

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

- **Urban Services Prescribed Standing Committee**
- **Governance 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, 5 SEPTEMBER 2017**  
**at 7.00pm**

**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 Procedures**

## **2 PRESENT**

## **3 APOLOGIES**

### **Leave of Absence:**

Cr Steven Rypp

Cr George Vlahos

## **4 DISCLOSURE STATEMENTS**

Elected Members are required to:

1. Consider Section 73 and 75 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 75A of the *Local Government Act 1999*.

## **5 CONFIRMATION OF MINUTES**

### **RECOMMENDATION**

That the Minutes of the meeting of the Council held on 15 August 2017 be confirmed as a true and correct record.

## **6 MAYORS REPORT**

### **(Preliminary report for the agenda to be distributed Friday 1 September 2017)**

In the two weeks since the last Council Meeting of 15 August 2017, functions and meetings involving the Mayor have included:

#### **Thursday 17 August**

5.30pm Attended the ADCSA Board of Management Meeting at the State Administration Centre.

#### **Friday 18 August**

9.00am Attended the Adelaide Airport Consultative Committee (AACC) at Adelaide Airport.

#### **Tuesday 22 August**

6.00pm Attended the Civic Committee Meeting.



**Wednesday 23 August**

- 9.00am Guest speaker at the Lockleys Primary School Student Leader Induction Assembly and presentation of badges.
- 11.00am Conducted a small citizenship ceremony in the Council Chamber.
- 6.00pm Attended the Elected Members - Community Engagement Charter Session organised by Local Government Association. The Session provided an overview of the planning reform program and an introduction to the Draft Charter.

**Friday 25 August**

- 7.30pm Unable to be present at the Western Youth Centre 59th Annual General Meeting and presentation night to personally hand over the 'Mayors Encouragement Award' trophy which I donate each year, I arranged for Steve Georganas MP to do so on my behalf.

**Saturday 26 August**

- 11.00am Attended the Malaya & Borneo Veterans Association Annual Remembrance Service in the War Memorial Gardens, Hilton.
- 2.10pm Hosted guests at the match between West Adelaide vs Glenelg at City Mazda Stadium.

In addition, after the compilation of this report on Thursday as part of the Agenda to be distributed on Friday, I anticipate having attended or participated in the following:

**Friday 1 September**

- 8.00am Attending the Western Adelaide Consultative Group (WACG) held at Adelaide Airport Management Centre.
- 11.30am With CEO Terry Buss, meeting lawyers from Norman Waterhouse.

**Tuesday 5 September**

- 6.00pm Attending the Council pre-meeting dinner.
- 7.00pm Participating in the Council and Standing Committees Meetings.

**RECOMMENDATION**

That the Mayor's Report be noted.

**7 ELECTED MEMBERS REPORTS****8 PETITIONS**

Nil

## **9 DEPUTATIONS**

### **9.1 Underdale and Torrensville Development Plan Amendment Public Hearing**

Pursuant to Section 25(11)(a) and (b) of the *Development Act 1993*, Council is required to:

- allow interested persons to make representations in writing to Council in relation to a proposed Development Plan Amendment within its area;
- hold a meeting where members of the public may attend and make representations in relation to a proposed Development Plan Amendment within its area.

As part of the consultation process undertaken with regard to the proposed *Underdale and Torrensville Urban Renewal Zone Development Plan Amendment*, forty one (41) written responses have been submitted of which thirteen (13) have indicated their interest verbally presenting their submissions to Council as follows:

- Susan Atkinson
- Dan Xiong
- Frank Xiong
- Susan Dreyer
- Rajkumar Karupiah & Grandhimathi Kandaswamy
- Dimitrios Mostakis
- Jessie Jiang
- Simon Channon (URPS) on behalf of Mr Ian Tregoning
- Michael Richardson (MasterPlan SA Pty Ltd) on behalf of Township Development Pty Ltd
- Livio Forza
- Chris Vounasis (Future Urban Group) on behalf of Symbion Pty Ltd
- Michael Wohlstadt (Planning Advisory Services) on behalf of Plastico + Hackett
- Martha Ioannides on behalf of the Messinian Association of SA Inc

## **10 ADJOURN TO STANDING COMMITTEES**

### **RECOMMENDATION**

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

## **11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS**

### **11.1 Urban Services Committee Meeting**

#### **RECOMMENDATION**

That the recommendations of the Urban Services Committee held on 5 September 2017 be adopted.

### **11.2 Governance Committee Meeting**

#### **RECOMMENDATION**

That the recommendations of the Governance Committee held on 5 September 2017 be adopted.

**12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS****12.1 Civic Committee Meeting****RECOMMENDATION**

That the Minutes of the Civic Committee held on 22 August 2017 be noted and the recommendations adopted.

**13 QUESTIONS WITH NOTICE**

Nil

**14 QUESTIONS WITHOUT NOTICE****15 MOTIONS WITH NOTICE****15.1 Independent Survey on Waste Collection**

Cr Kym McKay gave notice of his intention to move the following motion:

**MOTION**

The Waste Working Party requests Council to approve an independent survey of the contents of 25 red bins collected from each ward on a normal pick up day and that the collected waste is taken to a place where it can be sorted and quantified into its proper waste streams so as to determine how well our ratepayers understand and how West Torrens community waste education program is working, with what does and what doesn't go into the 28,559 red lid bins we have in our city. The overarching objective is to reduce recyclables going to landfill and to reduce Councils annual Waste Levy for land Fill.

That the costs of the special pick up and transfer to an approved sorting place and for the independent specialists report be deducted from the waste royalties payment.

**16 MOTIONS WITHOUT NOTICE**

## 17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

### 17.1 Underdale and Torrensville Urban Renewal Development Plan Amendment Public Consultation Verbal Submissions

#### Brief

This report provides information on the proposed Underdale and Torrensville Urban Renewal Development Plan Amendment for public and agency consultation from 27 June 2017 until 23 August 2017.

#### RECOMMENDATION(S)

It is recommended to Council that:

1. This report be received.
2. Having met the public consultation requirements of the *Development Act 1993*, in particular Sections 25(11)(a) and (b), with regard to the proposed *Underdale and Torrensville Development Plan Amendment*, a special meeting of the Strategy and Community Prescribed Standing Committee be held following the completion of the Governance Standing Committee on 3 October 2017 meeting of Council and Standing Committees, pursuant to Sections 25(11)(c) of the *Development Act 1993*, to consider and provide advice to Council on the submissions and representations made relating to the proposed Underdale and Torrensville Development Plan Amendment.

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#### Introduction

At its 20 June 2017 meeting, Council endorsed the following resolutions relating to the proposed Underdale and Torrensville Development Plan Amendment (Underdale and Torrensville DPA):

1. *It supports the proposed changes to the West Torrens (City) Development Plan Amendment as described in the draft Torrensville and Underdale Urban Renewal Development Plan Amendment.*
2. *The draft Torrensville and Underdale Urban Renewal Development Plan Amendment be endorsed and be subject to the required public and agency consultation, as per the report from Tuesday 27 June 2017 until Wednesday 23 August 2017.*
3. *The Chief Executive Officer be authorised to sign the Certificate required to confirm that the draft Torrensville and Underdale Urban Renewal Development Plan Amendment is suitable for the purposes of public consultation, pursuant to section 25 of the Development Act 1993 (and in accordance with schedule 4A of the Development Regulations 2008).*
4. *If required, a special meeting of the Strategy and Community Prescribed Standing Committee be convened to hear submissions on the draft Torrensville and Underdale Urban Renewal Development Plan Amendment be held on Tuesday 5 September 2017.*
5. *When notifying the Minister of Planning of the release of the draft Torrensville and Underdale Urban Renewal Development Plan Amendment for public and agency, indicate its concerns relating to the 'black text' in the Urban Renewal Zone SAPPL Module.*

The public and agency consultation was undertaken for a period of 8 weeks from Tuesday 27 June 2017 until Wednesday 23 August 2017 and comprised:

- Formally writing to the Minister for Planning, relevant state government agencies, relevant Councils and State and Federal Members of Parliament whose electorates fall within the City of West Torrens.

- Formally writing to all landowners and occupiers in and adjacent to the affected area
- Contacting individuals and organisations that participated in previous consultation in the investigations for the DPA that had provided the Administration with their contact details.
- A notice in the Government Gazette.
- A notice in the Westside Weekly and Coast City Weekly.
- Copies of the Underdale and Torrensville DPA made available at the West Torrens Civic Centre at 165 Sir Donald Bradman Drive, Hilton SA 5033.
- Information posted on Council's website and social media accounts.
- A public 'drop in' information session held at the Thebarton Community Centre from 4 - 6.30pm on Wednesday 26 July 2017.

Information provided included copies of the Underdale and Torrensville DPA, previous research and investigations, community factsheet and a medium density housing factsheet.

### Discussion

During the formal consultation period, 41 written submissions were received. This includes 13 submitters who indicated that they wish to present a verbal submission to Council pursuant to s25(11)(b) of the Act.

Sections 23(11)(b) of the *Development Act 1993* (Act) provides that a council must hold within its area at least one (1) meeting at which a person may attend and verbally present their submission made in writing with regard to a development plan amendment.

Council is not required to respond to any submissions at this stage of the process.

### Next steps

Having completed the public consultation process as required by the Act, including receiving written submissions and hearing those persons who wished to verbally present their submissions to Council, s25(11)(c) of the Act requires Council to appoint a committee to consider any submissions received and provide advice to Council on whether to:

- Submit the DPA, including any amendments subsequent to the public consultation, to the Minister for a decision;
- Not proceed with the DPA and notify the Minister accordingly; or
- Undertake further consultation on the DPA particularly if substantial changes to the DPA are proposed.

The Terms of Reference of the Strategy and Community Committee defines its functions which includes responsibility for considering and advising Council with respect to Development Plan Amendments.

Therefore, as the Underdale and Torrensville DPA is scheduled to be finalised and approved by the Minister before the end of December 2017, it is proposed that a special meeting of the Committee be held following the Tuesday 3 October 2017 meeting of Council to consider the submissions and representations made with respect to it pursuant to s25(11)(c) of the *Development Act 1993*.

**Conclusion**

This report provides an overview of the public consultation process undertaken and completed with respect to the proposed Underdale and Torrensville DPA and seeks Council's approval of the holding of a special meeting of the Strategy and Community Committee following the completion of the 3 October meeting of Council to consider the submissions and representations and advise Council with regard to the Underdale and Torrensville DPA.

**Attachments**

Nil

## 17.2 Establishment of the Council Assessment Panel

### Brief

This report seeks to establish the City of West Torrens Council Assessment Panel (CAP) effective from 1 October 2017 to 30 December 2018 pursuant to Section 83 of the *Planning, Development and Infrastructure Act 2016*.

### RECOMMENDATION(S)

It is recommended to Council that:

1. It appoints Cr .....to the Council Assessment Panel (CAP) pursuant to Section 83(1)(b)(i) of the *Planning, Development and Infrastructure Act 2016* for the period 1 October 2017 to 30 December 2018:
2. It appoints the following Independent Members to the Council Assessment Panel (CAP) pursuant to Section 83(1)(b)(i) of the *Planning, Development and Infrastructure Act 2016* for the period 1 October 2017 to 30 December 2018:
  - Ms Colleen Dunn
  - Dr Donna Ferretti
  - Mr Wayne Stokes
  - Ms Jane Strange.
3. Dr Donna Ferretti be appointed as the Presiding Member of the Council Assessment Panel (CAP) pursuant to section 83(1)(b)(vi) of the *Planning, Development and Infrastructure Act 2016* for the period 1 October 2017 to 30 December 2018.
4. Cr..... be appointed as a deputy member to the Elected Member to the Council Assessment Panel (CAP) pursuant to Section 83(1)(b)(v) of the *Planning, Development and Infrastructure Act 2016* for the period 1 October 2017 to 30 December 2018.
5. The Council Assessment Panel (CAP) Terms of Reference (**Attachment 1**) be approved and commence on 1 October 2017
6. In exercise of the power contained in Section 20 of the Development Act 1993, the powers and functions under the Development Act 1993 and the Development Regulations 2008 as specified in the proposed Instrument of Delegation number 8 and contained in the Delegations Framework 2017 are hereby delegated this 5th day of September 2017 to the Council Assessment Panel, to commence on 1 October 2017, subject to the conditions and limitations specified in the Instrument contained in the Delegations Framework 2017.
7. All allowances paid to members of the Council Assessment Panel (CAP) be the same as the current Development Assessment Panel allowances, indexed annually at the same rate as Elected Member allowances as defined in Regulation 4(2) of the *Local Government (Members Allowances and Benefits) Regulations 2010* (Consumer Price Index). Those rates are as follows:
 

Presiding Member	\$10,697
Elected Member	\$ 5,835
Independent Members	\$ 5,835
8. Payment of allowances to independent members of the Council Assessment Panel (CAP) be subject to the provision of a valid invoice containing an Australian Business Number (ABN).
9. Deputy members to the Council Assessment Panel (CAP) be paid an allowance equivalent to 1/12<sup>th</sup> of the annual allowance paid to the sitting member per meeting attended.

## Introduction

The current planning system under the *Development Act 1993* (Act) is being repealed and progressively replaced with the *Planning, Development and Infrastructure Act 2016* (PDI Act). The PDI Act came into operation on 1 April 2017 with a number of sections suspended and commencement of these sections staged to ensure a smooth transition from the previous legislative requirements. The Department of Planning, Transport and Infrastructure (DPTI) has advised that they anticipate that the PDI Act will be fully operational within five years.

The PDI Act provides for assessment panels, each of which will be able to make decisions on development matters and other matters which will be prescribed by regulations. These panels include:

- Council Assessment Panel (CAP) - appointed by Council to replace the Development Assessment Panel.
- Local Assessment Panel (LAP) - this will be constituted by Minister should a council elect not to establish a CAP or following an inquiry into an existing CAP.

Section 83(1) of the PDI Act provides that Council may appoint a CAP to act as a relevant authority in respect of development assessment matters. However, if Council fails to appoint a CAP by 1 October 2017, the Minister for Planning is at liberty to appoint a LAP. The CAP is not a committee of Council but rather an entity in its own right, defined as a relevant authority, and is required to be established prior to and commence on 1 October 2017.

## Discussion

In establishing a CAP, section 83(1) of the PDI Act requires that Council consider the following matters:

- The membership of the CAP, being a minimum of three and a maximum of five members (only one of these members may be a currently serving Elected Member).
- Procedures for appointing members
- The terms of office of the members
- Conditions of appointment of the members including remuneration
- The appointment of a Presiding Member
- The appointment of Deputy Members
- Staffing and support of the operations of the CAP.

In addition the following matters will also impact upon the CAP:

- Terms of reference
- Code of conduct
- Meeting procedures
- Delegations.

## Membership of the CAP

The PDI Act allows a maximum of five members of a CAP with only one of these members permitted to be a currently serving Elected Member. Section 83(1)(c) of the PDI Act requires that all independent members of a CAP be an accredited professional while an Elected Member serving on a CAP need not be accredited. However, during the transitional period the accreditation requirements have been waived and are not expected to be in place until mid-2018.



Council's current Development Assessment Panel (DAP) currently comprises the following three (3) Elected Members and four (4) independent members:

- Cr George Demetriou
- Cr Graham Nitschke
- Cr Tony Polito
- Dr Donna Ferretti (presiding member)
- Ms Colleen Dunn
- Mr Wayne Stokes
- Ms Jane Strong.

It is usual practice for Council, when appointing independent members to a DAP, to establish a selection panel and publish an expression of interest seeking suitably qualified individuals for the DAP's vacancies in newspapers and on Council's website. The applicants are then shortlisted and interviewed before being appointed to the DAP by resolution of Council.

Given the timeframe restrictions associated with the establishment of the CAP (1 October 2017), the above existing independent members of the current DAP were approached and have all confirmed their interest in being appointed to the independent positions on the newly created CAP, including the presiding member, Dr Donna Ferretti, who has confirmed her interest in continuing in that role on the CAP. As the independent members have all confirmed their interest in being appointed to the new CAP it is proposed that all the current DAP independent members be formally appointed by Council to the new CAP as follows:

- Dr Donna Ferretti (as presiding member)
- Ms Colleen Dunn
- Mr Wayne Stokes
- Ms Jane Strong

However, as only one Elected Member is able to be appointed to the CAP, Council will need to seek nominations to determine and appoint to this position, if it so wishes. As there are three current Elected Members on the DAP, it is possible that more than one of them will nominate. If this is the case then a secret ballot will be undertaken at the Council meeting prior to the vote on this item. There is no obligation on Council to appoint an Elected Member to the CAP.

### **Term of Office**

In consideration of the transitional nature of the requirements of the PDI Act, it is proposed that all members of the CAP be appointed for the period 1 October 2017 to 30 December 2018. This will enable Council to navigate the implementation of the PDI Act, with respect to the CAP more flexibly.

### **Deputy Members to the CAP**

Section 83(1)(b)(v) of the PDI Act provides that Council may appoint one or more deputy members to the CAP. Deputy members act as a proxy for a CAP member when they are unavailable to attend a meeting. The deputy member is bound by the same legislative requirements as a member of the CAP and has the right to vote on matters before the CAP.

Given the restriction of s83(10)(b)(i) of the PDI Act, with regard to the number of Elected Members who may sit on the CAP at any one time, it is proposed that Council considers appointing an Elected Member to act **only** as deputy to the Elected Member appointed to the CAP. This will mitigate any potential intervention by the Minister i.e. the abolition of the CAP and appointment of a LAP.

If Council wishes to appoint a deputy member for the independent members, it is recommended that this be undertaken via a formal selection process which takes time and is costly. However, as only three members are required to be present for a quorum in order for the CAP to make decisions and as the legislation is transitional in nature, it is proposed that this selection process be delayed until the scheduled commencement of the CAP members selection process in late 2018 as part of the re-establishment of the CAP following Council's elections in November 2018.

## Remuneration

The PDI Act stipulates that Council is required to set the remuneration for members of the CAP. This means the remuneration paid is not constrained by determinations made by the South Australian Remuneration Tribunal as is the case for Elected Members' allowances.

Currently, each DAP agenda generally comprises in excess of 200 pages each month requiring its members to invest a significant amount of time in reading and understanding the items presented for a decision. In addition, there is also an expectation that DAP members know and/or visit the locality in which the development would proceed.

In the legislative transition period, the CAP will be considering the same types of matters as the current DAP. These considerations demand a high level of skill and interrogation and are extremely time consuming, much more so than any other committee.

Current payments to the DAP are paid as an annual fee as outlined in the table below:

### Current Payments to DAP Members

Position	Proposed Annual Allowance
Presiding Member	\$10,697*
Elected Members	\$5,835*
Independent Members	\$5,835*

These payments equate to \$468.25 per meeting for all DAP members and \$891.42 for the presiding member. The presiding member allowance represents 55% of the annual base allowance paid to an Elected Member while the annual allowance paid to all other members represents 30% of the base allowance paid to an Elected Member.

As the workload for the CAP will be comparable to that of the DAP, it is proposed that the remuneration remains the same as current, with an annual indexation increase (Consumer Price Index) until 30 December 2018 or until such time as the legislation dictates any allowances payable, whichever is the earlier.

It is further proposed that deputy members be paid a sitting fee per meeting attended at the rate of \$468.25 per meeting, indexed annually (Consumer Price Index).

## Terms of Reference

Terms of Reference (ToRs) for the CAP have been drafted (**Attachment 1**) for Council's consideration and approval.

The ToRs, which embed both required legislation and customised practice, provide direction to the CAP on the following matters:

- The objectives of the CAP
- Membership requirements
- Removal of members
- Vacancy of office
- Functions and responsibilities of the CAP
- Conflicts of interest
- Reporting obligations
- Liability of members
- Remuneration.

The Administration is currently drafting a Code of Practice - Procedures at CAP Meetings which, in accordance with regulation 18 of the *Planning, Development and Infrastructure (General) (Assessment Panel) Variation Regulations 2017*, will need to be approved by the CAP rather than Council.

## Code of Conduct

Pursuant to Schedule 3 of the PDI Act, the Minister for Planning may adopt a Code of Conduct to be observed by members of a CAP. To date, this Code of Conduct has not been released.

Of note is that the Elected Member to the CAP (and any deputy to the Elected Member) will be bound by both the Code of Conduct as it relates to CAP members and the Council Members Code of Conduct. At this point, it is unclear whether these will contain the same requirements or whether there will be any points of difference. Once the Code of Conduct relating to CAP members is released, its content will provide clarity in this regard.

## Public Office

All CAP members are deemed to be public officers. As such, provisions relating to the holding of public office and public officers apply.

## Delegations

Until such a time as the relevant legislation under the PDI Act has been enacted, all development assessment will occur in accordance with the processes and systems established under the *Development Act 1993* (**Attachment 2**).

In order for the CAP to perform its functions, and until such time as relevant sections of the PDI Act are 'switched on', it is necessary for Council to confer delegations to it under the Development Act effective from 1 October 2017.

**Conclusion**

This report seeks the establishment of Council's Assessment Panel and its commencement on 1 October 2017, in accordance with the requirements of the PDI Act along with the conferral of delegations under the Development Act.

**Attachments**

- 1. Draft Terms of Reference Council Assessment Panel**
- 2. Delegations under the Development Act 1993**

## CITY OF WEST TORRENS



## CITY OF WEST TORRENS

## Terms of Reference

## COUNCIL ASSESSMENT PANEL

**PREAMBLE**

Pursuant to section 83 of the *Planning, Development and Infrastructure Act 2016* (the Act) the Council may establish an Assessment Panel for the purpose of acting as a designated authority as that term is defined in the Act.

These Terms of Reference detail the operating parameters of Council's Assessment Panel.

**1. ESTABLISHMENT**

Pursuant to section 83 of the *Planning, Development and Infrastructure Act 2016* (Act) Council establishes a Council assessment panel to be known as the City of West Torrens Council Assessment Panel (referred to in these Terms of Reference as "the CAP") for the purpose of acting as a "relevant authority" in respect of relevant development assessment matters.

The Terms of Reference have been reviewed and this document constitutes the Terms of Reference for the CAP from 1 October 2017.

**2. OBJECTIVES**

The objectives of the CAP are as follows:

- 2.1 To act as the relevant authority for the assessment of proposed development to be undertaken in the council area pursuant to legislative requirements.
- 2.2 To provide advice and reports to Council on trends, issues and other matters relating to planning or development that have become apparent or arisen through its assessment of applications under this Act; and
- 2.3 To perform other functions (other than functions involving the formulation of policy) assigned to the CAP by the Act.

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### 3. MEMBERSHIP

- 3.1 Membership of the CAP will be appointed by Council taking into account the requirements of sections 83(1)(b)(i), 83(1)(c) and 83(1)(d) of the Act.
- 3.2 The CAP will consist of a maximum of five (5) members, only one (1) of whom may be a currently sitting Elected Member.
- 3.3 The Presiding Member will be appointed by Council and must be a person who has reasonable knowledge of the operation and requirements of the Act; and have experience in a recognised profession.
- 3.4 The Council will appoint an Elected Member to stand as a Deputy Member to an Elected Member appointed to the CAP.
- 3.5 The Council may appoint an Independent Member to stand as a Deputy Member to the Independent Members appointed to the CAP.
- 3.6 The CAP will appoint the Deputy Presiding Member at its first meeting.
- 3.7 The CAP may appoint 1 or 2 members to act as additional members of the assessment panel for the purposes of dealing with a matter that it must assess under this Act provided the person holds a qualification, or has expertise or experience, recognised by a practice direction for the purposes of section 85 of the Act.
  - 3.7.1 Additional Members are taken to be members of the assessment panel in all respects with the exception of being able to vote on matters for determination. As such they will be subject to the CAP Members Code of Conduct.
- 3.8 Members will hold their positions until 30 December 2018, or until removed from membership of the CAP by resolution of the Council.
- 3.9 A member whose term of office expires may nevertheless continue to act as a member for a period of up to 6 months until he or she is reappointed or a successor is appointed (whichever the case may be) except in the instance they have not obtained accreditation as required.
- 3.10 A member may resign from the CAP by giving notice, in writing, to that effect to the Chief Executive Officer (CEO).
- 3.11 All members of the CAP are public officers for the purpose of the *Independent Commissioner Against Corruption Act 2012* and Part 7 Division 4 (Offences relating to Public Officers) of the *Criminal Law Consolidation Act 1935*. As such they are subject to the provisions of those Acts, including reporting requirements.
- 3.12 Independent Members to the CAP are subject to the Code of Conduct relating to Assessment Panel Members.
- 3.13 Elected Members to the CAP are subject to both the Code of Conduct relating to Assessment Panel Members and the Code of Conduct for Council Members.

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#### 4. REMOVAL OF A MEMBER

- 4.1 Subject to giving a member an opportunity to be heard or to make a written submission, the Council may resolve to remove a member for:
- 4.1.1 breach of, or failure to comply with, the conditions of appointment; or
  - 4.1.2 failure to disclose his or her financial interests in accordance with section 83(1)(e) of the Act; or
  - 4.1.3 failure to comply with a requirement under section 83(1)(g) of the Act or a breach of, or failure to comply with, a code of conduct in accordance with the Schedule 3(1) of the Act.
  - 4.1.4 or any for any other reason as Council sees fit.
- 4.2 The Council must substitute existing members of the CAP with new members if directed to do so by the Minister acting on the recommendation from the State Planning Commission.
- 4.3 Particulars of the grounds for removal will be communicated to the member at least one (1) calendar month before the meeting of the Council at which the matter will be determined.
- 4.4 The member will provide any written representation in response to the particulars at least fourteen (14) days before the meeting of the Council at which the matter will be determined.
- 4.5 The determination of the Council will be communicated to the member, and in the event of an adverse determination the member shall cease to be a member immediately when the Council has communicated its determination to him/her.
- 4.6 The determination must be communicated to the member:
- (a) personally; or
  - (b) by delivering the notice (whether by post or otherwise) to the usual place of residence of the member or to another place authorised in writing by the member for the purpose of receiving notices of CAP or Council meetings, as the case may be; or
  - (c) by leaving it for the member at an appropriate place at the principal office of the Council, if authorised in writing by the member to do so for the purpose of receiving notices of CAP meetings, as the case may be; or
  - (d) by a means authorised in writing by the member as being an available means of giving notice (e.g. facsimile transmission or email) for the purpose of receiving notices of CAP or Council meetings, as the case may be.
- 4.7 Notice of the determination not given in accordance with clause 4.6 is taken to have been validly given if the CEO considers it impracticable to give the notice

- 4 -

in accordance with that clause and takes action the CEO considers reasonably practicable in the circumstances to bring the notice to the attention of the member.

- 4.8 A member who has been removed from the CAP pursuant to clause 4 of these Terms of Reference may apply to the Council for reappointment to the CAP. The decision whether to allow a person to re-join the CAP is at the Council's absolute discretion.

## **5. VACANCY OF OFFICE**

- 5.1 The office of a member will become vacant if the member:
- 5.1.1 dies;
  - 5.1.2 completes a term of office and is not reappointed;
  - 5.1.3 resigns by written notice to the CEO;
  - 5.1.4 is convicted of a relevant offence; or
  - 5.1.5 is removed from office under clause 4 of these Terms of Reference.
- 5.2 If a vacancy in membership occurs at any time then the Council will fill that vacancy at the earliest opportunity by Council resolution.

## **6. FUNCTIONS AND RESPONSIBILITIES**

- 6.1 The functions and responsibilities for the CAP are as follows:
- 6.1.1 In accordance with the delegations conferred by the Council, the CAP is charged with responsibility for all matters arising under the *Development Act 1993* until such a time as the powers and functions with regard to delegations are operational under the *Planning, Development and Infrastructure Act 2016*.
  - 6.1.2 The CAP must act, at all times, in strict accordance with relevant legislation (being the Act and the Regulations) including any relevant code of conduct under the Act and/or Regulations which are relevant to the CAP in the performance of its functions.

## **7. CONFLICT OF INTERESTS**

- 7.1 Members of the CAP must disclose their financial interests in accordance with section 83(1)(e) and Schedule 1 of the Act. Failure to do so may result in the removal of the member from office pursuant to clause 4 of these Terms of Reference.
- 7.2 Members must not act in relation to a development if he or she has a direct or indirect pecuniary interest in any aspect of the development or any body associated with any aspect of the development in accordance with section 83(1)(g). Failure to do so is an offence with a maximum penalty of \$20 000.



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## **8. REPORTS TO COUNCIL**

The CAP will report to Council at least once per year, detailing issues for consideration by the Council. The Annual Report should include the following information:

- (a) The number of meetings held;
- (b) The number and nature of applications that were considered (including the number of confidential items considered);
- (c) Advice in respect of any trends, issues and other matters that have become apparent or arisen through the CAP's assessment of applications, and
- (d) The number of decisions of the CAP that were appealed to the Environment, Resources and Development Court.

## **9. LIABILITY**

No civil liability attaches to a member of a committee for an honest act or omission in the exercise, performance or discharge, or purported exercise, performance or discharge, of the members' or committee's powers, functions or duties. Such a liability attaches instead to the Council.

## **10. REMUNERATION**

The members of the CAP, including Deputy Members and Members appointed in accordance with clause 3.7 of these Terms of Reference, will receive a sitting fee (exclusive of GST) for each CAP meeting attended, as approved by Council.

## 8. Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008

General Conditions for the Development Act 1993	
COUNCIL ASSESSMENT PANEL (CAP) shall -	
A) Only exercise their delegated powers and functions in circumstances, in relation to a particular development, if:	
(i) notice of the application has been given pursuant to Sections 38(4) and 38(5) of the Act and a representation has been received and the person who made the representation has indicated an interest in appearing before the authority personally or by a representative in support of the representation; or	
(ii) the person holding for the time being the position of General Manager Urban Services has determined with notification to the CEO that the circumstances warrant consideration or determination by the CAP; or	
(iii) the application is recommended for refusal, other than for deemed refusals under Section 39 of the Act, by the Council's Administration.	
(iv) the application has been referred to the CAP by the Council's Administration.	

Development Act 1993			
Section Delegated	Summary of Delegation	Delegate	Conditions and Limitations
s33(1)(a)	10. Matters Against Which Development Must be Assessed 10.1 The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development): 10.1.1 the provisions of the appropriate Development Plan;	Council Assessment Panel	Except for refusals and conditions A of the General Conditions and Limitations above*
s33(1)(c)	10. Matters Against Which Development Must be Assessed 10.1 The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development): 10.1.3 in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) on the	Council Assessment Panel	Except for refusals and conditions A of the General Conditions and Limitations above*

<b>Development Act 1993</b>			
	satisfaction of the conditions specified in Section 33(1)(c) of the Act;	Council Assessment Panel	Except for refusals and conditions A of the General Conditions and Limitations above*
s33(1)(d)	<p>10. Matters Against Which Development Must be Assessed</p> <p>10.1 The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development):</p> <p>10.1.4 in relation to a division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 on the satisfaction of the conditions specified in Section 33(1)(d) of the Act;</p>	Council Assessment Panel	Except for refusals and conditions A of the General Conditions and Limitations above*
s33(1)(e)	<p>10. Matters Against Which Development Must be Assessed</p> <p>10.1 The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development):</p> <p>10.1.5 the requirement that any encroachment of a building over, under, across or on a public place has been dealt with in a satisfactory manner; and</p>	Council Assessment Panel	
s33(1)(f)	<p>10. Matters Against Which Development Must be Assessed</p> <p>10.1 The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development):</p> <p>10.1.6 such other matters as may be prescribed.</p>	Council Assessment Panel	
s33(3)	<p>10. Matters Against Which Development Must be Assessed</p> <p>10.2 The power pursuant to Section 33(3) of the Act, when granting a development plan consent, to reserve a decision on a specified matter until further assessment of the development under the Act.</p>	Council Assessment Panel	
s35(1b)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>12.2 The power pursuant to Section 35(1b) of the Act to determine a development that is assessed by a relevant authority as being a minor variation from complying development to be complying development.</p>	Council Assessment Panel	
s35(2)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p>	Council Assessment Panel	Except for refusals and conditions A of the

<b>Development Act 1993</b>			
	12.4 The power pursuant to Section 35(2) of the Act to assess whether or not a development is seriously at variance with the relevant Development Plan.		General Conditions and Limitations above*
s35(3)(a)	12. Special Provisions Relating to Assessment Against Development Plans 12.5 The power pursuant to Section 35(3)(a) of the Act in appropriate cases, to concur in the granting of consent to a development described as a non-complying development.	Council Assessment Panel	
s37A(2)(b)	16. Proposed Development Involving Creation of Fortifications 16.2 The power pursuant to Section 37A(2)(b) of the Act to receive the Commissioner's written determination under Section 37A(2)(a) of the Act.	Council Assessment Panel	
s39(2)	18. Application and Provision of Information 18.1 The power pursuant to Section 39(2) of the Act to request an applicant to: 18.1.1 provide such additional documents or information to enable assessment of the application; 18.1.2 remedy any defect or deficiency in any application or accompanying document or information required by or under the Act; 18.1.3 consult with an authority or body prescribed by the Regulations; 18.1.4 (where required by the Regulations) prepare a statement of effect in relation to non-complying development; and 18.1.5 comply with any other requirement prescribed by the Regulations.	Council Assessment Panel	
s39(3)	18. Application and Provision of Information 18.4 Pursuant to Section 39(3)(b) of the Act, where a request is made under Section 39(2) of the Act and the request is not complied with within the time specified by the Regulations, the power pursuant to Section 39(3)(b) of the Act to:	Council Assessment Panel	

Development Act 1993			
	18.4.1 subject to Section 39(3)(b)(ii) of the Act, refuse the application; and 18.4.2 refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).		
s39(4)(a) s39(5)	18. Application and Provision of Information 18.7 The power pursuant to Section 39(4)(a) and Section 39(5) of the Act to permit an applicant to vary an application or vary any plans, drawings, specifications or other documents that accompanied an application.	Council Assessment Panel	
s39(7)(c)	18. Application and Provision of Information 18.13 The power, pursuant to section 39(7)(c) to determine whether representations relate to any aspect of the development under consideration on account of an application for variation, and to determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development.	Council Assessment Panel	
s42(1)	21. Conditions 21.1 The power pursuant to Sections 42(1) and (3) of the Act to attach such conditions as the Delegate thinks fit or as may be prescribed by regulation to any decision under Division 1 of Part 4 of the Act.	Council Assessment Panel	
s42(6) s42(4)	21. Conditions 21.3 The power, pursuant to Section 42(6) of the Act, on the application of the applicant, to determine that a payment of an amount calculated in accordance with the Regulations be made into the relevant fund in lieu of planting one or more replacement trees under Section 42(4) of the Act.	Council Assessment Panel	
s42(8)(b)	21. Conditions 21.4 The power, pursuant to Section 42(8)(b) of the Act, after taking into account any criteria prescribed by the Regulations and if the Minister concurs, to determine that it is appropriate to grant an exemption under Section 42 of the Act in a particular case.	Council Assessment Panel	
s50(11)	26. Open Space Contribution System 26.6 The power pursuant to Section 50(11) of the Act to determine	Council Assessment Panel	

<b>Development Act 1993</b>	
	that the division of land is being undertaken in stages such that Section 50 of the Act does not apply to an application for development authorisation to the extent that an earlier application in respect of the same development has addressed the requirements of Section 50 of the Act in respect of the area of land as a whole.

<b>Development Regulations 2008</b>			
<b>Section Delegated</b>	<b>Summary of Delegation</b>	<b>Delegate</b>	<b>Conditions and Limitations</b>
r8A(1)(b)	<p>53A. Complying Development – Development Plan Consent</p> <p>53A.2 The power pursuant to Regulation 8A(1)(b) of the Regulations, for the purposes of Section 35(1b) of the Act, to:</p> <p>53A.2.1 form the opinion that a variation from complying development (including complying development as declared under Regulation 8A(1)(a) of the Regulations) is minor; and</p> <p>53A.2.2 determine that 2 or more minor variations, when taken together, constitute a 'minor variation from complying development'.</p>	Council Assessment Panel	

### 17.3 Revision of the 2017/18 Budget

#### Brief

This report proposes revision of the 2017/18 budget, and for this revision to be adopted by the Council.

#### RECOMMENDATION(S)

It is recommended to Council that:

1. Unspent funds from the 2016/17 budget totalling \$17,621,193 be incorporated in the 2017/18 budget, along with unspent reserve funds totalling \$2,957,957; and
2. The revised budget for 2017/18 be adopted.

#### Introduction

Changes are proposed to the budget for 2017/18, to incorporate both reserve and unspent carryover funds from 2016/17, following review of the 2016/17 budget and progress toward finalisation of financial statements for the year ended 30 June 2017.

#### Discussion

Following review of the 2016/17 budget, it is proposed that unspent carryover funds from 2016/17 be incorporated into the budget for 2017/18. The amount totals \$17,621,193 (\$19,955,036 in 2016), as shown in attachment 1, and incorporates the following:

	\$	%
Capital works	6,586,479	37.4
Capital expenditure	10,612,795	60.2
Operational	421,919	2.4
	<u>17,621,193</u>	<u>100.0</u>

This amount is heavily committed, with community hubs funding accounting for \$8,993,386 or 51.0 per cent of the carryover amount. The amount excludes overheads.

Unspent reserve funds totalling \$2,957,957 are also proposed for inclusion in the 2017/18 budget, comprising:

- \$2,225,397 for George Street roadworks;
- \$252,560 for Maria Street drainage and roadworks;
- \$300,000 for traffic management;
- \$70,000 in funds returned to Council for WHS purposes by LG Risk Services;
- \$60,000 for furniture and equipment for the RLS building at Cowandilla;
- \$50,000 in consultancy support program funding.

#### Conclusion

Changes are proposed to the budget for 2017/18, to incorporate both reserve and unspent carryover funds from 2016/17, following review of the 2016/17 budget and progress toward finalisation of financial statements for the year ended 30 June 2017.

#### Attachments

##### 1. Expenditure Carryovers 2016/17 to 2017/18

**EXPENDITURE CARRYOVERS**  
**2016/17 to 2017/18**

<b>Capital Works</b>	<b>\$</b>
8174 Lockleys Catchment	1,765,955
8175 Ashley St (West St to Hayward Ave)	96,502
8171 Brown Hill and Keswick Creeks	32,145
8179 RWP - Stage 3(South) - Rex Jones Res & Westside B/Way	89,462
8180 Maria Street Drainage	6,908
8732 Playground Upgrade Program	213,750
8737 Reserve Developments-Variou	394,677
8738 River Torrens Upgrade	144,893
8775 River Torrens Path Upgrades	12,919
8271 Reserve Irrigation Upgrade - Kings Reserve	137,899
8276 Reserve Irrigation Upgrade - Westside Bikeway (Section only)	40,221
8291 Reserve Irrigation Upgrade - Camden Oval (Staged- Upgrade)	48,097
8293 Reserve Irrigation Upgrade - Richmond Oval	37,738
8294 Reserve Irrigation Upgrade - Frank Norton Reserve	55,000
8295 Reserve Irrigation Upgrade - East Parkway Reserve	75,000
8297 Reserve Irrigation Upgrade - Joe Wells Reserve	17,877
8298 Reserve Irrigation Upgrade - Tyson Ave& Wide Verge	3,878
8299 Open Space Amenity Initiatives	100,596
8300 Apex Park	418,324
8301 Airport Road centre median	45,600
8302 Memorial Gardens	2,152
8770 Irrigation	8,699
8862 Tennis Court Upgrades	157,808
8720 Various Bikeway (path) Upgrade & Reseal	5,000
8406 Holland Street& Thebarton (Winwood Street to Anderson Street	94,383
8407 West Thebarton Road / Phillips Street& Stage 2& Thebarton;	61,314
8409 West Beach Road& West Beach (detailed design)& West Beach;	33,909
8478 Alexander Av - 0090 (Marleston Av to Day Av)	44,000
8482 Frank St - 4020 (User Ch 110 to Airport Rd)	6,945
8483 James Av - 5300 (Western Pd to Press Rd)	26,256
8484 Pine St - 7580 (Allen Av to Bedford St)	17,867
8485 Rushworth Av - 8220 (Lipsett Ter to Sir Donald Bradman Dr)	114,395
8486 Stott Cr - 8735 (Marshall Ter to End)	15,676
8487 Western Pd - 9560 (User Ch 210 to Everett St)	61,634
8489 Cromer St - 2020 (Bourlang Av to Patricia Av)	27,001
8493 Good St - 4330 (Good St to Good St)	22,840
8494 Hadley St - 4540 (Ashburn Av to Henley Beach Rd)	73,051
8495 Halsey Rd - 4560 (Halsey Rd to City Boundary)	35,696
8496 Halsey Rd - 4560 (Halsey Rd to End)	5,150
8497 Huntington Av - 4990 (Ayton Av to User Ch 300)	44,858
8498 Huntington Av - 4990 (Henley Beach Rd to Ayton Av)	5,208
8499 Huntington Av - 4990 (User Ch 300 to Riverside Dr)	22,344



### EXPENDITURE CARRYOVERS 2016/17 to 2017/18

<b>Capital Works</b>	<b>\$</b>
8500 Layton St - 5780 (Henley Beach Rd to Ashburn Av)	32,028
8501 Raikoff Ct - 7855 (Kandy St to End)	31,502
8502 Samuel St - 8390 (Mackirdy St to Weetunga St)	10,554
8503 Sherwin Ct - 8540 (Henley Beach Rd to Henley Beach Rd)	33,502
8504 Susan St - 8810 (Ayton Av to Henley Beach Rd)	8,087
8505 Warramunga St - 9450 (Halsey Rd to End)	29,035
8506 Mallen St - 6270 (Sir Donald Bradman Dr to Burt Av)	51,149
8507 Somerset Av - 8580 (Davenport Ter to Sir Donald Bradman Dr)	85,967
8508 Verran Av - 9290 (Sir Donald Bradman Dr to Davenport Ter)	54,605
8512 Franciscan Av - 4010 (User Ch 150 to Arcoona Av)	10,987
8513 Fulham Park Dr - 4070 (Arcoona Av to Corona Av)	25,354
8514 Noble Av - 6980 (Torrens Av to Kenton St)	6,901
8515 Rostrata St - 8170 (End to Willingale Av)	3,583
8516 Torrens Av - 9080 (End to Dartmoor St)	5,203
8519 Dew St - 3285 (Kintore St to George St)	35,820
8520 Dew St - 3285 (Rose St to Kintore St)	27,911
8524 Norma St - 6985 (South Rd to Falcon Av)	81,859
8526 School L - 8985 (Taylors L to Rose St)	83,762
8527 Victoria St - 9305 (Henley Beach Rd to Hughes St)	128,351
8546 Cawthorne St - 1545 (End to Smith St)	2,867
8549 Walsh St - 9405 (Anderson St to Phillips St)	67,369
8551 East St - 3575 (Carlton Pde to Henley Beach Rd)	40,018
8555 Northcote St - 7005 (Henley Beach Rd to Carlton Pde)	48,761
8556 Oakington St - 7150 (Elizabeth St to Henley Beach Rd)	41,904
8557 Torrens St - 9090 (Wilton Ter to Ferris St)	3,320
8559 Sherriff Ct - 8520 (Sherriff St to End)	3,185
8560 Burbridge Rd (Service Road) - 1230 (Davis St to City Boundar	36,418
8561 Charles Veale Dr - 1590 (Mountbatten Gv to Tapleys Hill Rd)	4,206
8562 Charles Veale Dr - 1590 (Windsor Ter to Mountbatten Gv)	33,096
8563 Toledo Av - 9070 (Swan Av to User Ch 40)	5,290
8564 Toledo Av - 9070 (User Ch 80 to Swan Av)	9,986
8566 Aldridge Terrace& Marleston (Richmond Rd to St Anton St)	273,557
8571 Mortimer St& Kurralta Park (Gray St to Grassmere St)	321,628
8572 North Parade& Torrensville (Clifford St to Stephens Av)	22,000
8574 Alexander Ave & Marleston Ave Intersection	121,000
9966 West Thebarton Road / Phillips Street& Thebarton	44,627
9201 Bus Shelters	163,054
8204 Bio-Science Precinct Works	22,969

**EXPENDITURE CARRYOVERS**  
**2016/17 to 2017/18**

<b>Capital Works</b>	<b>\$</b>
9228 Traffic Management Capital Works	258,000
9239 Bicycle Management Schemes	66,579
9240 Public Lighting	188,426
9413 Bridge Ancillary Works (as per Bridge Audit)	61,479
9590 Ballantyne Street& Thebarton (Lowe Street to South Road)	36,992
9595 Horsley Street (Frontage Road to Durham Avenue)	37,407
9599 Neptune Crescent (Ingerson Street to End)	21,637
9601 Rostrata Street (End to Willingale Avenue)	8,182
9556 Commercial Street& Marleston (Grove Ave to Bruce Ave - north	21,822
Add grant income rec'd (not budgeted) 29.958.9228 Traffic Management	7,360
Less income not received: 29.958 Roads to Recovery State Black Spot	(92,500)
Less overhead estimate	(663,947)
<b>Sub Total</b>	<b>6,586,479</b>
<b>Capital</b>	<b>\$</b>
Urban Services - Fleet Drainage & Cleansing - Mitsubishi Tipper * 2	129,364
Urban Services - Fleet Drainage & Cleansing - Toro- Ride on Mower	69,000
Urban Services - Fleet Drainage & Cleansing - Hydalada- Cherry Picker	71,000
Urban Services - Fleet Drainage & Cleansing - Trailer	13,500
Urban Services - Camden Oval- Public Toilet Facilities (DDA)	250,000
Urban Services - Weigall Oval Stage 1	923,068
Urban Services - Lockleys Oval/Apex Park Stage 1	2,404,736
Urban Services - Camden Oval Community Facility	5,415,581
Urban Services - Property - DDA Program, Lockleys Oval Concept Design, Cottage at 185-187 Sir Donald Bradman Dr, Security key system, Civic Office- Upgrade of 176 Sir Donald Bradman Stage 1 & 2, Star Theatre, Portable Toilet Facilities- Richmond Oval, Civic Centre Internal Foyer Access, Thebarton Hub Upgrade, Richmond Oval DDA Shelter, F&F 173 Sir Donald Bradman, RSL Hilton new A/C	1,336,545
<b>Sub Total</b>	<b>10,612,795</b>
<b>Operational</b>	
Strategy & Comm - Comm Development - community grants and services	109,536
Strategy & Community - City Strategy - Open Space Structure Planning project, Urban design framwork consultant, Employment Land Analysis research project, Heritage Grants program, Rebates, Urban Heat Mapping Project	91,604
Corporate - Human Resources - Operational training	14,000
Urban Services - US Management - Professional Fees	138,911
Urban Services - City Assets - Professional Fees	67,868
<b>Sub Total</b>	<b>421,919</b>
<b>Grand Total</b>	<b>17,621,193</b>

## **17.4 Grant Application from Adelaide Cobras Soccer Club**

### **Brief**

This report presents a grant application from the Adelaide Cobras Soccer Club for consideration by Council.

### **RECOMMENDATION(S)**

It is recommended to Council that special consideration be given to this funding application of \$1,985 by the Adelaide Cobras for the relocation of their finals match due to the unsuitable condition of Weigall Oval.

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### **Introduction**

The Adelaide Cobras Soccer Club (Adelaide Omonia Soccer Club Inc.) is seeking a grant of \$1,985 to fund the relocation of an elimination final. This grant application is outside of the guidelines but special consideration is sought because relocation was necessary due to the unsuitable condition of Weigall oval.

### **Discussion**

The Adelaide Cobras Soccer Club (Soccer Club) is located at Weigall Oval.

The senior team was successful in securing a home elimination final (seniors and under 18 on Saturday 19 August 2017). However, the Soccer Club advises that due to the condition of Weigall Oval that game could not be played on its home ground. Consequently, the Soccer Club hired the Elite Systems Soccer Stadium for the finals match, the cost of relocation being \$1,985.

This application seeks a grant to cover that cost.

This type of request does not meet the criteria contained in Council's Grants and Sponsorship Guidelines, consequently the application is presented to Council for its consideration.

The Soccer Club received 2 grants from Council during 2015/2016 being a \$2,000 community grant for girls' soccer clinics and \$1,000 equipment grant for soccer equipment. Last financial year (2016/17), the Soccer Club received a \$2,000 equipment grant for its junior program.

The 2017/18 budget for community grants is \$121,000. In addition, and subject to Council approval, \$75k will be carried forward to this financial year, being the budget remaining at the end of the 2016/17 financial year. In addition, \$200k was placed in reserves at the March 2017 budget review to be brought back into the budget at some point resulting in an overall available budget of \$396k for community grants.

The recommended grant approvals from Civic Committee held on 22 August 2017 totals \$11,139, the Committee's recommendations with regards to community grants will be presented to this meeting of Council for approval. No other grants have been issued since 1 July 2017.

Approval of this request, along with the approval by Council of the recommendations of the Committee will result in the total community grants paid from 1 July 2017 to 5 September 2017 being \$13,124 leaving some \$107,876 of the current 2017/18 budget available for distribution throughout the financial year.

### **Conclusion**

It is recommended that Council gives special consideration to this funding application by the Adelaide Cobras Soccer Club for the relocation of its home elimination finals match due to the unsuitable condition of Weigall Oval.

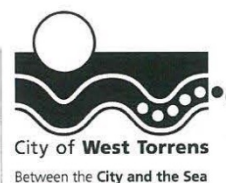
### **Attachments**

#### **1. Adelaide Cobra Soccer Club Grant Application August 2017**

## Application form

### Community Group Equipment Grant

**Civic Centre**  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
**Tel** (08) 8416 6333  
**Fax** (08) 8443 5709  
**Email** csu@wtcc.sa.gov.au  
**Website** westtorrens.sa.gov.au

**Notes:**

1. Please read Guidelines for City of West Torrens Grant and Sponsorship before completing this application.
2. Please attach any additional information and supporting statements.
3. Please type or print legibly.
4. **Please note that applications must be completed in full or they will not be accepted.**

**1. Application / organisation details**

Name of organisation: Adelaide Omonia Soccer Club Incorporated (Adelaide Cobras)

Name of representative making the application: Tony Kyriacou

Address of organisation: PO Box 1152, Marlestone SA

Post code: 5033

Address for correspondence (if different to above):

Post code:

Individual / organisation contact details: Tony Kyriacou

Telephone:

Mobile:

Fax:

Email:

**2. About the applicant**

☒ Community group / organisation

☐ Not for profit organisation

☐ Other .....

Is the organisation incorporated?

☒ Yes

☐ No (if no complete section 4)

Does your organisation have an ABN?

☒ Yes

☐ No

If yes, please provide the number:

4 5 2 4 4 6 6 2 2 8 7

Is your organisation listed for GST?

☒ Yes

☐ No

**Note:** If your organisation is not incorporated you will need a sponsor - an incorporated body to accept the legal and financial responsibility for the project. Please ensure that you attach a letter of agreement from the sponsor organisation, confirming its acceptance of responsibility for the project and complete the sponsor organisation information at section 4.

How is your organisation / group managed (tick ✓ appropriate box)

☐ Advisory Board

☐ Board of Management

☒ Management Committee

☐ Other (please specify) .....

**7. Declaration**

I, TONY KYRIACOU hereby certify that I have been authorised to prepare and submit this application on behalf of the applicant and that the information contained in the application is true and correct to the best of my knowledge

Title: Mr	Given name: Tony	Family name: Kyriacou
Position held: Management Committee Member		
Address: 78 Torres Avenue Flinders Park SA		
		Post code: 5025
Signature: 		Date: 16/8/2017
Telephone (daytime):	Mobile:	Email:

**8. Documentation checklist and further information**

Attached is

☐ Supporting documentation that may be appropriate (maximum of two pages), including quotes for equipment to be purchased.

**9. Further information and where to send your completed application**

Customer Service Unit  
 165 Sir Donald Bradman Drive  
 Hilton SA 5033  
 Telephone: 8416 6333  
 Email: [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)

**Applications open**

All year round

**Incomplete applications will not be accepted.**



3. Requirement for groups without an ABN to have a sponsor			
Name of sponsoring organisation:			
ABN:		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Are you registered for GST:		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Address:			
			Post code:
Agrees to receive funds on behalf of (insert group's name):			
Person authorised to sponsor to sign:		Position in organisation:	
Telephone:	Mobile:	Fax:	Email:
Signature:			Date:
4. About your group			
<p>Describe why your organisation exists, what does it aim to achieve and how? The Adelaide Omonia Soccer Club (Adelaide Cobras) was originally established in 1972 and has its roots firmly in the City of West Torrens. The Adelaide Cobras are a family-friendly club with a strong emphasis on the development of young junior boys and girls, providing a pathway to senior football at the State League level as well as Amateur levels. The club aims to not only provide fitness and sporting skills but is also a strong community club, hosting many social functions for benefit of the broader community.</p>			
5. What equipment will the grant funds be spent on? (please detail)			
<p>The Adelaide Cobras seniors team has secured a home elimination final on Saturday 19 August. Unfortunately due to the condition of Weigall Oval, the match can not be played at home. This has required the club to hire at its own cost an alternative suitable venue.</p>			
<p>The club has been required to hire Elite Systems Soccer stadium where the seniors and Under 18s will play. The cost of relocating the match is \$1,985.</p>			
<p>At the Council meeting held on 15 August, it was suggested by Councilors that the Club could apply for a grant to cover this amount, for Council's discretionary consideration.</p>			
What is the total cost of the proposed purchases?			\$ \$1,985
What is the amount sought from Council?			\$ \$1,985
What is the amount to be funded by your organisation / others?			\$
6. Previous grants received from Council			
Please list all grants received from the City of West Torrens in the past three years.			
Amount	Date received	Project, initiative or resource	
\$2,000	2017	Equipment grant	
\$2,000	2016	Community grant - Free Girls Soccer Clinics	

## 17.5 LGFA Annual General Meeting 2017

### Brief

The Local Government Finance Authority has advised of its upcoming AGM and is calling for motions and the appointment of a Council representative for the meeting.

### RECOMMENDATION(S)

It is recommended to Council that:

1. The Local Government Finance Authority be advised that Council has no motions for the upcoming Annual General Meeting.
2. Mr Bill Ross, General Manager, Corporate and Regulatory, be appointed as Council's representative to the Annual General Meeting.

---

### Introduction

The Local Government Finance Authority (LGFA) has advised of its upcoming AGM on Thursday 16 November 2017 and is calling for motions and the appointment of a Council representative for the meeting.

### Discussion

The Annual General Meeting of the Local Government Finance Authority will be held on Thursday 16 November 2017 at Adelaide Oval, War Memorial Drive, Adelaide. The meeting will coincide with the Annual General Meeting of the Local Government Association, with the commencement time to be advised.

*The Local Government Finance Authority of South Australia Act 1983* (the Act) provides that "every Council is entitled to appoint a person to represent it at a general meeting of the authority." Council should therefore consider nominating a member / officer to be its representative at the meeting. Mr Ross has been nominated in past years.

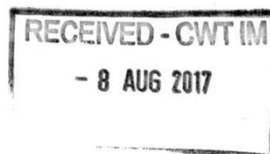
Notices of motion may also be submitted for the AGM, but none are proposed. A copy of the correspondence outlining requirements is included as **Attachment 1**.

### Conclusion

The Local Government Finance Authority has advised of its upcoming AGM and is calling for motions and the appointment of a Council representative for the meeting.

### Attachments

1. **Local Government Finance Authority of South Australia - Annual General Meeting**



TO: Chief Executive Officers  
Secretaries - Regional Associations

FROM: Chief Executive Officer

RE: Annual General Meeting – Thursday 16 November 2017

Advance notice is hereby given that the Annual General Meeting of the Local Government Finance Authority of South Australia will be held on Thursday 16 November 2017 at the Adelaide Oval, Memorial Drive, Adelaide. This meeting will again coincide with the Meetings of the Local Government Association of S.A. with the commencement time to be advised.

1. Appointment of Council Representative

Section 15(1) of the Local Government Finance Authority of South Australia Act 1983, provides that:-

" Every Council is entitled to appoint a person to represent it at a general meeting of the Authority."

As the Meetings of the Local Government Association of South Australia will also be held on the above day, it is suggested that the same person be appointed to represent your Council on the Association and the Authority.

A form is attached for your convenience to notify us of your representative.  
Please return same to this Authority no later than Friday 15 September 2017.

2. Nominations for Members of the Board

A representative member of the Board currently holds office for a term of two years and, as an election took place last year, nominations for members of the Board are not being sought this year.

3. Notice of Motion

The Rules of the Authority in relation to Annual General Meeting procedures require that a Notice of Motion specifying the resolution which is to be proposed has been given in writing to the Chief Executive Officer not less than forty two days prior to the meeting and to comply with this Rule, it is necessary for Notices of Motion to be submitted to the Local Government Finance Authority of South Australia office on or prior to Friday 15 September 2017.

Member Councils are requested to lodge the Notice of Motion in the following manner:-

- (a) Notice of Motion
- (b) Reason
- (c) Suggested Action

A copy of the appropriate form is attached for your convenience.

PAUL A SLATER  
CHIEF EXECUTIVE OFFICER

4 August 2017



**APPOINTMENT OF COUNCIL REPRESENTATIVE**2017 ANNUAL GENERAL MEETING

I advise that Mayor/Alderman/Councillor/Officer/ or any other person

.....  
(Full Name)

.....  
(Home Address)

is appointed Council Representative to the Local Government Finance Authority of South Australia.

.....  
(Signature of Chief Executive Officer)

.....  
(Corporation/District Council)

CLOSING DATE:      Friday 15 September 2017

**NOTICE OF MOTION****2017 ANNUAL GENERAL MEETING**

NAME OF COUNCIL: .....

NOTICE OF MOTION:

.....  
.....  
.....

REASON:

.....  
.....  
.....  
.....

SUGGESTED ACTION:

.....  
.....  
.....  
.....

NOTICES OF MOTION TO BE SUBMITTED TO THE  
LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA OFFICE  
ON OR PRIOR TO FRIDAY 15 SEPTEMBER 2017

## 17.6 Murray Darling Association 73rd National Conference and AGM 2017

### Brief

This report provides notice of the Murray Darling Association 73rd National Conference and Annual General Meeting 2017 to be held at Renmark, South Australia from 11 - 13 October 2017.

### RECOMMENDATION(S)

It is recommended to Council that:

1. Subject to their confirmation, Council approves the attendance of Cr/s..... at the Murray Darling Association 73rd National Conference and Annual General Meeting 2017 to be held at Renmark, South Australia from 11 - 13 October 2017.
2. Expenses be reimbursed in accordance with Council policy.
3. Subject to their confirmation, Council approves the attendance of spouses/partners of attending Elected Members and further, consistent with Council policy, that the cost of any incidental meals be met by Council.

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### Introduction

The Murray Darling Association (MDA) 73rd National Conference and Annual General Meeting 2017 to be held at Renmark, South Australia from 11 - 13 October 2017.

### Discussion

The theme for the 73rd National Conference and Annual General Meeting is 'Our Plan Our Future'.

*The key role of local government is to plan for the future of our local communities ensuring that our resources are managed in a responsible, and sustainable way.*

Conference presentations include:

- Investments in On Farm Efficiencies Infrastructure and Technologies
- Planning for population movement, social and economic changes across the Basin
- National Carp Control Plan
- The role of the barrages in achieving Basin Plan targets and outcomes
- Farming in the Basin - Accounting for family futures

A copy of the program is attached for Members' information (**Attachment 1**).

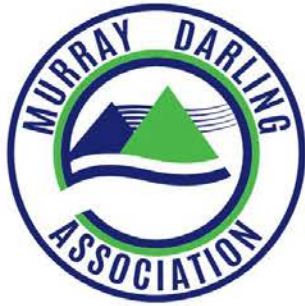
The total conference package is \$660 which includes the 2017 National Conference, Annual General Meeting (Thursday 12 October at 3.30pm), Annual Dinner (Thursday 12 October), Civic Reception (Wednesday 11 October), optional Study Tour (Friday 13 October) and all morning and afternoon teas, lunches and dinners.

The accommodation is available from \$130 to \$225 per room per night dependent on early booking to secure the best available rooms and rates.

Cr Mangos, in his capacity as Council's representative on the Murray Darling Association SA Committee, has advised of his interest in attending.

### Attachments

#### 1. Murray Darling Association 73rd National Conference Program



## **73rd National Conference & Annual General Meeting**

11-13 October 2017

Renmark Hotel Conference Rooms  
Renmark SA



## **OUR PLAN OUR FUTURE**



**R** Renmark Paringa  
Council

Presented By:  
The Murray Darling Association

Hosted By  
Renmark Paringa Council





The 73rd National Conference and Annual General Meeting of the Murray Darling Association will be held in Renmark, SA on the 11th-13th October 2017. The theme of the conference is

## OUR PLAN OUR FUTURE.

The key role of local government is to plan for the future of our local communities ensuring that our resources are managed in a responsible, and sustainable way. And there are no more important resources than those shared among the councils and communities of the Murray-Darling Basin.

We recognise that the future of our communities is in our hands. Local government, the members of the MDA and the Basin community must plan and work together with our state and federal colleagues, developing strategies, making decision, and delivering projects that provide for a strong and healthy future.

Snowy 2.0, The Basin Plan, SDL adjustments, efficiency measures and supply projects. These are all strategies, decisions and projects that must meet the needs and the expectations of our nation now and into the future. To ensure the success of these projects, local government must take an active role in the planning and sharing local knowledge.

As the third level of government in Australia and the one most directly connected and engaged with the people we represent, local government has a key role in informing  
**OUR PLAN OUR FUTURE.**



## WEDNESDAY 11 OCTOBER 2017

8:00 am	Conference registration	
9:00 am	Conference Opens Welcome and overview of the Day	Cr David Thurley, <i>National President MDA</i>
	Welcome to Country	First Nation Elder
	Welcome to Renmark Paringa Council	Mayor Neil Martinson <i>Renmark Paringa Council</i>
9:30 am	Opening Address	Senator the Hon Anne Ruston <i>Senator for South Australia</i> <i>Assistant Minister for Agriculture and Water Resources</i>
10:00 am	Planning for Change Challenges and Opportunities for Local Government Basin Plan 2017-2020	Mayor David O'Loughlin <i>President</i> <i>Australian Local Government Association</i>
10:30 am	MORNING TEA	
11:00 am	Snowy Hydro Limited The Plan for Snowy 2.0 Engineering water and energy security	Andrew Nolan <i>Manager of Water and Environment</i> <i>Snowy Hydro Limited</i>
11.45 am	Our Future at Work Student Presentation	Barmera Primary School
12:00 noon	Murray Darling Basin Authority Basin Plan Assessment 2017	Mr Phillip Glyde <i>Chief Executive Officer</i> <i>Murray Darling Basin Authority</i>
12:30 pm	LUNCH	
1:45 pm	Investments in On Farm Efficiencies Infrastructure and Technologies.	Paul Morris <i>Deputy Secretary</i> <i>Dept of Agriculture and Water Resources</i>
2.15 pm	Adapting to new and emerging industries and trends in agriculture	
	Almond Growers Industry Grape Growers	TBC TBC
2.45 pm	ABR Explorer	TBC
	Planning for population movement, social and economic changes across the Basin	<i>Australian Taxation Office</i>
3:00 pm	AFTERNOON TEA	
3:30 pm	National Carp Control Plan	Matt Barwick <i>Fisheries Research &amp; Development Corp.</i>
4:00 pm	Presentation and debate on motions	Cr David Thurley, <i>National President MDA</i>
5:00 pm	Close	
6:30 pm	CIVIC RECEPTION 23rd Street Distillery	<i>Renmark Paringa Council</i>

This program may be subject to minor changes for scheduling, but we will endeavour to keep as close as possible to what appears here.



## THURSDAY 12 OCTOBER 2017

9:00 am – 4:15 pm	Partners Tour	
9:00 am	Surprise Key Note Address	
9:30 am	<p>The role of the barrages in achieving Basin Plan targets and outcomes.</p> <p><b>Panel Session</b> This lively and informative session will see the leaders in their field discuss the role of the barrages – exploring the purpose, function and relevance of the five separate structures from the operational, scientific, political and community perspectives. An open Q&amp;A will ensure the audience discovers everything you ever wanted to know but were too afraid to ask about these sometimes contentious and often misunderstood structures in our managed River system</p>	<p><b>Andrew Reynolds</b> Murray Darling Basin Authority Director of River Operations</p> <p><b>Tim Whetson MP</b> Member for Chaffey</p> <p><b>Bruce G Thom BA (Hons), PhD</b> Wentworth Group of Scientists</p> <p><b>Andrew Beal</b> Director of River Murray Operations Dept Environment Water and Natural Resources</p> <p>Host: <b>Ashley Bland</b></p>
11:00 am	MORNING TEA	
11:30 am	Our Future at Work Student presentation	Renmark High School
11:45 am	M+S Group Accounting Farming in the Basin – Accounting for family futures	<b>Pete George</b> Senior Partner
12:30 pm	LUNCH	
1:45 pm	Investments in On Farm Efficiencies Infrastructure and Technologies.	<b>Paul Morris</b> Deputy Secretary Dept of Agriculture and Water Resources
1.00 pm	Climate Change Adaptation – resources at hand!	<b>Jon Gorvett</b> Director of Climate Change and Adaptation Dept Environment Water and Natural Resources
2.30 pm	Making Every Drop Count Commonwealth Environmental Water Office	<b>David Papps</b> Commonwealth Environmental Water Holder
3:00 pm	AFTERNOON TEA	
3:30 pm	Murray Darling Association 73rd Annual General Meeting	Welcome Cr Peter Hunter – Chair, R5
5:00 pm	Close	
6:30 pm	ANNUAL GALA DINNER Renmark Club	Sponsored by M+S Group Accounting

After dinner  
guest speaker:  
accomplished  
young river man  
**JACKSON WICKHAM**  
Australia Day Young Person  
of the Year 2015  
SA Santos Regional  
Service Award 2017

## FRIDAY 13 OCTOBER 2017

8:30am – 4:15pm	<p>Riverlands Study Tour – MDA Region 5 Departs Visitor Information Centre, Murray Ave, Renmark.</p>	<p>Locations include:</p> <ul style="list-style-type: none"> <li>• Chowilla Regulator</li> <li>• Calperum Station</li> <li>• Lunch on the picturesque Ral Ral Creek Riverbank</li> <li>• Renmark Irrigation Trust</li> <li>• Bert Dix Park &amp; Lock 5.</li> </ul>
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We of the Riverland are proud of our community and its achievements. We are grateful for the cooperation between all levels of government, local irrigators and the community as a whole for their efforts to build the Social, Economic and Environmental Foundations for our unique and special region. We hope that you will consider joining us for the 2017 Study Tour.

#### **9am Leave Visitor Information Centre**

Murray Avenue, Renmark (Opposite Renmark Hotel)

#### **10:00 Chowilla Regulator**

This is in the region touted in 1968 for the Chowilla Dam and you will be able to see the vast areas that would have been inundated, should that plan have been enacted. We will visit the newly installed regulator and hear from Senior personnel about how this enables flow regulation along the Chowilla Creek.

#### **11:15 Calperum Station**

This station is the centre for managing the vast areas of the Bookmark (Riverland) Biosphere, covering some 9,000km<sup>2</sup>. Peter Cale is a scientist leading the efforts of the Australian Landscape Trust and he will share with us some of the Landscape Management projects and scientific research being undertaken. See some of the incredible changes that have been made with a landscape that was decimated with overstocking and its gradual rehabilitation, with groups travelling many hundreds of kilometres to assist with the management plans and actions.

#### **11:45 Lunch**

on the picturesque Ral Ral Creek Riverbank

#### **1:15 Renmark Irrigation Trust**

Visit and hear how this grower owned irrigation group has partnered with the Commonwealth Environmental Water Holder and the Renmark Paringa Council to deliver environmental water through RIT pipelines to irrigate and rehabilitate local wetlands – all funded by the CEWH. Hear about how this links with Council development plans and the integration of these three bodies within our SEE Renmark 2020 Planning. Find out also about their efficiency measures over many years and how these have assisted growers and our river system.

#### **2:00 Bert Dix Park and Lock 5**

Visit this beautiful area and hear about the installation of both regulators and fish-ways to provide irrigation certainty for growers as well as assist fish passage and manage water flows. Then a visit to Lock 5, (which is close by) enables us a view and understand some of the history behind these structures and the planning/benefits around weir pool raising.

#### **3:40 Finish at the Visitor Information Centre**

Murray Avenue, Renmark.

This will conclude the Conference Activities but please consider extending your time in the Riverland of South Australia.

## THE FLAVOUR SAFARI PARTNER'S TOUR

### SMELL - LOOK - TASTE - LISTEN - FEEL

From dirt to the dish, taste the best produce and beverages the Riverland has to offer!

Get the chance to meet the growers, brewers, winemakers, distillers and producers of our district and experience a personalised behind the scenes tour of what goes into making the regions produce so good!

The Flavour Safari tour is being offered exclusively to partners of those attending the

#### Partner's tour includes:

- Mallee Estate Wines
- 23rd Street Distillery
- Almondco
- Sunfresh
- Wilkadene Woolshed Brewery

Murray Darling Association 73rd Annual General Meeting and National Conference in Renmark, South Australia.

Departing from the Renmark Paringa Visitor Centre at 9am, the Flavour Safari offers you an all round Riverland tasting experience that you will savour for years to come.

Numbers are limited, so book early through [www.mda.asn.au](http://www.mda.asn.au) to avoid disappointment!



Please visit [mda.asn.au](http://mda.asn.au) for registration and accommodation options



**Renmark  
Paringa  
Council**



Australian Government  
Department of Agriculture  
and Water Resources



Australian Government



AUSTRALIAN INSTITUTE  
of COMPANY DIRECTORS



## OUR PLAN **OUR FUTURE**



Additional copies of this document can be downloaded from [www.mda.asn.au](http://www.mda.asn.au)

Murray Darling Association 461-463 High Street, Echuca Vic 3564 | Ph 03 5480 3805 | Email [admin@mda.asn.au](mailto:admin@mda.asn.au)

## **17.7 Nomination to the Local Government Transport Advisory Panel**

### **Brief**

The Local Government Association is seeking nominations from a member of a metropolitan council to the Local Government Transport Advisory Panel.

### **RECOMMENDATION(S)**

It is recommended to Council that:

Cr/s..... be nominated as the metropolitan council member of the Local Government Transport Advisory Panel.

OR

The report be received.

---

### **Introduction**

The Local Government Association (LGA) is seeking nominations from a member of a metropolitan council to the Local Government Transport Advisory Panel LGTAP). The term of the appointment is not fixed.

### **Discussion**

The Special Local Roads Program (SLRP) facilitates funding of significant and strategic road works throughout the State.

The LGTAP is established to provide advice to the LGA Board for the recommendation of projects using the SLRP funding to the Federal Minister for Local Governments and Territories.

Further details regarding the Terms of Reference of the LGTAP can be found in LGA Circular 32.2 (**Attachment 1**).

Nominations are being sought for one metropolitan council member for an unfixed term.

No remuneration is payable for this role.

The current members of the Panel are:

- a member of the LGA Board, Mr Keith Parkes (Mayor of Alexandrina Council);
- a member from a country council, Mr Richard Dodson (General Manager of Infrastructure & Works, Light Regional Council);
- a member from a metropolitan council (vacant);
- Mr Lea Bacon (Director Policy) as delegate of the Local Government Association;
- Mr Peter Ilee as nominee of the Minister for Local Government;
- Mr Don Hogben (nominee of the Minister for Transport); and
- A representative from the Commonwealth Department of Transport and Regional Services (in an advisory capacity).

### **Selection Criteria**

Formal qualifications are not required. However, it is desirable for members to have engineering skills, experience in the management of large projects, knowledge of roads and road funding, experience in decision making processes at a strategic level and sound communication skills. Regional council experience and experience with Committee decision processes and collective approaches to strategic views is desirable.

Nominations addressing the selection criteria (**Attachment 2**) must be forwarded to the LGA by close of business Wednesday 13 September 2017. A copy of a current resume must be included with the application.

The LGA Board will consider nominations at its meeting on Friday 28 September 2017.

### **Conclusion**

The Local Government Association is seeking nominations for one metropolitan council member to the Local Government Transport Advisory Panel by close of business on Wednesday 13 September 2017.

### **Attachments**

1. **Nomination to the LGTAP - LGA Circular 32.2**
2. **Selection criteria for the LGTAP**





## Local Government Association of South Australia

### Nominations sought for the Local Government Transport Advisory Panel (LGTAP) - Circular 32.2

To	<b>Chief Executive Officer Elected Members Finance and Accounting Staff Information - Engineering Staff Marketing and Public Relations Staff Planning - Building Staff Policy and Strategic Planning Staff</b>	Date	<b>8 August 2017</b>
Contact	<b>Lea Bacon</b>  Email: <a href="mailto:lea.bacon@lga.sa.gov.au">lea.bacon@lga.sa.gov.au</a>		
Response Required	Yes	Respond By	<b>13 September 2017</b>
Summary	<b>A vacancy exists for a 'Metro Council' Member to the Local Government Transport Advisory Panel. Nominations must be forwarded to the LGA by COB Wednesday 13 September 2017.</b>		

The Special Local Roads Program (SLRP) was established under the joint approvals of the South Australian, Commonwealth and Local Governments. The Program commenced in 1985-86 and facilitates funding of significant and strategic road works throughout the State.

Each year the Local Government Transport Advisory Panel (LGTAP) calls for submissions for SLRP funding from the Regional LGA's (Eyre, South East, Central, Murray & Mallee, Southern & Hills) and the Metropolitan LGA.

The panel then considers a program of works across SA for allocation of funding from the SLRP. In performing this function the LGTAP give preference to those projects that have been developed through Local Government Regional Transport Plans and transparent planning processes.

See [Local Government Transport Advisory Panel](#) for terms of reference and further details.

Funding for the SLRP Program is provided from:

- 15% of identified local road grants; and
- 15% of funding from the SA allocation of R2R.

The current Panel includes:

- a member of the LGA Board, Mr Keith Parkes (Mayor of Alexandrina Council);
- a member from a country council, Mr Richard Dodson (General Manager of Infrastructure & Works, Light Regional Council);
- a member from a metropolitan council (vacant);
- Mr Lea Bacon (Director Policy) as delegate of the Local Government Association;
- Mr Peter Ilee as nominee of the Minister for Local Government;
- Mr Don Hogben (nominee of the Minister for Transport); and
- a representative from the Commonwealth Department of Transport and Regional Services (in an advisory capacity).

Appointment of Panel members has not been time limited (eg no fixed term).

Executive support for the Panel is provided by the LGA.

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board, be currently serving council members or council staff. To view the LGA Nominations to Outside Bodies Policy [click here](#).

Nominations are invited for the metropolitan member on the Local Government Transport Advisory Panel due to the resignation of Mr Wally Iasiello. Nominations should address the selection criteria provided in [Part A](#) and must be forwarded by a council using the attached form [Part B](#) [\(51 kb\)](#) along with a current CV to email address [lga@lga.sa.gov.au](mailto:lga@lga.sa.gov.au). All nominations should be received by the LGA not later than COB Wednesday 13 September 2017.

The LGA Board will consider nominations received at its meeting on Thursday 28 September 2017.

**Nominations to Outside Bodies - PART A**

<b>Name of Body</b>	Local Government Transport Advisory Panel (LGTAP)
<b>Legal Status of Body</b>	<b>Advisory Committee</b>
<b>Summary Statement</b>	For Local Government to administer and drive the Special Local Roads Program (SLRP) and to assume greater responsibility for decision making for funding strategic roads.

**SELECTION CRITERIA FOR MEMBERSHIP ON OUTSIDE BODIES**

The following selection criteria must be addressed when completing Part B

<b>Qualifications Required</b> <i>(formal qualifications relevant to the appointment)</i>	N/A
<b>Industry Experience</b>	Ideally Members will have engineering skills, experience in the management of large projects, knowledge of roads and road funding, experience in decision making processes at a strategic level and sound communication skills.
<b>Board / Committee Experience</b>	Experience with Committee decision processes and collective approaches to strategic views.
<b>Key Expertise</b> <i>(other relevant experience i.e. those requirements established for a Board/Committee under an Act)</i>	Regional Council experience.

**LIABILITY AND INDEMNITY COVER**

The LGA requires that representatives on outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by that organisation (on an annual basis)

<b>Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body</b>	<b>Yes</b>
<b>Insurance Policies are Valid &amp; Current</b>	<b>Yes</b>

ECM XXX

## 17.8 Nominations to the Dog and Cat Management Board

### Brief

The Minister for Sustainability, Environment and Conservation, via the Local Government Association, is seeking nominations for three member positions on the Dog and Cat Management Board.

### RECOMMENDATION(S)

It is recommended to Council that:

Cr/s..... be nominated to the Dog and Cat Management Board.

Or

This report be received.

---

### Introduction

The Minister for Sustainability, Environment and Conservation has written to the Local Government Association (LGA) requesting nominations for three local government members to the Dog and Cat Management Board for terms of up to three (3) years.

### Discussion

The Dog and Cat Management Board (DCMB) is established under the *Dog and Cat Management Act 1995* (Act) and works closely with stakeholders to ensure that an appropriate regulatory and legislative framework is in place for the management of dogs and cats.

Appointments to the DCMB are for a term of three years commencing in December 2017.

Board meetings are held on the last Wednesday of each month during normal business hours with the location being varied between metropolitan and regional councils.

Members of the DCMB are currently paid a sitting fee of \$258 per four hour session attended.

Further details of the function so of the DCMB may be found in in LGA Circular 32.5 which is included as **Attachment 1**.

### Selection Criteria

While no formal qualifications are required, s12(2) of the Act requires nominees to the DCMB to have the following attributes:

- (a) practical knowledge of and experience in, local government including local government processes, community consultation and the law as it applies to local government;
- (b) experience in the administration of legislation;
- (c) experience in financial management;
- (d) experience in education and training.

The priority attribute for people nominating for this position is experience in education and training.

Relevant knowledge of dog and cat management issues as they impact local government is desirable as is experience serving on high level intergovernmental boards, committees or funding allocation bodies.

Nominations addressing the selection criteria (**Attachment 2**) must be forwarded to the LGA by close of business on Friday 15 September 2017. A copy of a current resume must be included with the application.

The LGA Board will consider nominations at its meeting on Thursday 28 September 2017.

### **Conclusion**

The Local Government Association is seeking nominations for three members to the Dog and Cat Management Board by close of business on Friday 15 September 2017.

### **Attachments**

1. **LGA Circular 32.5 - Nominations to the Dog and Cat Management Board**
2. **Selection Criteria for the Dog and Cat Management Board**



**Local Government Association  
of South Australia**

## Nominations sought for the Dog and Cat Management Board - Circular 32.5

To	<b>Chief Executive Officer Elected Members Policy and Strategic Planning Staff</b>	Date	<b>8 August 2017</b>
Contact	<b>Gwyn Rimmington</b>  Email: <a href="mailto:gwyn.rimmington@lga.sa.gov.au">gwyn.rimmington@lga.sa.gov.au</a>		
Response Required	Yes	Respond By	<b>15 September 2017</b>
Summary	<b>The Minister for Sustainability, Environment and Conservation, Hon Ian Hunter MLC, is seeking local government nominations for three member positions on the Dog and Cat Management Board for terms of up to 3 years. Nominations must be forwarded with a current CV to the LGA by COB 15 September 2017.</b>		

Established in 1995 under the *The Dog and Cat Management Act* the Dog and Cat Management Board (DCMB) works closely with key partner organisations and state government to improve dog and cat management in South Australia. Using its research and expertise the Board has ensured that South Australia's regulatory and legislative framework has been reviewed and amended to improve the management of dogs and cats.

Appointments to the Dog & Cat Management Board are for a period of three years commencing December 2017.

The DCMB generally meets on the last Wednesday of each month between 1.30pm and 5.30pm, regularly holding their meetings at metropolitan and regional councils.

The sitting fee for Board Members is currently \$258 per four hour session attended.

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board or Executive Committee, be current serving council members or council staff. No more than (2) nominees should be provided for each council.

Nominations addressing the Selection Criteria provided in [Part A](#)  for the Dog & Cat Management Board must be forwarded to [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au) by a council using the attached [Part B](#) along with current CV, by COB Friday 15 September 2017.

The LGA Board will consider nominations received at its meeting on Thursday 28 September 2017.



**Nominations to Outside Bodies - PART A**

<b>Name of Body</b>	Dog and Cat Management Board
<b>Legal Status of Body</b>	<b>Statutory Authority</b>
<b>Summary Statement</b>	The Dog and Cat Management Board operates under the Dog and Cat Management Act 1995 and its functions include monitoring the administration and enforcement of this Act by Councils.
<b><u>SELECTION CRITERIA FOR MEMBERSHIP ON OUTSIDE BODIES</u></b> The following selection criteria must be addressed when completing Part B	
<b>Qualifications Required</b> <i>(formal qualifications relevant to the appointment)</i>	No formal qualifications required.
<b>Industry Experience</b>	Relevant knowledge of dog and cat management issues as they impact local government.
<b>Board / Committee Experience</b>	Relevant experience serving on high level intergovernmental boards, committees or funding allocation bodies is highly desirable.
<b>Key Expertise</b> <i>(other relevant experience i.e. those requirements established for a Board/Committee under an Act)</i>	Section 12(2) of the <i>Dog and Cat Management Act 1995</i> requires nominees, together, to have the following attributes: (a) practical knowledge of and experience in local government, including local government processes, community consultation and the law as it applies to local government; (b) experience in the administration of legislation; (c) experience in financial management; (d) experience in education and training.  The priority attribute for people nominating for this position is experience in education and training.
<b><u>LIABILITY AND INDEMNITY COVER</u></b> The LGA requires that representatives on outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by that organisation (on an annual basis)	
<b>Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body</b>	<b>Yes</b>
<b>Insurance Policies are Valid &amp; Current</b>	<b>Yes</b>

## 17.9 Nomination to the South Australian Heritage Council

### Brief

The Local Government Association is seeking nominations for a local government member on the South Australian Heritage Council.

### RECOMMENDATION(S)

It is recommended to Council that:

Cr/s..... be nominated as the local government member of the South Australian Heritage Council.

OR

This report be received.

---

### Introduction

The Minister for Sustainability, Environment and Conservation has written to the Local Government Association (LGA) seeking nominations for a local government member to the South Australian Heritage Council for a term of up to three years commencing on 2 April 2018.

### Discussion

The South Australian Heritage Council (Heritage Council) is formed pursuant to the [Heritage Places Act 1993](#).

The role of the Heritage Council is to:

- provide strategic advice to the Minister for Sustainability, Environment and Conservation.
- administer the *Heritage Places Act 1993*.
- provide strategic advice to the Minister for Planning on heritage-related matters in the administration of the *Development Act 1993*.
- administer the South Australian Heritage Register.

Further details on the role of the Heritage Council may be found in LGA Circular 33.3 which is included at **Attachment 1**.

Nominations are being sought for a local government member for a period of up to three years commencing on 2 April 2018.

The LGA is currently represented by Mr Rob Donaldson of the City of Port Lincoln.

### Meetings of the Heritage Council

Meetings are usually held during office hours every six weeks at 81-95 Waymouth Street, Adelaide. Remuneration is payable at the rate of \$206 per four hour session.

### Selection Criteria

The selection criteria state that no formal qualifications are required. However, demonstrated knowledge of councils' role in heritage conservation is essential. In addition, expertise, experience and skills appropriate to carrying out the functions of a committee are desirable.

Nominations addressing the selection criteria (**Attachment 2**) must be forwarded to the LGA by close of business on Wednesday 20 September 2017. A copy of a current resume must be included with the application.

The LGA Board will consider nominations at its meeting on Friday 28 September 2017.

### **Conclusion**

The Local Government Association is seeking nominations for one local government member to the South Australian Heritage Council by close of business on Wednesday 20 September 2017.

### **Attachments**

1. **LGA Circular 33.3 Nominations to the South Australian Heritage Council**
2. **Selection Criteria for the South Australian Heritage Council**



**Local Government Association  
of South Australia**

## Nominations sought for the South Australian Heritage Council - Circular 33.3

To	<b>Chief Executive Officer</b> <b>Community Services Staff</b> <b>Economic Development and Tourism Staff</b> <b>Elected Members</b> <b>Planning - Building Staff</b> <b>Policy and Strategic Planning Staff</b>	Date	<b>14 August 2017</b>
Contact	<b>Stephen Smith</b>  Email: <a href="mailto:stephen.smith@lga.sa.gov.au">stephen.smith@lga.sa.gov.au</a>		
Response Required	Yes	Respond By	<b>20 September 2017</b>
Summary	<b>The Minister for Sustainability, Environment and Conservation is seeking nominations for a Local Government member on the South Australian Heritage Council for a term of up to three years commencing on 2 April 2018. Nominations must be forwarded to the LGA by COB Wednesday 20 September 2017.</b>		

The South Australian Heritage Council is formed pursuant to the [Heritage Places Act 1993](#).

The role of the Council is to provide advice to the Minister, administer the Act and decision making on listing places of State heritage significance. For further information see [SA Heritage Council](#) and [Summary of the Council's role](#).

Appointments to the South Australian Heritage Council are for a period of up to three years, commencing 2 April 2018. The LGA is currently represented by Mr Rob Donaldson of the City of Port Lincoln, whose term is expiring and will not be re-nominating.

Sitting Fees for members are \$206 per four hour session.

Meetings are usually held every six weeks at 81-95 Waymouth Street, Adelaide. Meetings usually run for three hours between 9:30am and 12:30pm. Support for travel cost is provided for any members needing to travel from outside Adelaide.

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board or Executive Committee, be currently serving council members or council staff. To view the LGA Nominations to Outside Bodies Policy [click here](#).

Nominations, addressing the Selection Criteria provided in [Part A](#), for the South Australian Heritage Council must be forwarded to [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au) by a council using the attached [Part B](#) by COB Wednesday 20 September 2017. An up-to-date resume must also be included.

The LGA Board will consider nominations received at its meeting on Thursday 28 September 2017.

**Nominations to Outside Bodies - PART A**

<b>Name of Body</b>	South Australian Heritage Council
<b>Legal Status of Body</b>	<b>Statutory Authority</b>
<b>Summary Statement</b>	<p>The South Australian Heritage Council is an independent body whose main functions are to:</p> <ul style="list-style-type: none"> <li>• provide strategic advice to the Minister for Sustainability, Environment and Conservation</li> <li>• administer the Heritage Places Act 1993</li> <li>• provide strategic advice to the Minister for Planning on heritage-related matters in the administration of the Development Act 1993</li> <li>• administer the South Australian Heritage Register.</li> </ul> <p>The Council appoints committees to undertake particular roles and activities on its behalf.</p>

**SELECTION CRITERIA FOR MEMBERSHIP ON OUTSIDE BODIES**

The following selection criteria must be addressed when completing Part B

<b>Qualifications Required</b> <i>(formal qualifications relevant to the appointment)</i>	N/A
<b>Industry Experience</b>	Relevant experience in heritage conservation.
<b>Board / Committee Experience</b>	Experience serving on intergovernmental boards or committees is desirable.
<b>Key Expertise</b> <i>(other relevant experience i.e. those requirements established for a Board/Committee under an Act)</i>	Demonstrated knowledge of our experience in heritage conservation is essential.

**LIABILITY AND INDEMNITY COVER**

The LGA requires that representatives on outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by that organisation (on an annual basis)

<b>Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body</b>	<b>Yes</b>
<b>Insurance Policies are Valid &amp; Current</b>	<b>Yes</b>

## **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 32, 33 and 34.

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.

#### **Attachments**

##### **1. Local Government Circulars Weeks 32, 33 and 34**





## Local Government Association of South Australia

### **32.1 Second call for Nominations for the State Bushfire Coordination Committee**

The Minister for Emergency Services has written to the LGA requesting nominations for a Local Government Member and one Deputy Member on the State Bushfire Coordination Committee for a term not exceeding three years. At its recent meeting the LGA Board requested a further call. Nominations for this call must be forwarded to the LGA by COB Thursday 7 September 2017.

### **32.2 Nominations sought for the Local Government Transport Advisory Panel (LGTAP)**

A vacancy exists for a 'Metro Council' Member to the Local Government Transport Advisory Panel. Nominations must be forwarded to the LGA by COB Wednesday 13 September 2017.

### **32.3 Fund My Neighbourhood**

Details of the Fund My Neighbourhood program for 2017 have been announced and are linked from this circular. The LGA is working with the Department of Premier and Cabinet to support the program.

### **32.4 LG Emergency Management Framework Consultation Draft - Reminder**

The LGA has partnered with Ernst and Young to develop a local government emergency management framework. The consultation draft is now available for comment. This is a reminder that the consultation period closes on 25 August 2017.

### **32.5 Nominations sought for the Dog and Cat Management Board**

The Minister for Sustainability, Environment and Conservation, Hon Ian Hunter MLC, is seeking local government nominations for three member positions on the Dog and Cat Management Board for terms of up to 3 years. Nominations must be forwarded with a current CV to the LGA by COB 15 September 2017.

### **32.6 Council Assessment Panels - Terms of Reference and Meeting Procedures**

The LGA is currently obtaining legal advice and a model for Terms of Reference and Meeting Procedures for the new Council Assessment Panels.

### **32.7 Australian Packaging Covenant - Compulsory Recycling Reports Due to EPA Friday 15 September 2017**

The EPA will soon be providing advice to councils that the due date for recycling reports for the reporting period covering the 2016/17 financial year will be 15 September 2017. The provision of this information is compulsory for all Councils that provide kerbside recycling facilities for community use. Councils are advised that data is to be submitted by fax or email, same as last year.

### **32.8 Telecommunications Planning Requirements**

The Department of Communications and the Arts is seeking to better understand what planning requirements councils have in place for the provision of telecommunications in new real estate developments. Councils are requested to respond via a questionnaire by 31 August 2017.

**32.9 Local Government Survey – SA Power Networks Regulatory Reset Proposal 2020-25**

SA Power Networks is now seeking council feedback on what topics to discuss at a targeted Local Government workshop to discuss the 2020-25 Australian Energy Regulator Price Reset Process. Please complete the attached survey by COB 25 August 2017.

**32.10 PDI Update - State Commission Assessment Panel**

The State Planning Commission has assumed functions of the Development Assessment Commission, Building Rules Assessment Commission, Building Advisory Committee, and the Development Policy Advisory Committee.

**32.11 Open Spaces, Parks, Gardens and Playgrounds (Goods, Services & Works) - Preferred Supplier Panel**

LGA Procurement in conjunction with the LocalBuy (QLD) and LGA NT have combined the purchasing power of approximately 150 Local Governments to establish this Preferred Supply Contract and to leverage exceptional pricing and supplier choice.

**32.12 September China Inbound Trade Program Expression of Interest**

For councils and firms currently, and for those considering involvement in the China Engagement Strategy a wonderful opportunity has arisen where China comes to you. During the first full week of September business owners from six Chinese cities across seven industry sectors will be in Adelaide for three days looking to meet you over seven events.

**32.13 Expression of Interest - Conduct a Building Access Audit - 23 and 24 October 2017**

The LGA in collaboration with the City of Salisbury and the City of Adelaide is looking for expressions of interest from across councils and functions for the opportunity to facilitate a 'Conduct a Building Access Audit' course.

**32.14 Community Engagement Training in October – Book in now to secure your place!**

The LGA has taken a leading role in community engagement since 2007 through the development of the LG Community Engagement Handbook in collaboration with SA councils. Please see below information about LG Community Engagement Handbook and other community engagement training delivered by the LGA's Education and Training Service.





## Local Government Association of South Australia

### **33.1 Environment Protection (Waste Reform) Bill 2017**

The South Australian Government has introduced for debate in Parliament the Environment Protection (Waste Reform) Bill 2017.

### **33.2 Building Upgrade Finance Legislation**

The Local Government (Building Upgrade Agreements) Amendment Act 2015 was proclaimed and the Local Government (Building Upgrade Agreements) Regulations 2017 made by His Excellency the Governor on 25 July 2017.

### **33.3 Nominations sought for the South Australian Heritage Council**

The Minister for Sustainability, Environment and Conservation is seeking nominations for a Local Government member on the South Australian Heritage Council for a term of up to three years commencing on 2 April 2018. Nominations must be forwarded to the LGA by COB Wednesday 20 September 2017.

### **33.4 Proposed update of tree lists in Electricity (Principles of Vegetation Clearance) Regulations 2010**

Feedback is now being sought on the updated trees list in the Electricity (Principles of Vegetation Clearance) Regulations 2010. Submissions are sought by COB 4 October 2017.

### **33.5 Delegations for the New Council Assessment Panels under PDI Act**

Requirements for delegations for the new Council Assessment Panels.

### **33.6 PDI Act Update - Expression of Interest to DPTI**

Register your interest - Help shape the new planning system.

### **33.7 LG Professionals, SA Working with Communities Workshop – 19 September 2017**

Register now for the LG Professionals, SA Working with Communities Workshop scheduled for Tuesday 19 September at The Parks Recreation & Sports Centre - 46 Cowan St, Angle Park.

### **33.8 Guidelines for Non-drinking Water in South Australia Released**

The Office of the Technical Regulator has developed guidelines for non-drinking water installations for the water industry in South Australia to improve the awareness and understanding of installation requirements, and associated regulatory responsibilities within the plumbing and water industries.

### **33.9 Disability Inclusion Transitioning for Councils Information Day**

On 22 September 2017, the LGA will hold a free information day at Local Government House on Disability Inclusion Action Planning and the roll out of the National Disability Insurance Scheme.

### **33.10 Att. Elected Member - Community Engagement Charter session**

There are a limited number of spots available for the facilitated session for Elected Members on the 23 August 2017.

**33.11 Fines Enforcement and Debt Recovery Bill 2017 - Feedback Sought**

The LGA has been advised by the Attorney-General on 16 August 2017, that a Fines Enforcement and Debt Recovery Bill has been introduced into Parliament with a view to amending the legislation and procedures of the Fines Enforcement and Recovery Unit. The Unit manages overdue fines and expiation fees issued by authorities, including councils. The Attorney-Generals Department is seeking feedback on the Bill.

**33.12 Can you help? Community engagement staff for online survey**

Helen Christensen is a PhD candidate at the Centre for Local Government (within the Institute of Public Policy and Governance) at the University of Technology Sydney, who is looking for people who work in community engagement to complete a survey in order to better understand this professional group.

**33.13 Broadband as an Essential Service**

Broadband as an Essential Service? Councils have the opportunity to consider whether or not they believe that high-speed, high-capacity broadband should be declared to be a utility. 1. Does your council believe that high-speed, high-capacity broadband should be declared to be a utility, defined as an essential infrastructure service provided principally for public benefit and which enables economic growth and greater quality of life to achieve the goal of universal coverage? 2. If so why or if no, why not? 3. What information do you have or can you provide the evidence to support the proposal.

**33.14 Fund My Neighbourhood update**

A number of public briefing sessions for the Fund My Neighbourhood program have been scheduled and are linked from this Circular.

**33.15 Updated - Order Making Guidelines and Model Policy**

The LGA has updated its Order Making Guidelines and Model Policy for councils, to take into account the changes made to section 254 of the Local Government Act with the commencement of the Local Nuisance and Litter Control Act.



## **Local Government Association of South Australia**

### **34.1 Australia's Strategy for Protecting Crowded Places**

The Prime Minister recently launched Australia's Strategy for Protecting Crowded Places from Terrorism. This circular provides further details.

### **34.2 Age Friendly SA Grants for local government**

Age Friendly SA Grants round for local government projects supporting "People Connected to Places" is now open. Further information is available from this Circular.

### **34.3 Council Assessment Panels - Terms of Reference and Meeting Procedures (update Circular 32.6)**

The LGA has received templates for the Terms of Reference and Meeting Procedures for Council Assessment Panels.

### **34.4 Early bird discount available - National Local Government Human Resources Conference - 15 to 17 November 2017**

Register early to secure the Early Bird Special! Themed 'Brave New World' the 2017 National Local Government Human Resources Conference is for all HR professionals interested in the people issues facing local governments across Australia.

## 19 MEMBER'S BOOKSHELF

- South Australia's Freight Transport Infrastructure *Regulating Freight August 2017* - South Australian Freight Council -
- The 2016 South Australian Community Consultation on Local Heritage - National Trust South Australia

### RECOMMENDATION

That the additions to Members' bookshelf be noted.

## 20 CORRESPONDENCE

### 20.1 Plan of Management relating to Cats and Dogs - Approval Letter

Correspondence has been received from the Board Secretary of the Dog and Cat Management Board, Mr Andrew Lamb, regarding approval of the City of West Torrens' Plan of Management relating to Dogs and Cats (**Attachment 1**). It should also be noted that a further email was received from the DCMB stating that "The Board was very impressed with your Animal Management Plan and would like to put it up on the Council Secure website, as an example for other councils to draw on".

### 20.2 Aircraft Operations during Adelaide Curfew April - June 2017

Correspondence has been received from the Department of Infrastructure and Regional Development, regarding aircraft operations during the Adelaide curfew from April to June 2017 (**Attachment 2**).

### 20.3 Movements at Australian Airports - May 2017

Correspondence has been received from Airservices Australia, regarding movements at Australian Airports during May 2017 (**Attachment 3**).

### 20.4 Adelaide Airport Consultative Committee Minutes

Correspondence has been received from the Adelaide, regarding the minutes of the Adelaide Airport Consultative Committee meeting held 19 May 2017 (**Attachment 4**).

### 20.5 Adelaide and Mount Lofty Ranges Natural Resources Management Board Minutes

Correspondence has been received from the Adelaide and Mount Lofty Ranges Natural Resources Management Board, regarding the minutes of their meeting held 22 June 2017 (**Attachment 5**).

### 20.6 LGA Circular 33.13 Broadband as an Essential Service - Request for Support

Correspondence has been received from Mayor David O'Loughlin of City of Prospect seeking Council support to declare broadband a public utility as per the Local Government Association Circular 33.13 Broadband as an Essential Service (**Attachment 6**).

CEO Comment: The Administration is of the view that broadband should be declared a utility and will be submitting a response to the Senior Policy Adviser LGA SA as per LGA Circular 33.13 Broadband as an Essential Service.

### 20.7 Australia Day Council Membership 2017-18

Correspondence has been received from the Interim Executive Officer of the Australia Day Council of South Australia, Ms Emma Chidlow, thanking the City of West Torrens for our continued support as a member of the Australia Day Council of South Australia (**Attachment 7**).

**RECOMMENDATION**

That the correspondence be received.

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**Attachments**

1. Plan of Management relating to Cats and Dogs Approval letter
2. Aircraft Operations During Adelaide Curfew April - June 2017
3. Movements at Australian Airports - May 2017
4. Adelaide Airport Consultative Committee Minutes 19 May 2017
5. AMLR NRM Board Minutes
6. LGA Circular 33.13 Broadband as an Essential Service - Request for Support
7. Australia Day Council Membership 2017-18



Government of South Australia

Dog and Cat Management Board

GPO Box 1047  
Adelaide SA 5001Ph: 08 8124 4962  
Fax: 08 8124 4648ABN 48 100 971 189  
[www.dogandcatboard.com.au](http://www.dogandcatboard.com.au)

18 August 2017

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

Dear Mr Buss

**RE: PLAN OF MANAGEMENT RELATING TO DOGS AND CATS**

Thank you for providing the City of West Torrens' Plan of Management relating to Dogs and Cats for the approval of the Dog and Cat Management Board.

The Plan was approved by the Board at their meeting on Wednesday 16 August 2017. In accordance with section 26A of the *Dog and Cat Management Act 1995*, the Plan may come into effect on or after 26 November 2017. The Plan is approved for a period of five years.

If you have any questions or require any support with dog and cat management matters, I encourage you to contact the Project Officer - Compliance, Denise Rushton, on (08) 8124 4807 or [denise.rushton@sa.gov.au](mailto:denise.rushton@sa.gov.au)

Yours sincerely,

A handwritten signature in blue ink, appearing to be "AL".

Andrew Lamb  
**Board Secretary**  
**Dog and Cat Management Board**





**Australian Government**  
**Department of Infrastructure**  
**and Regional Development**

## **AIRCRAFT OPERATIONS DURING ADELAIDE CURFEW**

**APRIL - JUNE 2017**

### **SUMMARY**

<b>LNHF</b>	<b>Dispensations granted</b>	<b>Pre-curfew Taxi Clearance</b>	<b>Curfew Shoulder Quota Movements</b>	<b>Emergency &amp; Search/Rescue Movements</b>	<b>Permitted Jet Movements</b>	<b>Exempt Propeller Driven Aircraft</b>	<b>Medical Diversions</b>
179	3	3	47	594	13	208	2

#### **Low Noise Heavy Freight (LNHF)**

- There were 179 permitted Low Noise Heavy Freight movements by Airwork, Cobham Aviation and Virgin Australia Cargo using B737-300/400 freighters and British Aerospace 146 aircraft.

#### **Curfew Shoulder Quota movements**

- There were 47 curfew quota shoulder movements by Cathay Pacific Airlines. The shoulder movement approval commenced 2 April 2017 and will cease 30 September 2017. The Northern Hemisphere movements will recommence in April 2018.

#### **Dispensations Approved by the Department**

- Three curfew dispensations were approved during the April to June 2017 period. There was also one dispensation rejected during the same period.

#### **Emergencies/ Search and Rescue**

- There were 594 movements declared as emergencies (20 police helicopter movements, 60 Search and Rescue movements, 514 Royal Flying Doctor Service (RFDS) movements using the BE20 or PC12 aircraft, and 4 aeromedical movements using Learjet 45 or BE40 aircraft).

#### **Other approved aircraft movements:**

- There were 208 approved propeller driven aircraft movements in addition to the RFDS operations. These aircraft included:
- 126 x PC12's; 7 x B190's; 17 x Fokker 50's; 3 x SW4's; 46 x PA31's and a number of other single aircraft types.
- There were 13 business jet movements, including 6 x Cessna 525A's; 1 x Cessna 560's; 2 x Cessna 680's; 1 Falcon 20; 2 x Gulfstream 4's and 1 x Hawker 800.

1

**Notes**

- On Monday 31 July Qatar Airways flight QR915 (Adelaide to Doha) was granted a dispensation under exceptional circumstances until 12:15am on 1 August 2017 due to a mechanical malfunction which required engineering clearance from Airbus in France. The aircraft departed after the time permitted under the dispensation at 12:19am and the Department is investigating the reasons behind the late departure.





**Australian Government**  
**Department of Infrastructure**  
**and Regional Development**

## Curfew Dispensation Report Adelaide

Curfew Dispensations granted April to June 2017

### Approved Dispensations

Date	Carrier	Aircraft Type	Movement	Summary of events
15/05/2017	Jetstar Airways	A320	Arrival	Jetstar Airways Flight JQ975 (Perth to Adelaide) was delayed in Perth due to engineering requirements. Jetstar requested and were granted a dispensation to land no later than 11:30pm. There were 165 passengers and six crew members on board. The aircraft landed at 11.12pm.
21/05/2017	Jetstar Airways	A320	Arrival	Jetstar Airways (Jetstar) flight JQ975 (Perth to Adelaide) was delayed in Perth due to engineering requirements. Jetstar requested and was granted a dispensation to land no later than 11:30pm. There were 165 passengers and six crew members on board. The aircraft landed at 11.12pm.
31/03/2017	Qantas Airways	B737-800	Arrival	Qantas Airways (Qantas) flight Q785 (Sydney to Adelaide) was delayed due to the Gate Readers failing during boarding. Qantas requested a dispensation to land in Adelaide no later than 11:15pm. There were 118 passengers and six crew members on board. The aircraft landed at 11.12pm.

### Rejected applications

Date	Carrier	Aircraft Type	Movement	Summary of events
07/06/2017	Jetstar Airways	A320	Arrival	Jetstar Airways (Jetstar) Flight JQ7991 (Sydney-Adelaide) which was diverted to Canberra requested a dispensation to land in Adelaide during the curfew. There were no passengers, this was a repositioning flight. The request was rejected and the aircraft diverted to Melbourne.



## Movements at Australian Airports

Report Period: Between 01/05/2017 and 31/05/2017 (DD/MM/YYYY)

Arrival Port Name	Arrival Port Code	Over 136 tonnes	Between 7 tonnes and 136 tonnes	Under 7 tonnes	Helicopter	unknown Weight	Military	
ADELAIDE	YPAD	268	6,570	1,700	346	2	26	8,912
ALBURY	YMAY		770	2,270	422	16	36	3,514
ALICE SPRINGS	YBAS		624	1,474	194	24	50	2,366
ARCHERFIELD	YBAF		6	11,148	3,956	1,132		16,242
AVALON	YMAV	2	440	66	76		44	628
BANKSTOWN	YSBK		124	16,966	5,158	506	4	22,758
BRISBANE	YBBN	1,556	15,148	940	128		38	17,810
BROOME	YBRM		566	1,570	516	26	4	2,682
CAIRNS	YBCS	192	3,926	3,070	1,406	6	40	8,640
CAMBRIDGE	YCBG			1,570	124	12		1,706
CAMDEN	YSCN			8,602	892	72	6	9,572
CANBERRA	YSCB	72	3,422	1,516	856	16	228	6,110
COFFS HARBOUR	YCFS		568	1,664	78	214	20	2,544
DARWIN	YPDN	14	2,422	4,522	246	14	896	8,114
ESSENDON	YMEN		488	2,794	1,454	8	2	4,746
GOLD COAST	YBCG	282	2,948	4,296	1,580		10	9,116
HAMILTON ISLAND	YBHM		360	312	28	0	4	704
HOBART	YMHB		1,434	280	422		32	2,168
JANDAKOT	YPJT	0	20	15,952	2,268	146	10	18,396
KARRATHA	YPKA		680	226	1,076			1,982
LAUNCESTON	YMLT		1,106	386	26	52	24	1,594
MACKAY	YBMK		978	708	682	4	14	2,386
MELBOURNE	YMLL	3,730	15,662	80	0	4	26	19,502
MOORABBIN	YMMB		12	21,032	3,000	4,366		28,410
PARAFIELD	YPPF		18	17,382	906	12		18,318
PERTH	YPPH	2,074	8,638	164	6	2	28	10,912
ROCKHAMPTON	YBRK		920	1,158	150	32	72	2,332
SUNSHINE COAST	YBSU		618	1,748	6,604	1,116	30	10,116
SYDNEY	YSSY	5,578	21,402	624	1,086	2	74	28,766
TAMWORTH	YSTW		530	7,192	158	182	304	8,366
TOWNSVILLE	YBTL		2,010	2,094	874	66	1,004	6,048
		13,768	92,410	133,506	34,718	8,032	3,026	285,460

### Report Notes:

1. Movements are the sum of Arrivals and Circuits multiplied by 2 ie (A + C) x 2
2. Arrival data is only recorded during hours of tower operation, therefore actual movements at non H24 locations may be higher than published.
3. Movements at each Port reflect movements at times local to that Port, ie. a conversion from UTC time has taken place on production of the report.
4. Data Source: Eurocat air traffic control system, Tower flight strips and Tower running sheets
5. Data is correct as at "Report run date". Changes to data after this time may occur as a series of checks and validations occur.
6. Airservices Australia takes no responsibility for the accuracy of the information contained in this Report and excludes all liability arising from any reliance placed upon it. All data is provided for informational purposes only and independent expert advice should be obtained before relying on such data.
7. Services for Hobart and Cambridge airports are provided by the one Air Traffic Services facility therefore when considering statistics for ATS purposes movements for both airports should be considered.

Report Number : FL-MO-006.0

Report Run Date: 14/07/2017 2:50:41 PM

Prepared by Business Reporting Services

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# Adelaide Airport Consultative Committee (AACC) MINUTES



**Date:** 19 May 2017

**Starting time:** 9:00am

**Location:** Royal Flying Doctor Service (RFDS), 1 Tower Road, Adelaide Airport SA 5950

## 1.0 WELCOME

The Chairman opened the meeting at 0903hrs and welcomed those present.

<b>Present</b>	<b>Company</b>
Russell Synnot – Chair	Synnot & Wilkinson
Brenton Cox	Adelaide Airport Limited (AAL)
Alicia Burgemeister	Adelaide Airport Limited (AAL)
Stephanie Bolt	Adelaide Airport Limited (AAL)
Vince Scanlon	Adelaide Airport Limited (AAL)
Jamie Sangster	Adelaide Airport Limited (AAL)
Patty Therrios	Adelaide Airport Limited (AAL)
Rob Kaftan	Adelaide Airport Limited (AAL)
Trian Gonis	Hindmarsh Electorate
John Trainer	City of West Torrens
Angelo Catinari	City of West Torrens
Rachel Sanderson	State Parliament
Marylou Bishop	Town of Walkerville
Evan Knapp	South Australia Freight Council (SAFC)
Clive Jenkins	Environment Protection Authority (EPA)
Andrew Collins	Airservices Australia (ASA)
Chris Wallace	Airservices Australia (ASA)
Neil Hall	Airservices Australia (ASA)
Behzad Emami	Airservices Australia (ASA)
Robert Owen	Netley Residents Association
Adam Sutherland	Department of Infrastructure and Regional Development (DIRD)
Brett Fundak	Department of Planning, Transport and Infrastructure (DPTI)
Rian Hill	Department of Planning, Transport and Infrastructure (DPTI)
Barry Salter	Holdfast Bay Resident Alliance
Clare Mockler	City of Adelaide

<b>Apologies</b>	<b>Company</b>
Mark Young	Adelaide Airport Limited (AAL)
Jenny Harris	Adelaide Airport Limited (AAL)
Russell McArthur	Department of Infrastructure and Regional Development (DIRD)
Lindsay Jervis	West Beach Resident Alliance
Phillip Martin	Adelaide City Council
Steve Georganas	MP for Hindmarsh
Dr Duncan McFetridge	Member for Morphett
Brenton Burman	AECOM
Paul Sleep	Airservices
Terry Buss	City of West Torrens

**2.0 MINUTES OF PREVIOUS MEETING – 17 February 2017**

Proposed – Evan Knapp and Seconded Alicia Burgemeister that the notes of the 17 February 2017 meeting be adopted – Carried.

**3.0 CORRESPONDENCE****3.1 Correspondence In:**

- Apologies
- Reports

**3.2 Correspondence Out:**

- Previous Minutes
- Agenda
- Reports
- AACC Draft Terms of Reference

**4.0 SUMMARY OF ACTION ITEMS****4.1 Helipad – Update on EOI**

The City of Adelaide considered this proposal in confidence due to its commercial nature. Once confidentiality has been lifted more details can be provided.

**4.2 ASA to investigate flights from Perth turning short for landing**

ASA have investigated 2 Emirates flights and will provide an update in item 6.3.

**4.3 DIRD report on one-off Cathay Operation**

Cathay initially applied for an additional curfew operation but this was retracted as another timing slot was available to take passengers to the Port Power and Gold Coast Suns AFL match in China and a curfew slot was not required.

**4.4 Clarification of ASA wording in Noise Complaint letter**

The City of Walkerville has been communicating with Steven Fitzgerald – Neil Hall from Airservices to follow up.

**4.5 Acronyms**

This item was addressed later in the meeting.

**5.0 AIRPORT UPDATE**

**5.1 Adelaide Airport Limited Report** – Report was tabled with the following items noted: The Adelaide Airport quarter magazine 'Plane Talk' was provided to all members at the meeting. China Southern are increasing their capacity next month and Qatar are going to daily flights later this year. Air New Zealand will introduce their brand new aircraft the 'Dreamliner' to their Auckland to Adelaide route from October 2017 which will have freight capacity for the first time and business class options. Cathay Pacific have confirmed they will keep their 5 flights a week for the rest of the year.

**5.2 Property and Development and Land Use Report** – The Report was taken as read.

**5.3 Environment Report** – Report was tabled with the following items: A Committee member asked the Airport Sustainability Manager if Adelaide Airport is still combining with Adelaide Uni to start looking at air quality. The Airport was noted as currently finalising some air monitoring results on airport and once this has been completed the next stage of the project will incorporate Adelaide Uni.

**5.4 Planning Co-ordination Forum Report (PCF)** – The Report was taken as read.

**5.5 Adelaide Airport Technical Working Group (AATWG)** – The Chair informed the Committee that the AATWG will be a new standing item on the agenda. ASA gave a verbal update on the meeting (held the day previous to the AACC) which included a number of positive improvements that ASA have made and looked over the achievements which have been made over the last quarter. This included significant work done to ensure consistent adherence to flight paths.

Whilst the Smart Tracking arrivals to Runway 05 will be retained on existing flight paths, the Smart Tracking arrivals to runway 23 will be removed from 25<sup>th</sup> May 2017. These flight paths currently receive very little use due to the difficulty for ATC to separate aircraft to the runway on different flight paths. This change should help reduce noise complaints.

It was noted if any Committee members had any technical questions to refer to the AATWG and they will be reported back at the following meeting.

## **6.0 COMMUNITY AND AIRPORT AGENCY UPDATE REPORTS**

**6.1 Federal Department of Infrastructure and Regional Development** – Report was tabled with the following items noted: The last NASG meeting was held on 14 March 2017 and looked at a range of items including wind sheer, public safety zones and helicopter landing sites. The next meeting is 2 August 2017 and will progress the Guidelines by end of year.

The Airports Act amendments have been pushed back until March 2018.

A Committee member asked why a dispensation of a Jetstar flight was rejected when another aircraft around the same time was approved. It was noted that the other aircraft was an international flight which had to switch aircraft and made a quick turnaround. The aircraft also had 200 passengers on board and the majority had connecting flights and were not able to be moved onto any other flights.

A Committee member noted that the report provided to the Committee on dispensations was excellent and helps understand the decision-making process and shows reasons and details.

**6.2 State Department of Planning, Transport and Infrastructure Report** – The Report was taken as read.

**6.3 Airservices Australia (ASA) Report** – Report was tabled with the following items noted: ASA presented to the Walkerville Council on the results of the Smart Tracking



investigations. Unfortunately, no flight paths can be adjusted because it would mean any changes would overfly new populations who had previously not been subject to noise.

ASA investigated two complaints about an Emirates B777 departure appearing to turn early. This was investigated by Air traffic control who will continue to look at the speed requirements for international departures to ensure they remain on the published flight paths. This flight path will be removed as part of the Smart Tracking update on 25 May 2017.

Airservices is currently updating the existing Smart Tracking technology to International Civil Aviation Organisation standards. There will be no new flight paths in Adelaide as a result of this upgrade which is going ahead on 25 May 2017.

As the Royal Adelaide Hospital has moved location, ASA are looking at different helicopter routes and investigating the best noise outcome with possible changes to occur in September.

There were 31 complainants for quarter 1 which is an increase from 24 in the previous quarter. Runway 23 is the predominant runway used during summer months, which is reflected in 53% of total complainants. There were 17 complainants concerned about the location of flight paths, low altitudes and increased frequency. Five complainants raised helicopter issues which were all related to emergency services. Four complainants were concerned about Navy aircraft operating over Noarlunga Jetty and Bice Oval on 24<sup>th</sup> January 2017. This aircraft was calibrating on-board equipment using these landmarks.

Airservices Aircraft Noise Information Reports for Adelaide are available here: <http://aircraftnoiseinfo.bksv.com/adelaide/home/>. Adelaide online noise report will be updated within 8 weeks of every quarter and prior to AACC meetings.

It was noted that there are a number of ways to lodge a complaint or make an enquiry about aircraft noise or operations with Airservices Noise Complaints and Information Service (NCIS).

- directly via **WebTrak** - [www.airservicesaustralia.com/aircraftnoise/webtrak/](http://www.airservicesaustralia.com/aircraftnoise/webtrak/)
- using Airservices' **online form** – [www.airservicesaustralia.com/aircraftnoise/about-making-a-complaint/how-to-make-a-complaint/](http://www.airservicesaustralia.com/aircraftnoise/about-making-a-complaint/how-to-make-a-complaint/)
- by **calling** 1800 802 584 (freecall).  
The hotline is staffed Monday to Friday, excluding public holidays, from 9 am- 5 pm Sydney time.
- by **fax** (02) 9556 6641 or
- by **mail** –  
Noise Complaints and Information Service  
PO Box 211, Mascot NSW 1460

#### **6.4 Aircraft Noise Ombudsman Report – Nothing to report to Committee.**

**6.5 City of West Torrens (CWT)** – Report was tabled with the following items noted: The Council is frustrated with the release of the 2017/2018 Draft Budget regarding the State Government rate increases. The Walkerville Council was also shocked with the draft budget and thanked City of West Torrens for highlighting in the report.



A Committee member asked how the State Government charges are calculated going forward. The building planning fees go off the last quarter and the number is consistent with around 10% give or take.

The Council has developed 'West Maps' for the public. The maps allow you to see aerial photography changes from 1948 to 2016. The map can be found here: <https://maps.wtcc.sa.gov.au/mapviewer/>.

The Council supports the expansion of the tram network to Adelaide Airport but has some reservations about using Henley Beach Road and could potentially prefer Richmond Road. A Committee member noted they were keen for the West-link tram to go down Henley Beach road and keep Richmond Road free for commuters and freight vehicles.

**6.6 City of Holdfast Bay** – no report submitted.

**6.7 City of Adelaide** – The Council appointed Councillor Martin as Council Member representative, Councillor Malani as proxy representative and Clare Mockler, Director Community, as Council's staff representative.

**6.8 Adelaide Shores Report** – no report submitted.

**6.9 Town of Walkerville Report** – The following was noted: Walkerville Council representatives noted a huge concern after the ASA presentation on flight tracking. The Walkerville Council noted the below 6 questions for ASA:

1. No guidelines exist on how much is too much for the use of an airport/ runway. What is acceptable? Flights could be every 3 minutes.
2. How about giving compensation for areas living under flight paths.
3. For cities in Australia where planes fly over suburbs. What about terrorism?
4. Land to plane separation – overseas flights come in so low and loud especially Qatar. ASA noted that larger international aircraft appear closer but will look into the Qatar flights which the councillor raised as a particular concern.
5. With new guideline systems, planes should be made to land over the sea and take off over the city. ASA noted that there are noise trade-offs in this - departing aircraft are louder but quicker where arriving aircraft and quieter but longer. It was also noted that a change like this would create safety risks and the airport wouldn't be sustainable as the Airport has very strict runway safety constraints. ASA can look at another preferred runway but it's very rare that there's flexibility in Adelaide as the weather and safety conditions dominate.
6. How can this Committee be opened up to hear more voices from residents.

The councillor also raised disappointment that the recent ASA briefing for Walkerville Council was not opened up to the public. It was noted that representatives of resident groups were very welcome. The meeting was not opened up in a Town Hall public style to ensure balance of representation, avoid public grandstanding and facilitate open discussion.

## **7.0 NEW BUSINESS**

### **7.1 Terms of Reference AACC**

In September 2016, the Department suggested to all CACGs to revise their Terms of Reference and create kits and inductions packs for new members. The Draft Terms of

Reference provided to members with the papers are based on the old Terms of Reference. The Chair asked all members to submit any suggested changes in the next couple of weeks. Once changes have been reviewed the Terms of Reference will be finalised at the next meeting.

## **8.0 FORMAL PRESENTATIONS**

### **8.1 Airservices presentation on RNPs and current Review Process Airservices**

Please refer item 6.3.

### **8.2 Update on PFAS testing - Airservices**

A presentation was provided to the Committee about PFAS. There are a number of challenges associated with PFAS including:

- Ubiquity of PFAS;
- Currently no specific regulatory standard;
- Lack of national consistency;
- Industry capacity constraints; and
- No 'off-the-shelf' products for treatment/remediation.

Enhealth, the Federal Health Department,

- Provides a tolerable daily intake (TDI), used in assessments on a case by case basis;
- Produced a drinking water guideline below which no impact should be observed – but is a chronic exposure scenario, and not strictly relevant to acute cases, where the TDI would be used instead; and
- The TDI and drinking water guideline revised by Food Standards Australia and New Zealand in April 2017.

Airservices has completed a series of investigations relating to PFAS. Airservices (via GHD) undertook a preliminary assessment of the fire training ground:

- Confirmed localised presence of PFAS residues within soil and groundwater at the fire training ground at Adelaide Airport;
- Some results exceeded screening levels;
- Result likely due to the historic use of firefighting foam containing PFAS; and
- At that time, Airservices informed regulators, including the Commonwealth Department of Infrastructure and Regional Development and the South Australian Environment Protection Authority of the presence of PFAS at the fire training ground.

Airservices and AAL both undertook further investigations, the outcomes of these investigations suggest:

- there is limited migration from the principal PFAS contamination source sites (fire station and two firefighting training grounds)
- further investigation is required to close off on any uncertainties around potential risks.

In the future:

- Proactive relationship between Airservices, airports and regulators to:
  - understand the PFAS issue;
  - work towards practicable, consistent, viable management solutions based on known risk;

- Stakeholder engagement including attendance/ presentations on experiences in dealing with PFAS; and
- Complex issues due to multiple sources of PFAS, variety of environmental receivers and disposal (landfills, wastewater treatment plants, etc)

A Committee member mentioned they had noticed a different plume of smoke which was slow in disappearing over the airport when training activities were conducted. It was noted that different chemicals could be used to extinguish the fire and it depends on the chemical used to start the fire. AAL and DIRD have a dark smoke agreement policy in place.

### **8.3 TEN MDP update**

This item will be carried over until the next meeting.

## **9.0 OTHER BUSINESS**

A Committee member congratulated Brenton Cox's interview on the Vickers Vimy.

## **10.0 SUMMARY OF ACTION ITEMS**

### **10.1 Helipad – Update on EOI**

### **10.2 Acronyms**

### **10.3 Clarification of ASA wording in Noise Complaint letter**

### **10.4 Finalisation of Terms of Reference**

### **10.5 TEN MDP Update**

## **11.0 DATE OF NEXT MEETING**

The date of the next formal meeting is scheduled for Friday 18 August 2017 at 9am location Royal Flying Doctor Service Central Operations, Frank England Room, 1 Tower Road, Adelaide Airport SA 5950.

**Meeting Closed at 10:31am**

.....  
**Chairman     /   /**

# **ADELAIDE AND MOUNT LOFTY RANGES NATURAL RESOURCES MANAGEMENT BOARD**



**Government  
of South Australia**

Adelaide and  
Mount Lofty Ranges  
Natural Resources  
Management Board

## **MINUTES OF MEETING NO 131**

**held from 1.00pm to 3.05 pm  
on Thursday 22 June 2017  
at AMLR NRM Board Office,  
205 Greenhill Road, Eastwood**

### **PRESENT:**

Chair: Chris Daniels

Members: Alexandra Kentish  
Belinda Bramley  
Mark Searle  
Rachael Siddall  
Rob Lewis  
Russell Johnstone  
Allison Bretones  
James Crocker  
Julia Grant  
Peter Pfennig  
Trevor Bennett

### **IN ATTENDANCE:**

Brenton Grear, Regional Director  
Lisien Loan, A/Manager Parks & Sustainable Landscapes  
Amy Goodman, A/Manager Planning & Evaluation  
Marguerite Swart, Manager Business Support  
Michaela Heinson, A/Manager Land Marine and Biodiversity Services  
Steven Gatti, Manager Water Projects  
Kim Krebs, Manager Community Engagement  
Judy Borlase, Minute Secretary  
Observer: Susan Ivory, DEWNR AMLR  
Observer: Angus Mitchell, DEWNR Regional Programs

### **220617-131-1.0 MEETING PROCEDURE**

#### **220617-131-1.1 Welcome**

The Chair opened the meeting and acknowledged that it was taking place on Kurna land and the Aboriginal peoples' ongoing and deep connection with the land. He welcomed all attendees to the meeting.

#### **220617-131-1.2 Apologies**

There were no apologies received.

#### **220617-131-1.3 Declarations of Interest**

There were no additional declarations of interest declared.

**220617-131-1.4 Consent Schedule**

*The Board **confirmed** the items within the consent schedule be adopted.*

**CARRIED**

**220617-131-1.5 Minutes of Previous Meeting**

*The Board **confirmed** the minutes of meeting number 130 held on 25 May 2017 as a true and accurate record.*

**CARRIED**

**220617-131-1.6 Matters Arising from Previous Meetings**

*The Board **noted** the matters arising.*

**CARRIED**

**220617-131-1.7 Resolution Register**

*The Board **noted** the resolution register.*

**CARRIED**

**220617-131-2.0 PRESENTATION****220617-131-2.1 Carbon Neutral Adelaide**

A presentation provided by Julia Grant, Group Executive Director Climate Change, Department of Environment Water and Natural Resources (DEWNR) on Carbon Neutral Adelaide. The presentation also included a DEWNR Climate Change overview.

The Carbon Neutral Adelaide Partner Program was launched on 29 May 2017 and currently has 45 Founding Partners, with Founding Partners being recognised for their contribution and commitment to our community's shared aspiration to make the City of Adelaide the world's first carbon neutral city. It was noted that any organisation who is affiliated with the City of Adelaide via services, visiting or location can join.

The Board felt this was part of its core business and would like to be involved around the table with the Partner Program.

*The Board **noted** the information provided.*

**CARRIED**

**220617-131-3.0 BOARD MATTERS****220617-131-3.1 NRM Action Grant Assessment Panels**

*The Board:*

3.1.1 **Nominated** board members Alexi Kentish and Russell Johnstone to be panel members for the grant assessment panels:

- School grant assessment panel – Alexi Kentish
- Community grant assessment panel – Russell Johnstone

**CARRIED**

## 220617-131-3.2 Mid-term Regional Targets Review

The Board noted the progress of the mid-term review of the 20 year regional targets. It has requested that it be kept informed of the process through nomination of Board member Rob Lewis to join the steering committee and receipt of progress reports.

*The Board:*

3.2.1 **noted** the progress of the mid-term review of the 20 year regional targets.

3.2.2 **approved** Board member Rob Lewis to attend as a member of the steering committee for the review of the 20 year regional targets.

3.2.3 **requested** to be kept informed through progress reports and receipt of a final report.

**CARRIED**

## 220617-131-3.3 Water Sensitive SA beyond 2016-17 financial year

*The Board:*

3.3.1 **endorsed** its ongoing commitment to Water Sensitive SA, South Australia's water sensitive urban design capacity building program, including the continuation of Water Sensitive SA into the 2017–2018, 2018–2019 and 2019–2020 financial years, with Board core funding of \$100,000 plus GST per year;

3.3.2 **endorsed** the extension of the current contract with Mellissa Bradley consulting for a period of six months to cover the procurement process for the longer-term arrangement for the next iteration of Water Sensitive SA; and

3.3.3 **noted** that staff will seek further approvals from the Board throughout the procurement process for the longer-term arrangement for the next iteration of Water Sensitive SA as necessary and appropriate.

**CARRIED**

## 220617-131-3.4 Business and Operational Plan Budget 2017-18

The Regional Director and Manager Business Support provided an update to the Board noting that this is the mid-term of the three year plan.

*The Board:*



- 3.4.1 **approved** the 2017-18 Board Business Plan Income and Key Driver Expenditure budget
- 3.4.2 **approved** the 2017-18 Action Operating Budget
- 3.4.3 **approved** the 2017-18 Administration and Governance Expenditure Budget.
- 3.4.4 **noted** the Summary of Projects proposed by Action
- 3.4.5 **delegated** responsibility for approving variations to projects, within the Actions, in the Board's Budget to the Regional Management Team consistent with existing expenditure authorisations, noting that approval for major projects over \$550k (GST inclusive) will remain with the Board.
- 3.4.6 **delegated** to the Regional Director the authority to approve variations to budget of up to \$150k (GST exclusive) between the Actions.

**CARRIED**

**220617-131-3.5 Eastwood and Waymouth St Office Accommodation**

*The Board:*

- 3.5.1 **Noted** the extension of the 205 Greenhill Road, Eastwood lease for a further three years,
- 3.5.2 **Noted** the movement of 18 staff from the Adelaide and Mount Lofty Ranges (AMLR) Eastwood office into central accommodation arrangements in Waymouth Street,
- 3.5.3 **Approved** the funding of the Eastwood lease for a further 3 years under the Service Level Agreement with DEWNR of \$983,942 (ex GST)
- 3.5.4 **Approved** the funding of the Waymouth Street accommodation of 18 seats of \$104,112 indexed per annum.

**CARRIED**

**220617-131-3.6 Delegations and Authorisations**

The Board nominated Belinda Bramley and Rachael Siddall to sign the 2017-18 instrument of authorisation and delegations.

*The Board:*

- 3.6.1 **approved** the 2017-18 Instrument of authorisations and delegations.
- 3.6.2 **endorsed** the use of the Common Seal and nominated Belinda Bramley and Rachael Siddall to sign the 2017-18 Instrument of authorisations and delegations.

**CARRIED**

**220617-131-4.0 WATER PLANNING AND MANAGEMENT MATTERS**

## 220617-131-4.1 Better Water Planning and Management

The Board noted the paper from DEWNR's State and National Water Policy on the draft Strategy and Action Plan for Better Water Planning and Management. The Board requested that this be deferred to the Adelaide & Mount Lofty Ranges Water Planning Steering Committee for review and comments, with a report back with the Committee's feedback.

The Board has requested a review of the next draft before adoption.

*The Board:*

- 4.1.1 **Noted** and **approved** the working partnership with Department of Environment Water and Natural Resources on the draft Strategy and Action Plan for Better Water Planning and Management.
- 4.1.2 **Discussed** the draft Strategy and Action Plan for Better Water Planning and Management, and deferred to the AMLR Water Planning Steering Committee for feedback.
- 4.1.3 **Noted** that potential projects that AMLR region can progress are to be identified in consultation with AMLR Water Planning Steering Committee.

**CARRIED**

## 220617-131-4.2 Water Allocation Planning Update

*The Board:*

- 4.2.1 **noted** the status of water allocation planning in AMLR region's prescribed areas

**CARRIED**

## 220617-131-5.0 FINANCE

### 220617-131-5.1 Finance Report

*The Board:*

- 5.1.1 **accepted** the financial reports for the financial period ending 31 May 2017.

**CARRIED**

## 220617-131-6.0 REGION'S REPORT

### 220617-131-6.1 Monthly update

*The Board **noted** the region's monthly report.*

**CARRIED**

## 220617-131-7.0 PAPERS TO NOTE

**220617-131-7.1 Register of Interests****220617-131-7.2 Common Seal Usage**

*The Board **noted** information papers 7.1 and 7.2.*

**CARRIED**

**220617-131-8.0 OTHER BUSINESS****220617-131-8.1 Acting Presiding Member**

The Board noted Chris Daniels, Presiding Member will be absent from 21 August to 16 October 2017. Mark Searle has accepted the role of A/Presiding Member during Mr Daniels' absence and will attend relevant meetings for the Board.

**220617-131-8.2 Local Government Representative**

The Board noted that Allison Bretones will be departing from her role at City of Charles Sturt from late July 2017. The Board thanked Allison for her contribution and knowledge that she has brought to the board during her tenure as the local government representative.

**220617-131-9.0 MEETING CLOSED**

There being no further business, the Chair declared the meeting closed at 3.05 pm.

The next Board meeting will be held on Thursday 27 July 2017 at the office for Natural Resources Adelaide and Mount Lofty Ranges, 205 Greenhill Road, Eastwood.

Chris Daniels  
Presiding Member

 Date: 27 / 7 / 2017

**Civic Centre**

128 Prospect Road  
PO Box 171  
Prospect SA 5082

Telephone (08) 8269 5355  
Facsimile (08) 8269 5834

admin@prospect.sa.gov.au  
www.prospect.sa.gov.au

Ref: CR17/41129

21 August 2017

Mr Terry Buss  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033



Dear Terry

**LOCAL GOVERNMENT ASSOCIATION  
CIRCULAR 33.1 – BROADBAND AS AN ESSENTIAL SERVICE**

Broadband is today recognised as a key ingredient for social and economic growth. Businesses in regions and towns without broadband will increasingly be less able to participate in the global economy. Indeed, speed and access to broadband is increasingly used as a measure of national competitiveness. As such City of Prospect writes to you to seek support for the declaration of high speed high capacity broadband to be defined as a public utility.

Broadband supports innovation which results in increased economic activity and helps boost local employment and productivity. High-speed access to the web promotes entrepreneurship and is an essential ingredient for new start-up businesses.

Adoption of Broadband as a utility will ensure that everyone, whether you live in regional areas or our cities, has the right to fast, high capacity internet. Universal access to Broadband should be a fundamental right, something that will link all our communities and locals in your area to state, national and global markets.

The Ordinary General Meeting of the LGA on 21 April 2017 passed the following resolution.

*That the Ordinary General Meeting requests the LGA to investigate whether there is sufficient evidence across Local Government to declare high-speed, high-capacity broadband to be a utility, defined as an essential infrastructure service provided principally for public benefit and which enables economic growth and greater quality of life to achieve the goal of universal coverage.*

To assist with our economic growth the City of Prospect believes it is essential that Australia views Broadband as an essential service and continues to develop policy and provide infrastructure for increased access to Broadband.

According to a recent report on global internet speeds (Akamia's State of the Internet Q1 2017) Australia is ranked 50th in the world, well behind New Zealand.

Printed on Recycled Paper

Think of how important access to the telephone was at the turn of the last century, and what we have done with it since. If your community wants to make sure it can participate fully and equally in the 21<sup>st</sup> century this is your chance to speak up.

If you agree, then we should combine our efforts to advocate for improved access and lift us from 50th place in the world to equal to or better than our competitors, please action now.

Can you provide your support for further advocacy to convince the Commonwealth to declare access to high-speed, high-capacity broadband as a universal service obligation please write to Sean Holden Senior Policy Adviser LGA SA by Friday 8 September 2017. Sean can be contacted on 0428 101 990 or at [Sean.holden@lga.sa.gov.au](mailto:Sean.holden@lga.sa.gov.au).

Yours sincerely,



**David O'Loughlin**  
Mayor, City of Prospect



4 August, 2017

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

Dear Terry

**Australia Day Council Membership 2017-178**

Thank you for your continued support in renewing your membership with the Australia Day Council of South Australia.

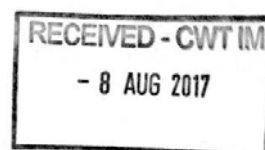
Your membership greatly assists in successfully achieving the celebration of our national day throughout the community, as well as pride in being an Australian and the recognition of achievement in the community.

Continued support from our members allows us to improve on existing services and events and to create new and exciting ones for the future.

Yours sincerely



Emma Chidlow  
Interim Executive Officer



Australia Day Council of South Australia  
GPO Box 2343, Adelaide SA 5001 P 08 8463 5436 F 08 8463 5449 [sa.australiaday.org.au](http://sa.australiaday.org.au)



**21      CONFIDENTIAL**

Nil

**22      MEETING CLOSE**

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**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****Leave of Absence:**

Cr Steven Rypp

Cr George Vlahos

**4 DISCLOSURE STATEMENTS**

Committee Members are required to:

1. Consider Section 73 and 75 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 75A of the *Local Government Act 1999*.

**5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the Minutes of the meeting of the Urban Services Committee held on 1 August 2017 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 URBAN SERVICES DIVISION REPORTS**

### **11.1 Admella Street Upgrade Concept**

#### **Brief**

To provide information on the process undertaken to build on the community driven concept to upgrade Admella Street and pocket park and seek Council support to advance the project to detail design.

#### **RECOMMENDATION(S)**

The Committee recommends to Council that:

1. The project and concept design developed for the upgrade of Admella Street and associated public space be endorsed.
2. The project is advanced within the current financial year through the allocation of funds for the development of detailed design and documentation of the project works. These funds to come from within existing City Assets operational budget.
3. A further report be presented to a future Council meeting once the detail design is completed.

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#### **Introduction**

In August 2016 a local business owner in the Thebarton area approached Council Administration to discuss the potential of upgrading and revitalising the small pocket park located at the intersection of Admella Street and Chapel Street, Thebarton.

This pocket park was created in the mid-1990s through the closure of the intersection of Admella Street and Chapel Street to through traffic and the utilisation of the road reserve to the establishment of a public reserve space.

This approach was originally made to Council under a belief that the greater local community (both residential and businesses) felt that the park, as currently presented, provides little benefit to the community and was an underutilised and often avoided space. The community sought to see an improvement to this space to make the area inviting, interesting and functional to service the current and future community interests of the area.

Council's Strategy Team, working in conjunction with City Assets and Community Services, secured funding and engaged experienced landscape architects and community facilitators, WAX Design, to undertake the development of a concept design through active community engagement. The aim of the project is to provide for an improved public place and space at this locality, which has developed the working title of 'Admella Place'.

This project is considered unique in the manner in which it has developed. Traditionally the location, nature and timing of public space upgrades are primarily driven by Council, with consultation and engagement with the community undertaken after at least the initial concept for a space has been developed. This project almost reflects a reverse of this traditional manner where Council has acted to support an existing strong community momentum through a shared and supportive process.

An initial afternoon/evening workshop was held on 29 March 2017 at a local coffee shop directly adjacent to the section of Admella Street under consideration. Interest in attending the workshop was garnered through advertising posters within local businesses and a direct letter box drop invitation to residents and businesses within a several street proximity of the site. A healthy attendance of approximately 25-30 people representing a balance of residents and business attended and contributed to the workshop.

Feedback collected from this first workshop reaffirmed the community feeling that, at present, the locality is not providing acceptable community benefit, with the following descriptions of the site captured from this workshop;

- In need of a makeover
- Dishevelled and unloved
- Dirty, messy and disgusting
- Unkempt and neglected
- Boring and tired
- Anti-social and lonely

When describing the characteristics which were desired in association with any upgrade of the location, the following descriptions were offered by the community;

- Vibrant, playful and bright
- Young, youthful and healthy
- Inviting and calm
- Friendly, welcoming and social
- Funky but green
- Growing and nurturing

After collating, analysing and considering the various comments, themes, thoughts and conversation presented by the community at this workshop, WAX Design, in consultation with Council staff, developed four main principles to shape future design of the location, these being;

- **Linger**  
Create places, locations and destinations that encourage people to linger. The creation of placemaking spaces for community activation. The development of a range of spaces of various shapes and sizes to 'linger in'.
- **Link**  
Enhance the links through and in the park. Develop pedestrian and cycle paths that are easy to use with strong connection to local destinations and public transport.
- **Light**  
Increase the safety and security during the day and at night. Encourage passive surveillance and apply CPTED principles to make the park 'light'. Increase visibility by reducing vegetation screens, managing the canopy cover and lighting the park and surrounding streets at night.
- **Landscape**  
Develop new landscaping and land use experiences that provide additional function. Create opportunities for seating and congregation. Increase the landscape amenity and enable passive recreation.

Two concept designs, both variations on the above themes, were developed and, along with a summary of key themes, messages and ideas from the first workshop, were presented to a second community workshop on 21 June 2017. This workshop had an attendance of around 20-25 people.

Feedback from the community participants of the second workshop showed support of all the information and concepts which were presented in association with the workshop and consequently fostered strong confidence in the project direction. The project team subsequently had a simple task in developing a final concept design for the project from the earlier works.

The ultimate concept design for the project, including some of the key design objective and considerations, is included in **Attachment 1**.

## Discussion

Through a community driven and directed process, an upgrade concept for Admella Street and pocket park has been developed which demonstrates a strong scale of community ownership.

The public workshop process has included participation from the residents and businesses directly adjacent to and within closest proximity to the site and subsequently most likely to be impacted by any changes to the locality. Input and feedback from these specific stakeholders has been very positive and supportive with no major concerns raised.

Furthermore, Council staff have directly engaged with management of Metro Holden, who have a landholder interest in several properties surrounding Admella Street, and are also major and unique utilisers of sections of Admella Street. Information in relation to how Metro Holden's operational practices interface with Admella Street have been integrated into the design development for the project. Metro Holden management have verbally indicated support for the direction of the project and Council administration have committed to keeping this stakeholder engaged and updated on the project development.

It has been observed and commented on several times through the development of this project that this area of Thebarton is facing substantial change over the coming years. The introduction of Urban Corridor Zoning along Port Road is already seeing new high density residential development proposals, and the ultimate sale of the adjacent Coca Cola site is only likely to result in more large scale development and increase in population of this nature.

With this new style of residential development, it is considered that the style of public places within these districts will also potentially need to differ from that traditionally provided. The scale, multi-functionality and nature of public spaces are likely to need differing, or at the least varying, considerations. The proposed upgrade of Admella Street reflects many of the varying from conventional elements which are likely to be desired from this new style of public places.

## Conclusion

This unique project has developed based on a process of strong community and stakeholder ownership and, through the use of an interactive approach, has resulted in a community influenced and defined design.

Council support is currently being sought to endorse the project and advance the design and documentation of the project to a stage where it can be presented to Council for future construction budget consideration.

## Attachments

### 1. Admella Street Concept Design







# DESIGN PRINCIPLES

City of West Torrens is preparing concept plans for the Admella Street Placemaking Project.

Working with WAX Design, Council acknowledges that successful placemaking projects are achieved through community inclusion, engagement and consultation processes, and that a collaborative design process provides the best opportunities for positive project outcomes for all.

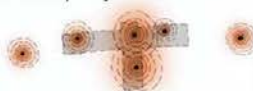
The approach to the project embeds appropriate engagement with the local community, enabling council and the design team to hear directly from the community with regards to their preferences and desired experiences.

The consultation approach focuses on engaging with the community early in the process, with the strong intent of building ownership in the project.

## LINGER

Create places, locations and destination that encourage people to linger. The creation of placemaking spaces for community activation. The development of a range of spaces of shapes and sizes to 'linger in'.

**Make time slip away**



## LIGHT

Increase the safety and security during the day and at night. Encourage passive surveillance and apply CPTED principles to make the park 'light'. Increase visibility by reducing vegetation screens, managing the canopy cover and lighting the park and surrounding streets at night.

**Make things bright and clear**



## LINK

Enhance the links through and in the park. Develop pedestrian and cycle paths that are easy to use with strong connection to local destinations and public transport.

**Make the journey an experience**



## LANDSCAPE

Develop new landscape and land use experience that provide additional function. Create opportunities for seating and congregation. Increase the landscape amenity and enable passive recreation.

**Make everything work, make it beautiful**



# POCKET PARK

The Pocket Park seeks to provide a consolidated community open space. Around a central paved plaza are two lawns [A] that create a defined community space for activities, markets and events. The lawns provide breakout spaces for family gatherings, picnics and hanging out.

A centre activity area combines a half court with a hoop [B&F], climbing walls, super graphic floor coverings [E] and skateable environment. The walls enclosing the activity area also provides a canvass for community art as well as a screen for outdoor cinema events.

The north part of the park is a garden [G], capitalising on the existing landscape character. The garden creates a secluded area with opportunities for seating and nature play [J].

A pathway runs through the park providing a continuous connection to the adjoining footpath and cycle links.

A combination of timber post and paving treatments mark the width and length of the SS Admella creating a historical reference in the park. The posts support lighting and power [D] as well as enabling temporary market stalls and other event infrastructure [C].

Modification to the entrance road longer term, will increase the footpath width and reduce the vehicle dominance while maintaining the road's accessibility and function [H]. The increased footpath width enables opportunities for outdoor dining and congregation.

Rain gardens increase storm water collection and resolve existing infrastructure issues.

Large art screens are proposed along the existing fencing to visually separate the park from the surrounding industrial areas [I].



EXISTING TREES

LAWNS

PROPOSED TREES

SHARED USE PAVING WITH LINE MARKING

RAIN GARDEN (STORM WATER MANAGEMENT)

HARD PAVING AND LINE MARKINGS

FOOTPATH (2M)

GARDEN BEDS

01. Native plantings and nature play
02. Informal footpath access to edge of building
03. Art screen to car park and industrial edge
04. Modified surface treatments to promote Shared Use and provide cycle lane
05. Rain garden
06. Garden with paths and seating
07. Half court and activity wall
08. Big Bench seating area
09. Lawn with sculptural posts and lighting
10. Access path with sculptural posts and lighting
11. Modified laneway with vehicular access
12. Increased footpath with outdoor dining and bike parking
13. Paving treatment to promote Shared Use
14. Existing vehicle access maintained



## 11.2 Request for Road Closure - Weber Street, Torrensville

### Brief

The Civil Contractors Federation (CCF) has written to Council seeking an indication as to whether Council may consider closing and selling Weber Street to the Federation.

### RECOMMENDATION(S)

The Committee recommends to Council that:

1. The Civil Contractors Federation (CCF) be advised that Council provides its in principle support to the closure of Weber Street, subject to the negotiated sale price and associated terms and conditions of any proposed subsequent sale to CCF being to its satisfaction.
2. A further report be provided to Council following the completion of negotiations between the parties prior to the commencement of any formal road closure process.

---

### Introduction

A written request has been received from the Civil Contractors Federation (CCF) seeking an opinion from the Council as to whether it may consider closure of Weber Street and subsequent sale of the closed road to it (**Attachment 1**).

### Discussion

Weber Street lies on the eastern side of South Road approximately 175 metres south of the River Torrens and opposite the Woolworths Brickworks shopping centre in Torrensville (**Attachment 2**).

The road has an area of approximately 1,240m<sup>2</sup> and provides access to Ware Street at its eastern end; albeit Ware Street can also be accessed from West Thebarton Road.

The adjacent land on both the northern and southern sides of Weber Street is owned by CCF.

Initial investigations indicate that there is no CWT infrastructure under the roadway and that the road is not critical or required as part of Council's road network.

As indicated in CCF's letter, at this time, and prior to the commencement of any formal negotiation, CCF is merely seeking to gain an appreciation as to whether the Council would entertain closure and sale of Weber Street to it.

Should Council provide its in principle support to this request the Administration would arrange for a valuation to be provided by Council's property consultant. This valuation would be used to assist in the negotiation of a sale price for the land (road).

The CCF has also been advised that, as part of this process, it would be responsible for meeting or reimbursing all costs involved with any closure of the road (e.g. the costs of survey, advertising and creation of the new allotment(s)).

A further report would be provided to Council following the negotiation process, advising of its outcome, and seeking Council's consent to proceed with the formal process to close the road (on proviso that Council agrees to the negotiated sale price and conditions). Amongst other things the formal process would involve public consultation in regard to the proposal. As the intended outcome of the process would be eventual sale of the land, Council would also need to resolve that the land be excluded from the classification of Community Land prior to the road closure process being finalised.

If the road closure proceeded to finality, CCF has indicated that it would utilise the roadway for carparking purposes. (The CCF has advised that it runs a number of industry training courses within the building on the northern side of Weber Street and has further advised that the existing carparking which is provided on the southern side of Weber Street is insufficient for its needs.)

### **Conclusion**

The Civil Contractor's Federation, which owns all land adjacent to Weber Street on its northern and southern sides, has written to Council seeking an indication as to whether the Council would consider closure and subsequent sale of Weber Street to it. Should Council provide this in principle support the Administration will enter into negotiations with the CCF. A further report would be provided to the Council following these negotiations and prior to commencement of any formal road closure process.

### **Attachments**

- 1. Letter from Civil Contractors Federation**
- 2. Weber Street Location Plan**



## CCF SOUTH AUSTRALIAN OFFICE

ABN 65 484 720 549

1 South Road

THEBARTON SA 5031

**P** (08) 8111 8000**F** (08) 8111 8002**E** [ccfsa@ccfsa.com.au](mailto:ccfsa@ccfsa.com.au)[www.ccfsa.com.au](http://www.ccfsa.com.au)

Hi Steve & Joe,

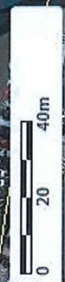
Thanks for your time on site yesterday at 1 South Road, Thebarton.

As discussed, the Civil Contractors Federation SA Branch (CCF SA) would be interested in proceeding with the purchase and closure of Weber St (from South Road through to Ware St). CCF SA seeks the council's principle consent to purchase Weber St and to create additional car parking spaces.

Thanks

James Minagall







### 11.3 Torrensville Bowling Club - Request to Relocate Signage

#### Brief

The Torrensville Bowling Club has written to Council seeking to amend the previous consent of Council, in its capacity of landlord, to erect signage within, but externally facing and on the perimeter of the Club's leased premises at 80 South Road, Torrensville.

#### RECOMMENDATION(S)

The Committee recommends to Council that:

The Torrensville Bowling Club be advised that Council does not provide its consent to the new signage remaining in the alternate (eastern and south-eastern) locations and that accordingly the framework must be removed as a matter of priority;

#### OR

The Torrensville Bowling Club be advised that Council provides its consent in its capacity as landlord for the Club to erect two new signs on the eastern/South Road frontage of the northern green and two new signs in the south-eastern corner of the southern green, in accordance with the information provided in the Club's letter of 10 August 2017, subject to any necessary development consents being sought and obtained.

---

#### Introduction

At its meeting of 22 November 2016, Council's Community Facilities Committee considered a request from the Torrensville Bowling Club to erect inward facing signage on the ends of the southern and northern greens. A copy of the report is attached for the benefit of Members **(Attachment 1)**.

Following consideration of the matter (in regard to the request to erect signage) the Committee recommended as follows:

- 2. *The Club be advised that Council provides its consent in its capacity as landlord for the Club to erect two new signs at the end of the northern green and two new signs at the end of the southern green, in accordance with the information provided in the Club's letter of 28 September 2016, subject to any necessary development consents being sought and obtained.***

The recommendations of the Committee were considered and adopted by Council at its meeting of 13 December 2016.

#### Discussion

Correspondence has now been received from the Bowling Club indicating that the signage framework has been erected in incorrect locations (on the South Road/eastern frontage of the site). The Club has also indicated that it seeks the signage to face both internally and externally.

Please also note that, as per the Club's letter dated 10 August 2017, at this time the Club has not sought nor received development approval to erect the signage and or the signage framework.

Given this oversight, and that the framework is already erected, the Club is now seeking retrospective landlord approval for the signage framework to remain in the current location and signage to be affixed to this framework **(Attachment 2)**.

An aerial plan indicating the location of the signage originally considered by Council and the amended locations is attached. **(Attachment 3)**.

Whilst the Administration acknowledges the Club's comments that the signage has been inadvertently erected in the wrong locations and without development consent, it is apparent that externally facing signage on the South Road frontage will be likely to provide the Club with a higher level of commercial return than that which would be likely to arise from signage erected at the northern and southern ends of the greens (which may have limited South Road visibility).

It should also be noted that under the terms of the Club's lease/licence it must seek the prior written consent of the Council should it wish to erect signage that is visible from the exterior of the premises.

Further, as indicated within Council's "Advertising on Council Land and Related Public Infrastructure Policy", Council permits the display of advertisements by commercial sponsors on the perimeter fence of a Council oval; provided that all signs are:

- Professionally sign written non-illuminated, non-flashing and non-animated;
- Fixed to the inside perimeter fence of the oval facing inwards and not to project above fence level;
- Maintained in good order and condition at all times to the satisfaction of the CWT.

Additionally, the Policy further advises that Council will not allow sponsorship signs to be erected:

- On ovals other than on the inner perimeter fence; or
- At other recreation or sporting grounds

but that variations to the Policy requirements may be sought by applying to the Council in writing.

It is thus now incumbent on the Council to determine whether it will consent to allow the signage (internally and/or externally facing) to remain in the varied location and whether it will also allow the Club to proceed with a retrospective development application, rather than seek removal of the framework from the current locations and relocation to the previously approved positions.

## **Conclusion**

The Torrensville Bowling Club sought and received Council consent in its capacity as landlord (subject to any necessary development consents being sought and obtained) to erect new signage at the ends of the Club's northern and southern greens. Due to an oversight the signage framework has been erected in the wrong location. Council, in its capacity as landlord, needs to determine whether it will allow the signage to be erected in the alternate locations.

## **Attachments**

1. **Extract from Community Facilities General Committee Meeting Agenda 22 November 2016 - Item 8.2 Torrensville Bowling Club Update and Request for Signage**
2. **Letter from Bowling Club seeking retrospective development approval for signage**
3. **Aerial plan showing signage locations**

## 8.2 Torrensville Bowling Club Update and Request for Signage

### Brief

This report provides an update to Elected Members in relation to the progress of the proposed extension of and upgrade to the club's facilities and also advises that the Torrensville Bowling Club is seeking to erect additional signage on its leased/licensed premises.

### RECOMMENDATION(S)

The Community Facilities General Committee recommends to Council that:

1. The report be noted.
2. The Club be advised that Council provides its consent in its capacity as landlord for the club to erect 2 new signs at the end of the northern green and 2 new signs at the end of the southern green, in accordance with the information provided in the club's letter of 28 September 2016, subject to any necessary development consents being sought and obtained.
3. The Administration be authorised to enter into formal negotiations with the club in regard to the granting of a new long term lease for the club's premises (conditional upon the club surrendering its existing licence should this be necessary) and that the commercial arrangements that the club seeks to enter into (advertising and sub-lease of portion of the premises) be factored into the commencing rental under such a new lease.
4. A further report be provided to Council outlining the terms and conditions of the proposed new lease prior to the matter being referred for public consultation.

### Introduction

The Torrensville Bowling Club has written to Council seeking to erect additional signage within the premises it has licensed from Council on the eastern frontage, and toward the southern end, of the Thebarton Oval complex (**Attachment 1**).

Given this request, this report also takes the opportunity to update Members in regard to other related matters and also in relation to the club's current and proposed lease agreements.

### Discussion

Under the terms of the club's licence agreement the club is required to seek Council's consent (in its capacity as landlord) for any new signage that it wishes to erect where such signage is visible from the exterior of the premises. Should consent be provided by Council, the club may also then need to seek development approval for such signage.

As is indicated in the correspondence received from the club, it wishes to erect two new signs (one each for "Specsavers" and "Ken Hall Plumbing") at each end of the southern green and the northern green (see **Attachment 2** for a concept sign from Specsavers from another bowling club). It also proposes that these signs be situated approximately 5 metres in from the eastern boundary at such a height that they would be visible from the exterior of the premises on the South Road frontage (i.e. approximately 3.0 metres). The visibility to passing motorists, etc. has the potential to provide a revenue stream to the club.

The two named parties featuring on the proposed signage would effectively become club sponsors by virtue of the club leasing advertising space to them.

At issue is whether Council would be prepared to:

(a) provide its consent in its capacity as landlord for the signage to be erected;

and, if so (and subject to any necessary development consents),

(b) allow the bowling club to retain all, or a portion only, of the advertising revenue which may be realised from the erection of the signage.

From Council's perspective it can be suggested that signage clauses are inserted into lease and licence agreements for three principal reasons:

(1) to ensure that any advertising on leased/licensed Council properties is appropriate and unlikely to be offensive in any way to third parties or the public;

(2) to ensure that leased/licensed Council properties neither become repositories of advertising hoardings, *etc.* nor contribute to significant visual pollution; and

(3) to ensure that any signage which may be erected does not cause damage to premises or have a potential to cause or increase public liability concerns.

Given the nature of the proposed additional signage, as well as its placement within the premises and that it is unlikely to be considered offensive, its erection is supported by the Administration.

The Club's position (on a main road with substantial passing traffic) does provide a commercial advantage to it in terms of its ability to generate reasonably significant revenue for signage when compared with other Council tenancies that are not located on arterial or main roads. The existing rental for the premises does not factor in or take into account this commercial advantage. The Administration is of the view that, should the Council provide its consent (in its capacity as landlord) for the signage to be erected, the rental for the premises should take into account the commercial nature of this arrangement and the inherent commercial value of the site.

Further, and related somewhat to the above matter, the club has also indicated that it has been approached by a prospective tenant seeking to (sub)lease/licence a portion of the club's premises to allow it to relocate its existing bowls-related retail outlet to this site.

All Council leases and licences make provision for sub-lease or licence arrangements, subject to Council consent. Generally, such arrangements are with similar or like bodies or groups (e.g. other community or sporting clubs); however, there is some precedence for an arrangement such as that which is now proposed by the bowling club. The lease of the Council-owned Satterley Hall premises at the southern end of the Lockleys Oval complex to Badminton SA allows for the operation of a small pro-shop within the badminton facility. The rental paid by the club was adjusted (increased) during negotiations for the Club's new lease/licence agreement to acknowledge this, and both the arrangement and the increase in rental were reported to, and endorsed by, Council. As with the lease to Badminton SA, the Administration does support the club's proposal to sublease/licence a portion of the premises to a commercial bowls operator on proviso that the club's rental does take into account the nature of this proposed commercial arrangement. Further, and as the club has indicated, revenue realised from such an initiative will be used to supplement the club's operating costs.

It is also worth noting that the South Australian Amateur Football League (SAAFL) has now provided written confirmation to the Torrensville Bowling Club informing the bowling club that SAAFL agrees to relinquish a portion of its leased area on the eastern side of Thebarton Oval (**Attachment 3**). This will allow negotiations for a new lease for the bowling club to proceed based on the extended area identified in the project proposal documentation and will also allow preparation of a deed of variation to recognise the reduction in land now to be occupied by the SAAFL.

As previously advised to Council, the development which the club is proposing to undertake, and the financial contribution being made by the club toward such development, warrants serious consideration of the granting of a new long-term lease (noting that any lease term in excess of 5 years would require public consultation prior to granting of the lease).

The commencing rental to be paid by the club under a new leasing arrangement would or could factor in the commercial nature of the above proposed initiatives should Council so determine. At this time, the expected completion date of the project (early September 2017) closely coincides with the expiry of the existing lease term (3 September 2017). Thus, granting of a new lease may not need to be conditional upon the surrender of the club's existing licence.

In terms of the format or type of new lease, there are two ways in which this could be approached. Either a 'conventional' lease arrangement could be utilised whereby Council would assume responsibility for structural maintenance of the property or, conversely, a ground lease arrangement could be used. As the club is assuming responsibility for construction of the new bowling shelter and a new/extended clubroom facility, and given that the proposed lease term is lengthy, it would seem more appropriate that a ground lease methodology be employed. This would place the responsibility for maintenance of the structures on the club and would result in a comparatively low annual rental being charged.

Should Council determine that it prefers use of the more conventional lease framework (i.e. it will assume responsibility for maintenance of the improvements on the property), the lease fee will need to reflect the additional maintenance burden that will arise. As an example, advice has been received indicating that the fabric being proposed for attachment to the shelter framework has a 20-year life (the replacement of the fabric lends itself to the use of a sinking fund).

Please note that under the conventional lease scenario, and in accordance with Council's standard lease agreement, the cost of insurance premiums will be on-charged to the club. Under a ground lease regime, the lessee would ordinarily be directly responsible for insuring any lessee structures or improvements erected on the premises.

The Administration and its consultants and the club's representatives and/or consultants have met on a number of occasions to address matters relating to the project, particularly site preparation, car parking and site drainage. The club's consultants have recently lodged preliminary information and plans in regard to the development the club is proposing to undertake. It is noted that additional information is likely to be required by City Development in relation to these. Further, the Administration wishes to clarify, confirm and fully understand the extent of the proposed development on site and for this reason has requested that its surveyor peg out the development boundaries. The plans lodged are nevertheless attached for the benefit of Committee members **(Attachments 4 and 5)**.

### **Conclusion**

The Torrensville Bowling Club has written to Council seeking Council's consent, in its capacity as landlord, for the erection of two new signs at each end of the club's northern and southern greens and for a portion of the premises to be subleased/licensed to a commercial (bowls-related) operator. The Administration is generally supportive of the request subject to a commercial factor being applied to the club's rental.

Whilst the Club's consultants have lodged preliminary development information, the Administration wishes to clarify the extent of the development boundaries and has engaged a surveyor to mark/peg the development site boundaries.

**Attachments**

1. Request for Signage [↓](#)
2. Concept Plan for Specsavers Sign [↓](#)
3. Agreement of SAAFL to relinquish portion of leased area [↓](#)
4. Planning Drawings (1) [↓](#)
5. Planning Drawings (2) [↓](#)





## Torrensville Bowling Club Inc

80 South Road  
P O Box 217  
Torrensville SA 5031  
Phone: 08 8443 7104  
ABN: 20 595 641 369

Email: [secretary@torrensvillebc.com.au](mailto:secretary@torrensvillebc.com.au)

DATE: 28 September 2016

**Steve Watson**  
**Senior Property Assets Advisor**  
City of West Torrens  
165 Sir Donald Bradman Drive  
Hilton SA 5033

Attention: Steve Watson by email

Dear Steve

**Re: Proposed Signage for Torrensville Bowling Club**

As recently discussed the Torrensville Bowling Club, in partnership with the City of West Torrens, is embarking on an exciting new development to include a new 12 rink undercover green and new clubrooms. We also plan to renovate our old clubrooms and have an expression of interest from Jack High Bowls Shop to locate to our site as a sub lessee.

We are also now receiving a lot of interest from companies wanting to sponsor the club and erect signage around our greens. Sponsorship monies and payments for signage form a key revenue generator for our club. We understand that where existing signage exists we can utilise those positions as well as other signage that is only visible inside our leased area.

We write to you for permission to erect between 2- 4 new signs adjacent to South Road, 2 each on our Northern and Southern Greens

These signs will be located 4.98 metres in from the eastern fence line and face both north and south. They will be 3 metres high and each will be approximately 2.00-3.00 metres wide and 0.90 - 1.20 metres depth. We already have firm interest from Specsavers (located at Brickworks shopping centre) and Ken Hall Plumbers.

Therefore we seek approval from City of West Torrens as our landlord to submit a Development Application for these signs. We are confident they will meet the objectives of Council as well as the purchasers, whilst providing ongoing sustainable income for the club. We also believe there will be no risks to traffic as many other signs exist adjacent to our club

We attached a sample sign from Specsavers from another Bowling club and will submit accurate images in the Development Application

---

**1** | WTCC\_Signage Letter to landlord\_September 2016.docx

Please advise if you require any further information at this stage. We are extremely keen to progress with this and would appreciate your feedback as soon as possible


Yours sincerely,




Peter Ward  
President  
0407 019 457

Attach – Specsavers Sample Sign

CC : Dean James Sponsorship Manager Torrensville Bowling Club



# 2 pairs 1 low price



## Marden Shopping Centre: 8362 9292

Proudly sponsoring the Payneham Bowling club



## Torrensville Bowling Club Inc

80 South Road  
P O Box 217  
Torrensville SA 5031  
Phone: 08 8443 7104  
ABN: 20 595 641 369

Email: [secretary@torrensvillebc.com.au](mailto:secretary@torrensvillebc.com.au)

---

DATE: 10 August 2017

Steve Watson  
Senior Property Assets Advisor  
City of West Torrens  
165 Sir Donald Bradman Drive  
Hilton SA 5033

Attention: Steve Watson (by email)

Dear Steve,

**Re: Proposed Signage for Torrensville Bowling Club**

---

As per our discussion in reference to our letter dated 28 September 2016 and the Community Facilities General Committee Meeting Minutes dated 22 November 2016 it has become apparent to the current Board of Management of the Torrensville Bowling Club that we have inadvertently erected the frames for our proposed signage without development consents being sought and obtained first.

For this we do apologise and can confirm that we, the current Board of Management, have stopped the installation of the actual signage until this matter is resolved.

In addition to not having the necessary consents we have also erected these frames along our eastern boundary (South Road frontage) contrary to our permission request, that is the signs face both east and west, not north and south.

We therefore now seek your retrospective landlord approval for these signs so that development consent can be obtained.

The framing on our northern green is 2.9m high and 5.0m wide located approximately 22.3m from the northern boundary.

This frame will accommodate two signs approximately 2.5m x 1.0m high (refer attached photo).

The framing on our southern green again is 2.9m high and 5.0m wide and is angled, offset 0.5m from the southern boundary and 1.3m from the eastern boundary.

This frame will accommodate two signs approximately 3.0m x 1.0m high and 2.0m x 1.0m high (refer attached photo). Permission would also be sought for dual signage to face west (internal to the club) and east (facing South Road).

Your consideration and understanding in this matter is appreciated.

Regards,

Mike Feeney  
Secretary - Torrensville Bowling Club



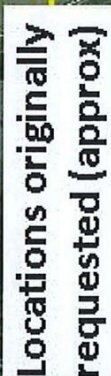


Northern Green



Southern Green







## 11.4 Urban Services Activities Report

### Brief

To provide Elected Members' with information on activities within the Urban Services Division.

### RECOMMENDATION

The Committee recommends to Council that the Activities Report be received.

### Discussion

This report details the key activities of the City Assets and City Works Departments.

Special Project Work	
New Drainage System - Lockleys Catchment Henley Beach Road Crossings - Stage 4b May Terrace and Rowells Road	Detailed design of this next stage of the greater Lockleys Drainage Upgrade has been completed.  It is scheduled for civil works tender assessment to be undertaken during October 2017.
George Street, Thebarton Stormwater Drainage Upgrade and Road Reconstruction	The civil works associated with this project are currently out to tender, with a tender close and tender assessment programmed for late September to early October 2017.
Dew Street and Maria Street, Thebarton, Stormwater Drainage Upgrade	Linked to George Street Stormwater and Road Upgrade.
George Street and Dew Street, Thebarton, New Roundabout	Linked to George Street Stormwater and Road Upgrade.
River Torrens High Flow Bank Damage, Investigation and Repair	Recent discussions with SA Water Administration have confirmed that specialist consultants engaged by SA Water have developed high level preliminary concepts for each of the sections of damaged river bank within the City of West Torrens which are currently resulting in closure of amenity pathways. SA Water have prepared Cabinet Submissions for the securing of funds to undertake these works which have yet to be determined by the Government. Should timely and favourable consideration be given to these funding requests, SA Water are anticipating engagement of design and construction contractors through the latter half of 2017, with the hope of physical works commencing during the early half of 2018.
Shannon Avenue, Glenelg North, Stormwater Pump Station - Upgrade	The design and documentation for the upgrade of Shannon Avenue, Glenelg North, Stormwater Pump Station has commenced. The delivery of this project is scheduled for 2018/2019, subject to budget funding.

River Torrens Linear Park, (Pedestrian Light Project)	The River Torrens Linear Park Pedestrian Lighting Projects for 2017/2018 from Tapleys Hill Road, Fulham, to the Council boundary (for both the north and south sides of the river) are currently in the design and documentation stage. The proposal is to commence site works early in 2018.
Westside Bikeway, (Pedestrian Lighting Project)	The Westside Bikeway Pedestrian Lighting Projects for 2017/2018 are currently in the design and documentation stage. The proposal is to commence site works along Birdwood Terrace, North Plympton, and Deacon Avenue, Richmond, early in 2018.
Captain McKenna Pathway, (Pedestrian Lighting Project).	The Captain McKenna Pathway Pedestrian Lighting Project for 2017/2018 is currently in the design and documentation stage. The scope of the project is to design new lighting from Watson Avenue, Netley, to Tapleys Hill Road, West Beach. A staged works program is to be scheduled, subject to budget funding, for 2018/2019.
Footpath/Kerb and Gutter Condition Audit	Contractors have been undertaking the audit assessment of the condition of the footpath/kerb and gutter network. This project was completed in July 2017.
Stormwater Audit 2017	City Assets, in conjunction with the successful contractor, will conduct an audit of 5% of the Council's existing stormwater drainage network using CCTV inspection and data collection to provide a more accurate condition assessment.

## Capital Works

Road Reconstruction Works	<p>The following is an update on roadworks occurring in our City:</p> <p>West Beach Road - detailed concept design works are completed and the Administration are continuing to work with the City of Charles Sturt to identify funding opportunities.</p> <p>Design and documentation are currently being undertaken for the following roads:</p> <ul style="list-style-type: none"> <li>- Wainhouse Street, (Ashley Street to Carlton Parade) - <i>Construction works programmed to start in October 2017.</i></li> <li>- Britton Street, (Marion Road to Norwich Street) - <i>Construction works programmed to start in October 2017.</i></li> <li>- Mortimer Street, (Gray Street to Grassmere Street)</li> <li>- St Andrews Crescent, (Sunningdale Avenue to Bonython Avenue)</li> <li>- St Andrews Crescent, (Bonython Avenue to Hoylake Street)</li> <li>- Aldridge Terrace, (Richmond Road to Lucknow Street)</li> <li>- Toledo Avenue</li> <li>- Cambridge Avenue</li> <li>- Birmingham Street, (South Road to Pymbrah Road)</li> <li>- White Avenue, (Tracey Crescent to Pierson Street)</li> <li>- George Street, (South Road to Dew Street) - <i>Detailed design and tender documentation are completed. The calling of Tenders is scheduled during August 2017.</i></li> <li>- West Thebarton Road / Phillips Street - <i>Consultation has been completed and detailed design underway.</i></li> </ul>
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Undergrounding of Power West Thebarton Road/ Phillips Street, Thebarton	Power pole and cabling works are ongoing. There was a delay due to contractual issues between SAPN and their contractor. SAPN have now advised that the completion date for the project will be December 2017.
Kerb & Watertable and Road Reseal Program	<p>The following is a list of the streets allocated for kerb only works in 2017/18. The streets have been divided into two (2) stages of equal duration.</p> <p>Stage 1: Program of works -</p> <ul style="list-style-type: none"> <li>- Bonython Avenue</li> <li>- Ebor Avenue, (Darebin Street to Tarragon Street)</li> <li>- Laverack Road, (Birdwood Terrace to Marion Road)</li> <li>- Moss Avenue, (Richmond Road to Commercial Street)</li> <li>- Tilden Street, (James Street to Gray Street)</li> </ul> <p>Stage 2: Program of works -</p> <ul style="list-style-type: none"> <li>- Clifford Street, (Oscar Street to Lipsett Terrace) - works underway</li> <li>- East Parkway, (Riverside Drive to Hughes Avenue) - works underway</li> <li>- Kellett Avenue, (Kenton Street to Torrens Avenue)</li> <li>- La Jolla Avenue, (Huntington Avenue to Ayton Avenue)</li> <li>- Lorraine Avenue, (Anthus Street to Grallina Street)</li> <li>- Mackirdy Street, (Weetunga Street to Samuel Street)</li> <li>- Thanet Street, (Henley Beach Road to Marshall Terrace)</li> </ul> <p>Road Reseal Program is currently being scheduled to commence in November 2017.</p>
Footpath Program	<p>The following is a list of the streets allocated for footpath works in 2017/2018:</p> <p>Renewal Footpath Program: works to be programmed:</p> <ul style="list-style-type: none"> <li>- Warwick Avenue, (Mortimer Avenue to Anzac Highway)</li> <li>- Tapleys Hill Road, (Chippendale Avenue to Suburb Boundary)</li> <li>- Tapleys Hill Road, (Suburb Boundary to Sir Donald Bradman Drive)</li> <li>- August Street, (Neville Road to South Road)</li> <li>- Delray Street, (Gault Avenue to Crispian Street)</li> </ul> <p>New Footpath Program: works to be programmed:</p> <ul style="list-style-type: none"> <li>- Ingerson Street, (Tapleys Hill Road to Kitt Street)</li> <li>- Ingerson Street, (Kitt Street to Davis Street)</li> <li>- Broughton Avenue (Tennyson Street to Clifford Street)</li> <li>- Clifford Street, (Lipsett Terrace to Kennedy Street)</li> <li>- Clifford Street, (Fewings Avenue to Sir Donald Bradman Drive)</li> <li>- Clifford Street, (Kennedy Street to Fewings Avenue)</li> <li>- Airport Road &amp; Lipsett Terrace (Southern Centre Island)</li> <li>- Queen Street, (Reid Street to West Thebarton Road)</li> <li>- Clyde Avenue, (Frontage Road to Castlebar Road)</li> </ul>

Bicycle Management Schemes	Works complete for the shared use path installation along Beare Avenue, north of Watson Avenue.
Playground Upgrade 2017/2018	<p>The following is an update on the current outstanding program of works:</p> <ul style="list-style-type: none"> <li>– Memorial Gardens, Hilton - Draft concept/plans are currently being reviewed/updated by the Administration. Further details will be provided to Elected Members on completion of the concept/draft plans.</li> <li>– Lyons Street Reserve, Brooklyn Park - Works are currently in progress, and are expected to be completed in September. Project delays have occurred due to inclement weather.</li> <li>– Joe Wells Reserve, Netley - Works are currently in progress, expected to be completed in October.</li> <li>– Kings Reserve, Torrensvile - Details of this project has been included in the draft masterplan for Kings Reserve. Community consultation for the masterplan closes in early September. Further information is available from the Community Facilities General Committee Reports from 23 May and 25 July 2017 on the masterplan. A further report will be provided to the Community Facilities Committee on the feedback and outcomes from the consultation before the end of 2017.</li> </ul> <p>Consultation has also commenced on the following replacement program for playgrounds:</p> <ul style="list-style-type: none"> <li>– Montreal Avenue Reserve, Novar Gardens</li> <li>– East Parkway Reserve, Fulham</li> <li>– Dove Street Reserve, Thebarton</li> <li>– Jubilee Park Reserve, Glandore</li> </ul> <p>Feedback from local residents will be continued to be received until the end of September. These projects should be scheduled to commence later in 2017 and will continue into 2018.</p>
Upgrade of Oakmont Crescent Reserve, Novar Gardens	Works have commenced on the upgrade of the Oakmont Crescent Reserve. It is expected that this project will be completed prior to December 2017.

Parking and Traffic Management	
Torrensvile/Thebarton LATM	<p>Detailed development of the following projects is continuing:</p> <ul style="list-style-type: none"> <li>• North Parade and Shipster Street kerb extension</li> <li>• George Street and Albert Street intersection</li> <li>• Concept plan development for Ashley Street (between Holbrooks Road and Hayward Avenue)</li> </ul> <p>The following projects are underway/completed:</p> <ul style="list-style-type: none"> <li>• North Parade and Wainhouse Street kerb extension - Complete</li> <li>• Hardys Road and Ashley Street roundabout (Black Spot funding received - \$79,950) - Detailed design complete and works awarded. Works are scheduled to commence during August 2017.</li> <li>• Ashwin Parade and Hardys Road intersection realignment has commenced with the relocation of services currently being scheduled.</li> </ul>
Novar Gardens/Camden Park LATM	<p>LATM questionnaires for Novar Gardens/Camden Park were distributed on 1 June 2017. Turning movement counts have been undertaken.</p> <p>Community feedback currently being reviewed to develop draft solutions. Working Party meeting soon to be convened.</p>
Richmond/Mile End LATM	Baseline traffic data is currently being collected.
Blackspot submissions for 2018/2019 funding	<p>The following projects, with supporting documents, will be submitted to DPTI for Black Spot funding by 4 September 2017:</p> <ul style="list-style-type: none"> <li>• Beckman Street/Albion Avenue/Wheaton Road intersection upgrade;</li> <li>• Mooringe Avenue/Morphett Road intersection upgrade;</li> <li>• Stonehouse Avenue/Morphett Road intersection upgrade;</li> <li>• Morphett Road/Carlton Road intersection upgrade;</li> <li>• George Street/Albert Street intersection upgrade;</li> <li>• Grove Avenue/Galway Avenue intersection upgrade.</li> </ul>
Rutland Avenue slow points	Concept of the project is currently under review. Consultation with residents will begin shortly.
Resident Win Projects	<p>Tree Top School - Ashford Resident Win Project - The proposed renewal of pavement markings, installation of new parking signs, installation of new fences and pedestrian ramps along Tyson Street and Farnham Road are underway. Consultation with affected residents has been undertaken.</p> <p>Daly Street Resident Win Project by [REDACTED] - The proposed centre line marking along Daly Street is currently underway.</p>

Parking Review	<p>Parking Control arrangements for City to Bay running event on 17 September has been organised. Notification letters to affected residents will be mailed out a week before the event.</p> <p>The existing two hour time limit parking zone along Huntriss Street between Henley Beach Road and properties number 7 (west side) and 8 (east side) has been extended to three hour time limit.</p> <p>No Stopping control has been installed within Mile End Common area, i.e. Farrow Place and Illman Place.</p> <p>No stopping control has been installed on relevant section of Kintore Lane to improve resident's accessibility.</p> <p>Parking control on Commercial Street has been amended to suit local business needs.</p> <p>No Stopping control has been implemented on Ashwin Parade, adjacent to the BOC site to improve sight lines for motorists exiting the site.</p> <p>Previous parking requirements on Neill Street has been reinstated given that redevelopment of Mary Mackillop site is now complete.</p> <p>Parking review of Ballantyne Street is currently underway.</p>
Pedestrian Refuge(s) implementation	The construction of a Pedestrian Refuge on Mortimer Street is now completed and operational.
Cowandilla Primary School & Jenkins Street precinct	<p>Jenkins Street (Koala crossing) - Works complete and now operational.</p> <p>Jenkins Street (Emu crossing) corner of August Street - Design is complete and now reviewing tender documents. Works anticipated for construction in mid-September.</p>

### Property and Facility Services

Weigall Oval Masterplan	Given Council decision to undertake entire project, a consultant has been engaged to undertake the necessary prudential review.
Lockleys Oval Masterplan	Meeting scheduled 12 September with club representatives to finalise concept plans to enable progression to detailed design for tender drawings.
Apex Park Masterplan	Request For Tender for Stage 1 has been extended - now closes on 18 September 2017.
Camden Oval Masterplan	Ongoing meetings occurring with the architect to progress design of clubroom facilities and to consider the staging of the project.



Kings Reserve Masterplan	<p>Reports have been provided to Elected Members at the Community Facilities General Committee meeting held on 23 May and 25 July 2017 updating Members on the current status of this master plan project.</p> <p>A Community Consultation Plan has been developed and has commenced in August. The consultation period closes in early September 2017 and a report will be presented to Council with the results of the consultation later in the year.</p>
Cummins House	The Administration has recently advertised for new caretakers and are currently evaluating the tenders. A report will be prepared later in the year advising Council of the successful contract for the management of Cummins House.
Torrensville Bowling Club	Ongoing design works are progressing by the Club's consultants.
Thebarton Theatre Complex	The Administration has held an initial meeting with the operator of the theatre and its grant consultant to commence development of the business case and to commence discussions in regard to the grant of a new lease over the complex.
Craig Street road closures	Preliminary documentation has been lodged with the Surveyor-General's Office. Once preliminary plan number has been provided, public consultation will commence.
Packard/Allchurch Road closures	Public consultation commenced 29 August 2017 (and closes after 28 days).
Star Theatre Complex	<p>The works program for the staged program is continuing to be finalised in consultation with the tenant and a detailed design is underway. The program of works will be delivered to ensure minimal impact on the Theatre's schedule of events.</p> <p>A staged procurement process has commenced on the program of works.</p>
Thebarton Community Centre	<p>A report was provided to Elected Members at the Community Facilities Committee meeting held on 28 March 2017 to address the matters raised regarding the building functionality. As recommended, the Administration is continuing to develop a detailed design and technical specification for this project.</p> <p>A further report will be provided back to the Community Facilities Committee on completion of this stage.</p>

## Civil and General Maintenance

Monthly Update	Concrete, Block Paver & Asphalt Footpath/Dr Crossover		1,383m <sup>2</sup>
	Kerbing & water table / Invert		108m
	Road Repairs		60m <sup>2</sup>
	Line marking - Traffic Management		610m
	Line marking - Parking Control		203m
	Graffiti Removal	Council property	7 locations (76m <sup>2</sup> )
		Private property	17 locations (101m <sup>2</sup> )
		Bus stops	3 locations (12m <sup>2</sup> )
	Signage	Regulatory	56
		Street nameplates	13

## Drainage and Cleansing Services

Monthly Update	Pump Station inspections	Chippendale	Completed
		Shannon	Completed
		<u>Riverway</u>	Completed
		West Beach	Completed
		Duncan - Laneway (Lockleys)	Completed
	Illegal rubbish dumping		4.1t
	Road Sweepers		137t

## Horticulture Services

Monthly Update	Trees Pruned	603
	Removals	36
	Weed Control (Reserves, Verges, Traffic Islands)	38,350L

## Attachments

Nil

## 12 MEETING CLOSE

**INDEX**

<b>1</b>	<b>Meeting Opened .....</b>	<b>1</b>
<b>2</b>	<b>Present .....</b>	<b>1</b>
<b>3</b>	<b>Apologies .....</b>	<b>1</b>
<b>4</b>	<b>Disclosure Statements .....</b>	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes.....</b>	<b>1</b>
<b>6</b>	<b>Communications by the Chairperson.....</b>	<b>1</b>
<b>7</b>	<b>Questions with Notice .....</b>	<b>1</b>
	Nil	
<b>8</b>	<b>Questions without Notice.....</b>	<b>1</b>
<b>9</b>	<b>Motions with Notice .....</b>	<b>1</b>
	Nil	
<b>10</b>	<b>Motions without Notice.....</b>	<b>1</b>
<b>11</b>	<b>Governance Reports.....</b>	<b>2</b>
11.1	South Australian Planning Reform Implementation Progress Report - August 2017 .....	2
11.2	Complaints Lodged with the Ombudsman's Office - January 2017 to June 2017 .....	6
11.3	Legislative Progress Report - August 2017 .....	12
<b>12</b>	<b>Meeting Close .....</b>	<b>17</b>

**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****Leave of Absence:**

Cr Steven Rypp

Cr George Vlahos

**4 DISCLOSURE STATEMENTS**

Committee Members are required to:

1. Consider Section 73 and 75 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 75A of the *Local Government Act 1999*.

**5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the Minutes of the meeting of the Governance Committee held on 1 August 2017 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 GOVERNANCE REPORTS

### 11.1 South Australian Planning Reform Implementation Progress Report - August 2017

#### Brief

This report presents the August 2017 update on the status of the implementation of the South Australian Planning Reform, including the transition from the Development Act 1993 to the *Planning, Development and Infrastructure Act 2016* (Act), and the implementation of associated legislation and statutory planning documents.

#### RECOMMENDATION

The Committee recommends to Council that the South Australian Planning Reform Implementation Progress Report - August 2017 be received.

#### Introduction

A report is presented to each meeting of the Governance Committee detailing the progress of the various elements of the implementation of the 'South Australian Planning Reform' incorporating the implementation of the Act, the staged proclamation of specific sections as well as related legislation and statutory planning documents prepared under the Act or by the Department of Planning, Transport and Infrastructure (DPTI) or the State Planning Commission (Commission).

#### Discussion

##### Staged proclamation of the Act and Regulations

##### State Commission Assessment Panel (SCAP)

On 1 August 2017, the State Planning Commission (SPC) assumed the functions, powers and duties of the Development Assessment Commission (DAC), Building Rules Assessment Commission, Building Advisory Committee, and the Development Policy Advisory Committee by proclamation of the designated date for the operation of clause 6 of Schedule 8 of the Act.

On the same day, the SPC established the State Commission Assessment Panel (SCAP) to continue the assessment functions previously undertaken by DAC.

The SCAP membership is comprised of the previous DAC membership, including Simone Fogarty (Presiding Member), Helen Dyer (Deputy Presiding Member), David O'Loughlin, Chris Branford, Sue Crafter, Peter Dungey and Dennis Mutton.

The Inner Metropolitan Development Assessment Committee (IMDAC), which was responsible for assessment of buildings 5 storeys or greater in the Urban Corridor Zone in the City of West Torrens was also dissolved on 1 August 2017. SCAP will undertake the assessment functions of the previous IMDAC.

On 22 August 2017, the Administration met with the Chair of the State Planning Commission to discuss consideration of City of West Torrens' matters of interest. Until IMDAC was dissolved, a member of the City of West Torrens Development Assessment Panel sat on IMDAC to consider applications located in the City of West Torrens and the Council received an informal referral on applications considered by IMDAC in accordance with an existing Heads of Agreement. However with the dissolution of IMDAC, the City of West Torrens is no longer represented on the panel assessing these applications and will not receive informal referrals.

The Administration expressed its concerns with this and the Chair advised that when he reviews the operation of the SCAP, he would have regard to the member of Council's Assessment Panel sitting on the SCAP when applications located within the City of West Torrens are before it.

Further information on SCAP is available from the State Planning Commission website:  
<http://www.saplanningcommission.sa.gov.au/scap>

**Further information can be found in Government Gazette No 49. - Tuesday 1 August 2017 and LGA Circular 32.10.**

### Council Assessment Panels

On 1 August 2017, the designated date for the commencement of Council Assessment Panels was gazetted. Council Assessment Panels are required to be established by and commence on 1 October 2017.

On the same day, the following associated regulations were also gazetted and will come into operation on 1 October 2017:

- *Planning, Development and Infrastructure (General) (Assessment Panels) Variation Regulations 2017*: Regulations that outline the general administrative and operational procedures and associated matters relevant to the operation of panels.
- *Planning, Development and Infrastructure (Transitional Provisions) (Assessment Panels) Variation Regulations 2017*: Transitional regulations to provide for councils' Development Assessment Panels to longer act under the repealed *Development Act 1993* after 1 October 2017 except where a Council has not appointed a Council Assessment Panel under the new Act where by the DAP may continue to act until the Minister constitutes a local assessment panel.

A draft Code of Conduct for panel members will be published by the Minister for Planning on or before the panel commencement date. Elected Members appointed to the CAP will be required to have regard to both the CAP Members Code of Conduct as well as the Council Members Code of Conduct. It is not clear at this point whether there will be any points of difference between the two codes of conduct.

**Further information can be found in Government Gazette No 49. - Tuesday 1 August 2017 and a report in the Council meeting agenda for 5 September 2017.**

### State Planning Policies

On 1 August 2017, s58 of the PDI Act commenced, providing for the preparation of state planning policies by the Commission on behalf of the Minister for Planning.

Draft State Planning Policies are expected to be released for consultation in coming months.

The draft State Planning Policy framework was outlined in a previous report.

**Further information can be found in Government Gazette No 49. - Tuesday 1 August 2017.**

<b>Statutory Planning Documents</b>
<b>DPTI Collaborative Work Programs</b>
DPTI has advised that it is seeking to establish Collaborative Work Programs with all councils, however these have been delayed until September 2017.
<b>Community Engagement Charter</b>
<p>A report on the Commission's progress of developing a Community Engagement Charter under the PDI Act was presented to Council at its 15 August 2017 meeting.</p> <p>DPTI and the Local Government Association held an Elected Member session on the Community Engagement Charter on 23 August 2017. Five (5) of Council's Elected Members and one member of the Administration attended.</p> <p>The Commission has advised that a draft Community Engagement Charter is expected to be released for informal public consultation for a period of 6 weeks in the coming weeks. This means the anticipated 1 October 2017 commencement date will not be met by DPTI/SPC.</p> <p>The PDI Act requires the Commission to establish the first Community engagement Charter within a period of 6 months of the Commission being established.</p>
<b>Acts, Regulations and Statutory Planning Documents previously reported on where status remains unchanged</b>
<ul style="list-style-type: none"> <li>Local Heritage Reform Bill.</li> </ul>
<b>Council Of West Torrens Administration PDI Working Groups</b>
<b>Online Lodgement &amp; Electronic Processing</b>
The development of an online lodgement solution for development applications received by the City of West Torrens is continuing to progress.
<b>Policy Research and Advocacy</b>
<p>Research relating to the future of employment lands in the City of West Torrens has been commissioned. The Administration is also conducting research on the other priority policy themes, including aircraft noise.</p> <p>In addition, the Administration is closely tracking the release of any information on the proposed State Planning Policies (particularly on Strategic Airports), and the Planning and Design Code, including upcoming thematic discussion papers.</p>



**Assessment Panels**

A report addressing the appointment of an Assessment Panel by Council is included in the agenda for Council's 5 September 2017 meeting.

The PDI Act requires Council's Chief Executive officer to appoint an Assessment Manager by 1 October 2017.

**Community and Stakeholder Engagement**

Refer to discussion on the Community Engagement Charter above.

The winter edition of Talking Points contains information on the Planning Reform.

**Conclusion**

The South Australian Planning Reform Implementation Progress Report - August 2017 is current as at 24 August 2017.

**Attachments**

Nil

## 11.2 Complaints Lodged with the Ombudsman's Office - January 2017 to June 2017

### Brief

The South Australian Ombudsman has provided a report of all complaints received and any investigations conducted by his office relating to the City of West Torrens during the period 1 January 2017 to 30 June 2017.

### RECOMMENDATION(S)

The Committee recommends to Council that the report be received.

### Introduction

Every six (6) months, the South Australian Ombudsman (the Ombudsman) provides Council with a report that summarises those complaints received, as well as any investigations initiated, by him involving the City of West Torrens. The Ombudsman has provided his 1 January 2017 to 30 June 2017 report to Council (**Attachment 1**). The report does not contain full descriptions of the matters due to the confidential nature of that information.

### Discussion

The report indicates that forty seven (47) complaints were received by the Ombudsman's office during the reporting period. In each case, the complainant may or may not have contacted the Administration prior to referring the matter to the Ombudsman.

This compares to thirty seven (37) complaints received for the period 1 July 2016 to 31 December 2016.

A total of eighty four (84) complaints were lodged with the Ombudsman for the 2016/2017 financial year. This compares to a total of fifty three complaints being lodged with the Ombudsman in the 2015/2016 financial year.

A table comparing the comparing the outcome of the complaints received by the Ombudsman for both halves of the 2016/17 financial year is provided below:

Resolution	July - December 2016	January to June 2017	Total Number for 2016/17
Ombudsman Declined	12	20	32
Alternative remedy available through another body	10	7	17
Withdrawn	2	0	2
Complainant not contactable	1	0	1
Referred to Administration	12	14	26
Resolved with Administration	0	5	5
Carried over to 2017/18	0	1	1
<b>Totals</b>	<b>37</b>	<b>47</b>	<b>84</b>

Of the complaints lodged from 1 January 2017 to 30 June 2017:

- The Ombudsman declined to investigate twenty (20) complaints as he deemed investigation to be unnecessary or unjustifiable.
- Five (5) complaints were resolved through cooperation with the Administration.
- Seven (7) complainants were advised that an alternative remedy was available with another body.
- One (1) matter is ongoing.
- Fourteen (14) complainants were referred back to the Administration. It should be noted that not all complainants elect to submit their complaint to the Administration following contact with the Ombudsman.

Of the fourteen (14) complainants that were referred back to the Administration by the Ombudsman, nine (9) complainants contacted the Administration and the complaints were resolved in accordance with relevant policies.

Eight (8) of the nine (9) complaints referred back to Council related to expiation notices and one (1) to the rejection of an insurance claim by the LGRS.

Details of these nine (9) complaints are below:

Complainant	Date Referred by Ombudsman	Date Contacted Administration	Matter	Outcome
Peppi Pace	11/01/2017		Expiation Notice review	Decision upheld Expiation paid 12/01/2017
Nick Wilkinson	17/01/2017		Expiation Notice review	Decision upheld Expiation paid 21/02/2017
Russell Lindner	27/01/2017	7/02/2017	Expiation Notice review	The expiation was waived on 7/02/2017 as an investigation revealed that the City was not able to issue an expiation within this section of the airport.
Sonia Pisaniello	3/02/2017		Expiation Notice review	Decision upheld Expiation paid 14/02/2017
Wendy Lockwood	14/02/2017		Expiation Notice review	The expiation was waived on 1/03/2017 as a statutory declaration was provided to the City to confirm the circumstances of the infringement.

Ben Conry	16/02/2017		Expiation Notice review	The expiation was waived on 21/02/2017 as the ticketing machine was out of order at the time the expiation was issued.
Sandra Scudds	24/02/2017		Expiation Notice review	Decision upheld Expiation paid 1/03/2017
Michael Calder	19/04/2017	7/06/2017	Unreasonable rejection of insurance claim	Mr Calder advised Council that on 28/12/16 a large branch of a street tree fell on his gazebo causing damage. The matter was referred to the LGA Mutual Liability Scheme (LGRS) which, on 25/1/17, advised Mr Calder that the insurance claim had been rejected.  Mr Calder then contacted the Ombudsman SA who referred him back to the Administration.  Mr Calder wrote to the City again on 7/6/17 with further evidence to support his claim. This information was forwarded to the LGRS.
Brad Woodford	29/06/2017		Expiation Notice review	Decision upheld Expiation paid 12/07/2017

The Ombudsman's Office advises that the half yearly report is not required to be kept in confidence as it does not contain any confidential details.

For more information about other Ombudsman investigations and outcomes, please refer to the Ombudsman's Annual report which is available at [www.ombudsman.sa.gov.au](http://www.ombudsman.sa.gov.au).

## Conclusion

This report contains details of all complaints and investigations conducted by the Ombudsman that relate to the City of West Torrens for the period 1 January 2017 to 30 June 2017.

## Attachments

### 1. Complaints lodged with Ombudsman SA 1 January 2017 to 30 June 2017

## CITY OF WEST TORRENS

1 January 2017 - 30 June 2017

Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2017/00091	Prater, Norman	04/01/2017	Unreasonable decision to refuse contact	Declined\\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/00369	Pace, Peppi	11/01/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/00375	Spurling, Steve	12/01/2017	Unreasonable refusal to provide compensation for damage to driveway	Declined\\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/00457	Mazellis, Lukas	13/01/2017	Unreasonable expiation notice	Resolved with Agency Co-operation
City of West Torrens	2017/00521	Spagnoli, Dino	16/01/2017	Unreasonable refusal to provide kerbside waste collection service	Referred Back to Agency
City of West Torrens	2017/00671	Wilkinson, Nick	17/01/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/00835	Eastwood, Gareth	24/01/2017	Unreasonable handling of complaint regarding birds	Declined\\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/00873	Wright, Dianna	25/01/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/00970	Lindner, Russell	27/01/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/01109	Roeger, Julian	01/02/2017	Unreasonable expiation notice	Declined\\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/01274	Pisaniello, Sonia	03/02/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/01327	Robinson, Sue	07/02/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/01353	Sarunic, Irena	07/02/2017	Unreasonable expiation notice	Declined\\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/01627	Lockwood, Wendy	14/02/2017	Unreasonable expiation notice	Referred Back to Agency



Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2017/01809	Conry, Ben	16/02/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/01889	Excell, Paul	20/02/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/01962	Singh, Ranjit	21/02/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/02105	Scudds, Sandra	24/02/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/02131	Punitam, Vimal	24/02/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/02175	Quin, Robert	24/02/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/02206	Corolis, Peter	27/02/2017	Unreasonable expiation notice	Resolved with Agency Co-operation
City of West Torrens	2017/02323	Ramsay, Kym	02/03/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/02359	Maio, Kathy	02/03/2017	Unreasonable refusal to pay for damage to concrete caused by council tree	Referred Back to Agency
City of West Torrens	2017/02493	Aloi, Bruno	06/03/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/02589	Gajic	06/03/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/02705	Bagga, Dilpreet	10/03/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/02760	Hornsey, Arne	08/03/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/03088	Ma, Jun	21/03/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/03095	Anderson, Vincent	21/03/2017	Unreasonable expiation notice	Declined\Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/03707	Whittleston, Matt	05/04/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/03897	Bloomfield, Denise	11/04/2017	Unreasonable restrictions regarding Facebook use	Declined\Investigation Unnecessary or Unjustifiable

Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2017/03918	Trainer, John	12/04/2017	Breach of council member code of conduct - Mayor John Trainer	
City of West Torrens	2017/04033	Spagnoli, Dino	18/04/2017	Unreasonable s270 review outcome	Declined Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/04112	Calder, Michael	19/04/2017	Unreasonable rejection of insurance claim	Referred Back to Agency
City of West Torrens	2017/04210	Prater, Norman	24/04/2017	Unreasonable investigation of complaint regarding neighbour	Resolved with Agency Co-operation
City of West Torrens	2017/04240	Handley, Athena Rebecca	26/04/2017	Unreasonable expiation notice	Resolved with Agency Co-operation
City of West Torrens	2017/04284	Juraja, Kris	24/04/2017	Unreasonable expiation notice	Declined Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/04361	Frohar, Khatera	27/04/2017	Unreasonable expiation notice	Declined Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/04503	Stefanopoulos, Kaliopi	02/05/2017	Unreasonable expiation notice	Declined Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/04632	Allen, Michael	05/05/2017	Unreasonable development allowed	Referred Back to Agency
City of West Torrens	2017/04690	Fimmano, Antoinette	08/05/2017	Unreasonable denial of claim	Alternate Remedy Available with Another Body
City of West Torrens	2017/04697	Connolly-Hay, Anne	08/05/2017	Unreasonable enforcement of high fence	Resolved with Agency Co-operation
City of West Torrens	2017/05185	Gardener, Cheryl	19/05/2017	Unreasonable expiation notice	Declined Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/05300	Panagiotou, Liana	22/05/2017	Unreasonable expiation notice	Declined Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/05743	Pearce, Sue	05/06/2017	Unreasonable development approval for two storey building	Referred Back to Agency
City of West Torrens	2017/06233	Kallas, John	19/06/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/06647	Woolford, Brad	29/06/2017	Unreasonable expiation notice	Referred Back to Agency



### 11.3 Legislative Progress Report - August 2017

#### Brief

This report provides an update on the status of proposed legislative changes affecting local government either dealt with in Parliament, by the Local Government Association or contained in the Government Gazette during the preceding month.

#### RECOMMENDATION(S)

The Committee recommends to Council that the 'Legislative Progress Report - August 2017' be received.

#### Introduction

This report provides a monthly update on the progress of Bills through Parliament, using Parliament's defined stages, as well as items contained within the Government Gazette that relate to the City of West Torrens. It also contains information provided by the Local Government Association (LGA) relating to proposed amendments to legislation or other relevant matters.

Information on the status of all Bills and Acts is available on the South Australian Legislative Tracking website at:

<https://www.parliament.sa.gov.au/Legislation/BillsMotions/SALT/Pages/default.aspx>.

#### Discussion

##### Recent Amendments to Legislation

##### Local Government Act 1999

Section 226(3)(c) of the *Local Government Act 1999* has been amended to permit the placement of a moveable sign without an authorisation or permit if the sign is related to a State or Commonwealth election and is displayed during the period commencing at 5pm on the day before the day of the issue of the writ or writs for the election and ending at the close of polls on polling day.

The rules governing the erection of election signs for local government elections remain unchanged.

**Further information can be found in the LGA Circular 29.4**

##### Development Regulations 2008

On 16 August 2017, a variation to Schedule 10 of the *Development Regulations 2008* came into operation by means of the *Development (Schedule 10) Variation Regulations 2017* (Regulations).

The Regulations have the effect of deleting the existing clause 20 of Schedule 10, being '*Certain Developments over \$3 million*' and substituting it with a new clause 20 being '*Certain developments – Metropolitan Adelaide over \$5m or outside Metropolitan Adelaide over \$3 million*'.

This means in order for a development within the City of West Torrens to be called in by the State Coordinator-General for assessment by the State Planning Commission, the total amount to be applied to any work, when **all** stages of the development are completed, must exceed \$5 million.

Any development not within Metropolitan Adelaide maintains the \$3 million threshold.

Subclause 3 has been included to provide details as to the types of matters the State Coordinator-General will consider. These include:

- any building or structure or any improvements or other physical changes to a building or structure; and
- any improvements or physical changes to land; and
- any preliminary work (including, without limitation, site clearance, demolition and remediation); and
- any professional services; and
- the provision of, or any modifications to, infrastructure; and
- any construction work, fit out, signage, utilities, communications, security services, landscaping and contingencies.

The additional test under the previous clause 20 which required the development to be of 'economic significance to the State' has been removed and been replaced with the proposed development now must not be '*solely for prescribed residential purposes*.'

'*Prescribed residential purposes*' is defined as a single private dwelling or multiple private dwellings, but does not include purpose built student accommodation, aged care or serviced accommodation.

**Further information can be found in Government Gazette No 54. - Tuesday 15 August 2017**

## Summary of Proposed Amendments to Legislation

### Amendments to Australian Road Rules

The National Transport Commission (NTC) recently published draft amendments to the *Australian Road Rules*. The NTC will seek Ministerial approval for the proposed amendments in November 2017.

The proposed amendments seek to clarify existing rules and improve road user safety and efficiency by inserting and amending provisions such as:

- diverging to the left/right (to prevent the risk caused by taxis crawling along plying for fares)
- giving way to pedestrians approaching crossings
- heavy vehicles using roundabouts on backstreets can drive to the right of the centreline
- lane filtering
- new rules recognising 'bus only' and 'tram only' signs as developed by Standards Australia
- making HV definition consistent with the HVNL
- entering bicycle storage areas to be allowed from other than bicycle lanes
- riding across crossings
- recognising ECE motor bike helmet standard, fair wear and tear to be allowed
- incorporating the Load Restraint Guide performance standards
- mobile phones being used as a driver's aid to be distinguished from those used as working aids.

**Further information can be found in the LGA Circular 30.8**

## Environmental Protection (Waste Reform) Bill 2017

The *Environmental Protection (Waste Reform) Bill 2017* seeks to strengthen the powers under the *Environmental Protection Act 1993* to enable the Environmental Protection Authority (EPA) to act in waste matters at any time and ensure upfront protection in respect of key risks across sites.

In particular the Bill seeks to:

- Introduce powers regarding stockpiling conditions.
- Expand the circumstances when financial assurances (including insurance) can be used to protect against environmental, abandonment and distortion risks while also supporting innovation.
- Introduce improved and proportionate powers for addressing tackling breaches of licence conditions.

The Bill will also strengthen the EPA's ability to prosecute illegal dumping cases including the ability to address car owner's responsibility for illegal dumping.

**Further information can be found in the LGA Circular 33.1.**

## Fines Enforcement and Debt Recovery Bill 2017

The *Fines Enforcement and Debt Recovery Bill 2017* was introduced into the House of Assembly on 9 August 2017 and was adjourned at its second reading.

The Bill seeks to amend the legislation and procedures of the Fines Enforcement and Recovery Unit. Significant changes that will affect councils include the ability:

- for some debtors to be permitted to pay off outstanding debts through community service or treatment programs.
- For issuing authorities to withdraw expiation notices if the alleged offender has a cognitive impairment and/or intellectual disability.

The Attorney -General is seeking feedback on the Bill prior to 1 September 2017.

**Further information can be found in the LGA Circular 33.11.**

## Bills previously reported on where the status has changed

### Local Government (Building Upgrade Agreements) Amendment Act (Commencement) Proclamation 2017.

The *Local Government (Building Upgrade Agreements) Amendment Bill* was assented to on 11 February 2016 and came into operation on 1 August 2017.

Provisions will be inserted to amend the *Local Government Act 1999* that provide the ability for financing agreements to allow environmental credentials upgrades of present commercial buildings between building owners, financiers and SA Councils.

**Further information can be found on the South Australian Legislative Tracking website**

**Local Government (Mobile Food Vendors) Amendment Bill 2017**

The *Local Government (Mobile Food Vendors) Amendment Bill 2017* (Bill) amends section 222 of the *Local Government Act 1999* (Act) with regard to the granting of permits for mobile food vendors.

Currently local governments may choose whether or not to grant permits to mobile food vendors. The Bill removes this discretion and makes it mandatory for local governments to grant permits for mobile vendors consistent with the Regulations.

The Regulations detail the applicable fees, operating hours and number of trucks permitted to operate in each local government area.

The new provisions will require councils to adopt location rules that establish where, within a council area, mobile food vending business may operate.

A new offence provision has been included which will give councils the option of expiating (or prosecuting) a person who has failed to comply with the permit conditions. In situations where it is warranted, this enables the permit holder to continue to trade rather than have their permit withdrawn.

A permit may not be cancelled for a breach of condition unless the council is satisfied that the breach is sufficiently serious to justify cancellation of the permit.

The Bill is waiting for assent.

**Further information can be found on the South Australian Legislative Tracking website.**

**Local Government (Boundary Adjustment) Amendment Bill 2017**

The *Local Government (Boundary Adjustment) Amendment Bill 2017* (Bill) passed through the Legislative Council on 9 August 2017 and was returned to the House of Assembly without amendment.

The Bill simplifies the processes required for boundary adjustments and enables proposal to be initiated by a single council, ratepayers, by resolution of either House of Parliament or the Minister of Local Government.

The Bill establishes the South Australian Local Government Grants Commission (Commission) as an independent body to oversee the assessment and investigation of proposed boundary changes. The Commission is accountable to the Minister for Local Government.

The Commission is required to prepare and publish guidelines to establish procedures and protocols with regard to how they will conduct and charge for inquiries. The Commission may recover reasonable costs incurred in the respect of any an inquiry into a general proposal.

The Bill establishes two categories of proposal; these being:

- An 'administrative' proposal which includes matters of a minor administrative nature such as correcting boundary anomalies
- A 'general' proposal will include significant boundary changes, structural reform or amalgamations.

The Bill will amend section 8 of the *Local Government Act 1999* to require councils to "seek to collaborate and form partnerships with other councils and regional bodies for the purpose of delivering cost effective services (while avoiding cost shifting among councils), integrate planning, maintaining local representation of communities and facilitating community benefit'.

The Bill is waiting for assent.

**Further information can be found on the South Australian Legislative Tracking website.**

#### **Bills previously reported on where the status remains unchanged**

- *Retail and Commercial Leases (Miscellaneous) Amendment 2017*, an amendment Bill was introduced into the House of Assembly on 5 July 2017 where it was adjourned at its second reading.
- *Dog and Cat Management (Miscellaneous) Amendment Act 2016* was proclaimed on 19 April 2017 and is subject to a staged commencement. The first tranche of provisions came into operation on 1 July 2017 with the remaining tranche of sections commencing on 1 July 2018.
- *Independent Commissioner Against Corruption (Serious or Systemic Misconduct or Maladministration) Amendment Bill 2017* was introduced to the House of Assembly on 31 May 2017 where The Hon. Susan Close MP moved that Standing Orders be suspended. The Bill was received in Legislative Council on 21 June 2017 and on 5 July 2017 where it was rejected. The *Independent Commissioner Against Corruption (Serious or Systemic Misconduct or Maladministration) Amendment (No.2) Bill 2017* was introduced by Mr Steven Marshall Opposition Leader and returned to the House of Assembly on 5 July 2017 where it was adjourned at its second reading on 6 July 2017.
- *Public Interest Disclosure Bill 2016* was introduced to the House of Assembly on 6 July 2016 and adjourned with the House of Assembly requesting a conference be granted in respect to certain proposed amendments. On 22 June 2017, a motion to suspend Standing Orders to enable the House of Assembly to continue to sit during the conference was rejected in the House of Assembly.
- *Industry Advocate Bill 2017* was received in Legislative Council on 21 June 2017 and adjourned at its second reading.
- *Disability Services (Inclusion and Monitoring) Amendment Bill 2016* was introduced to the House of Assembly on 10 March 2016 and was adjourned at its second reading on 23 June 2016.
- *Whistleblowers Protection (Miscellaneous) Amendment Bill 2016* was received by the House of Assembly on 22 September 2016. The *Whistleblowers Protection Act 1993* will be repealed once the *Public Interest Disclosure Bill 2016* comes into effect.
- *Liquor Licencing (Small Venue Licence) Amendment Bill 2016* was adjourned in the Legislative Council at its 2<sup>nd</sup> reading on 27 July 2016.
- *Tobacco Products Regulation (E-Cigarette Regulation) Amendment Bill 2017* was adjourned in the House of Assembly at its second reading on 18 May 2017.
- *Liquor Licensing (Liquor Review) Amendment Bill 2017* (the Bill) was adjourned in the Legislative Council after its second reading on 18 May 2017.

- *Local Government (Members Contesting State Elections) Amendment Bill 2017* was adjourned in the House of Assembly at its second reading on 18 May 2017.

**Further information can be found on the South Australian Legislative Tracking website.**

#### **Acts Assented to but Not Yet Commenced**

- The *Electoral (Miscellaneous) Amendment Bill 2017* was assented to on 20 June 2017 and is yet to be proclaimed.
- *Road Traffic (Roadworks) Amendment Bill 2017* was assented to on 9 May 2017 and is yet to be proclaimed.

**Further information can be found on the South Australian Legislative Tracking website.**

#### **Matters being considered by the Legislative Review Committee**

##### **Parking and Traffic Movement**

The Parliament of South Australia's Legislative Review Committee (Committee) is undertaking an Inquiry into the Regulation of Parking and Traffic Movement.

The Administration provided a submission to the Legislative Review Committee on Friday 21 July 2017 and provided a copy to the LGA who will be preparing a submission in consultation with member councils that focusses on the terms of reference.

**Further information can be found on the South Australian Legislative Tracking website.**

#### **Conclusion**

This report on legislative amendments is current as at 17 August 2017.

#### **Attachments**

**Nil**

## **12 MEETING CLOSE**