20am

Police and MFS crews were called to a deliberately lit car fire earlier this morning at Keswick. Just after 6am on Sunday 20 March, police received reports of a Holden Astra sedan on fire in Farnham Road.

MFS crews extinguished the blaze but not before the car was completely destroyed.

No one was injured and investigations are continuing. "

An increase in crimes in Keswick devalues property in Keswick, which in turn devalues property in surrounding suburbs, so it is imperative that we improve the street lighting in Keswick as soon as possible please, as I believe the matter is URGENT !

It was Councillor John Woodward's proposal to improve the street lighting for Keswick Ward prior to the election and so I strongly request that Council moves forward on his proposal without further delay, for it is also our Basic Human Right to live in safety !

Please make Keswick safe again for people to live in. I have been a resident in Keswick for 23 years and have never heard the media report on crime in Keswick before these 2 serious incidents.

Improved street lighting will also help to stop the dumping of hard rubbish and graffiti vandalism which will decrease the costs of having to remove them for rate payers.

Thankyou for your time Council and for all your good work that you are all doing for us here in Keswick Ward.

Please know that it is greatly appreciated by me !

Yours Sincerely,

Esther A. Foncueva

11.5 Investment of St Martins' Sale Proceeds

Brief

This report provides information on a possible structure for an investment fund for proceeds remaining from the sale of St Martins.

RECOMMENDATION(S)

The Committee recommends to Council that proceeds from the sale of St Martins be invested on a fixed term investment basis with an appropriate financial institution at the best rate of return achievable within the constraints of Council's Investment Policy.

Introduction

Council resolved on 15 March 2016 that:

1. All funds remaining from the sale of St Martins after loans are repaid be appropriately invested in order to maximise returns and in turn provides Council with future expenditure options from the returns generated.
2. A further report be presented on the structure of the investment fund proposed.

Information on the structure of an investment fund is presented in this report. An amount of \$10.33 million is available currently for investment.

Discussion

Two options are available to Council:

1. A fixed interest investment arrangement.
2. A managed fund type arrangement, not unlike what is currently in place for the Mendelson Foundation.

The Administration is currently constrained by Council's investment policy which requires that investments be limited to:

- Deposits with the Local Government Finance Authority;
- Interest bearing bank deposits;
- Bank bills;
- Treasury notes; and
- Deposits with a financial institution covered by a Commonwealth Government guarantee.

Additionally, unless a Commonwealth Government guarantee is in place, the Administration is only able to invest in investment grade institutions and products with a credit rating of at least A-1 (short-term) or A- (long term), based on rating scales published by Standard and Poor's.

Investment arrangements are covered by Section 139 of the Local Government Act 1999 which states at sub-section (2) that:

139 (2) A council must, in exercising its power of investment -

- (a) exercise the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and
- (b) avoid investments that are speculative or hazardous in nature.

Fixed Interest Investment

Fixed interest investment arrangements are offered by most financial institutions, including the Local Government Finance Authority (LGFA). Investment rates are modest at the moment, and include:

- 1.75 per cent at the LGFA for deposits on 24 hour call plus an annual bonus equivalent to 0.36 per cent;
- 2.6 per cent at the LGFA for deposits on 180 days plus an annual bonus equivalent to 0.36 per cent;
- 3.0 per cent at AMP Bank Limited for deposits on 180 days;
- 3.25 per cent for 4 years with the Bank of Queensland Ltd.

The LGFA was approached about its investment offerings and advised as follows:

- It does not offer bond or equity products and does not have an affiliation with a stock broker or a financial advisory group.
- It does not offer a high interest at-call account and is of view that these accounts will start to disappear from the banking world over the next few years, due to changes made by the bank regulator. Banks are starting to offer notice saver accounts where deposit holders are rewarded for giving longer time frames (i.e. 30 / 60 / 90 days) before having access to their money.
- It claims to offer competitive term deposit rates once an annual bonus it also offers is factored in.
- All deposits it holds are guaranteed by the State Government of South Australia which carries a Standard and Poor's Credit Rating of AA/ A1+, a rating which is higher than Australia's major banks.
- Capital will not always be guaranteed if a move is made away from investing in LGFA products.
- The following issues can be encountered with the following assets classes:
 - Bonds: This is a large group of assets that can be very secure i.e. Government bonds and bank bonds, but can also be risky low grade corporate bonds (sometimes referred to as junk bonds).
 - Most bond markets aren't exchange traded and the price can change, which can result in capital losses, which can be experienced on disposal and even when revalued for accounting purposes.
 - Some of the lower grade bond markets (and even the highly rated bond markets during the GFC) can be illiquid during times of financial stress.
 - Equity: This investment is a very liquid product, as it is exchange traded, but by nature your capital is not guaranteed.
- Many councils around Australia suffered large capital losses from investing in non-capital guaranteed CDO's or in products they were assured by advisors were capital guaranteed.
- Many organisations that went down the equity investment path experienced large devaluations of their investments during the global financial crisis.
- The strength of the LGFA is competitive investment and lending rates.
- Be aware of the risks associated with other investments and the risk of not investing in the LGFA.

A Managed Fund Investment Arrangement

The option of a managed fund investment arrangement, not unlike what is in place for the Mendelson Foundation, has been considered. A proposal from an investment house has been secured to assist in determining a way forward with such an investment portfolio. Key features of the proposal are offerings of:

- Professional support for the development of an investment policy framework;
- A balanced investment portfolio with an appropriate mix of growth and income assets;
- Professional advice and support on the initial investment structure and ongoing management of portfolio investments;
- Regular reporting on portfolio investments.

Information has been provided on performance returns, but it lacks clarity and further information is being pursued. It is generally recognised that managed funds outperform fixed interest investment arrangements over the long term.

Ongoing fees to administer the portfolio have been quoted as a percentage of funds under management and are expected to exceed \$50,000 per annum. Upfront costs in addition for brokerage to establish the portfolio are quoted as a percentage of securities traded.

There are risks associated with managed fund investment arrangement, which can produce fluctuating investment returns. By way of illustration, the Mendelson Foundation fund:

- Peaked at \$1,352,758 on 31 October 2007;
- Fell to a low of \$857,704 on 28 February 2009 when impacted by the global financial crisis;
- Has since recovered to \$1,250,036 (as at 31 May 2016).

The Mendelson Foundation fund has been operating for over 20 years now as a perpetual investment arrangement.

A similar investment arrangement may be appropriate for surplus St Martins' sale proceeds if Council has a similar perpetual investment arrangement in mind. Council is cautioned about taking this path if it is not committed to a long term investment arrangement. An exposure to market fluctuations, as occurred with Mendelson, could bring losses if money is withdrawn when the market is in a low cycle. Managed fund investment arrangements are more volatile and more risky for Council.

Measures can be taken to mitigate some of the risk, and they include:

- Putting an investment policy framework in place within which the investment fund must be operated;
- Ensuring independent advice is taken on all investment decisions via a qualified investment advisor;
- Ensuring an appropriately balanced portfolio of quality investments, including a cap on growth assets;
- Actively managing and monitoring the investment portfolio;
- Limiting the responsibility for investment decisions to the Chief Executive Officer and the General Manager, Corporate and Regulatory.

Conclusion

This report provides information on a possible structure for an investment fund for proceeds remaining from the sale of St Martins.

11.6 Weigall Oval Dogs on Leash - Consultation Survey

Brief

This report summarises the outcome of community consultation on the prospect of Weigall Oval being made a dog on-leash area.

RECOMMENDATION(S)

The Committee recommends to Council that given the level of support from users of the oval for maintaining the status quo that there be no change to current arrangements that allow dogs to be able to access the oval area whilst not on leash.

Introduction

A summary is provided in this report of the outcome of community consultation in April 2016 on the prospect of Weigall Oval being made a dog on-leash area.

Discussion

Council recognises the need to strike a balance between the needs of dog owners being able to exercise and socialise their animals and the safety and public health of its community.

The current requirement at Weigall Oval is for dogs to be under effective control by voice command. However, there have been instances in the past when dogs have been able to wander and occasionally act inappropriately toward other oval users.

On 16 February 2016, Council voted to seek community engagement on establishing the Weigall Oval area as a 'dog on-leash' area. This report provides a summary of that feedback.

The consultation period began 1 April 2016 and ended on 29 April 2016.

As part of the consultation process, corflute signs were placed on poles and fences at the entrances to Weigall oval directing members of the community to an online survey to share their views and copies were also made available at Council for those without internet access. Contact was made with the representatives of the tenants of the oval encouraging their members to provide feedback.

The key outcomes of the consultation were as follows:

- A total of 93 responses to the survey were received.
- 55 per cent of the survey respondents were female and 45 per cent were male.
- Although a spread of age groups participated in the survey, a larger majority of the survey respondents were in the age range 30 to 60 years.
- The majority of the survey responses were from local residents in Plympton (31), North Plympton (26) and Kurralta Park (11).
- 67 of the survey respondents were dog owners / walkers (72 per cent of the total). Other respondents included walkers / runners (8.6 per cent), sports participants (4.3 per cent), sports spectators (1.1 per cent), parents / caregivers of a young child (4.3 per cent) and horse trainers (3.2 per cent).
- 22 of the survey respondents utilise Weigall Oval on a daily basis (23.7 per cent of the total). 23.7 per cent of respondents utilise the oval between 3 and 5 times a week.
- There was strong support for not making Weigall Oval as dog on-leash area, with 73 respondents (78.5 per cent) opposed and 20 (or 21.6 per cent) in favour.

Ratings were as follows:

- Strongly Oppose - 55.1%
- Oppose - 11.5%
- Neutral - 3.9%
- Support 3.8%
- Strongly support 25.6%

In the comments provided as part of the survey there was strong support for Weigall Oval as a recreation space. There was also some level of support for dogs to be on-leash when organised sport or horse training is conducted.

Included in attachments to this report are a copy of the corflute sign promoting the survey (**Attachment 1**), a hard copy of the survey (**Attachment 2**) and a summary of the results of the survey (questions 1 and 2 have been removed as they contained personal data) (**Attachment 3**). Also attached is the written feedback from residents to the surveys question seeking any further comments regarding the proposal (**Attachment 4**).

The feedback from community consultation suggests against endorsing Weigall Oval as a dog on-leash area.

Conclusion

A summary is provided in this report of the outcome of community consultation in April 2016 on the prospect of Weigall Oval being made a dog on-leash area.

ATTACHMENT 1

Dogs on leash - Weigall Oval

The City of West Torrens is considering making Weigall Oval a dog on leash area and, as such, we're seeking community feedback via an online survey.

The survey is open to anyone who uses the oval in any capacity - dog owners, sporting participants and those who use it for leisure purposes.

The survey is open until 5pm Friday 29 April 2016 and can be found at www.westtorrens.sa.gov.au/leash or scan the QR code below on your Smartphone.



City of
West Torrens
Between the City and the Sea



ATTACHMENT 2

Weigall Oval - dogs on leash



Survey

Personal details

Note: Personal details will not be publicly disclosed or used for any other reason than this survey.

Name:

Address:

Suburb: Postcode:

☐ Male ☐ Female

Age range:

☐ 0 - 17; ☐ 17 - 30; ☐ 30 - 45; ☐ 45 - 60; ☐ 60+

Oval usage

Which of the following best describes your use of Weigall Oval? (please select only one)

- | | |
|---|---|
| <input type="checkbox"/> Dog owner / walker | <input type="checkbox"/> Horse trainer |
| <input type="checkbox"/> Walker / runner | <input type="checkbox"/> Parent / carer of young child - use playground |
| <input type="checkbox"/> Sports participant | <input type="checkbox"/> Leisure activities - eg picnic, barbecue |
| <input type="checkbox"/> Sports spectator | <input type="checkbox"/> None - I do not visit Weigall Oval |

How many times a week do you visit Weigall Oval?

- | | | | |
|--------------------------------|--------------------------------|--------------------------------|---|
| <input type="checkbox"/> 0 | <input type="checkbox"/> 3 - 4 | <input type="checkbox"/> 5 - 6 | <input type="checkbox"/> Multiple times daily |
| <input type="checkbox"/> 1 - 2 | <input type="checkbox"/> 4 - 5 | <input type="checkbox"/> Daily | |

Do you support Weigall Oval being a dogs on leash area (dogs would be required to be on leash at all times)?

☐ Yes ☐ No

Please provide a rating for your opposition or support

☐ Strongly oppose ☐ Oppose ☐ Neutral ☐ Support ☐ Strongly support

Any additional comments?:

.....

.....

.....

.....

.....

.....

Completed surveys must be returned to the City of West Torrens, 165 Sir Donald Bradman Drive, Hilton by 5pm, 29 April 2016. Thank you for taking time to provide feedback. Please note that the information will be included in a report to Council that will be available for public view.

This survey can also be completed online at www.westtorrens.sa.gov.au/leash

Address: 165 Sir Donald Bradman Drive, Hilton, SA 5033 / Tel: 08 8416 6333. / Fax: 08 8443 5709 / Email: csu@wtcc.sa.gov.au / Web: westtorrens.sa.gov.au

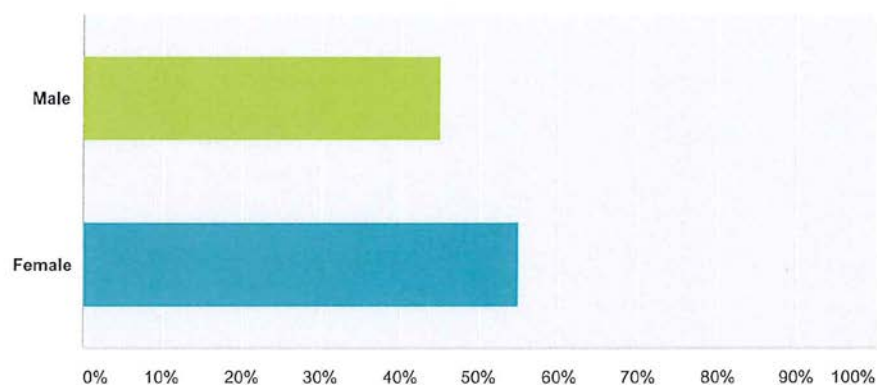
ATTACHMENT 3

Q2 Suburbs that were represented in the Survey responses

Brooklyn Park	1
Camden Park	2
Clarence Park	1
Cowandilla	1
Dernancourt	1
Flinders Park	1
Glandore	5
Keswick	1
Kurralta Park	13
Lockleys	1
Marion	2
Marleston	2
Mile End	1
North Plympton	26
Plympton	31
Richmond	2
Torrensville	1

Q3 Gender

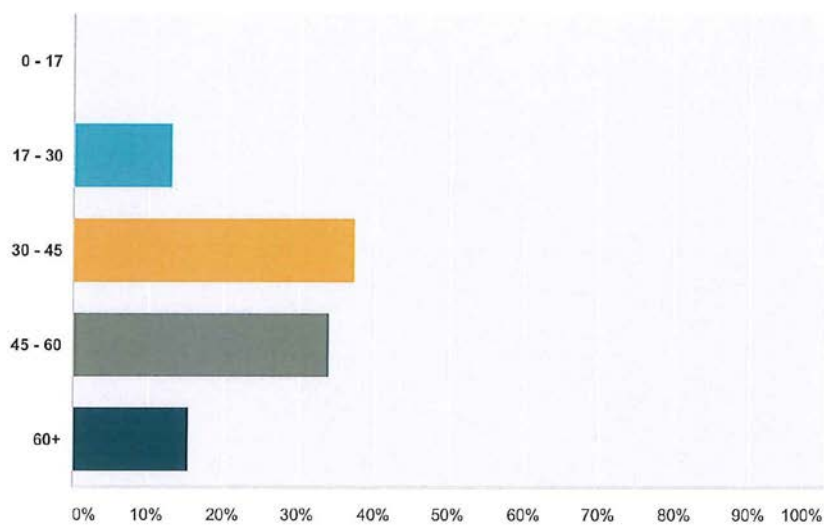
Answered: 91 Skipped: 2



Answer Choices	Responses	
Male	45.05%	41
Female	54.95%	50
Total		91

Q4 Age range

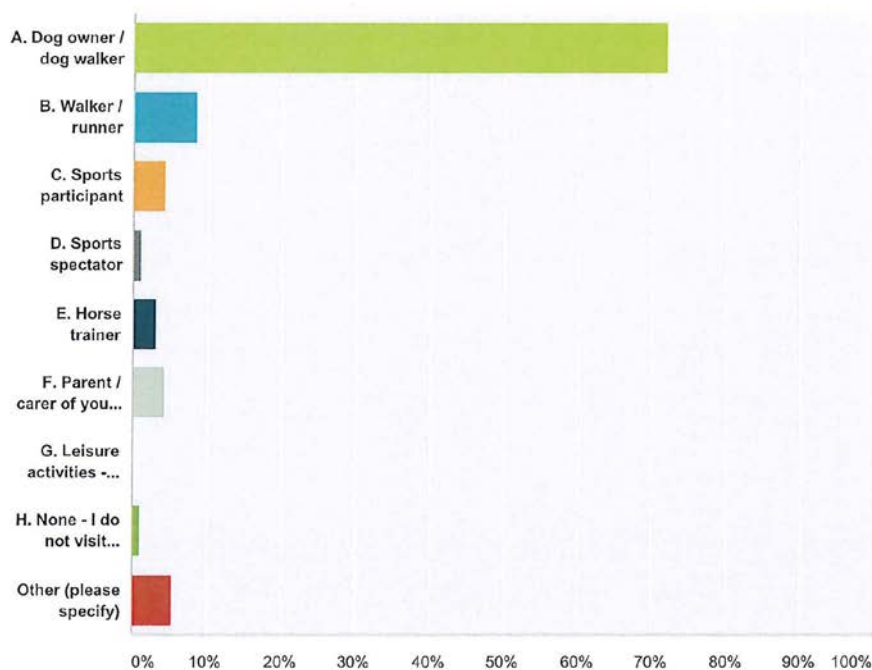
Answered: 91 Skipped: 2



Answer Choices	Responses	
0 - 17	0.00%	0
17 - 30	13.19%	12
30 - 45	37.36%	34
45 - 60	34.07%	31
60+	15.38%	14
Total		91

Q5 Which of the following best describes your use of Weigall Oval?

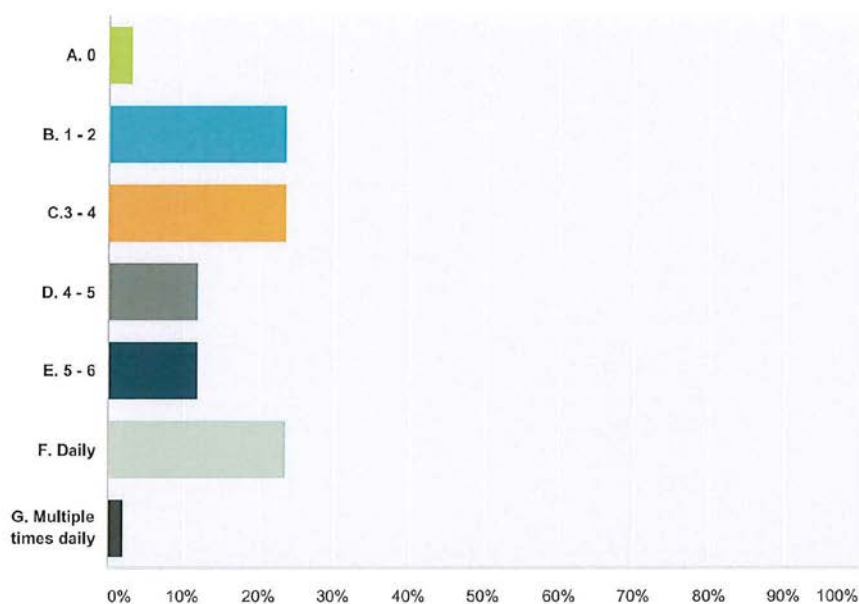
Answered: 93 Skipped: 0



Answer Choices	Responses	
A. Dog owner / dog walker	72.04%	67
B. Walker / runner	8.60%	8
C. Sports participant	4.30%	4
D. Sports spectator	1.08%	1
E. Horse trainer	3.23%	3
F. Parent / carer of young child - use playground	4.30%	4
G. Leisure activities - eg picnic, barbecue	0.00%	0
H. None - I do not visit Weigall Oval	1.08%	1
Other (please specify)	5.38%	5
Total		93

Q6 How many times a week do you visit Weigall Oval?

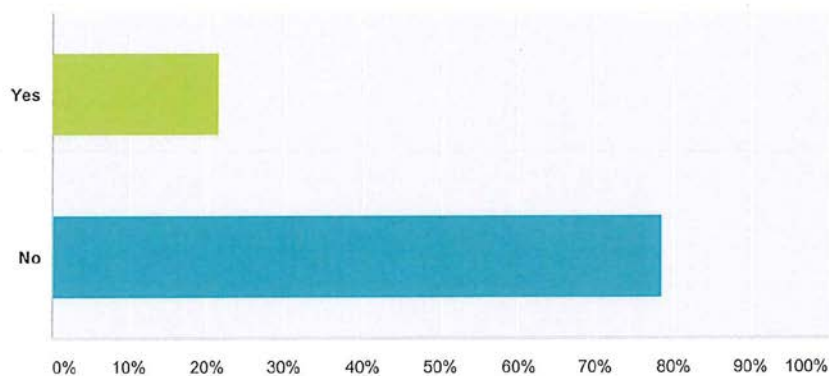
Answered: 93 Skipped: 0



Answer Choices	Responses	
A. 0	3.23%	3
B. 1 - 2	23.66%	22
C. 3 - 4	23.66%	22
D. 4 - 5	11.83%	11
E. 5 - 6	11.83%	11
F. Daily	23.66%	22
G. Multiple times daily	2.15%	2
Total		93

Q7 Do you support Weigall Oval being a dog on leash area (dogs would be required to be on leash at all times)?

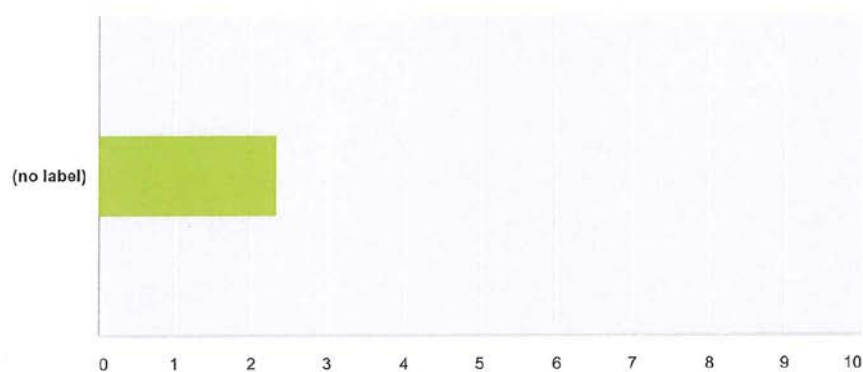
Answered: 93 Skipped: 0



Answer Choices	Responses	
Yes	21.51%	20
No	78.49%	73
Total		93

Q8 If you answered question 7, please provide a rating for your opposition or support.

Answered: 78 Skipped: 15



	Strongly oppose	Oppose	Neutral	Support	Strongly support	Total	Weighted Average
(no label)	55.13% 43	11.54% 9	3.85% 3	3.85% 3	25.64% 20	78	2.33

ATTACHMENT 4

Responsible dog owners will control their dogs when horses present or sport in progress. That may include having dog on leash when horses are coming off the track to tie up area.
The fenced oval areas offer a safe environment (away from traffic) to train your dog to be obedient and recall when off lead. The oval has good space to have a number of dogs exercise off the lead without going near each other.
There is a dog park nearby but this isn't the same as a big space for running and fetching
Weigall Oval is a unique and special facility in our area, as it enables dogs to enjoy leash-free exercise, whilst also providing a fantastic open space for children and parents to run and play. Our family visit the oval almost every day, and have done for the past four years. We have had only one negative experience, and that was with a dog who was on it's leash. In all honesty, the most significant downfall of Weigall Oval is the excessive rubbish and litter left behind after weekend sport. It would seem that dog-owners are far more respectful of the space, and considerate of other users, than the spectators who attend sporting events. If anything should be addressed at this venue, I absolutely feel it is this aspect. The community of dog walkers who frequent the oval are friendly and community-minded. The vast majority of the dogs all know each other and play well together. I truly believe it would be a huge loss to the community if the leash-free aspect of the oval was removed.
We usually walk the perimeter of the oval on the lead but I like the option for dogs to have a space to be able to run off the lead nearby. Perhaps a timeframe system like at local beaches could be implemented so that dogs, horses and humans can effectively share the space at different times
I have been living across the road from Weigall Oval for 29 years, and to my knowledge this is the first time a problem has arisen. I do not take my dog there if there are any sporting events and well and truly after all horses have left the oval. One irresponsible person is now taking away other peoples pleasure. The signage advising people not to cross the track before 10am should be more visible and other signage should be erected to advise people to keep their dogs on a leash if there are any sporting activities in progress. During the week and some weekends there is absolutely no activities being conducted after 10am, so why should the oval not be used. I realise there is a dog park, but seriously this is a local community area which is readily accessible to a large number of residence.
95% of the time there is no one around just seems stupid to have your dog on a leash when no one around. People are aware of their responsibilities when people are around and when sports are being played on Weigall oval people keep dogs on a lead please don't spoil it for everyone.
lets share the space :)
Weigall oval is certainly big enough for all users!!
should be off leash during certain times ie 10-3

Weigal oval is a key part of my daily routine and is integral to me leading a healthy life. Part of the reason I moved to Plimpton is because of the wonderful facilities it offers, key amongst those is an area I can enjoy with my family and my dog. Walking around and through the oval with "Winston" - and allowing him to run around, sniff the trees, and play with other dogs is wonderful. Having him on a lead will completely change that dynamic, and provide no impetus to go to the park at all. The whole point of parks like this is to allow freedom of movement, and a place to interact with neighbours and other nature. Having to keep him on lead prevents the freedom and exercise my dog receives. I have used the park for 3.5 years now, and have never had a negative experience with another dog or park user. I hope that keeping the area an off leash area continues, so I can continue to enjoy exercising my dog here.

This is such a great area to share with sport players/watchers as it is such a big space. When I visit this oval most of the time there are dog owners walking their dogs on the sandy horse riding strip. It is a good amount of space to walk bigger dogs and those with lots of energy. The dog parks do not provide this amount of space, they are more for socialising than exercising.

I feel a good compromise would be that the central sports area within the fence be a dog no go zone and the rest be left for families to enjoy walking their dogs. Children also ride their scooters etc around the horse track which provides a great space for dogs, children and families alike.

I find the new dog park in my area is way too small & also dangerous to take an older dog also anyone that may have a scared dog to play with other dogs is not safe there. Also the dog owners don't watch their dogs at times they chat. So dog only parts ain't for every dog. More incidents happen there. This park has been fantastic for my dogs & nephew to play soccer for many years. I was very disappointed to see this sign after this has been our park for 15 years. It is also good to teach puppies as is a fully fenced park. Please dog ask me to make my older dog go on leash where many dogs have been having fun. It will mean we will all have to move onto the next big park and leave this beautiful park for good thanks.

My border collie is 15 yrs & 3 yrs old & this is a safe & great park for them to run & fetch a ball. I have never met another dog owner that hasn't respected our space as plenty of room for many dogs to play safely at same time separately.

This place has a great space for dogs to run off leash, train and provide safe and social interactions for all dogs and owners. My dog loves playing and training here, we travel the distance to come here and do not because nearly all owners that come here are responsible and share the same reasons to help their dogs physical and mental health. If we start making all these areas on leash areas then our dogs will start losing the ability to socialise and interact appropriately with both other people and other dogs. Instead of restricting our dogs how about having an experienced dog behaviourist or dog owner patrol the area or be on call for complaints and deal with the owners who are being irresponsible and not training their dogs. Preferably someone who is not breed discriminative as it seems small dogs get away with murder yet big dogs are given the harshest judgement and treatment because they are bigger. I regularly meet with both small and large dog owners for my American staffy and he is better behaved than 80% of small dogs who use off leash areas.

My dogs are on leash at all times but also can get aggressive when other dogs come up to them (being protective). I always have to check what dogs are there off their leash and either not go through the park or go along the back fence and hope they do not approach my dogs.

<p>I haven't been there before but I am writing to show my appreciation for dog friendly areas. Unfortunately pooch park is known to have some aggressive dogs which is off putting but the nature of the park on Marion road at Cowandilla with open gates seems to then attract dogs which are better behaved. If this is not in place at Weigall oval perhaps it could be. Thanks again</p>
<p>With a dog park just up the road anybody wanting to run their dogs can use that. There should be more signage at Weigall Oval advertising this.</p>
<p>I am a responsible dog owner, I am also mother that takes her child to the oval to kick the football whilst we walk our dogs. Our dogs are small, well behaved and are very friendly. They do have a lot of energy though, and being able to take them to the oval most days to run free allows them to get rid of their energy in a safe environment. We are ALWAYS respectful of others users including sports users and horse trainers. We do not go at the times when the horses are using the track or if there are sports games being played. We are responsible dog owners and always clean up our dog faeces. I understand the need to make the oval safe and available for all to use, however please do not punish the responsible dog owners from the actions of a few irresponsible ones. All of the dog owners that I meet at the oval are responsible and respectful and I would implore you not to restrict the dogs running by making it a leash area.</p>
<p>Roaming dogs continue to do their business on playing areas and owners are often unaware of the droppings or too far away/lazy to walk over to pick up the mess.</p>
<p>Have witnessed occasional dog fights/ owner confrontations as a regular user of Weigall sportsgrounds over summer-unleashed dogs is usually the main cause- one in January this year where owners almost came to blows after swearing at each other- one owner was particularly at fault as his 2 unleashed dogs harassed several other unleashed dogs in the area- this was witnessed by a number of students at sports training.</p>
<p>Although there is another dog park nearby it isn't big enough to take a large dog on an off leash walk. This oval has adequate room to be able to this. The dog park is often very busy and dogs often pick up bad habits there or even diseases from irresponsible owners who shouldn't take sick dogs there! The oval allows for a non distracted, safe, off leash place to walk a dog. It's especially important for people who have large dogs or dogs that get scared when too many other dogs are around i.e. a dog park. 2 meters isn't a long enough distance for dogs to casually walk and follow their owner while enjoying being a dog i.e sniffing things etc. Humans have plenty of dog free places to walk and run. Please don't take away a safe place to take dogs that is free of dangers like traffic, etc.</p>
<p>also would be nice if people could be mindful of their rubbish, there is always rubbish scattered around. Is it possible to employ someone on a work for the dole project?</p>
<p>Due to past experience of dog attack I support on leash only however I am doubtful as to how this will be policed. It has always been an "under effective control" area but if the public doesn't comply, it's useless. This also goes for owners who don't pick up their dog poo.</p>
<p>In my experience dogs off leash have been supervised and well behaved.</p>
<p>Please don't try to remove all risk from this world. It impossible. I have encountered 99.9% responsible dog owners in the last 5 years (and many lovely dogs). I have encountered two very scary , angry and threatening human beings while there (with my dog and my young children). Can you ensure they are on a leash?:-)</p>

I've used the oval for five years attending not only with my dog, but my children since they were aged 3 and 4 years. I've never had a problem caused by dogs being off the leash.
Dogs should be on a leash when owners feel the dog is at risk of being a pest to other dogs or people. Owners should know their pet if your dog is nasty doesn't get along with other dogs it should be on a leash permanently or if it might bite it should be muzzled. I've been taking my dog down there approx.. ten years he has never bitten or attacked anyone or dog. Maybe on leash when games are on and horses trotting. Whilst we are having a survey on dogs how about we do one about cats 1. your council has no restrictions on how many cats2. Cats stray to their peoples homes and piss and crap in other peoples homes and kill birds.3. They are not reg and they should be?4. How about more than one cat they must have a cat run. 5. When people with cats(carp in your yard do the owners come over and pick up their crap No.
as a responsible dog owner i would like to see the current situation remain, where dogs are allowed on the oval at times when horses are not training and when sporting groups are not playing/practicing.
I think it would be a shame, as most dogs are under control from what I have observed
What is the councils/ sporting clubs agenda, there is no control of parking, litter or the accumulation of JUNK in the purpose built practice nets, storage shed and surrounding grounds(who provided the funds for that anyway?) I walk past it everyday, fuming about the misuse of a public facility. So why is it just about dogs on leashes?
You are always going to get the odd few dogs not under control in un-leached areas
I love it that Weigall oval is used for lots of purposes and most times we use it with the minimum of fuss . There are already signs to keep people off the tracks when horses are training and dogs under effective control and pick up after animals.
I will not go to Weigall oval now as there are so many dogs running around off leashes. I feel unsafe for me and my dog.
I welcome all dogs to be put on a lead at Weigall oval.
I am of the opinion dog in public places, the dog park excepted, should be on a leash. My dog is always on a leash because I know how she behaves with strange dogs. Other people tell me their dog is friendly, but they do not know my dog and how she reacts to their dogs encroaching into her space. It is most uncomfortable for us when this happens. And it happens regularly. That is why I do not use the dog park.
I frequent Weigall Oval several times a week, more in winter months as the beach isn't as pleasant. Rarely are there more than a handful of dogs in the entire Weigall Oval surrounds. At most maybe 6 in peak times, with many people walking through with their dogs. I do agree that dogs should be under effective control when sporting events/practices are underway; But when they are not, there is ample space on the ovals, and surrounds for dogs to exercise and roam leash free. Signage to that effect may help prevent occurrences of dogs interfering with sporting activities. There, in my opinion isn't so much use of Weigall Oval by dog walkers that would require an 'on leash' at all times policy. It's no different to the beach policy that they must be under effective control during non peak times, likewise they should be under effective control during sporting activities/practices. Regulars will soon become accustom to attending Weigall Oval when these events are not on.

Whilst I have answered question 7 as yes, I would like to add some further comments which provide context. I support dogs being on a leash, at all times within the playground. Furthermore, I support dogs being on a leash in regard to the oval, but only at the following times: 1. whilst the horses are being exercised, usually up until about 10-10.30am daily; and 2. whilst soccer/baseball training is occurring or matches in progress. Beyond these occasions, I support dogs not being required to be on a leash, provided the owner is liable for any attack on other people.

Dogs on lead when organised sports are in progress, (including horse training), would be a better rule change and match other council rules.

I don't think it really matters if Weigall Oval is a dog on leash area or not, because leash laws are not policed in West Torrens. As a regular user of the shared paths in West Torrens as a dog walker and bike rider, I would say an easy third of dogs are off lead on the shared paths, that come under the description of 'Public Place' and so are leash areas. I have reported dog rego numbers to council to be told they have to be caught in the act by a compliance officer and when I reported a dog wandering at large I was told I had to get the dog on a lead myself or restrain the dog in my yard by myself, before a compliance officer would be sent out and when I said the owner of the dog wouldn't allow me to do that I was told the council couldn't help. I understand the Major John Trainer believes in promoting pushbikes to use the off road path system instead of lowering the speed limit on our suburban side streets, but bike riders don't feel safe on our path system. You are more likely to have an accident on the path system than on the road, the plus is that you won't be run over by a car or truck when you do come down. Policing and upholding our leash laws on our shared path system is the number one thing West Torrens Council can do to increase the pushbike participation rate. I know of a handful of people, just through family and friends, who have started pushbike riding because of the shared paths, only to give it up again because they considered it too dangerous with the large number of dogs not under effective control. I like many other bike riders have hundreds of stories of close calls and even a few of actually being attacked while riding on paths that are promoted as pushbike infrastructure. Please don't look at this as an isolated problem, this problem is over the whole council area. There needs to be signs educating on what's appropriate and what's not in public places. But ultimately there needs to be compliance officers on the ground in the public view, educating and enforcing where appropriate.

At the very least leashes should be required during sporting events

this is a sporting ground , the dog park is at Moss Avenue

there are often dogs there off their leash, having a great time running free. I have never witnessed a dog owner being irresponsible or a dog one for dogs to run free. if there is no issue currently, why change the way things are?

one for dogs to run free. if there is no issue currently, why change the way things are?

There is a dog park close by but this is not big enough as it is and would only become more over crowded if Weigall oval became a dog on lead zone. Most dog owners that frequent Weigall Oval are responsible and would be happy to discuss and support any other strategies which could be put in place to overcome any current issues that may have lead to this proposal.

As a dog owner who always has my dog on leash, I prefer other dogs not be allowed to roam and interfere with mine unattended. This area is multi-use and other uses need to be respected and not have to deal with dogs running around. There's a dog park down the road just for dogs/owners and I'm sure there would be an outcry if people started playing sports or a horse came into that area!

I would understand and support the enforcement of leads during the mornings when horses are present. However I do not see any harm in the dogs being off leads at other times, including when there are sports being played on the oval as dogs are currently exercised off leads at these times without issues.
The only people I see at the oval in the middle of the day are fellow dog walkers
Weigall needs to be an area where children are safe. Suggest those wanting unleashed visit dedicated dog parks.
weekdays from 11-3 dogs should be off leash
Dogs without leashes are a major risk, particularly as children are chasing balls.
Fine the dog owners who do not pick up poo, this is the bigger issue
The dog park at the end of Broughton Avenue is well used, but the lawn suffers from overuse in some parts. This dog park should have more of the area covered with lawn, and more shade from afternoon sun.
This park is deserted all day and I use it frequently. Having it as an on leash area would be a waste of resources and a stupid idea! The tiny dog park sucks it's too small for my two large dogs I prefer the oval. I am responsible and pick up after my dog. I will be very disappointed if the oval is made into a dogs on leash area.
My dogs need somewhere to run off leash to get sufficient exercise. If you must require them to be on leash please limit to times of organised sport.
Dog owners who have their dogs under control will do the right thing and put a lead on them, those who have ratty bad behaved dogs will not put a lead on anyway.
Consider set times
I think dogs should be kept on leash at all times in the playing fields and horse track areas of the Weigall Oval area. Outside of these areas, dogs that have been socialised and relate well with other dogs, people and animals should be permitted to visit Weigall Oval off leash providing the dogs are under effective control by their owner or carer. If there is any history or hint that a dog might attack another person or animal, the dog should be kept on leash at all times.
There is a dedicated dog park a short distance away, where dogs can be exercised off leash in a safe and dedicated area.
The new dog park is too small and too crowded to enable the dogs to run freely without interference from other dogs
The oval is the only large area which can be used to exercise dogs off leash
Please don't penalize responsible dog owners for the actions of a few.
Weigall Oval is an oval, there are other environs in this vicinity that can't be classed as the oval
I often use the new West Torrens Dog Park, however I also have a 4 year old daughter who doesn't always feel the same being in such a small area when there are a large amount of dogs in there. Weigall Oval provides much more space for both people and dogs to use.

It is also the only park within walking distance that also has Toilet facilities, which is always very important when out with a small child.
There are lots of dog owners who enjoy having their dogs off lead socialising on the hill and main oval especially in daylight savings hours. Not everybody likes to take their dog to the dog park as it is often too busy and too rowdy for some dogs, there is also less room for dogs to run around at their own leisure.
The needs of dog owners and non-dog owners needs to be balanced. A blanket ban is unnecessary, but designating times where dogs have to be on lead may be a good compromise. The Council should keep in mind that there are no other ovals nearby that dog owners can allow their dogs to run around in a semi fenced in area. The dog park in Marsden that the Council opened a couple of years ago is a great idea but it's too small to properly exercise dogs unless the dog is playing with other dogs (eg. You cannot run with your dog). Please don't take away a valuable oval for dog owners permanently.
More concerned with people still leaving their dogs mess on the footpath and surrounding grassed areas. Even though there are plenty of bag dispensers.
There is no need to prohibit dogs from being off lead at the oval 24 hours a day, particularly after dark when there are only other dog owners walking their dogs there.
I think that within the confines of the fenced area within the oval, dogs should be free to run around etc.
Since there are times when the field is empty, I believe it would be better to set conditions for when dogs must be on leads. For example when sports are being played and when the horse track is in use, or setting a duration of time in the afternoon when dogs are allowed on the field off lead, so other users know there maybe dogs off lead.
As your website information states, it is "occasional" poor behaviour from dogs allowed to run free which precipitates this survey. It would be a pity for the massive majority of dogs & their owners, who are doing the right thing, to be penalised by the actions of a couple. I have walked my dog there for 14 years and never seen a significant issue. We respect the provision of the new dog park but our dog feels overwhelmed in either of these and she clearly likes to roam in Weigall Reserve.
Dogs need to be under voice control. There are not enough places for off lead dogs. It is a great community place to exercise dogs and should be available for all community members
Strongly support as the oval is not securely fenced and majority of people either do not have or exercise "effective voice control" over their dogs.
Anytime when no one is there. Not on weekends when sport is
Maybe times could be enforced when your dog could run free

As a parent, dog owner and runner, I use the oval for many activities. 1 incident with a horse does not give a good reason to put all dogs on a lead at all times. Having walked my dog every day at the oval for years, i have never seen an issue with mine or any other dog there. Dogs are already required to be under effective control, which clearly the dog that attacked the horse was not, hence this situation is already covered by law. The dog parks are too small to exercise your dog properly (and the one for small dogs is bigger than the large dog area!). This is a thinly veiled attempt to push out dog walkers, the other major use of the oval, so that the sports clubs will have full and unopposed influence with the redevelopment of the area. I am disgusted with this proposal and strongly against. The chap whose horse was attacked was only suggesting dogs be on leash when horses were present, which i could support as a responsible owner. I believe this leap of policy to all times shows ulterior motives for the change

We really value having Weigall Oval as an option to exercise our dog and would be disappointed if it became leash only. i notice plenty of owners not cleaning up after their dog and can see this being an issue for sport participants but otherwise have never noticed any issues, and in fact dog walkers seem to be the major users. i see similar issues (not cleaning up after dog and dog off leash walking along the path. Perhaps making specific areas off leash (internal field) or having set times as off leash?

Our dog needs to be exercised and needs to be off leash to do so. The dog park up the road is far too small and too far away as our young child can't walk the distance. Our child plays at the park with mum while dad walks the dog round. You are penalising responsible dog owners. We have lived in this area and used the oval for years. It's absolutely absurd that you are even thinking about this. Unley and Goodwood oval's allow dogs off leashes AND they have a dog park at Tabor college. Stop trying to force us to use the inadequate dog park you built. I suspect it was built for this very reason... to drive the dog walkers out of the oval. It's absurd that you would victimise one of the main users of the oval to please a minority user, and one that you were going to cease to allow to use altogether according to your information first provided in the initial redevelopment consultation. Seems you have done a big back flip. I suspect it's to allow the clubs to monopolise the grounds. There are already measures in place to ensure the safety of other users eg riders and horses have sole use of the track in the mornings. If people can't control their dogs, then they should be individually prosecuted. I am strongly opposed to this proposed changed.

One person does wrong & all have to suffer the consequences, this area is been long time no problematic & with all the restriction for dog owners parks, especially large one and fully fence enclosed should be leash free, the dog park is fine, but not to run free that much, that is more for socialising your dog.

Weigal Oval isn't used frequently enough at off peak times. Most of the time, it's empty. To make it mandatory for dogs to be on-leash at all times is not reasonable. I do however agree that some dog owners are unable to control their pets. The solution is to educate and encourage them to visit the dog park instead.

Dogs should only be on leashes or not allowed in the park when horses are present

Due to the lack of an appropriate sized off-leash dog park in the area (as the newly constructed facility is consistently overfull at peak times and therefore not suitable as a stand alone option), it would be a poor management plan to change Weigall to a completely leash only area. Proper enforcement of on-leash or no dogs policy during the horse training times would be an ideal compromise. Thorough signage, improved fencing and an introductory monitoring system would enable a smooth transition and educate users of what seem to be common sense dog ownership practices. The injury done to the trotting horse is completely unacceptable and there is definite need for a policy change, yet exclusively on-leash use seems an unnecessary extreme and one which does not seek to improve community awareness around good pet ownership practices, while simultaneously punishing owners who do the right thing.

Its the dogs of the lead that are well trained, more incentive is needed to get people to train their dogs

It might make people more accountable in picking up dog droppings.

additional fenced dog off leash area essentially sharing the area equally

12. MEETING CLOSE

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1. MEETING OPENED

2. PRESENT

3. APOLOGIES

Leave of Absence

Cr Mangos

Apologies

Council Members:

Mayor Trainer

Cr Demetriou

Cr Tsiaparis

Cr Rypp

4. DISCLOSURE STATEMENTS

Elected Members are required to:

1. Consider Section 73 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75 of the *Local Government Act 1999*.

5. CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Strategy and Community Prescribed Standing Committee held on 17 May 2016 be confirmed as a true and correct record.

6. COMMUNICATIONS BY THE CHAIRPERSON

7. QUESTIONS WITH NOTICE

Nil

8. QUESTIONS WITHOUT NOTICE

9. MOTIONS WITH NOTICE

Nil

10. MOTIONS WITHOUT NOTICE

11. STRATEGY AND COMMUNITY REPORTS

11.1 HACC Funding

Brief

This report provides an update on the State funded Home and Community Care Program.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. It rejects the additional 12 months HACC funding offer (2016-2017) for those clients under the age of 65 with a disability when it is formally received from DCSI.
2. It agrees to allocate up to \$10,000 p.a of the annual budget designated to Council's Home Advantage program to 'grandfather' current HACC clients as proposed in the report until such time as they transition to CHSP or the NDIS.
3. On 1 July 2016 the current HACC program be rebadged as the City of West Torrens Disability Support Program.

Introduction

For many years, Council operated a Home and Community Care Program (HACC) which was funded by the Commonwealth and State Governments for the provision of services to older people and younger people with disabilities. Until recently, the Commonwealth funding was provided directly to the State Government who dispersed the funding to relevant agencies, including this Council. The Commonwealth funding is now provided directly to Council for services to those of its residents who are 65 and over, now called the Commonwealth Home Services Program (CHSP). The only eligibility requirement for this program is that the client is over the age of 65. It is worth noting that the current funding agreement expires in June 2018 when the Commonwealth intends to provide its funding directly to clients not agencies, similar to the NDIS scheme and as was proposed for St Martins.

However, the State Government, via the Department of Communities and Social Inclusion (DCSI), continues to provide its own HACC funding to Council to provide services for those residents under the age of 65 who have a disability. This service and funding continues to be called HACC. The 2015/16 HACC funding provided to Council by DCSI is very minimal being just over \$17,000.

Discussion

Council may recall that information was received from the DCSI, in relation to their HACC funding, advising of its intention to withdraw the funding to Council on 30 June 2016 and provide this directly to clients, as part of the NDIS program, to enable clients to purchase services from their preferred suppliers.

Consequently, the Administration has been preparing for the withdrawal of Council's HACC funded services to its HACC clients. This has not been too problematic as only \$12,000 of this funding is ever spent each year because, unlike their older counterparts, younger people with disabilities are able to access all of the services and programs offered by Council and so the demand for disability specific programs and services is low. In addition, a co-contribution by clients is required for any service provided, as required by the funding agreement. This co-contribution is approximately \$5,000 pa.

However, DCSI asserts that earlier this year it advised Council that it is offering a 12 month extension of this funding (there is no record of this offer in any of Council's systems) to June 2017 as it has realised it is not in a position to transition the service to the NDIS until July 2017.

A requirement of the funding is the completion by Council of the actions contained in an 'action plan' provided by DCSI. These actions include the approval of a disability access and inclusion plan (DAIP), guidelines for information sharing, criminal history check policies that specifically require DCSI checks, etc. DCSI has advised that the funding is dependent on the completion of the action plan.

While the DAIP is a requirement of the funding, there are also legislative requirements to develop the DAIP not just specifically related to HACC clients. Consequently, regardless of any future funding agreement requirements, the DAIP is currently underway but is not expected to be presented to the CPPP and Council for approval to publicly consult on it until October this year. As a result, it is unlikely it would be approved by Council until January or February next year. This will be only 4 months before the cessation of HACC funding.

However, and more importantly, the policies/guidelines required by DCSI are specific to the HACC service itself. These policies have not been initiated at this point, probably because there was an expectation that funding was due to be withdrawn and the development of these policies would be quite onerous, as well as an inappropriate use of Council resources particularly given the minimal funding provided for the program (\$17,000pa) and the very short lifespan of the policies.

If Council was to accept the funding, these issues would remain and, in any case, it would be unlikely that Council would approve the policies until later this year (or early next year due to consultation requirements) again resulting in a short life span being current until the funding ceases in 2017.

Therefore, the amount of resources to write, consult, seek approvals and implement the policies/guidelines seems an onerous burden on the organisation for little benefit and for a very small amount of funding. Accepting the funding will also require a transition plan to be developed for current clients which is not the case currently. It appears the DCSI are expecting to transfer the responsibility to Council to transition clients from the current 'bulk funded provider' model to the new client centred model via external providers.

Consequently, it is recommended to Council that it not accept the 12 month extension of HACC funding from the State Government when it is formally received.

This gives rise to questions about what happens to those 62 current clients currently being provided HACC services from Council. The service provided to these clients only cost approximately \$12,000 pa of the allocated funding and provides revenue of approximately \$5,000 via client contributions. These services include transport costs, gardening etc.

As indicated earlier, HACC services are age limited so once a client reaches the age of 65 they automatically transfer across to CHSP. Some clients have received services from Council for several years so rather than suddenly withdraw services to those clients, it is proposed that up to \$10,000 from Council's own funded Home Advantage Program be allocated to them each year to 'grandfather' them. This means that Council will not accept any new clients and will continue to provide services to current clients until they either reach the age of 65 when they will transition to CHSP or once it is fully up and running to the NDIS. It would be expected that the amount of funding would decrease each year as clients transition to CHSP or NDIS. Once all clients have transitioned, the service will cease.

It is further proposed that this service be retitled to the City of West Torrens Disability Support Program.

This will ensure that current clients continue to receive the services they currently receive while undergoing a seamless transition to CHSP or NDIS and Council be afforded the appropriate recognition for the provision and funding of this service.

Conclusion

This report provides details of a verbal offer from DCSI of an additional 12 months of funding to provide HACC services to under 65s with a disability, the requirements associated with the acceptance of that funding. It also presents an alternative approach to providing services to these clients 'grandfathering' until such time as they transition to the CHSP or NDIS.

11.2 Feedback to SAPOL Metropolitan Police Stations Review

Brief

This report presents the Administration response to the Metropolitan Police Stations Review which has been submitted to South Australian Police.

RECOMMENDATION(S)

The Committee recommends to Council that it:

1. Endorses the response provided to the South Australian Police in relation to its Metropolitan Police Stations Review.
2. Provide any further feedback for the Administration to forward to the South Australian Police.

Introduction

On Friday 13 May 2016, City Strategy received a request from the South Australian Police (SAPOL) seeking feedback on the Metropolitan Police Stations Review (the Review) by Friday 27 May 2016.

A copy of the Metropolitan Police Stations Review is provided at **Attachment 1**.

Given the short timeframe, the draft feedback prepared by the Administration unfortunately could not be presented to Council for its consideration prior to submitting the response. Consequently, this report provides Elected Members with a copy of the Administration response which has already been provided to SAPOL.

A copy of the Administration response is provided at **Attachment 2**.

Discussion

The Metropolitan Police Stations Review presented a brief business case for returning more police officers to front line duties by developing a model for front office police station facilities across the Adelaide metropolitan area.

The primary approach proposed by the Review is the rationalisation of business hours for smaller stations. An analysis of demand for front office policing services was focussed on the following twelve metropolitan police stations:

1. Aldinga Police Station
2. Glenelg Police Station
3. Golden Grove Police Station
4. Henley Beach Police Station
5. Holden Hill Police Station
6. McLaren Vale Police Station
7. Netley Police Station
8. Norwood Police Station
9. Parks Police Station
10. Salisbury Police Station
11. Sturt Police Station
12. Wakefield Street Police Station

The Administration response used Council's strategic objectives expressed through the *Towards 2025 Community Plan* and corporate plans (such as the Public Health Plan) as the foundation for formulating a response.

The feedback provided to SAPOL related to the intent of the Review and the analysis supporting its recommendations, with a focus on the Netley, Glenelg and Henley Stations which are of particular relevance to residents of the City of West Torrens.

In the response Administration raised objections to the proposed reduction of business hours for smaller stations.

The response addressed four main themes:

1. Premise of the Review

The Review focusses on proposed improved efficiency of the policing model, presenting policing as a transactional service rather than an essential community or public safety service.

The Administration response suggested that a review of the SAPOL policing model would be more appropriately focussed on quality and availability, and that rationalisation of police station hours on the premise of efficiency would not be in the interests of City of West Torrens' residents.

2. Police Station Attendance

The Administration response presented the view that current business hours for stations should be retained to support service availability for unplanned incidents, or for customers that require access to services or information outside of normal business hours.

Reducing business hours for over the counter service/police station attendance does not consider the needs of an aged population, new arrival communities, community members with limited support or social networks, and households without access to private transport.

There is also a danger that the rationalisation of business hours for smaller stations could remove a safe house within communities. This could have considerable implications for victims of domestic violence, or victims of stalking, where remaining in place for the dispatch of mobile patrols may not be feasible.

3. Limited Analysis

The Administration response suggested that the recommendations of the review are based on an incomplete assessment, for example:

- It does not identify what types of demand occurs at different times of the day;
- The proposal to rationalise business hours for individual metropolitan stations has been made on the basis of an aggregate of data from all stations; and
- The Review is limited to a quantitative assessment of future demand using historical data, focussing on service provision proportionate to volume of demand, not severity or significance of need.

4. Lack of Service Planning

The Administration response raised concerns that the recommendations in the Review amount to a reduction in service level, without undertaking a risk assessment of the proposed changes and discussing the potential impacts for the affected communities.

Conclusion

Council staff received a request to provide feedback on the South Australian Police Metropolitan Police Stations Review. Feedback was due two weeks after receipt of the request, therefore an Administration response was provided to SAPOL which is presented through this report.

ATTACHMENT 1



Metropolitan Police Stations Review

A key strategy of the SAPOL Organisational Reform Program is to return more police to front line operational duties. To achieve that goal all facets of the current SAPOL metropolitan policing model are being reviewed. Key considerations for the Metropolitan Police Stations Review were to assess whether the current practices and processes are efficient and meet the needs of both SAPOL and the community.

The main way that the community contacts the police is via the telephone (Triple Zero and 131444). SAPOL answers approximately 150,000 Triple Zero emergency calls each year, with a further 430,000 calls answered on the non-urgent 131444 police assistance number. In addition to police attendance matters, callers report crime, traffic complaints and suspicious behaviour by phone. They are also provided with a range of advice that negates the need to attend a police station.

On line reporting of vehicle collisions, lost property and cybercrime is also available with two new 'apps'; 'Report Suspicious Behaviour' and 'Track My Crime' to be launched in the near future.

The review identified a business need to retain 24 hour front office services at Elizabeth, Port Adelaide and Christies Beach. These stations maintain cell facilities and are adjacent metropolitan courts. The workload at Hindley Street also supports the retention of 24 hour services from that facility.

The review included analysis of demand for front office policing services at the following 12 metropolitan police stations (the 4 proposed 24/7 police stations are not considered in this report):

1. Aldinga Police Station
2. Glenelg Police Station
3. Golden Grove Police Station
4. Henley Beach Police Station
5. Holden Hill Police Station
6. McLaren Vale Police Station

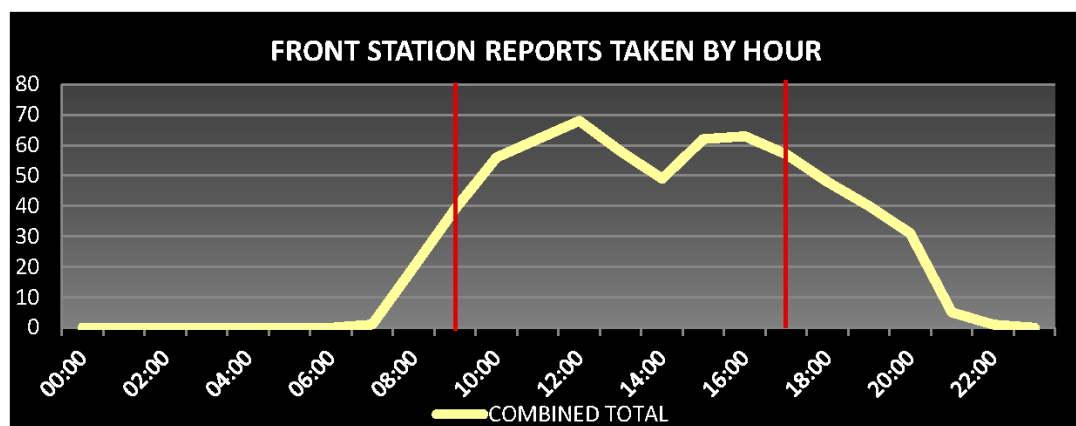
7. Netley Police Station
8. Norwood Police Station
9. Parks Police Station
10. Salisbury Police Station
11. Sturt Police Station
12. Wakefield Street Police Station

Statistical sampling of demand indicators revealed that on average, the majority of non-24/7 police stations experience the highest volume of demand between 9.00 am and 5.00 pm. The review identified that outside 'business hours' demand from attending public significantly decreases. Opening hours and staffing are not proportionate to demand for service.

It is apparent that the current police stations are under-utilised. Front office business hours are not standardised and staffing these offices after hours has a negative resource impact on front line policing. Staffing the front office of a large number of police stations afterhours has an adverse impact on available resources and there is an opportunity to more efficiently resource larger stations afterhours if the business hours of smaller stations are rationalised.

The graph below represents the aggregate results from all the relevant non-24/7 police stations over a 24 hour period. The two red vertical lines indicate the proposed front office opening hours of the non-24/7 police stations. The left axis represents 'units of work' which includes financial transactions, reports of crime or incidents (i.e. Police Incident Reports, Vehicle Collision Reports and Domestic Abuse Reports). A number of functions performed at police stations (e.g. telephone enquiries, witnessing statutory declarations, etc) have not been considered in the assessment due to lack of validated data.

Table 1 – Front Station Aggregate Demand (24 hour period)



This finding suggests the available hours of front office services within police stations could be aligned to more accurately correlate with the times of higher demand for service in consideration of the type of service provided.

A significant proportion of over the counter business at police stations is non-urgent and relates to administrative matters that should be dealt with during business hours. A considerable quantity of reports entered at police stations are vehicle collision reports. It is also the case that a significant percentage of these reports could have been entered online. By maintaining a smaller number of stations that provide afterhours services, members of the community are still able to attend a station if they choose. The average distance to a 24 hour station would be approximately 15 kilometres.

For all urgent matters, police patrols are dispatched to the caller. Front office demand has been examined and 'business as usual' opening hours identified that meet that demand. It is anticipated that outside of the defined business hours the front office services within these stations would be opened at the discretion of the local police commander. For example, this may include local requirements such as extended hours during summer months for Glenelg and Henley Beach Police Stations, or specific special events such as New Year's Eve and Australia Day that may require an extension of the standard front office opening hours.

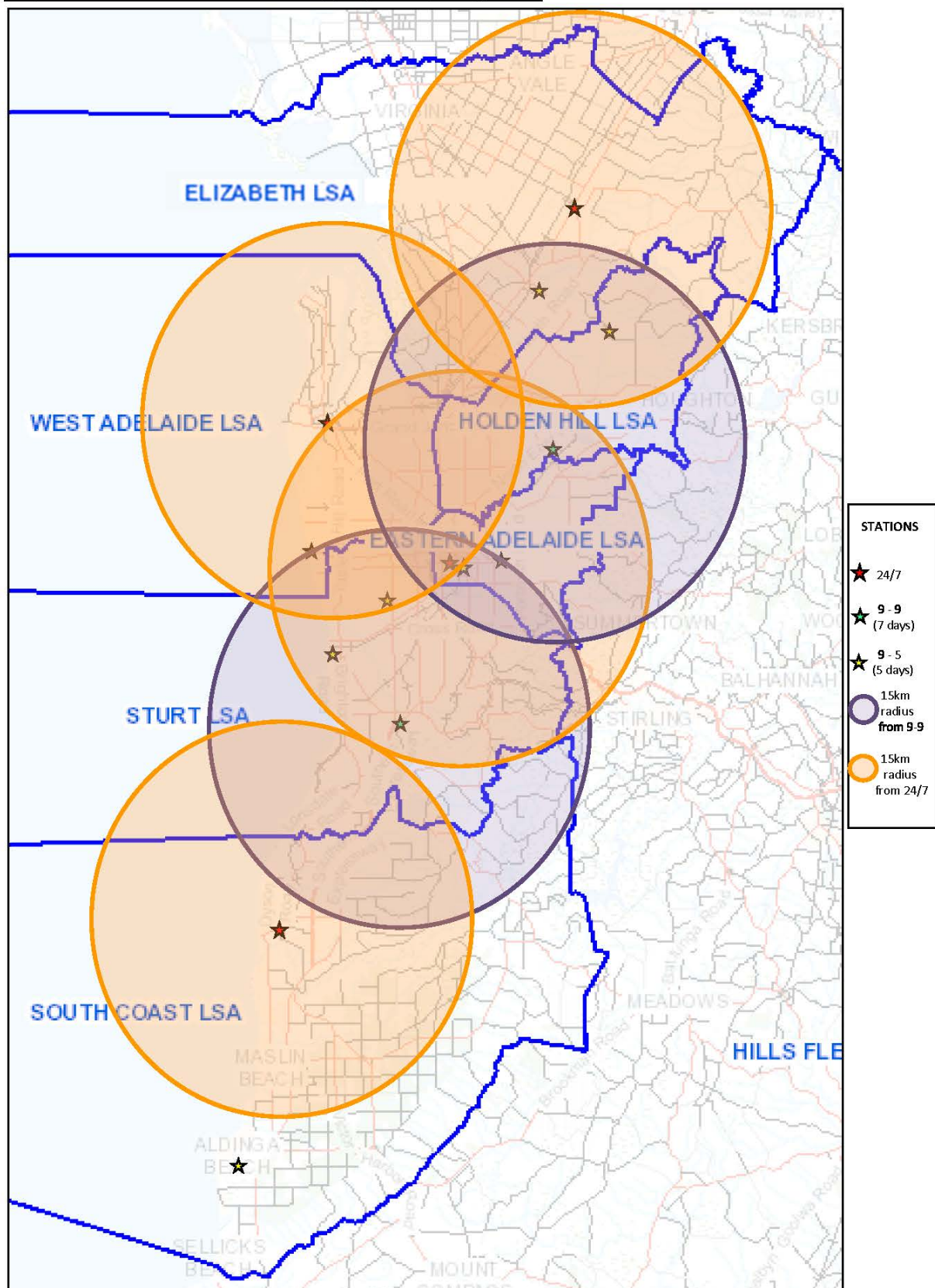
The table below (Table 2) represents both the current police station locations and opening hours, and the proposed days and hours of 'front station' operation. The 24/7 police stations provide an even distribution of locations across the metropolitan area (refer Map 1). It should be noted that there is no direct correlation between front station opening hours and the provision of mobile policing assistance and emergency response to the community. That is, whilst a police station 'front office' may be closed, this does not preclude response police deploying from the building over a 24/7 period to provide a mobile policing response.

Table 2 –Police Station Locations / Front Station Opening Hours (Current/Proposed)

Police Station	Current Days	Current Hours	Proposed Days	Proposed Hours
Aldinga	Mon-Fri	8:30am – 5:00pm	Mon-Fri	9:00am – 5:00pm
Christies Beach	7	24 hour	7	24 hour
Elizabeth	7	24 hour	7	24 hour
Glenelg	7	7:30am – 10:00pm	Mon-Fri	9:00am – 5:00pm
Golden Grove	7	8:30am – 9:30pm	Mon-Fri	9:00am – 5:00pm
Grenfell Street	N/A	No Station Service	Mon-Fri	9:00am – 5:00pm
Henley Beach	7	8:00am – 11:00pm	Mon-Fri	9:00am – 5:00pm
Holden Hill	7	24 hour	7	9:00am – 9:00pm
McLaren Vale	Closed	Closed	Closed	Closed
Netley Police	7	7:30am – 10:00pm	Mon-Fri	9:00am – 5:00pm
Norwood	7	8:00am – 9:00pm	Mon-Fri	9:00am – 5:00pm
Parks	7	8:30am – 5:00pm	Closed	Closed
Pt Adelaide	7	24 hour	7	24 hour
Salisbury	7	8:30am – 9:30pm	Mon-Fri	9:00am – 5:00pm
Sturt	7	24 hour	7	9:00am – 9:00pm
Wakefield Street	7	24 hour	Relocate	see Grenfell Street

SAPOL's proposed changes to opening hours aligns SAPOL's non-urgent, administratively based service delivery to the accepted operating hours for all other government agencies. The proposed changes to opening hours deliver greater consistency (i.e. the opening hours are standardised to reduce confusion within the community), ability to better resource 24/7 stations and provide a higher degree of customer service. By reducing the opening hours of smaller stations, more robust staffing of larger stations can be achieved while some officers can be returned to frontline policing duties providing a more visible and responsive policing presence within the community.

Map 1 - Police Stations colour coded by proposed opening hours.



ATTACHMENT 2

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27 May 2016

Noel Bamford
Program Manager
SAPOL Organisational Reform
GPO Box 1539
ADELAIDE SA 5001

Dear Mr. Bamford

Metropolitan Police Stations Review

Thank you for providing the opportunity to submit feedback on the *Metropolitan Police Stations Review* (the Review).

The City of West Torrens sees community safety as a high priority and commits to '*Foster health, wellbeing and safety within the community*' as a long-term strategy in its *Towards 2025 Community Plan*.

Given the relatively short consultation period please note that the following response has been provided by the administration, as we have been unable to present a report to Council in the time provided.

The feedback provided relates to the intent and analysis of the Review, with particular application to the Netley, Glenelg and Henley Stations which are of particular relevance to residents of the City of West Torrens.

1. Premise of the Review

We acknowledge that the intent of the Review is to return more police officers to front line duties, and to achieve that goal SAPOL has developed a model for front office police station facilities across the Adelaide metropolitan area.

It is also understood that the primary approach proposed by the Review to achieve this is the rationalisation of business hours for smaller stations.

The Review focusses on improved efficiency of the proposed policing model. This is reiterated by the Commissioner on the SAPOL website:

"...Like other government agencies, police must maximise productivity and efficiency in times of budget challenges..."

This premise presents policing as a transactional service rather than an essential community or public safety service.

We suggest that a review of the SAPOL policing model is more appropriately focussed on quality and availability and that rationalisation of police station hours on the premise of efficiency would not be in the interests of City of West Torrens' residents.

While acknowledging that the Review articulates an intention to return more police officers to front line duties, we do not see a correlation between the rationalisation of police station hours and the increase in front line presence.

The Review states:

"By reducing smaller stations, more robust staffing of larger stations can be achieved while some officers can be returned to front line policing duties..."

It is not however evident how the intended redeployment of resources from metropolitan stations to larger stations would meet the needs of the communities that SAPOL serves.

2. Police Station Attendance

It is our view that current business hours for stations should be retained to support service availability for unplanned incidents, or for customers that require access to services or information, outside of normal business hours.

The Review states that telephone contact, and subsequent over-the-phone advice, negates the need for people to attend the police station. It also states that community members are still able to attend a police station if they choose, as:

"The average distance to a 24 hour station would be approximately 15 kilometres."

This statement does not consider the needs of an aged population, new arrival communities, community members with limited support or social networks, and households without access to private transport.

There is also a danger that the rationalisation of business hours for smaller stations could remove a safe house within communities. This could have considerable implications for victims of domestic violence, or victims of stalking, where remaining in place for the dispatch of mobile patrols may not be feasible.

The Review does consider seasonal or peak period variations to the proposed hours for metropolitan stations. For example the Review states that this *may* include extended hours during summer for Glenelg and Henley Beach.

It is reasonable to expect SAPOL can forecast seasonal/peak period needs based on historical data and include this in the proposed hours for relevant stations.

3. Limited Analysis

We suggest that the analysis of data underpinning the business case is insufficient to arrive at the conclusions in the report and request that further analysis is undertaken before any decision is made to reduce station opening hours.

The Review identifies that outside of 'business hours' demand from attending public significantly decreases, however it does not identify what types of demand occurs at different times of the day.

The table (Table 1) used in the Review to illustrate units of work in metropolitan stations across 24 hours does not provide sufficient detail regarding the types of requests attended to, and at what time these requests were made. This information is needed to assess what the impact of reduced opening hours would be and what numbers of urgent or high priority requests might be affected.

We also note that the proposal to rationalise business hours for metropolitan stations has been made on the basis of an aggregate of all stations, and is not community or station specific. It represents an aggregate across all non 24/7 police stations, whereas profiling the average 24 hours for each individual station included in the Review would give more useful data for decision-making.

The Review is also limited to a quantitative assessment of future demand using historical data. In doing so it focusses on service provision proportionate to volume of demand, not severity or significance of need.

It states that:

"A significant proportion of over the counter business at police stations is non urgent..."

It might also be stated that a small but nevertheless significant (in terms of impact, rather than volume) proportion of over the counter business is urgent.

The Review also states that:

"A number of functions performed at police stations have not been considered in the assessment due to lack of validated data"

As a result we suggest that the recommendations of the review are based on an incomplete assessment of services provided.

4. Lack of Service Planning

The Review does not present a strategic assessment of the context of policing across the Adelaide metropolitan area.

Metropolitan police stations are located within growing, densifying and diversifying communities and these communities have their own unique current and future demographic profile.

The Review presents selected information in support of improved efficiencies, however it should also should discuss and demonstrate planning for service requirements to meet the current and future needs of the diverse communities in which stations are situated.

We are concerned that the recommendations in the Review amount to a reduction in service level, without undertaking a risk assessment of the proposed changes and discussing the potential impacts for the affected communities.

Conclusion

Thank you for the opportunity to present detailed feedback on Metropolitan Police Stations Review. The feedback provided is a reflection of the value placed on the presence of police in our communities.

Police play a vital role in keeping our communities safe and act as key partners and stakeholders in the community services delivered by Council.

It is in this context that we oppose the rationalisation of business hours for stations at Netley, Henley Beach and Glenelg on the basis of the argument presented in the Review.

Instead we would like to see a more detailed analysis and a more robust consultation process to ensure that policing remains available and responsive to community needs.

We look forward to further collaboration with SAPOL, and being advised of the outcome of consultation on the Metropolitan Police Stations Review.

Should you require any further information please do not hesitate to me on 8416 6333 or email sstiles@wtcc.sa.gov.au

Yours sincerely



Suzy Stiles
Manager City Strategy
City of West Torrens

11.3 Food Trucks in South Australia Position Paper Update

Brief

This report provides draft comments on the *Food Trucks in SA* Position Paper released by the Premier.

RECOMMENDATION(S)

The Committee recommends to Council that the attached draft comments be submitted to the Premier and the Local Government Association as its response to the Food Trucks in SA Position Paper.

Introduction

At the end of 2015, the Premier invited comments on the *Food Trucks in SA Discussion Paper* (Discussion Paper) via the 'Your SAY' website. As the consultation closed on 15 January 2016, Council reporting deadlines did not allow time to prepare a draft response for Council's consideration.

Therefore, a response was compiled by the Administration with input from relevant departments and submitted during the consultation as a letter to the Premier signed by the acting CEO, with a copy emailed to the YourSAY team.

A copy of the Administration response to the *Food Trucks in SA Discussion Paper* is provided at **Attachment 1**.

Because it had not been endorsed by Council, the response included a request that it not be made public. A copy of the submission was also provided to the Local Government Association (LGA) which had canvassed input for a collated response from the local government sector.

The Premier has now released the *Food Trucks in South Australia Position Paper*, (Position Paper) which includes reference to feedback received through the consultation on the earlier discussion paper.

A copy of the *Food Trucks in South Australia Position Paper* is provided at **Attachment 2**.

The State Government encourages feedback through the 'Your SAY' website by 30 June 2016 to help shape the implementation of food truck proposals over the next 18 months. The Your SAY website is a public website whereby all feedback is available for public scrutiny. The LGA has also requested feedback by 30 June in order to provide a collated sector response to the State government.

Discussion

The *Food Trucks in South Australia Position Paper* states that the State Government wants to see more food trucks in the city and suburbs. It is described as a plan to help existing food truck operators, foster new players, reduce 'red tape' and provide greater certainty.

The Position Paper contains four broad themes: Simpler Regulation, More Places to Trade, A Better Approach to Food Safety Inspections and Food Business Notifications and Other Measures for Food Trucks. It also contains six key actions:

1. Introduction of a consistent permit system
2. New opportunities for food trucks to trade on private or public land
3. Encourage food trucks to operate at transport hubs
4. New guidance and introduction of an inspection passport
5. Make a tester truck available
6. Promotion of food trucks to form part of promoting South Australia

The new regulations will establish the following key requirements in relation to councils:

- no restrictions on the number of permits that can be issued (no minimum or maximum);
- no restrictions on operating hours (outside special events);
- no restrictions on what food can be sold;
- maximum permit fees, with requirement to provide daily, monthly and annual permits at pro-rata rates; and
- councils to establish location guidelines, specifying locations where food trucks can trade.

The reforms are intended to be progressively implemented over an 18 month program of legislative change. Page 27 of the Position Paper includes an Implementation Summary which shows indicative timeframes for the roll-out of the initiatives decided.

It is clear from the Position Paper that, while extensive consultation was undertaken with food truck operators, there was more limited consultation with local government entities that are expected to bear many of the costs and responsibilities associated with the proposed changes.

There were only three responses to the initial Discussion Paper from councils in addition to the LGA; the City of Onkaparinga was highly supportive of Food Trucks and the Adelaide City Council indicated a preference for an evidence based approach.

Based on this limited engagement with local government, the Position Paper introduces several new approaches which will mean additional costs to councils. Through the Circular which requested feedback on the Position Paper the LGA identified the following key issues of concern for local government:

- the proposal for simpler regulation (issue 1);
- identifying more places for trucks to trade, including in parklands and transport hubs (issue 2); and
- food safety inspections, including a proposal for an 'inspection passport' (issue 3).

The new governance mechanisms are intended to take effect from 1 October 2016.

Following consultation with key internal departments, including Regulatory Services, draft feedback the Position Paper has been prepared and is provided for Council's consideration at **Attachment 3**.

Key issues raised in the draft feedback are:

- It is appreciated that the initial proposal to establish a single, centralised State Government-run permit system is no longer supported. This was opposed by councils and the LGA.
- Little detail is provided about how the Department for Planning, Transport and Infrastructure will engage with councils to develop a consistent permit system over the next 6 months. Council welcomes the opportunity to be further engaged.
- It is noted however that the Position Paper includes ambiguous statements around the idea of central administration and or authority. It is unclear if this means a centralised process will include the actual physical work of inspections or merely maintain the records of inspections and notifications.
- Any consideration of designating areas for unregulated food truck trading hours (and associated noise, traffic and potential anti-social behaviours) should proceed with caution.
- Food truck regulation and/or promotion should not be undertaken where it would cause detriment to business rate-payers operating fixed premises eateries.
- Additional costs to councils associated with food truck regulation and/or promotion should be agreed by councils and carefully planned.

- The introduction of the inspection passport and development of guidance materials to regulate food trucks is supported. This will assist in developing a consistent approach to food safety inspections across local government.
- It is noted that the proposed one-off rebate on vehicle registration for food trucks will not be pursued at this stage. This change is supported, as is the State Government's initiative to leverage the tourism potential of food trucks.

Conclusion

The Premier has released his *Food Trucks in South Australia Position Paper* for comment and feedback on the impending reforms is being collated by the LGA. The Premier is exploring new legislative mechanisms to support Food Trucks which will affect councils as they are implemented over the next 18 months.

Draft feedback on the proposals has been prepared for consideration and endorsement, subject to any changes made by Council.

ATTACHMENT 1

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15 January 2016

Hon. Jay Weatherill MP
Premier
GPO Box 2343
ADELAIDE SA 5001

Dear Premier,

Response to the 'Food Trucks in SA' Discussion Paper

Thank you for providing the opportunity to respond to the State Government's 'Food Trucks In SA' Discussion Paper ('the discussion paper'). Staff at City of West Torrens have reviewed it and provide the following feedback.

Please note that the deadline for responses to the discussion paper did not align with the schedule of Council meetings and consequently this is not the formal position of Council. It is an Administration response based in Council's general strategic direction and represents the views of staff only.

It is important that any development of the ideas proposed in the discussion paper should be the subject of further consultation and provide the time for well-considered responses from councils and their communities.

Administration Feedback

The City of West Torrens aspires to a healthy and safe community that embraces diversity, vibrancy and a thriving business environment. The enjoyment of diverse dining experiences, food and events are part of the Australian way of life, providing social and economic value to the community.

Where the market can sustain food trucks, they are a great way to inject vibrancy into an area without the upfront capital costs associated with less mobile businesses.

The encouragement of food trucks in the broader metropolitan area could make a valuable contribution to entrepreneurship, economic development and social amenity, however this should not be achieved to the detriment of existing bricks and mortar businesses.

Support for local businesses should also be balanced with an appropriate level of regulation to protect public health and safety, with the aim of ensuring that the positive aspects of food trucks can be enjoyed while minimising undesirable impacts.

Current Permits and Requirements

The City of West Torrens currently has 8 mobile vendors operating within the City. The fee for a permit is set by Council and is \$56 per application.

The City of West Torrens applies a range of general conditions that relate to hours of operation, safe places to locate, exemptions required for parking on Council land, waste management, signs and a public risk insurance policy minimum of \$20,000,000.

The standard conditions also require that a food truck must not locate within 200 metres of any retail shop, canteen or other facility which sells similar food products.

Health Permits and Inspections

From an environmental health perspective there are two key areas of relevance:

- a) Notification of the council where the food truck is garaged; and
- b) Regular food safety inspections.

The council where the vehicle is garaged is currently the council which must be notified, and is therefore the council that is obliged to inspect the vehicle to assess compliance with Food Safety Standards. As a result the inspection may prove to be ineffective, as the vehicle is unlikely to be operating where it is garaged and therefore food handling practices are often not taking place at the time of assessment.

To ensure appropriate food safety standards are being maintained and the provision of safe and suitable food, councils may also inspect the food vehicle when it is operating. An inspection fee may be applicable for this service, which could be a financial burden if a food truck operates across a number of council areas and more than one of those councils decides to undertake an inspection.

Currently there is no requirement for a food truck to provide copies or evidence of notification and recent food inspection reports when operating outside of the relevant council where these have been obtained.

Timely communication between councils is important to address this issue; unfortunately communication often only occurs after the food truck has been in operation, as food trucks in the wider metropolitan area generally operate on weekends (whereas food trucks in the Adelaide City Council area often operate throughout the week).

As outlined in the discussion paper, there is an opportunity to better manage the notification and inspection process to minimise duplication while enabling an appropriate level of food safety to be maintained.

We encourage the State Government to pursue this opportunity and to seek further consultation and collaboration with councils to establish mutually agreed improvements to current processes.

Council Permits for Food Trucks on Private Property

Planning controls and processes can be designed to facilitate food truck hubs where they are suitable and envisaged. This may be an important catalyst for more permanent investment in areas undergoing intensified development.

The potential for noise, traffic and anti-social behaviour associated with unregulated food truck trading hours must however be taken into account, and any consideration of designating an area for unconditional food truck approval should proceed with caution.

Depending on the locations where food trucks are intended to be located, surrounding businesses may have concerns regarding impacts to their business. Bricks and mortar businesses pay rates as well as other overheads and food trucks operating in close proximity to 'fixed' business could have a financial impact on their turnover.

It may not be possible to establish a standard approach to limiting operation within a defined distance of similar businesses, as the potential impacts may vary based on operating hours of bricks and mortar businesses, how the food trucks relate to the businesses and other existing competition.

In some cases the food truck(s) may act as a complementary catalyst that creates an appealing sense of place or economic cluster that produces a net benefit to the existing bricks and mortar businesses.

A Consistent Permit System

While it is undoubtedly useful to provide consistency across council jurisdictions when it comes to food truck operations, there may be benefits in having some variation between councils. Food trucks appeal to certain demographics and may not be appropriate in all councils or all parts of a council area.

The permit process across councils should however be simple and easy to navigate, and the parts that affect public safety and waste management should be applied consistently across councils.

The aspects of food truck permits that would benefit from consistency across jurisdictions include:

- Public safety requirements - public risk insurance, electrical installations, gas bottles/lines and firefighting equipment;
- Waste and wastewater management; and
- Location guidelines that limit operation within a defined distances of schools, on arterial roads and parking restrictions. (Ideally these guidelines would be developed with input from SAPOL.)

While it is recognised that required minimum public health standards should be consistent across all councils, the nature of development and land uses within and across councils means that standardized conditions of operation may not be effective. Because of local conditions, some councils may see greater benefit in

encouraging food trucks, while others may deem it necessary to place greater restrictions on their operations.

Variable factors could include the allowable number of permits in an area and permit costs.

A body of work could be undertaken to identify consistencies and variations across councils to arrive at a limited 'menu' of options related to:

- Hours of operation
- The type of products that can be sold by a food vendor

Applicants could then select from a set of choices, which would help simplify the process.

A Single Centralised Permit System

The discussion paper proposes a central point of authority be established to issue permits that would apply across all council areas and manage compliance.

The amount of revenue derived from food trucks is unlikely to be sufficient to justify the investment required to establish a separate authority for oversight of a centralised permit system.

Councils currently have the resources to issue permits and manage compliance and, with some assisted facilitation, it is feasible that information could be shared effectively between councils.

Functionality to share this information could potentially be included in the electronic planning approvals system currently under development as a result of the State Government's proposed planning reforms.

If a central authority was to administer the notification process and undertake the food safety inspections, an agreement would need to be made (possibly through an MOU or similar) that councils would provide inspection dates, food risk classification and possibly inspection reports for food trucks in their area. The central authority would then need to make those records readily available to all relevant councils.

It would be useful to consider other situations in which councils share information, such as library data management and volunteering databases.

An important factor to consider is how a central authority/single body would be resourced. Council does not support cost-shifting and is unlikely to accept any additional costs into its operating budget and/or increasing rates to cover the costs of this process.

Detailed research and further consultation is required to identify the most cost-effective ways to coordinate inspections and the sharing of permit information across council boundaries.

Other Opportunities

Rebate on vehicle registration

The discussion paper does not provide convincing argument that there is value in providing support through a rebate on vehicle registration, even as a 'once off' payment. The proposal for more general government incentives that assist with entrepreneurial start-up costs is more likely to be effective.

Licences to operate on State Government land

Consultation should be undertaken with relevant stakeholders (including councils and private land owners in the locality) where food truck licences are proposed on State Government land. This is especially important where the location of the food truck operations has the potential to impact on existing bricks and mortar businesses within the area.

Support a higher public profile for food trucks

While it is recognised that there are a number of good news stories of entrepreneurs who started their businesses as food truck start-ups and then graduated to fully-fledged bricks and mortar businesses, more evidence is required of the economic benefit before significant sums are expended on raising the profile of food trucks.

Protecting Existing Food Businesses

Food trucks should not be supported at the expense of existing 'bricks and mortar' businesses. This could be ensured in a variety of ways including the establishment of separation distances and/or mapped food truck 'zones'.

Suitable and/or excluded areas could be mapped by each council through the nomination of locations that are considered safe and suitable for food truck operations. Suitable locations could be identified in Development Plans or the Minister's proposed Planning Design Code.

Mapping would provide clarity about areas which exclude food truck sales, such as locations where the speed limit or traffic conditions mean that sales from a food truck could be unsafe.

The operation of food trucks in the City of West Torrens would be most suited to dedicated, appropriately designed hubs at activity centres or in association with events such as fairs, festivals and sporting events. For example, current plans for streetscape upgrades at Holland Street, Thebarton (just south of the bridge from the Entertainment Centre precinct, West End Brewery Christmas display and nearby Soccer Stadium) include provisions for food trucks to operate on Council land.

It is envisaged that this opportunity would primarily be utilised in association with events in the locality, but may also form a hub for lunchtime purchases, drawing on the pool of workers in the Thebarton locality. The number of customers in the vicinity is also likely to increase in the future as the potential of the recently established Urban Corridor Zone is realised.

The establishment of food truck hubs could be an effective way of meeting increased demand in mixed use development areas where food retail demand precedes supply. This may increasingly occur in land zoned Urban Corridor, or similar zones.

Food truck hubs may also provide a way for entrepreneurs to test a business concept and build a brand in an area before committing to a longer lease or bricks and mortar retail outlet or restaurant.

Should you require any further information please contact Rebecca Perkin, Team Leader Strategic Planning on 8416 6327 or email rperkin@wtcc.sa.gov.au.

Yours sincerely



Angelo Catinari
Chief Executive Officer (Acting)
City of West Torrens

ATTACHMENT 2





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Premier's foreword

The introduction of food trucks to the streets of Adelaide has been a terrific success.

By providing excellent food and service, they expand choice, bring energy and colour to the city, and create jobs and commercial opportunities.

In many ways, food trucks represent exactly what South Australia needs in the current economic climate – flair, entrepreneurship and boldness.

They also fit in perfectly with two of our guiding *Economic Priorities* – to make Adelaide the heart of a vibrant State and to make South Australia the best place to do business.

The State Government wants to see more food trucks in the city and suburbs.

We want to have them operating on a simpler, more strategic and better organised basis – yet without unfairly compromising the viability of “bricks-and-mortar” eateries.

This *Position Paper* – which is the result of months of grassroots consultation – is a comprehensive plan to practically help existing food truck operators, to foster new players, to reduce ‘red tape’ and to provide greater certainty.

The paper surveys progress so far, discusses possible innovations and details the following six State Government reforms:

- simplifying regulation through a consistent permit system;
- providing more places to trade, on both public and private land;
- allowing trucks to operate at Government-owned transport hubs;
- introducing a better approach to food-safety inspections, including through a new inspection ‘passport’;
- making available a ‘tester truck’ so that potential new operators can try the concept; and
- using food trucks to promote Adelaide and the State to interstate and overseas people.

I look forward to carrying out these measures, in the coming 18 months, through legislative change and direct State Government action.

The food truck sector is full of promise.

I am confident that the community-sourced ideas and innovations in this *Position Paper* will encourage it to thrive, and become an even more popular and attractive element of Adelaide street life.

Jay Weatherill

Jay Weatherill
Premier of South Australia





6 | Food trucks in South Australia¹² Position paper

Outline

In November 2015, the State Government released a discussion paper seeking your ideas to better support food truck ventures and ensure such entrepreneurial activity is not held back by unnecessarily complex and changing regulation.

The paper noted that in recent years there has been a surge of interest in food trucks – both from customers keen to sample innovative food in a relaxed environment and from traders seeking new business opportunities in a flexible, low-cost setting.

The paper briefly explored the regulations that mobile food vendors must currently comply with and proposed several areas for simplifying this red tape. The ideas raised included a more consistent permit system, offering rebates on vehicle registrations, offering greater freedom for food trucks to operate on Government land, and provision for a trial truck, amongst others.

Following feedback, the Government believes we need to support these enterprises where we can and ensure they are not unfairly disadvantaged in any way.

This Position Paper sets out six achievable proposals that we will deliver in partnership with key stakeholders to help these growing South Australian businesses thrive. These proposals are intended to provide greater choice and accessibility for South Australians and encourage city vibrancy and activity.

This paper is also about encouraging new entrepreneurs, giving them the confidence that their endeavours will be supported, and sending the message that South Australia is a great place to start a new business in the food service industry and beyond.

The Government's goal is to continue to remove barriers that may inhibit the entrepreneurship that food trucks represent and to better support start-up businesses that adopt innovative modes of trading like offering premium food on a mobile basis.

If South Australia gets this right, we will bring increased vibrancy, activation, and dual opportunities for innovation and entrepreneurship to both the centre of Adelaide and local communities.

Food trucks are an example of a small but critical element that, if done right, can support a more progressive, innovative and interesting city, and continue to demonstrate that South Australia is both a great place to live and start a business.

What have we heard?

Discussion paper

Responses to the discussion paper raised ideas including a consistent permit system under the *Local Government Act 1999*, a single centralised permit system managed by Government, reform to health inspections, a rebate on vehicle registration, and greater license to operate on Government land.

Overall, support for food trucks was strong. Respondents pointed out benefits from competition and diversity of cuisines offered by food trucks. They saw food trucks as having a key role in providing both vibrancy, interest and choice for the public and opportunities for entrepreneurs across the city. Many advocated no limits on food trucks, while a small number questioned the levels of food hygiene and lack of disability access associated with food trucks.

A brief summary of responses is set out below, with further feedback on specific proposals found throughout the position paper.

yourSAy

YourSAy consultation

20 November until 15 January 2016



Discussion Paper released
20 November 2015

49 comments from
43 contributors



Six written
submissions

Responses from individuals

There was strong overall support for food trucks from individuals. Respondents expressed the desire for "cheap and excellent" food trucks and observed that:

"Food trucks have put life and colour back into the city and to the suburbs they visit ... we need to support these start-up businesses."

Another respondent stated that food trucks add:

"Vibrancy, colour, and [are] part of the recent elevation of the city's image."

From the important perspective of entrepreneurship, another respondent stated that:

"Food trucks are an inspiring proposition to a person interested in a start-up business ... a perfect vehicle for individuals to take a risk on a small scale and learn important business rules and lessons."

The same respondent referred to food trucks as being disruptive to the food industry, as other industries (such as the taxi industry) are currently experiencing disruption by new technology and approaches. While recognising that disruption can be uncomfortable for existing players, respondents noted:

"We need to take a long term view in order to transition Adelaide into the vibrant, progressive and innovative city we need it to be."

While we heard: *"As far as I am concerned, the more the merrier!"* we also heard: *"I think you need to consider restaurant & cafe owners who have to pay huge overheads and their viability."* This is an important point. These proposals are not intended to compromise the viability of existing businesses. Instead, the aim is to remove barriers to trade, encourage innovation and vitality in local communities, and offer opportunities for locals and visitors alike to enjoy South Australia's vibrancy and premium food offerings.

Several respondents noted the mobility and versatility of food trucks. One respondent made the important observation that: *"food trucks are small and mobile, can move and cater to the shifting needs of pedestrians."* This highlights the opportunity to support and encourage food trucks to venture beyond Adelaide CBD to a variety of locations across the city.

This will enable people all across Adelaide to experience the increased interest and activity that food trucks bring, particularly where seasonal demand may see an increase in visitors, following the observation that: *"when there's an event on or a seasonal increase in visitors ... the food trucks are an excellent resource to offer choice"*.



Responses from organisations

We received responses from representative groups and councils, including the Adelaide City Council, the City of Onkaparinga, one other council, the Local Government Association, Restaurant & Catering Australia and the Office of the Technical Regulator.

Overall, we heard positive messages. **The Adelaide City Council (ACC)** noted its successful management of a Mobile Food Vending (MFV), or food truck, program since an initial pilot in 2011, and that:

"This program has been instrumental in providing entrepreneurs with the opportunity to trial and test an idea and business model."

ACC also stated their position on the proposal to introduce a consistent permit system, noting that:

"...this approach may have some benefits for [food trucks] in respect to the degree of certainty with their operations across council boundaries [but] it will be critical that the standard conditions do not remove all flexibility from Council's decision making processes, and thereby creating additional burdens for permit holders and an adverse impact on the local business community."

The Government acknowledges this position. Rather than removing all flexibility from councils, the proposed approach aims to ensure that conditions on food trucks operating across Adelaide are consistent, applied logically and do not unduly inhibit their business.

Lastly, ACC was keen to express that it had undertaken research into the economic and social benefits of the food trucks and said it was able to offer evidence and learning. The Government thanks ACC for providing this analysis with its submission.

Submissions were also received from two other councils.

The City of Onkaparinga is highly supportive of food trucks. They note the important role of food trucks in supporting entrepreneurship and innovation. They stated that mobile food vendors contribute to the vibrancy of Southern Adelaide, bring people into public spaces, stimulate market growth and visitation, and provide an opportunity for ideas to be tested in a safe, low-cost environment.



The council also said that they received a significant increase in enquiries after putting out a media release encouraging food truck vendors to contact them. Notably, they said that:

"[given] the restrictive conditions placed on food truck operators by a number of other metropolitan councils, it is considered that it is necessary to create a consistent permit system that supports the over-arching need to increase and support vibrancy, activation, and opportunities for innovation and entrepreneurship in the current economic climate."

The **other council** asked that their submission not be published (as the deadline for comments did not align with the schedule of council meetings), but it supported:

"A simple and easy to navigate permit system across councils with the possibility of some local variation."

The **Local Government Association (LGA)** stated it was: "committed to reducing unnecessary red tape for council and communities." It identified duplication in current permitting systems, including:

"The need to apply for a permit in each jurisdiction, having different conditions imposed in each, and having a number of food health and safety inspections across councils."

The LGA indicated some support for regulating permit conditions that pertained to safety and technical standards. However, they stated that individual councils should have discretion to regulate other permit conditions such as permit costs, operating hours and operating locations. The LGA also noted the opportunity to streamline food inspections for food trucks.

Restaurant & Catering Australia (RC&A) comments supported fostering growth and reducing the regulatory burden associated with starting a food business, and noted that:

"In fostering the growth of food trucks in South Australia, it will be necessary to ensure the regulatory environment is not overly complex so as to stifle innovation and entrepreneurship."

RC&A also stated that:

"Regulation guiding food truck operators will therefore need to balance the interests of newly-established mobile food trucks with those of existing bricks and mortar operators in key dining precincts."

This concern is addressed in the actions below.

Comments from the **Office of the Technical Regulator (OTR)** highlighted the obligations of food truck operators to ensure compliance with gas and electricity legislation (regulatory requirements under other legislation).

Beyond the submissions received, the Government took opportunity to consult more broadly, including with universities and a range of agencies. The Government also held a roundtable with **food truck operators** to seek their views on how Government could remove barriers to trade and support them to innovate. Operators were keen to see food trucks and the vitality they bring to the State incorporated into the marketing of South Australia locally, interstate and overseas.

What we propose

Based on your feedback and further discussions, the Government intends to take action to support food truck operators. The proposals fit into the following four categories:

- Simpler regulation
- More places to trade
- A better approach to food safety inspections and food business notifications
- Other measures for food trucks

The aim is to create an environment where food trucks can trade across metropolitan Adelaide without unnecessary regulation, making Adelaide a great place to run an innovative food business. This will support a more vibrant Adelaide, encouraging South Australians and visitors alike to explore what Adelaide and beyond has to offer. This initiative will help create an environment which supports innovative new ideas and the people who are enthusiastic enough to pursue them. This is exactly what South Australia needs in the current economic climate.

The actions set out below are practical, achievable measures to support food trucks to operate successfully in this State. They include actions for short term implementation (within six months) and actions for the medium term (six to 18 months).

The proposals put forward in this paper are designed not to disadvantage fixed premises, or pit food trucks against existing traders.

The Government wants all South Australian businesses to thrive, no matter what mode of trade they adopt. Both fixed premises and food trucks contribute to the economic prosperity and vibrancy of the State. The hospitality sector employs thousands of South Australians and supports the State's economic priorities to provide premium food and wine and make Adelaide a more vibrant and liveable city.

The Government is committed to making South Australia the best place to do business by continually removing barriers to business growth, accelerating approval processes and making sure our regulations support opportunity, rather than create burdens. Some of the key measures the Government is implementing include:

- creating the lowest taxing State in Australia for business, including by:
 - » abolishing stamp duty on non-real property transfers such as non-fixed plant and equipment, intellectual property or statutory licences; and
 - » making all commercial property transactions stamp duty free from July 2018, and one third lower immediately;
- reforming the workers compensation system; and
- further red tape reduction across a number of areas, including a review of the State's liquor licensing system, following landmark small-venue reforms.

These initiatives are designed to complement the reforms already underway. They will further support employment growth and prosperity in the food and hospitality sector, and continue to build South Australia's reputation as a great place to live, work and do business. This will help lift activity, trade, and vibrancy in Adelaide's streets, parks and community hubs.

We want to see all food businesses thrive, no matter what form of trade they adopt. These proposals are not intended to create undue competition with fixed premises. The aim is to help new and existing businesses try a different mode of trading that provides mobile delivery of food options across South Australia.

Some operators, including Burger Theory, Phat Buddha, Low and Slow, Sneaky Pickle and Abbotts & Kinney, have transitioned from mobile-only businesses to having fixed premises. Others operate in both modes, or operate both a food truck and a catering business. Some existing fixed businesses are expanding to operate a new mobile business – for example, the owner of Orana and Street ADL stated he would establish a food truck. These proposals will support entrepreneurs and innovators and help make Adelaide a more vibrant city.

“ Food trucks have put life and colour back into the city and to the suburbs they visit. I cannot see they are much of a threat to established well run, quality food outlets. We need to support these start-up businesses.

The effect on ‘fixed premises’ – Adelaide City Council’s analysis

The Adelaide City Council (ACC) provided a ‘Mobile Food Vendor (MFV) Economic Analysis,’ prepared for a study of its mobile food vendor program and operating guidelines, with its submission to the discussion paper. The purpose of the analysis was to explore the impact of the city’s MFV program on the surrounding competing fixed businesses. This involved surveying 105 businesses.

The analysis found that MFVs provide social, cultural and vibrancy to the city. It also found that, while business conditions in the city are challenging, there was “no noticeable correlation between the decline in trading conditions and the proximity of businesses to MFVs.” MFVs in the ACC were estimated to have a market impact of only 0.15 per cent.



1. SIMPLER REGULATION



What is the issue?

As one respondent to the discussion paper explained:

"If you had to explain the difference between a food truck and a restaurant to an 85-year old grandmother, you'd probably start out with the most obvious difference: a food truck has wheels. Then why impose restrictions on where a food truck can travel within metropolitan Adelaide?"

Regulation should recognise what makes food trucks different – the ability to move around. This is a key element of the Government's approach to the regulation of food trucks. Regulation on food trucks should be consistent across council areas, but respect local differences. Without State Government regulation, this will not be the case.

A comparison of food truck policies in six metropolitan councils shows inconsistency in how councils regulate mobile food vendors. Regulation is principally via permit conditions, imposed under the *Local Government Act 1999*, regarding trading on public roads. For example, some councils only permit ice cream vending, or only issue one permit per four defined foreshore zones. Many local councils do not allow food trucks businesses at all. Restrictions on trading on roads, parks and at events, impact significantly on the viability of food trucks and their ability to meet local demand for premium food options.

A further barrier for mobile food vendors operating across multiple council areas is the need to apply for a permit from each individual council. This means multiple fees and multiple application forms.

To provide a recent example of the uncertainty food trucks operators face, the Government noted that in October 2015 the ACC voted to consider a mobile food vending policy that had been drafted following extensive consultation with food truck operators, businesses and the State Government.

While this policy proposed to change a number of conditions in relation to concerns raised about the operation of food trucks from 'bricks and mortar' (fixed) businesses (including increased permit fees and allowable locations for food truck operations); there was broad acceptance of this policy.

However, an amendment to the policy restricting the operation of food trucks during daytime hours was passed with no consultation. This late change—which is expected to have significant impact on the operation of food trucks—highlighted the uncertain regulatory regime that mobile food truck operators are expected to operate within.



Action 1: Introduction of a consistent permit system

What is the Government's position?

The Government's position is that food trucks should operate under consistent regulations State-wide in respect to trading on public roads. This will provide confidence for mobile businesses and add vitality to local areas. It recognises the unique characteristic of food trucks; that they are mobile and capable of operating in many local council areas.

Encouraging mobile food vendors to make the most of their mobility means they can fill what discussion paper respondents called 'the gaps' - seasonal high-traffic areas with no food outlets, such as local sporting events.

A single, centralised State Government-run permit system is not supported, despite being raised in the discussion paper. While this approach may offer some advantages, it would be administratively complex and does not have the support of councils and the LGA.

What is proposed?

The Government proposes legislation to support councils to operate in a consistent manner when granting operating permits for mobile food vendors to trade on public roads.

Councils will be able to set certain conditions based on local circumstances. The Government strongly encourages councils to put in place specific conditions that support food truck operation in their areas, such as allowing food trucks to operate near jetties during summer to attract visitors.

Councils may consider reduced permit fees – in general, at certain times of the year, or for certain events – to attract food trucks to their area.

We will consult on what should be covered by consistent State-wide permit conditions and what should be determined by individual councils. However, we are committed to developing consistent conditions with minimal restrictions.

Food truck trading in local parks – i.e. not on roads – will still be subject to local council event permitting. The Government expects that councils will take a positive attitude to such applications, based on the way *Fork on the Road* has been welcomed by a number of local councils. The Government is also keen to see smaller-scale events on a regular basis.



Implementation

To create a more consistent permitting system for mobile food vendors the Government will amend the *Local Government Act 1999*.

These amendments will create regulations that set out key elements of council permits, and ensure minimal restrictions on permitting, permit fees, opening hours and locations are not unduly restrictive.

To achieve this the Government will introduce regulation making powers under sections 222 and 224 of the Act in 2016. This will result in a more consistent approach across councils to permits for mobile food vendors trading on public roads.

The new regulations will establish the following key requirements in relation to councils:

- no restrictions on the number of permits that can be issued (no minimum or maximum);
- no restrictions on operating hours (outside special events);
- no restrictions on what food can be sold;
- maximum permit fees, with requirement to provide daily, monthly and annual permits at pro rata rates; and
- councils to establish location guidelines, specifying locations where food trucks can trade.

The regulations will set a maximum annual **permit fee** for food truck permits and require councils to offer equivalent daily and monthly rates calculated on a pro rata basis. Again, this will be a maximum fee. While some councils may choose to adopt a cost recovery approach, some may prefer to charge significantly less to encourage food trucks to their areas. Councils may also wish to provide a discount for local businesses establishing a food truck to help established local businesses to grow.

The Government will not establish any requirements for the **location guidelines**. Recognising and respecting local differences, it will remain up to individual councils to determine where food trucks may trade.

To encourage trade and activity, the Government expects councils will take an innovative and positive approach to these guidelines. Councils will have flexibility to deliver clear guidance in response to local needs. For example, a council with foreshore areas may wish to provide specific guidance on the best places for food trucks to trade near busy jetties, while other councils may prefer broader guidance.

The Government is committed to encouraging all South Australian businesses and making South Australia the best place to do business. The Government may consider additional regulation if councils use these guidelines to unduly restrict trade.

The regulations will also require food trucks to comply with all relevant safety and compliance measures. This includes holding public liability insurance and complying with requirements under the *Food Act 2001*.

The Government aims to have these changes take effect from 1 October 2016.

This approach is considered to strike the right balance between establishing a consistent trading environment for food trucks while allowing councils to adjust for local conditions. However, the Government reserves the right to further amend the regulations to ensure fair trading conditions for food trucks if councils impose unduly restrictive arrangements.

2. MORE PLACES TO TRADE





What is the issue?

At present, there is a shortage of suitable hubs for food trucks to trade, particularly in Adelaide's central business district.

Mobile food vendors do not have a viable, permanent hub in the city where multiple operators can establish a strong presence and generate all-day trade. Food trucks have had success trading at Victoria Square (*Tamdanyangga*) and Hindmarsh Square. However, trading can be difficult in current circumstances, particularly when a favoured site is unavailable, such as when Victoria Square is used for other events.

Fork on the Road events have the advantage of allowing a greater number of food trucks to gather at a single location, but this is currently restricted to individual events. While this is valuable, it does not establish a set location where food trucks can trade on a regular basis.

With no permanent hub for food trucks, it can be difficult for food trucks to get a firm hold in the city. There is also no reliable location where workers, residents and visitors can predictably access Adelaide's best food trucks. Night-time trade is particularly difficult for food truck operators as no site offers adequate lighting, bar and other facilities to encourage trade later into the evening.

Beyond the Adelaide CBD and city squares, we can think and act more creatively to work with food truck vendors to find a hub for temporary trade.

Overall, the lack of a food truck hub contributes to uncertainty around food truck trading for vendors.

Action 2: New opportunities for food trucks to trade on private or public land

What is the Government's position?

Food trucks should have the opportunity to trade at a permanent site in or near the Adelaide CBD. A permanent site will give people certainty that food trucks will be operating there, allowing vendors to establish thriving businesses based on known foot traffic. This model has been adopted successfully in other Australian cities and internationally, with the US cities of Portland, Seattle and Austin as examples.

While food trucks currently use social media to advertise their location to potential customers, a permanent site will give customers a reliable, consistent place to locate food trucks. This addresses the common concern that customers do not know where food trucks are at any one time.

A permanent site will allow trade to continue into the evening, supporting increased vibrancy and the Government's vibrant city objectives. Evening trading at a food truck hub will attract families earlier in the evening, and potentially a younger crowd later into the night. This simple action will bring increased activity into Adelaide's CBD, helping make Adelaide a more vibrant city at night.

What is proposed?

The Government will encourage the establishment of a permanent food truck park on public or private land, preferably in or near the Adelaide CBD.

With the right interest from private investors, this will establish a new destination for people to enjoy the vibrancy and variety food trucks have to offer. It will also provide food truck traders with a location with reliable foot traffic to help establish their businesses. This site would be supported by appropriate infrastructure, such as bar facilities, seating, lighting and bathrooms, supporting food trucks to trade.

Although the site would be permanent, we envisage that food trucks could rotate through this site to maintain interest. This would also support food trucks to trade not only at this site but also other locations across the city. Some operators may also choose to operate one truck at a permanent site and keep one (or more) on the move. While the site would be permanent, the mix of food trucks operating on any given night may change, helping to maintain interest.

Implementation

The Government will work with private investors to establish a food truck park at a suitable location in or around the Adelaide CBD. The delivery model would be determined in cooperation with private providers. Potential models include 'Welcome to Thornbury Park' operating in Melbourne, 'The Hamlet' operating in Canberra, or operations such as those found in Austin, Texas.¹

The private operator of the food truck park will be responsible for ensuring security, health and safety requirements (other than food safety inspections) are met. They will also ensure the location has necessary facilities to support customers and food truck operators.

The Government will also work to identify new public sites suitable for food trucks. Once more, the intention of this proposal is not to advantage food trucks over fixed premises but to increase the overall level of activity, trade and foot traffic in the city.

Making better use of the Park Lands

Adelaide is fortunate to have 760 hectares of heritage-listed Park Lands and open city squares, used by nearly nine million people each year.

Food trucks currently operate in the Park Lands and squares on an ad hoc basis and for events. The Government is keen to ensure that food trucks have opportunities to trade more easily in the Park Lands.

The Government will continue to work with the ACC to create these opportunities, making the Park Lands a renowned destination and increasing activity and vibrancy. For example, at the *Fork on the Road* event in February 2016, food trucks made use of the new north-western Park Lands location with recreation facilities including a playground, skate area and basketball court. While this is an excellent event, the Government is keen to give food trucks the opportunity to trade in this way on a regular basis.

¹ www.broadsheet.com.au/melbourne/food-and-drink/directory/bar/welcome-thornbury, www.weekendnotes.com/the-hamlet/

Action 3: Encourage food trucks to operate at transport hubs

What is the Government's position?

As set out in the discussion paper, the State Government owns significant pieces of land which might offer food trucks more places to trade. In particular, the Government thinks that food trucks should be allowed to operate with ease at South Australian transport hubs, notably bus and railway stations.

This will enable food trucks to take advantage of busy peak hour foot traffic. It will also allow customers to enjoy food truck service while waiting for their train, tram or bus. As one discussion paper respondent suggested, food trucks would lead to *"more engaging and connected community places and make the experience of using public transport a positive one."*

This option supports not only food trucks but other important aims, such as increased engagement and public transport use. As one respondent noted: *"our stations could do with a bit of activation and food trucks will certainly add a bit of flair and might even further encourage public transport use."*

What is proposed?

The Government will ensure that food trucks and small mobile operators (such as coffee carts) can trade at all suitable transport hubs.

While taking site-specific safety considerations into account, there will be a presumption in favour of allowing mobile food vendors to trade on Government-owned transport hubs. This will support mobile traders at stations to support increased amenity and public transport use.

This proposal will also allow mobile food vendors to meet demand where fixed premises are not available, such as at Klemzig and Paradise interchanges, as suggested by respondents:

"I love the idea of food trucks being able to service train and o-bahn stations."

"Definitely coffee and breakfast trucks at the o-bahn!"

Implementation

As different sites have different safety and security requirements, food truck vendors wishing to trade at transport hubs will need to apply to the Department of Planning, Transport and Infrastructure, identifying each site where they would like to trade. Provided there are no specific access or safety implications, such as safe movement of passengers and placement of power, there will be a presumption in favour of supporting the application.

To make this process easier, the Government will issue new guidelines clearly stating the requirement for mobile food vendors to operate at transport hubs. These will be similar to existing filming or photography guidelines.

These new guidelines will clearly set out any requirements that food trucks have to adhere to operate on transport hubs. This will make it practical for operators to understand and comply with all requirements. There will also be no cost for these applications.

“As a city resident I’m a regular customer of both bricks and mortar restaurants and food trucks. Food trucks have increased our choice as consumers and most certainly added to the vibrancy of the city..”



3. A BETTER APPROACH TO FOOD SAFETY INSPECTIONS AND FOOD BUSINESS NOTIFICATIONS



What is the issue?

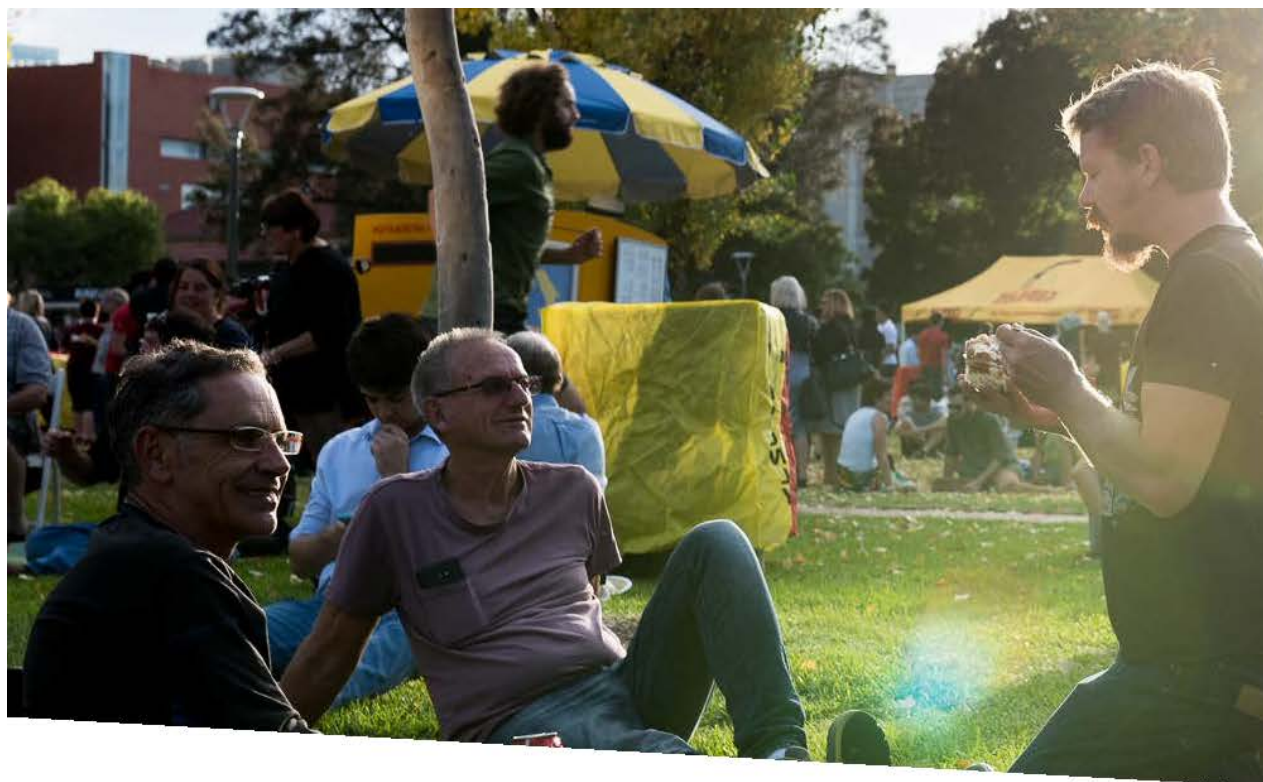
Like all South Australian food and drink vendors, food trucks must meet all necessary food safety requirements under the *Food Act 2001*.

The RC&A stated in their submission:

"One area of red tape reduction that would deliver significant benefit to operators is the standardisation of food safety/health inspections."

Under the Act, local councils are responsible for receiving notifications (the one-off event where a business advises of its intention to serve food) from food businesses and conducting food safety inspections for all businesses in their area.

Some food truck operators report councils requiring food business notifications for each site and multiple inspections from separate councils. This can be expensive and burdensome for both the business and the council. It also means that food trucks undergo more frequent inspections than fixed premises businesses. While consumers rightly expect that food trucks are safe places to buy food and drinks, the frequency of inspections should be based on risk, rather than on the movement or location of the trader.



Action 4: New guidance and introduction of an inspection passport

What is the Government's position?

The Government's strong position in relation to this issue is that food safety inspections should be undertaken on a clear food safety risk basis.

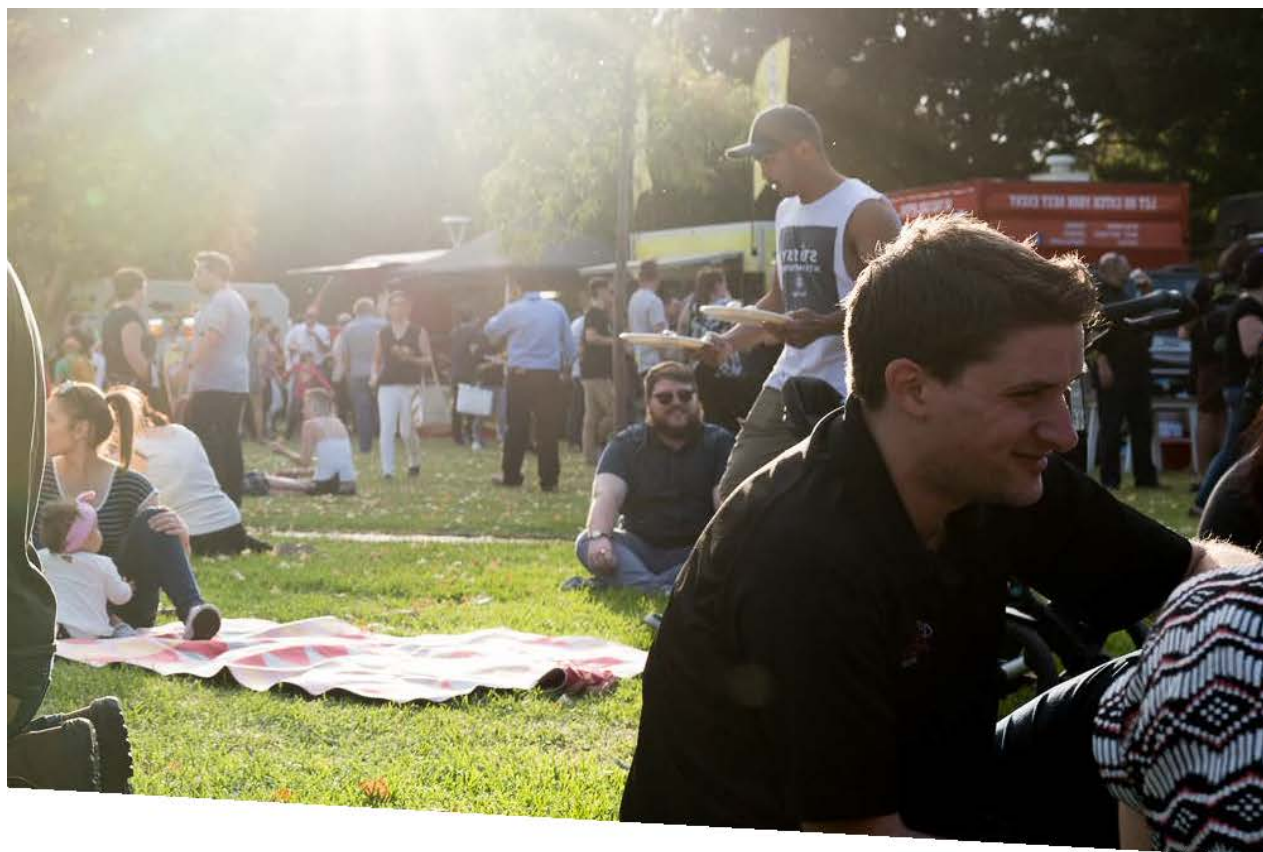
Assuming it is meeting requirements under the *Food Act 2001*, a food truck should not be subject to an inspection regime that is any less or more strict than a fixed premises selling the same type of food. Food trucks should be free to move around the metropolitan area and quickly change their trading location to meet demand without facing unnecessary red tape.

Proposal and implementation

The Government proposes two new measures to ensure that local council inspection regimes reflect the risk posed by food trucks. The location of a vehicle should not determine whether or not it is inspected, and inspections should be based on a Food Business Risk Classification. These measures to encourage food trucks to trade around the city are:

- **Issuing clear new guidance material to councils specifically on food trucks:** SA Health, in collaboration with local government, will prepare new guidance material to help local councils to regulate food trucks efficiently.

This recognises that mobile food vendors represent a relatively new type of business, and may not readily fit into existing processes designed for fixed premises.



This material could be modelled on material recently prepared by the NSW Food Authority offering guidance on inspections and other matters to assist councils in overseeing food trucks in their communities.²

- **New inspection passport:** SA Health, again in collaboration with local government, will roll out an 'inspection passport.' Food truck operators will be able to present the passport to food safety inspectors to receive a stamp following a successful inspection.

This passport system will enable food truck operators to show evidence of a recent successful food safety inspection. This should be recognised by another council. Operators will also be able to show a food safety inspection report as evidence if they wish. The passport system will be linked to the guidance material.

The Government recognises that there might be situations, such as during a festival, where the high number of customers being served may mean additional inspections are required.

SA Health is already working to ensure that, for 2016, all food safety inspections under the *Food Act 2001* are done according to Food Business Risk Classification requirements. This will reinforce the need for councils to undertake inspections on a clear risk classification basis.

As stated in the City of Onkaparinga's response to the discussion paper:

"The paper suggests cross-jurisdictional management of relevant activities could be facilitated using, for example, a health passport that is appropriately supported by legislation. Any practical mechanism for enabling rapid, accurate determination of the food safety status of all types of mobile food businesses would be welcome."

Depending on the success of the guidance material and inspection passport, the Government may consider undertaking notifications and inspections for food trucks centrally. This would require that a central notification and inspection point be established within SA Health. This would be done to ensure inspections take place on a risk classification basis and the movement of food trucks across council boundaries is not inhibited. While not a strict proposal at this stage, it may be considered in the future depending on the impact of the proposed guidance material and inspection passport.

² www.foodauthority.nsw.gov.au/_Documents/retail/mobile_food_vending_guidelines.pdf

4. OTHER MEASURES FOR FOOD TRUCKS





What is the issue?

An investment in a food truck can be a costly one. Vendors say that while the cost of starting a food truck business is lower than starting a business at many rented premises, it can cost \$50,000 or more. High start-up costs and associated risks may make it impossible for an entrepreneur to pursue their new food business idea in South Australia.

The Government is keen to support entrepreneurs considering starting a new food service business in South Australia. This recognises both that a small 'leg up' can sometimes offer a big advantage, and the public value of food trucks in terms of interest and activity in the city. We want to attract these new businesses to South Australia, and to remain a leader in Australia for innovative business and entrepreneurial activity.

The discussion paper suggested a one-off partial vehicle registration rebate for new food trucks. After considering the practicalities involved, this action will not be pursued at this stage.



Action 5: Make a tester truck available

What is the Government's position? What is proposed?

One response to the discussion paper highlighted that: "food trucks can be the perfect vehicle for individuals to take a risk on a small scale and learn important business rules and lessons."

The Government strongly agrees with this statement. There may be many prospective entrepreneurs eager to establish a food truck, but without the financial capital or experience needed to embark on a new business venture.

We want to give these potential entrepreneurs the opportunity to test out their ideas in a lower risk environment. This will allow them to test whether they are able to make their idea work before making a substantial investment.

This truck will be regularly cycled through different entrepreneurs, allowing them to test new ideas in the market

Implementation

The Government will sponsor a 'tester truck' – referred to as a trial truck in the discussion paper – for prospective businesses to use for a short period of time to test their food truck concept. Entrepreneurs will be able to test out menus, marketing and locations before investing in their own independent mobile operation. The Government is working on the best model for this initiative. It is likely to involve contracting a provider to establish and administer the operation of the truck.

Action 6: Promotion of food trucks to form part of promoting South Australia

What is the Government's position? What is proposed?

Consultation with food truck operators revealed strong support for the Government to maximise awareness and visibility of South Australian food truck businesses what they offer South Australia and Adelaide.

In response, the Government proposes incorporating food trucks into Government's effort to promote Adelaide and South Australia. In particular, this means promoting food trucks as a great food experience right in the heart of Adelaide.

Implementation

The Government, via the South Australian Tourism Commission, will develop State marketing strategies and materials that incorporate food trucks. This will support the drive for more interstate and international visitors.

This effort will align strongly with the State's economic priority to make Adelaide the heart of a vibrant State and to promote our premium food and wine to the world.

Social media is another important method to promote food trucks. There is still a need for a useful smart phone app to help people easily locate food trucks. The existing food trucks app, 'Adelaide Street Eats', is not well utilised.

Government is not well-placed to create a new app. However, the Government sees potential for industry to either build on the Adelaide City Council's existing Street Eats app or develop a new app to let customers see where food trucks are each day. To facilitate this, the Government will host a Digital Challenge to help digital entrepreneurs design a user-friendly solution to connect customers and food trucks, wherever they might be trading.



Implementation summary

Theme	Action	Responsibility	Timing
Simpler regulation	A consistent permit system	SA Government (DPTI) with support from local councils	6 months
More places to trade	New opportunities for food trucks to trade on private or public land	SA Government with support from private sector	6 to 12 months
	Food trucks to operate at transport hubs	SA Government	Less than 6 months
A better approach to food safety inspections and food business notifications	New guidance and implementation of inspection passports	SA Government (SA Health) with support from local councils	6 to 12 months
Other measures for food trucks	Make a new 'tester truck' available	Promotion of food trucks to form part of marketing South Australia	12 months
	Promotion of food trucks to form part of marketing South Australia	SA Government (SATC)	12 to 18 months
Digital solutions	Run a challenge with digital entrepreneurs to design a user-friendly way to connect food trucks and their customers	SA Government (DPC)	Less than 6 months

yourSAy

Continue to have your say

We encourage South Australians to continue to have your say on this topic.

Please provide your comments on issues and proposals identified in this paper by commenting on the discussion board at:

www.yourSAy.sa.gov.au



ATTACHMENT 3

Draft City of West Torrens Comments of the *Food Trucks in SA* Position Paper

<i>Theme 1</i>	Simpler Regulation
<i>Discussion Paper</i>	The Discussion Paper identified that Food Truck regulation is principally via permit conditions, imposed under the <i>Local Government Act 1999</i> regarding trading on public roads. It suggested that a single centralised State-government run authority be established to administer permits across the Adelaide metropolitan region.
<i>Initial Administration response</i>	<p>The previous administration response highlighted that implementation requires further consultation with councils and their communities, and requested that this occur.</p> <p>Furthermore the response (see attachment) indicated a preference to explore the functionality of sharing information across councils as this seemed a more cost effective mechanism than setting up a whole new state administrative body, and indications were that councils would be charged for a service they are currently providing in-house, in which they have considerable skills, knowledge and expertise.</p>
<i>Position Paper</i>	<p>The implementation summary table on page 27 of the position paper states that the Department of Planning, Transport and Infrastructure will develop a consistent permit system in the next 6 months with support from local councils.</p> <p>The position paper indicates the state government intends to deliver the proposals in partnership with key stakeholders, but lacks details on what methods will be used to engage councils on directions already decided.</p>
<i>Proposed Council comment</i>	<p>It is noted and appreciated that feedback on the Discussion Paper proposal to establish a whole new state administrative body has been taken on board: "<i>a single, centralised State Government-run permit system is not supported, despite being raised in the discussion paper. While this approach may offer some advantages, it would be administratively complex and does not have the support of councils and the LGA.</i>"</p> <p>Council also welcomes the opportunity to be further engaged on implementation and envisages that the relevant state government department will work with councils and the LGA SA to determine cost-effective and efficient mechanisms to implement the proposed food truck initiatives.</p>

<i>Theme 2</i>	More places for food trucks to trade: Parklands and Transport Hubs
<i>Discussion Paper</i>	The discussion paper initiated discussion on expanding the places that food trucks can operate.
<i>Initial Administration response</i>	<p>Administration's response to this matter included the following suggestions/issues:</p> <p>Food trucks in the broader metropolitan area could make a valuable contribution to entrepreneurship, economic development and social amenity, but this should not occur at the expense of fixed-premises businesses. Any consideration of designating areas for unregulated food truck trading hours (and associated noise, traffic and potential anti-social behaviours) should proceed with caution.</p>

	<p>Consultation should be undertaken with relevant stakeholders (including council and private landowners in the locality) when food truck licences are proposed on state government land. This is especially important where the location of a food truck has the potential to impact upon fixed-premises businesses in the area.</p> <p>The operation of food trucks in West Torrens would be most suited to dedicated, appropriately designed hubs at activity centres, or in association with events. Current plans for the streetscape upgrade along Holland Street, Thebarton include provisions for food trucks to operate on Council land.</p> <p>Furthermore suitable and/or excluded areas across the council area more broadly could be mapped by council through the nomination of locations that are considered safe and suitable for operations.</p>
<i>Position Paper</i>	<p>The position paper identifies that new regulations will require that councils establish location guidelines specifying locations where food trucks can trade, and indicates that the Government may consider additional regulations if councils use these guidelines to unduly restrict trade.</p> <p>Page 11 of the position paper indicates that Adelaide City Council has undertaken research into the economic and social benefits of food trucks.</p> <p>Food truck trading in local parks (i.e. not on roads) will still be subject to council event permit processes.</p> <p>The state government intends to see food trucks operating at transport hubs within the next 6 months. The state government will also seek support from the private sector to develop new opportunities for food trucks to trade on private or public land within the next 6-12 months.</p>
<i>Proposed Council comment</i>	<p>The Holland Street location will be purpose built to accommodate food trucks and is in close proximity to the West End brewery which may offer synergistic opportunities to make alcohol available at the site. The development has also been designed to include appropriate lighting for public safety during night-time operations.</p> <p>Any consideration of designating areas for unregulated food truck trading hours (and associated noise, traffic and potential anti-social behaviours) should proceed with caution. Food truck regulation and/or promotion should not be undertaken where it would cause detriment to business rate-payers operating fixed premises eateries.</p> <p>Further qualitative and quantitative research may need to be undertaken to guide expenditure of council funds in relation to food truck promotion and any additional costs to councils associated with food truck regulation and/or promotion should be agreed by councils and carefully planned.</p>
<i>Theme 3</i>	Food Safety inspections and food business notifications (including new 'inspection passport')
<i>Discussion Paper</i>	<p>The initial discussion paper suggested the creation of a single central permit authority although it was unclear if the intention was for that authority to also undertake inspections.</p>

<i>Initial Administration response</i>	<p>The administration response indicated a preference to explore the functionality of sharing information across Councils as this seemed a more cost effective mechanism than setting up a whole new state administrative body. Councils have considerable skills, knowledge and expertise in undertaking inspections and the capacity to share information.</p>
<i>Position Paper</i>	<p>SA Health, with support from local councils, will be responsible for preparation of new guidance materials and implementation of inspection passports in the next 6-12 months.</p> <p>The position paper notes that depending on the success of the guidance material and the inspection passports, the State may consider undertaking notification and inspections of food trucks centrally, through SA Health. While not a proposal at this stage, the position paper indicates it may be considered in the future depending on the impact of the proposed guidance material and inspection passport.</p> <p>The final position paper acknowledges the lack of LGA and Council support for the centralised system due to administrative complexities, and therefore does not propose to implement one.</p> <p>Instead, the paper proposed legislation to support councils to operate in a consistent manner when granting operating permits for mobile food vendors to trade on public roads.</p> <p>While on page 14 of the position paper the state government indicates it has let go of the proposal to initiate a centralised State-government run permit authority, on page 23, the idea of centralised notifications and inspections coordinated through SA Health is mentioned as a future option.</p>
<i>Proposed Council comment</i>	<p><u>Current Process</u></p> <p>The vast majority of food trucks will operate across council boundaries, and councils should already consistently apply the food business risk classification requirements. Risk classification identifies inherent food safety risks associated with the specific food activity of a particular business. The notification process is the first step to determining the risk classification as this informs the council that the food truck is garaged within their area and is operating as a food business.</p> <p>The food truck business can self-identify proposed food activity details via the notification form to council. However, a physical inspection must be undertaken by council officers to consider the determinants for risk and a risk classification. Once assigned, the risk classification generally determines the frequency of inspection required.</p> <p>The council where the vehicle is garaged (and initially notified) are obligated to inspect the food vehicle to assess compliance with the Food Safety Standards. However this may not always be an effective or applicable assessment due to the fact that no food handling processes are occurring while the truck is garaged, and many factors affecting food safety standards require observation of the food handling processes in action.</p> <p>In such circumstances, it may be necessary for other councils to inspect the food vehicle when it is operational to ensure appropriate food safety standards are maintained and the provision of safe and suitable food. The relevant or inspecting council can provide a food inspection report (to the 'notified' Council-where the vehicle is garaged).</p>

Under the current system there is no requirement for a food truck to provide copies or evidence of notification and recent food inspection reports when operating in a council area other than the one where the notification process has been undertaken.

Support for, and feedback on the proposed Inspection Passport

The 'inspection passport' is supported as a way of facilitating the sharing of inspection history across councils and state government (where they are assessing applications to operate at transport hubs and on other state government controlled land). This will permit council's environmental health officers to quickly determine the food safety status of each food truck business operating in their area and minimise duplication of inspections.

The risk classification and date of when the next inspection is due would need to be clearly listed on the inspection passport so that council officers can determine the inspection occurrence is up-to-date in accordance with the inspection frequency required by the relevant classification.

The administration also supports the development of guidance materials to regulate food trucks. This will assist in developing a consistent approach to food safety inspections across local government.

Elements that require clarification and further consultation

The Position Paper includes ambiguous statements around the idea of central administration and or authority. It is unclear if this means a centralised process will include the actual physical work of inspections or merely maintain the records of inspections and notifications.

It is noted that if the intention is for the central authority or administration to be established to undertake the notification *and inspection process*, then amendments to the *Food Act 2001* may be required.

Consideration should be given to the development of an agreement (possibly through an MOU or similar) that councils would provide information such as inspection dates, food risk classification and possibly inspection reports (or the proposed inspection passport) for food trucks in their area to a central authority that all Councils can readily access.

This proposal is contrary to the government's stated intention to ensure that Food Truck inspections are consistent with the inspections carried out for fixed premises businesses, as it would effectively create a split system where fixed businesses were assessed by council and food truck businesses were inspected by SA Health.

In the event the state government decides to pursue this proposal, engagement with councils is required to ensure adequate consideration of issues and education of the public to ensure any enquiries or food contamination complaints or directed to the relevant inspection authority.

<i>Theme 4</i>	Other measures for food trucks
<i>Discussion Paper</i>	<p>The discussion paper proposed making a new test truck available for new food truck businesses to try a new food concept without having to outlay the cost of a new truck.</p> <p>The discussion paper also proposed introducing a one-off rebate on vehicle registration for food trucks.</p>
<i>Initial Administration response</i>	The discussion paper does not provide a convincing argument that there is value in providing support through a rebate on vehicle registration, even as a 'one-off' payment.
<i>Position Paper</i>	<p>Other measures for food trucks include making a new test truck available in the next 12 months, and SA Tourism Commission promoting food trucks as part of marketing South Australia, over the next 12 to 18 months.</p> <p>The Department for Premier and Cabinet will be responsible for running a challenge with digital entrepreneurs to design a user-friendly way to connect food trucks and customers within the next 6 months.</p> <p>The position paper indicates that the proposed one-off rebate on vehicle registration for food trucks suggested in the initial discussion paper will not be pursued at this stage.</p>
<i>Proposed Council comments</i>	<p>It is noted that the proposed one-off rebate on vehicle registration for food trucks will not be pursued at this stage, and this change is supported.</p> <p>Council also supports the state government's initiative to leverage the tourism potential of food trucks.</p>

11.4 City Strategy Monthly Activity Report

Brief

This report presents the City Strategy Department Activity Report for May 2016.

RECOMMENDATION

The Committee recommends to Council that the City Strategy Activity Report for May 2016 be received.

Introduction

A report is presented to each Strategy and Community Prescribed Standing Committee detailing the status of key projects and activities within the City Strategy department.

Discussion

The key projects and activities are:

Key activities	Update
Community Planning	
<i>Public health research and reporting</i>	<p>The second report to SA Health on how Council has implemented its Public Health Plan and contributed to public health over the last two years is due to the Chief Public Health Officer by the end of September 2016.</p> <p>In May, a template was received from SA Health to guide legislative reporting against the objectives of the State Public Health Plan and staff have begun engagement with other departments towards preparation of the report.</p> <p>The Southgate Institute for Health, Society and Equity at the Flinders University also released a summary of emerging findings from research undertaken across local governments "<i>How is regional public health being undertaken in South Australia?</i>" A number of staff were interviewed for this research.</p>
<i>Feedback and responses to external documents</i>	<p>An administration response to South Australian Police (SAPOL) Metropolitan Police Station Review was submitted to the Assistant Commissioner and Program Manager Organisational Review.</p> <p>The request for feedback was received by City Strategy Friday 13 May, and the consultation period closed Friday 27 May, preventing a report for Councils consideration and feedback.</p> <p>An information report containing the administration response which was provided to SAPOL is presented to Council elsewhere in this agenda.</p>
Environmental Planning	
<i>AdaptWest and Climate Change Action Plan</i>	<p>A workshop for Elected Members and key staff was held on Thursday 12 May to provide information about and discuss the strategic context for the update of Council's Climate Change Action Plan.</p>

	<p>The workshop discussion was based on four themes:</p> <ol style="list-style-type: none"> 1. Community and Business 2. Transport and Energy 3. Suburban Greening 4. Urban Infrastructure and Assets <p>A draft updated Climate Change Action Plan will now be prepared, including consideration of the emerging directions of the Adapt West regional climate change adaptation planning project and of the local delivery of regional priorities.</p>
Economic Development	
<i>Economic Development and Building Western Adelaide</i>	<p>On 27 June the quarterly Building Western Adelaide - Western Council Alliance meeting was held at the City of West Torrens with staff from the partner councils (the Cities of Charles Sturt, Port Adelaide Enfield and Holdfast Bay).</p> <p>Steps are underway to develop an overarching Tourism Strategy for the western region, as well as planning for a Western Innovation Network which will focus on series of business networking events.</p>
<i>Economic development/ Tourism seminars</i>	<p>On 16 May City Strategy staff attended the national Business Innovation and Incubation Australia Innovation Forum which featured keynote speaker Hon Christopher Pyne MP, Minister for Industry Innovation & Science.</p> <p>The National Forum, delivered as part of a partnership between Adelaide Business Hub and the National Association provided insight into hubs, incubators, local economic growth and business innovation more broadly.</p>
Land Use Planning	
<i>Feedback and responses to external documents</i>	<p>The Premier has released a <i>Food Trucks in South Australia</i> Position Paper and the LGA has also requested feedback on the contents of the position paper. A report providing a draft response is included elsewhere in the agenda for this meeting.</p>
<i>Existing Activity Centres Policy Review Ministerial Development Plan Amendment</i>	<p>The Existing Activity Centres Policy Review Ministerial Development Plan Amendment was consolidated into the City of West Torrens Development Plan on 5 May 2016. A report on key issues for the City of West Torrens arising from this DPA was prepared and presented to Council on 7 June 2016.</p>
<i>Planning consultation and events</i>	<p>In May, staff participated in workshops on green infrastructure and medium density infill development to contribute to the Department for Planning Transport and Infrastructure's update of the 30-Year Plan. Department staff indicated that a draft updated 30-Year Plan is due to be released for council and broader community consultation in the last quarter of 2016.</p> <p>In order to better understand the implications of the new Planning, Development and Infrastructure Act 2016, staff have also attended a number of workshops including:</p> <ul style="list-style-type: none"> • Urban Briefing #3 held by the Australian Institute of Urban Studies where the implementation and timeframes of the Act were discussed. • An <i>Elevating Community Engagement Practice in the New Planning System</i> workshop held by the Planning Institute of Australia which addressed changes to community engagement, including the introduction of a Community Engagement Charter and increased focus on engagement at the strategic/policy planning level.

Corporate Planning	
<i>2015/16 Service Plan Reporting</i>	Service Plan progress reporting for the third quarter 2015/16 was presented to Council at its 17 May 2016 meeting.
<i>Draft 2016/17 Service Plans</i>	The draft 2016/17 Departmental Service Plans (subject to changes to the budget and minor editorial and formatting changes) were endorsed by Council at its 17 May 2016 meeting.

Conclusion

This report details recent activities of the City Strategy department for the month of May 2016.

11.5 Community Services Activity Report May 2016

Brief

This reports details the activities undertaken within the Community Services Department for May 2016.

RECOMMENDATION(S)

The Committee recommends to Council that the Community Services Activity Report - May 2016 be received.

Introduction

The Community Services department provides a report to each Strategy and Community Prescribed Standing Committee detailing the status of key projects and activities.

Discussion

The key projects and activities undertaken by the Community Services department are as follows:

Community Development

Community Gardens

A pre-winter meeting of community gardeners held on Sunday 22 May attracted twenty local residents with one new gardener inducted and planting that morning. Council supplied a light breakfast, seeds, seedlings and cow manure. Another new gardener will soon be inducted. A session on pruning has been arranged for Friday June 17 (10am to 12noon) at Plympton Community Centre, with presenters from Bunnings. The Community Development Officer is working with regulatory team staff to plan composting and worm farming workshops for Saturday 5 November (9.30am to 12 noon) at Plympton Community Centre.

Cultural Events

The Migration Museum bus trip and Art Gallery luncheon, arranged for 15 June (during Refugee Week), is full and a waiting list applies. An Ikebana demonstration will be held as a second Refugee Week event at 6.30pm on Thursday 23 June in the Sunroom. Planning is progressing in relation to cultural evenings to be held in the new financial year, possibly Indian and Bangladeshi themed.

Every Generation Festival

Research continues in order to recognise the achievements of CWT residents aged 100 or older (or close to age 100). Discussions have been held with CWT media staff and volunteer interviewers/writers. Data collected through the Home Support Program will assist with scoping of project parameters.

Kurralta Park Walking Groups

The Almond Tree Trekkers walk most Mondays and Thursdays, with an average attendance of around nine. The Council and Heart Foundation walk leader plans to host a "come and try walking" event on Monday 17 October at 8am. Walkers and visitors will be invited to a healthy breakfast afterwards.

Health Promotion

Community Services staff worked with staff of the Human Resources and Regulatory Teams to acknowledge and publicise Pap Awareness Week (May 1 to 7). By working collaboratively we achieved greater engagement with customers and employees, using resources obtained from SA Health which had been translated into a variety of community languages.

Gallery

May saw the Gallery stage set up as a First World War Era living room in which the debates of Conscription were played out with audio recordings and visual presentations. Students from Cowandilla Primary School's year six and seven spent time at the exhibition having a lesson in history which coincides with their school's Centenary. Part of the exhibition was then moved to the school to complement their centenary celebrations.

The second half of the month saw the very successful South Australian Photographic Federation awards and exhibition. The launch was attended by his Excellency the Governor Hieu Van Le and the Mayor. School tours were conducted for the whole of Cowandilla Primary School, Tennyson Woods Catholic School and a class from Underdale High School. The link to the Open Night for the Photographic Exhibition photos is <http://sapf.org.au/?p=6745>.

The Orange Tree Quilters are now utilising space in the Hamra centre Gallery/Sunroom on a fortnightly basis. This compliments the knitting group and between both groups they are doing excellent work for charity as evidenced by a presentation of 60 quilts and bags to West Torrens to distribute to needy people in the community.



Disability

The Community Development Officer accompanied the Regulatory Team to audit Peppertree Lodge (one of two Supported Residential Facilities within CWT) where many people with disability and disadvantage live. There are significant ongoing concerns about the standard of care and these have been reported to the Principle Community Visitor who is a representative of the State Government.

The Civic Education Project with Orana is about to commence supported by a grant from Council. This partnership will assist people with intellectual disability to learn about citizenship and voting and to visit the Council offices and meet the Mayor and understand the role of Local Government. This story will be featured in Talking Points and possibly the Messenger in near future.

Home Support- Age & Disability

Attendance numbers for the Social Programs and Meals were slightly down due to the colder weather but all who come along really enjoy the socializing, entertainment and guest speakers. This month the group enjoyed a Travel Presentation from Ron Johnson, an Information Session on Stroke Awareness and music from 'That's Showbiz' plus the ever popular Bingo.

Referrals from My Aged Care are flowing through regularly although some trouble has been experienced with delays for home maintenance requests as these are viewed by My Aged Care as a lower priority. Council has always seen them as high priority as lighting, heating or plumbing issues can drastically impact on older persons' health, especially those living alone. Changes to reporting requirements are being made on a regular basis which is proving time consuming for staff.

The State Government in conjunction with the Commonwealth Government have planned to roll out the National Disability Insurance Scheme as of July 2016. This change will see State Government Funds previously allocated to Service Providers (like Councils) to deliver home care services to people under 65 years (people with disabilities, with mental health issues and various other acquired disabilities and disadvantages) reallocated directly to the "Client" to choose their own service levels and providers. The financial impact to Council is minimal at \$18,000 per year, however the social/health impacts on the individuals under 65 years is far greater as NDIS will only cover children with disabilities up to the age of 14/15 years in the first instance, hence leaving a gap in services for those people aged 15-65 years. Consideration needs to be given to all those individuals <65 years that we currently provide meals, social support, home support and maintenance to.

The LGA Managers Network held a forum to discuss issues around the future of the Commonwealth funding for the Home Support Program post June 2018. Currently the larger service providers are becoming bigger and more holistic with their approach and retirement villages are incorporating various programs and healthcare providers under their umbrella. The current thinking is that for most Councils post 2018 is that our strengths lie in the areas we currently utilize volunteers to run, mainly community based social/meals programs and the community transport systems.

Ten students from Thebarton Seniors College will be undertaking work experience over the next few months at the community meal and social program that is held each Monday and Tuesday at Plympton Community Centre with the aim of meeting with our older residents and participating in the program, enabling them to work towards a Certificate II in Community Services.

Thebarton Community Centre

The Australian Refugee Association hosted well-attended Cultural Awareness Training on 9 May. The Adelaide Bangladeshi Cultural Club hosted a well-attended Cultural Evening and Dinner on 14 May. The Australians for Syrian SA hosted a smaller Cultural Dinner on the 15 May.

E-Commerce Workshops have expanded to incorporate Friday evenings (as well as Tuesday evenings) utilizing 2 of the meeting room spaces. There were also several birthday parties, a wedding and a christening in addition to the regular hirers amongst the total of 80 bookings for May.

Volunteers

The Volunteer Program had a very successful Volunteer Recognition Morning Tea at Thebarton Community Centre with seventy attendees, including volunteers from Sports SA, Australian Refugees Association, West Torrens Historical Society, Cummins House, Hare St. Café, Church of Christ, Genesis Pregnancy Support and Minimisation of Suicide Harm. As part of the Volunteer Training Program, a Child Safe Environments Course was held in May with eight volunteers from the City of West Torrens, Genesys Pregnancy Support and the Australian Refugees Association.

Bookings are currently being taken for a Mental Health First Aid Course in June, Provide First Aid in July and for future monthly Child Safe Environments training. Eight prospective volunteers approached the volunteer coordinator in the month of May to offer their services and we currently have 171 volunteers registered with the West Torrens Volunteer Program.

Youth

Youth staff met with the Lockleys football club to discuss the Term 3 after school program, Aussie Rules for new arrival youth.

Youth staff were invited and warmly greeted at the Centenary Celebration at Cowandilla Primary School where they were shown the new Community Mural that showcased the journey of the school for the last 100 years.

The Youth staff also presented to students at Thebarton Senior College about work experience opportunities through Council's Community Meal Program for the Aged and helped the students understand and complete required work experience forms.

As a result of the OPAL Program and funding concluding at the end of June, youth staff have been meeting with OPAL staff to ensure the smooth transition, planning and rebranding of the Little Day Out activities.

Library

Refugee Week –19 - 25 June 2016

The theme for 2015 - 2017 is 'With courage let us all combine'; a line taken from the second verse of the Australian national anthem.

Refugee Week is Australia's peak annual activity to raise awareness about the issues affecting refugees and celebrate the positive contributions made by refugees to Australian society.

To celebrate Refugee Week, the library has organised a free bus trip to the Migration Museum in the city which will include a presentation by students from Thebarton Senior College, a tour of the Migration Museum, lunch at the Art Gallery and a stroll around one of Adelaide's best cultural and academic precincts.

The library invited English class students, volunteers and library members to celebrate Refugee Week. The Program is completely booked out and 27 people will be attending.

The Library's Collections Coordinator and a Community Development Officer have been invited to Government House on Monday, 20 June 2016 to attend the launch of Refugee Week in South Australia as the City of West Torrens recognises and celebrates Refugee Week every year.

Ikebana presentation – 23 June 2016

This free presentation will provide a beautiful event to wrap up Refugee Week. Customers are invited to come and learn Ikebana, a Japanese art form that involves arranging cut stems, leaves, and flowers in vases and other containers to create a link with nature and its changes. The program will be run by two members of "Ikebana International Adelaide".

Light refreshments will be served. The response from the community has been positive and it is expected that all 40 places will be booked.

Movie Night - 30 June, West Torrens Auditorium

The next movie is "Gone Girl" (MA15+). The movie nights have been growing in popularity and this screening is fully booked.

National Library Week, 23 - 29 May 2016

The theme was 'Discover more' with two events provided by the Library during Library Week, one for adults and older children and one for younger children.

Community selection at Dymocks Adelaide – Thursday 26 May 2016

This is an annual event held in partnership with Dymocks, Rundle Mall. Library customers are invited to attend an after-hours VIP shopping experience in Dymocks book store. The community bus is available to provide transport to and from the store where our customers can enjoy light refreshments while they browse the shelves to select new books or DVDs that they would like to see on the West Torrens Library shelves.

This year we first invited the many volunteers that helped us with the RFID tagging of the library collections. We also invited our Book Club members and interested library members. The program was fully attended with 21 participants and 4 library staff participating. This was a very successful and enjoyable evening with many good books, DVDs and puzzles selected.

National Simultaneous Storytime, Wednesday 25 May

National Simultaneous Storytime is an annual campaign that aims to encourage more young Australians to read and enjoy books. Now in its 16th successful year, it is a colourful, vibrant, fun event. Every year a picture book, written and illustrated by an Australian author and illustrator is read simultaneously in libraries, schools, pre-schools, childcare centres, family homes, bookshops and many other places around the country.

The title for NSS 2016 was 'I got this hat' by Jol and Kate Temple. Netley Kindergarten children and the regular Wednesday Story Time crowd enjoyed a simultaneous reading from the two Children's Services Officers.

Author talk: Tom Mann "Body in the Freezer - the case of David Szach" – Thursday 14 July 2016

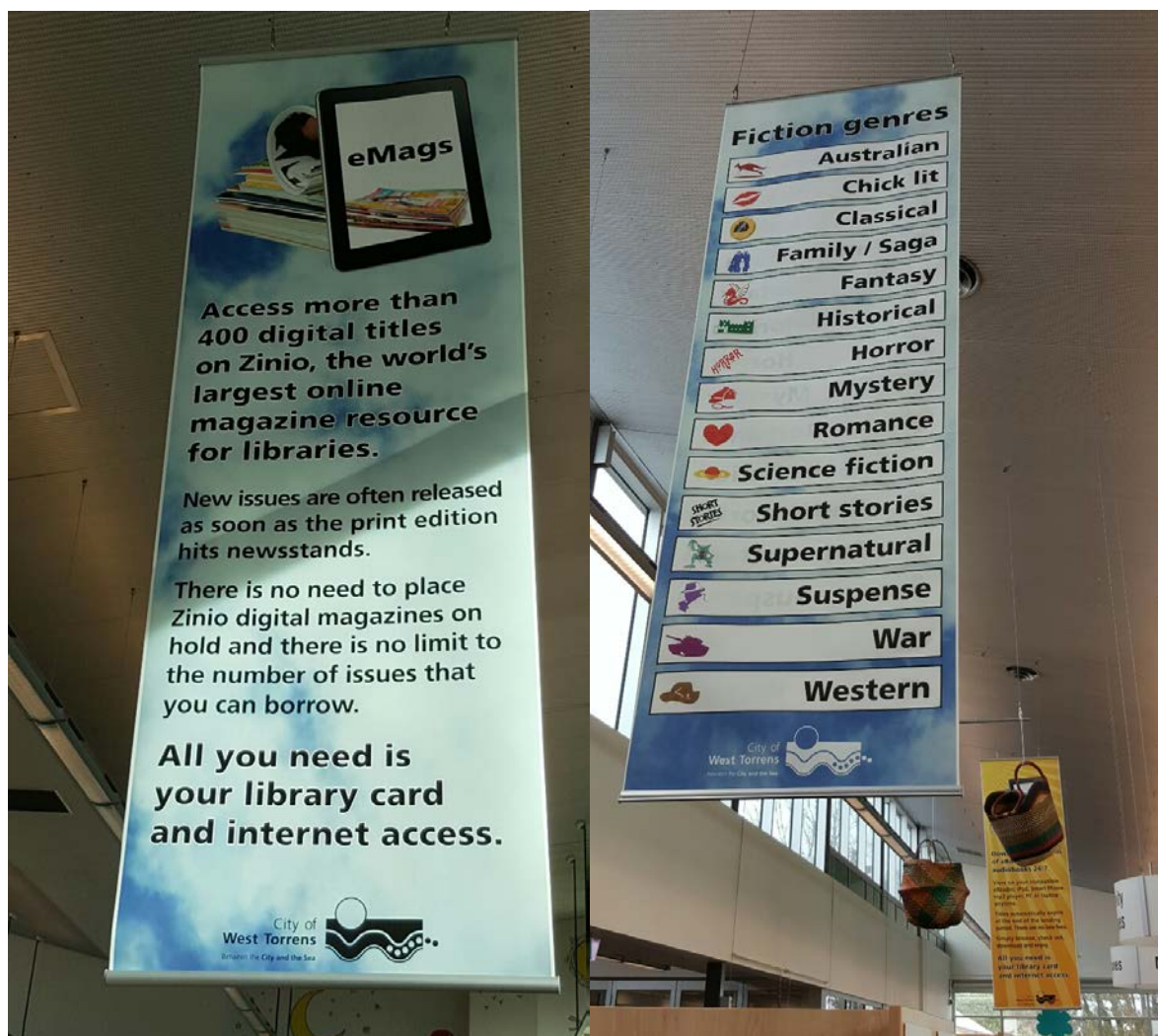
Tom Mann, the author of the book will present the remarkable true story 'Body in the Freezer - the case of David Szach'.

Szach was 19 years old when he was sentenced to life imprisonment in 1979 for the murder of a prominent Adelaide lawyer. After spending time in prison he was unexpectedly released. Szach always said he was innocent and has continued to do so for the last 35 years. This book covers Szach's story to the present day.

Copies of the book are available in the library for reading or reserving a copy on the wait list. This is the upcoming program therefore promotional materials have been distributed and bookings are in progress.

Collection improvements

New giant banners have been developed for the fiction genres and to advertise the digital magazine collection 'Zinio'. They have been suspended from the ceiling on the trapezes above the fiction collection.



12. MEETING CLOSE