

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, 7 FEBRUARY 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

Apologies

Council Members:

Cr McKay

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(S)

That the Minutes of the meeting of the Council held on 17 January 2017 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday 3 February 2017)

In the three weeks since the last Council Meeting of 17 January 2017, functions and meetings involving the Mayor have included:

Wednesday 18 January

- | | |
|--------|---|
| 12noon | Attended a celebratory lunch for staff member Lea Nikitin on the occasion of her 50 th Anniversary of service to local government. |
| 5.30pm | Attended with Mrs Rosemary Trainer the Premier's and Chinese Consul-General's 2017 Chinese New Year Dinner at the National Wine Centre. |

Thursday 19 January

- | | |
|--------|---|
| 9.50am | Attended the Probus Club of Airport District's 25 th birthday meeting, but not the lunch. Cr Palmer also attended as did Steve Georganas MHR and his predecessor Matt Williams |
|--------|---|

Friday 20 January

- 11.30am Attended with Mrs Rosemary Trainer the Australia Day Council of SA Lunch at the Adelaide Entertainment Centre.
- 5.00pm Conducted the well-attended official opening of the Holland Street Bridge area street party held in conjunction with the Summer Festival to celebrate the Holland Street upgrade. Charles Sturt Mayor Evans also attended.

Monday 23 January

- 6.00pm-8.30pm Attended with Mrs Rosemary Trainer the Australia Day Council of SA Awards presentation at the Crowne Plaza Adelaide.

Tuesday 24 January

- 10.00am Participated in a SA Taxi Council committee meeting

Thursday 26 January

- 10.00am Presided at the City of West Torrens Australia Day Citizenship Ceremony and Awards presentation held at the Thebarton Community Centre along with Australia Day Ambassador Mr Neil Kerley OAM, our CEO Terry Buss, and SAMEAC representative Mr Mabok Marial. VIPs in attendance included Steve Georganas MHR and Wendy, Treasurer Tom Koutsantonis MP, former Senator Anne McEwen representing Stephanie Key MP, and we were pleased to welcome Mr Michael Bez representing our other Federal MP, Ms Kate Ellis. Also present were Deputy Mayor Mangos, Cr Demetriou and Mrs Despa Demetriou, Cr Haese, Cr Palmer, Cr Nitschke, Cr Woodward, Cr Rypp, Cr Tsiaparis and Cr Vlahos. Indeed, nearly 2/3 of all our elected members were present, as well as former Deputy Mayor Paul Demetriou.
- 12noon Attended the Airport Over 50's Australia Day BBQ, as also did Cr Palmer.
- 7.00pm Attended with Mrs Rosemary Trainer the Australia Day Council's Australia Day in the City Parade followed by the concert and fireworks at Elder Park.

Thursday 2 February

- 11.00am Regular Coast FM interview with Dave Hearn

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

Friday 3 February

- 6.30pm Attending with Mrs Rosemary Trainer the Camden Athletic Club BBQ at Camden Oval.

Saturday 4 February

- 9.00am Participating in the Australia Day Council of SA Strategic Planning Day at the Adelaide Town Hall.
- 4.15pm Attending the inaugural AFL women's league match at Thebarton Oval between the Adelaide Crows and Greater Western Sydney,

Sunday 5 February

- 12.00noon Attending the St Anastasios name day lunch with the Argonafpliakon Society of SA in Maria Street, Thebarton.
- 2.00pm-7.00pm Attending as patron and presenting trophies at the Camden Athletics Club carnival, particularly the Mayor's Trophy for the Camden Classic 400m events.

Tuesday 17 January

6.00pm Attending the Council pre-meeting dinner

7.00pm Participating in the meeting of Council and all Standing Committees, including the swearing-in of Mr Michael Farnden as the new Elected Member for Keswick Ward following the supplementary election to replace Rishi Dua.

RECOMMENDATION

That the Mayor's Report be noted.

7 ELECTED MEMBERS REPORTS**8 PETITIONS**

Nil

9 DEPUTATIONS**9.1 WestLINK - Maras Group**

Mr Chris Vounasis, Director of the Future Urban Group, wishes to address Council on behalf of the Maras Group in relation to the Group's position on WestLINK.

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(S)**

That the recommendations of the Urban Services Committee held on 7 February 2017 be adopted.

11.2 Governance Committee Meeting**RECOMMENDATION(S)**

That the recommendations of the Governance Committee held on 7 February 2017 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

Nil

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE

Nil

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Fees and Charges 2017-18

Brief

This report presents revised fees and charges for 2017/18 for consideration and adoption pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

RECOMMENDATION(S)

It is recommended to Council that the fees and charges as detailed in Attachment 1 of the report be adopted pursuant to Section 188 of the *Local Government Act 1999*.

Introduction

This report proposes changes to fees and charges which need to be adopted by Council pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

Discussion

Fees and charges have been reviewed by managers responsible within the Administration, and revised documentation is included in summarised form (**Attachment 1**). The full document has been included with the agenda under separate cover.

Elected Members with questions about the presented information are requested to contact the General Manager, Corporate and Regulatory or the responsible General Manager prior to the Council meeting. This will help avoid a delay with progressing adoption, which could occur if questions are left until the Council meeting and the Administration is not able to provide answers at the time.

Revised fees and charges will impact the 2017/18 budget which managers are now compiling.

Note that the schedule only contains fees and charges that Council has the discretion to change. Statutory charges that are set by the SA government over which Council has no discretion are not included.

Conclusion

Details of proposed changes for fees and charges are provided in this report and are presented for adoption by Council pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

Attachments

- 1. Fees & Charges 2017/2018 - Summarised**
- 2. Fees & Charges 2017/2018 (under separate cover)**

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
City Assets and City Works									
Application Forms									
Permission to install vehicular crossing	No	Yes	No	N/A	28.00	N/A	29.00	3.6%	
Permission to install drain/s	No	Yes	No	N/A	28.00	N/A	29.00	3.6%	
Permission to lay underground cables	No	Yes	No	N/A	28.00	N/A	29.00	3.6%	
Contract Concrete Works									
Kerbing and Guttering	No	Yes	Yes	258.00	234.55	258.00	234.55	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Vehicular Invert	No	Yes	Yes	258.00	234.55	258.00	234.55	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Spoon Drain	No	Yes	Yes	258.00	234.55	258.00	234.55	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Mountable Kerb	No	Yes	Yes	163.00	148.18	163.00	148.18	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 75mm depth	No	Yes	Yes	116.00	105.45	116.00	105.45	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 100mm depth	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 125mm depth	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Placement F82 reinforcing steel mesh	No	Yes	Yes	35.00	31.82	35.00	31.82	0.0%	Per m ² (5m ² minimum charge) - Increase relates to the supply/delivery costs of materials. Not a standard item used by Council.
Concrete Block Paving Works									
Paving 60mm (no base)	No	Yes	Yes	116.00	105.45	116.00	105.45	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 60mm (100mm base)	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 80mm (150mm base)	No	Yes	Yes	155.00	140.91	155.00	140.91	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Household Stormwater Connection Repairs									
Repair and replacement only of stub end	No	Yes	Yes	145.00	131.82	150.00	136.36	3.4%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Replacement of the household stormwater pipe	No	Yes	Yes	610.00	554.55	630.00	572.73	3.3%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Stormwater Adaptor - 90mm to 125x75mm	No	Yes	Yes	55.00	50.00	75.00	68.18	36.4%	
Other									
Road Pavement (Bitumen)	No	Yes	Yes	175.00	159.09	175.00	159.09	0.0%	Per m ² (2m ² minimum charge) - Increase in both Labour costs and supply/ disposal of materials. Additional costs include travel for collection Asphalt from Asphalt Plant (Ex-Bin).
Tree Removal for driveway construction	No	Yes	Yes	218.00	198.18	222.00	201.82	1.8%	Per metre if > 2m in height. If tree <= 2m, dead, diseased or determined by Council Officer - no charge; if not dead or diseased, an inspection fee of \$86 may apply.
Road Sweeper	No	Yes	Yes	178.00	161.82	178.00	161.82	0.0%	Per hour (minimum charge 3 hours = \$534); staff penalty rates apply after hours. Increase in both labour costs and waste disposal costs - including additional allowance for travel (Depot/Depot)
Removal of encroaching vegetation	No	Yes	Yes	86.00	78.18	86.00	78.18	0.0%	Per person, per hour. Minimum charge \$172. Increase in labour cost (3%)
Arboriculture services	No	Yes	Yes	133.00	120.91	133.00	120.91	0.0%	Per person, per hour. Minimum charge \$266. Increase in labour costs and additional allowance for works on site
General gardening services	No	Yes	Yes	86.00	78.18	86.00	78.18	0.0%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$172). Staff penalty rates apply after hours / call outs. Increase in labour costs (3%)
Irrigation repair & installation	No	Yes	Yes	86.00	78.18	86.00	78.18	0.0%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$172). Staff penalty rates apply after hours / call outs. Increase in labour costs (3%)
Line marking (Sportsfield & Pavement Marking)	No	Yes	Yes	86.00	78.18	86.00	78.18	0.0%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$172). Staff penalty rates apply after hours / call outs. Increase in labour costs (3%)

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Tender Documents (Council documentation)	No	Yes	No	N/A	50.00	N/A	50.00	0.0%	May be charged for voluminous sets of tender documentation
Road Events									
<i>Temporary Parking Control</i>									
Application Fee	No	Yes	No	N/A	50.00	N/A	50.00	0.0%	
Authorisation Fee	No	Yes	No	N/A	51.00	N/A	51.00	0.0%	
<i>Road Events - Temporary Road Closures</i>									
Application Fee	No	Yes	No	N/A	50.00	N/A	50.00	0.0%	
Authorisation Fee	No	Yes	No	N/A	148.00	N/A	150.00	1.4%	
Newspaper Advertising	No	Yes	Yes	POA	N/A	POA	N/A	N/A	
<i>Private Parking Areas</i>									
Application Fee	No	Yes	No	N/A	50.00	N/A	50.00	0.0%	
Authorisation Fee	No	Yes	No	N/A	136.00	N/A	138.00	1.5%	
City Development									
Consents									
Category 3 Public Notification (newspaper advertisement)	Yes	Yes	Yes	550.00	500.00	570.00	518.18	3.6%	Average cost for 2016/17 was \$570.00
Development Plan Amendments/File Recovery									
Development Plan Amendment Base fee	Yes	Yes	No	N/A	21.00	N/A	21.00	0.0%	Amount above base fee may apply, depending number of pages involved
File Recovery from Secure Storage	No	Yes	Yes	30.00	27.27	30.00	27.27	0.0%	Any enquiry requiring DA file recovery from secure storage, actual cost ~ \$10
File Recovery from Secure Storage - Urgent	No	Yes	Yes	50.00	45.45	50.00	45.45	0.0%	Cost to us is \$45 therefore this is acceptable
Copy of Certificate of Title	No	Yes	Yes	35.00	31.82	35.50	32.27	1.4%	CPI Increase, intended to be cost neutral
Copy of LMA documentation	Yes	No	No	N/A	13.40	N/A	13.60	1.5%	Fee current 01/07/16 per Development Regulations, changes 1 July each year (Development Regulations s57 or s57A(7))
Development approvals - Plan & Other Documentation Copies (Council Documents)									
A4 Black and White Plan Print	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A4 Colour Plan Printing	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page
A3 Black and White Plan Printing	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A3 Colour Plan Printing	No	Yes	No	N/A	4.00	N/A	4.00	0.0%	Per page
A2 Black & White Plan Printing	No	Yes	No	N/A	6.60	N/A	6.60	0.0%	Per page
A2 Colour Plan Printing	No	Yes	No	N/A	19.25	N/A	19.25	0.0%	Per page
A1 Black & White Plan Printing	No	Yes	No	N/A	7.15	N/A	7.15	0.0%	Per page
A1 Colour Plan Printing	No	Yes	No	N/A	30.25	N/A	30.25	0.0%	Per page
A0 Black & White Plan Printing	No	Yes	No	N/A	9.90	N/A	9.90	0.0%	Per page
A0 Colour Plan Printing	No	Yes	No	N/A	53.35	N/A	53.35	0.0%	Per page
Development approvals - Plan & Other Documentation Copies (Non-Council Documents)									
A4 Black and White Plan Print	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A4 Colour Plan Printing	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page
A3 Black and White Plan Printing	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A3 Colour Plan Printing	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per page
A2 Black & White Plan Printing	No	Yes	Yes	6.60	6.00	6.60	6.00	0.0%	Per page
A2 Colour Plan Printing	No	Yes	Yes	19.25	17.50	19.25	17.50	0.0%	Per page
A1 Black & White Plan Printing	No	Yes	Yes	7.15	6.50	7.15	6.50	0.0%	Per page
A1 Colour Plan Printing	No	Yes	Yes	30.25	27.50	30.25	27.50	0.0%	Per page
A0 Black & White Plan Printing	No	Yes	Yes	9.90	9.00	9.90	9.00	0.0%	Per page
A0 Colour Plan Printing	No	Yes	Yes	53.35	48.50	53.35	48.50	0.0%	Per page
Community Services									
Library Services									
IT training - minimum course fee	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Includes Basic Internet and Email (in house)
IT training - maximum course fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Learning Centre membership @ \$50 for 3 months; \$30 for 3 month renewal
Memory stick	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Cost Recovery
Faxing (local)	No	Yes	Yes	1.50	1.36	1.50	1.36	0.0%	Per page
Faxing (STD)	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	First page - \$1.50 per page for additional pages
Faxing (ISDN)	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	First page - \$2.00 per page for additional pages
Receiving Faxes	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page
Overdue items - minimum	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per day, per item

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Overdue items - maximum	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	Per item - maximum
Printing / Photocopies (b&w) A4	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	
Printing / Photocopies (b&w) A3	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	
Printing / Photocopies (colour) A4	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Self served service
Printing / Photocopies (colour) A3	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Self served service
Replacement membership card	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	
Lost items - processing fee	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	**Moved from sliding scale (\$2-8 depending on complexity of processing) to a flat fee \$5, a uniform OneCard charge across the state.
Book Sales	No	Yes	Yes	\$0.10 - \$15.00	\$0.09 - \$13.64	\$0.10 - \$15.00	\$0.09 - \$13.64	Varies	Prices vary according to nature of item (may be > \$15.00)
Headphones	No	Yes	Yes						Cost Recovery
Laminating									
A3 (297 * 420)	No	Yes	Yes	5.50	5.00	5.50	5.00	0.0%	
A4 (210 * 297)	No	Yes	Yes	4.50	4.09	4.50	4.09	0.0%	
Card (95 * 65)	No	Yes	Yes	2.50	2.27	N/A	N/A	N/A	Service no longer offered - no demand
Community Development									
Community Activities									
Community Classes / Workshops / Activities	No	Yes	Yes	\$0 - \$40.00	N/A	\$0 - \$40.00	N/A	N/A	Prices vary according to nature of activity, or as determined in consultation with Manager Community Services
Community Bus Service									
Regular routes, Recreational, Shopping, Meal Programs	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	Min per person per trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Max per person per trip
Children's, Youth & Disability Program	No	Yes	Yes	Free	Free	Free	Free	N/A	
Bus Hire									
Not for profit									
SprinterBus (11 seaters)									
0-50 km's	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
51-100 km's	No	Yes	Yes	90.00	81.82	90.00	81.82	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
101-150 km's	No	Yes	Yes	115.00	104.55	115.00	104.55	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
151-200 km's	No	Yes	Yes	140.00	127.27	140.00	127.27	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
Coaster Bus (18 seater)									
0-50 km's	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
51-100 km's	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
101-150 km's	No	Yes	Yes	190.00	172.73	190.00	172.73	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
151-200 km's	No	Yes	Yes	220.00	200.00	220.00	200.00	0.0%	Volunteer driver; plus vehicle to be returned with full fuel tank
Commonwealth Home Support Program (CHSP) and Home Support Program replacing Home and Community Care (HACC) - Single Pensioner Fee									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance Spring cleans	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Minor Maintenance - Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Ramps, steps and banister rails and installation	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	up to \$300 per annual per client per financial year

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Commonwealth Home Support Program (CHSP) and Home Support Program replacing Home and Community Care (HACC) - Couple / two per household Pensioner Fee									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance Spring cleans	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	25.00	N/A	25.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Minor Maintenance - Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Ramps, steps and banister rails and installation	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	up to \$300 per annual per client per financial year
Commonwealth Home Support Program (CHSP) and Home Support Program replacing Home and Community Care (HACC) - Self Funded Retiree Fee									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance Spring cleans	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance - Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Ramps, steps and banister rails and installation	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	up to \$300 per annual per client per financial year
Facility Hire - subject to endorsement of Corporate Planning, Policy and Performance Committee									
Plympton Community Centre USER CATEGORY A - Community based group									
Main Hall	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Rooms	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Late Cancellation Fee	No	Yes	No	0.00	0.00	50.00	45.45	New	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook
Plympton Community Centre USER CATEGORY B - Community based group when charging participants									
Main Hall	No	Yes	Yes	5.00	4.55	10.00	9.09	100.0%	
Kitchen	No	Yes	Yes	Free	0.00	5.00	4.55	100.0%	
Meeting Rooms	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	300.00	272.73	500.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
Plympton Community Centre USER CATEGORY C - Corporate / Government / Private Hire									

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Main Hall	No	Yes	Yes	15.00	13.64	20.00	18.18	33.3%	Increased in line with cost recovery
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Meeting Rooms	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond Weekend	No	Yes	Yes	N/A	500.00	N/A	500.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	300.00	272.73	500.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
Plympton Community Centre - Additional Fees									
Emergency Assistance	No	Yes	Yes	0.00	0.00	150.00	136.36	New	New fee - cost recovery
Additional cleaning - weekday	No	Yes	Yes	80.00	72.73	85.00	77.27	6.3%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) USER CATEGORY A - Community based group when charging participants									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Kitchen - Meetings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Late Cancellation Fee	No	Yes	No	0.00	0.00	50.00	45.45	New	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook
Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) USER CATEGORY B - Community based group when charging participants									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	5.00	4.55	25.00	22.73	400.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	Free	Free	10.00	9.09	100.0%	
Late Cancellation Fee	No	Yes	Yes	0.00	0.00	300.00	272.73	New	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) USER CATEGORY C - Corporate / Government / Private Hire									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	15.00	13.64	55.00	50.00	266.7%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond Weekend	No	Yes	Yes	N/A	500.00	N/A	500.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	0.00	0.00	300.00	272.73	New	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) - Additional Fees									
Emergency Assistance	No	Yes	Yes	0.00	0.00	150.00	136.36	New	New fee - cost recovery
Additional cleaning - weekday	No	Yes	Yes	80.00	72.73	85.00	77.27	6.3%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
Thebarton Community Centre - USER CATEGORY A - Community based group									
Room 2 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 3 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 4 - General Meetings	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	
Hall A - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 3 hours
Hall A - With kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Hall B - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 3 hours
Hall B - With kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Kitchen A	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	None applicable
Kitchen B	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	None applicable
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	N/A	N/A	3.50	3.18	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	N/A	N/A	3.00	2.73	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	N/A	N/A	2.50	2.27	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Bond Fees	No	Yes	No	N/A	120.00	N/A	120.00	0.0%	
Bond Fees - high risk events	No	Yes	No	N/A	Free	N/A	Free	N/A	Not applicable
Late Cancellation Fee	No	Yes	No	0.00	0.00	50.00	45.45	New	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook - cancellation and 'no shows' have been an issue
Thebarton Community Centre - USER CATEGORY B - Community based group when charging participants									
Room 2 - Meetings / seminars	No	Yes	Yes	5.00	4.55	10.00	9.09	100.0%	Increased in line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	5.00	4.55	15.00	13.64	200.0%	Increased in line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	5.00	4.55	10.00	9.09	100.0%	Increased in line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	
Hall A - Without kitchen / bar facilities	No	Yes	Yes	30.00	27.27	35.00	31.82	16.7%	Weekend hire - min 3 hours
Hall A - With kitchen / bar facilities	No	Yes	Yes	40.00	36.36	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Hall B - Without kitchen / bar facilities	No	Yes	Yes	20.00	18.18	25.00	22.73	25.0%	Weekend hire - min 3 hours
Hall B - With kitchen / bar facilities	No	Yes	Yes	30.00	27.27	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Kitchen A	No	Yes	Yes	N/A	N/A	15.00	13.64	N/A	New fee - seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	N/A	N/A	10.00	9.09	N/A	New fee - seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	N/A	N/A	3.50	3.18	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	N/A	N/A	3.00	2.73	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	N/A	N/A	2.50	2.27	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Bond Fees	No	Yes	No	N/A	120.00	N/A	120.00	0.0%	
Bond Fees - high risk events	No	Yes	No	N/A	Free	N/A	Free	N/A	Not applicable
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	300.00	272.73	500.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged) - cancellation and 'no shows' have been an issue
Thebarton Community Centre - USER CATEGORY C - Corporate / Government / Private Hire									
Room 2 - Meetings / seminars	No	Yes	Yes	10.00	9.09	15.00	13.64	50.0%	Increased in line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	20.00	18.18	25.00	22.73	25.0%	Increased in line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	10.00	9.09	15.00	13.64	50.0%	Increased in line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	
Hall A - Without kitchen / bar facilities	No	Yes	Yes	60.00	54.55	65.00	59.09	8.3%	Weekend hire - min 3 hours
Hall A - With kitchen / bar facilities	No	Yes	Yes	75.00	68.18	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Hall B - Without kitchen / bar facilities	No	Yes	Yes	40.00	36.36	55.00	50.00	37.5%	Weekend hire - min 3 hours
Hall B - With kitchen / bar facilities	No	Yes	Yes	50.00	45.45	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Kitchen A	No	Yes	Yes	N/A	N/A	15.00	13.64	N/A	New fee - seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	N/A	N/A	10.00	9.09	N/A	New fee - seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	600.00	545.45	N/A	New flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	N/A	N/A	900.00	818.18	N/A	New flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	1,500.00	1,363.64	N/A	New flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	1,200.00	1,090.91	N/A	New flat rate - added to fee structure because of demand from hirers for flat rates
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	2,400.00	2,181.82	N/A	New flat rate - added to fee structure because of demand from hirers for flat rates
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	N/A	N/A	3.50	3.18	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	N/A	N/A	3.00	2.73	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	N/A	N/A	2.50	2.27	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Bond Fees	No	Yes	No	N/A	500.00	N/A	500.00	0.0%	
Bond Fees - high risk events	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	300.00	272.73	500.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged) - cancellation and 'no shows' have been an issue
Thebarton Community Centre - Additional fees									
Emergency Assistance	No	Yes	Yes	0.00	0.00	150.00	136.36	New	New fee - cost recovery

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Additional cleaning - weekday	No	Yes	Yes	80.00	72.73	85.00	77.27	6.3%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
Library Meeting Room									
Room 2 - Meetings / seminars (User Category A)	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 2 - Meetings / seminars (User Category B)	No	Yes	Yes	5.00	4.55	10.00	9.09	100.0%	Increased in line with cost recovery
Room 2 - Meetings / seminars (User Category C)	No	Yes	Yes	10.00	9.09	15.00	13.64	50.0%	Increased in line with cost recovery
Library Meeting Room - Additional Fees									
Emergency Assistance	No	Yes	Yes	0.00	0.00	150.00	136.36	New	New fee - cost recovery
Additional cleaning - weekday	No	Yes	Yes	80.00	72.73	85.00	77.27	6.3%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
Library Learning Centre									
Local Community / not-for-profit group	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Other Community / not-for-profit group	No	Yes	Yes	20.00	18.18	20.00	18.18	0.0%	per hour
Business / commercial	No	Yes	Yes	40.00	36.36	40.00	36.36	0.0%	per hour
Private	No	Yes	Yes	30.00	27.27	30.00	27.27	0.0%	per hour
Partnership / special use	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
West Torrens Auditorium and Gallery Hire									
Special Use									To be determined by the Manager Community Services
Compliance									
Animal Control									
Dog Registrations									
Non-Standard Dog Registration	Yes	Yes	No	N/A	70.00	N/A	80.00	14.3%	Council can set fees. Max. fee \$100
Standard Dog Registration	Yes	Yes	No	N/A	0.00	N/A	40.00	New	(50% off the "Non-Standard Dog Registration Fee)
Dog Registration - Transfer Fee	Yes	Yes	No	N/A	7.50	N/A	8.00	6.7%	
Dog Registration - Replacement Tag/Disc	Yes	Yes	No	N/A	7.00	N/A	7.50	7.1%	To cover costs
Dog Registration - Specified Training Program (10% rebate = \$8)	Yes	Yes	No	N/A	63.00	N/A	72.00	14.3%	\$72.00 if no other rebate applies. Council sets fees, Minister must approve them.
Dog Registration - Obedience Titled Certificate (15% rebate = \$12.00)	Yes	Yes	No	N/A	59.50	N/A	68.00	14.3%	\$68.00 if no other rebate applies. Council set fees, Minister must approve them.
Dog Registration - Pensioner Concession	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% concession on remaining fee after rebates (for maximum of 2 dogs)
Dog Registration - Business involving Kennel ... - Application Fee	Yes	Yes	No	N/A	55.00	N/A	60.00	9.1%	
Dog Registration - Business involving Kennel ... - Annual Fee	Yes	Yes	No	N/A	69.00	N/A	70.00	1.4%	Per dog
Dog Registration - Late Registration Fee	Yes	Yes	No	N/A	17.50	N/A	20.00	14.3%	25% of maximum fee; In addition to registration fee
Dog Registration - Seizure & Detention Fee - Registered Dog	Yes	Yes	No	N/A	65.00	N/A	70.00	7.7%	Detained Registered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Seizure & Detention Fee - Unregistered Dogs	Yes	Yes	No	N/A	0.00	N/A	80.00	New	Detained Unregistered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Impounding Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
Dog Registration - Pound Fee / Sustenance Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
Other Animal Control									
Printed extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract
Surrender of Dog	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Surrender of Cat or Kitten	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Possum/Cat Trap Deposit	No	Yes	No	N/A	60.00	N/A	80.00	33.3%	Deposit will be refunded if the cage is returned within the agreed hire return due date
Parking Permit, Exemptions & Vouchers - Residential Permits									
Transitional 1 year	No	Yes	No	N/A	15.00	N/A	16.00	6.7%	
Transitional 2 years	No	Yes	No	N/A	25.00	N/A	26.00	4.0%	
Zone Permit Vehicle Specific 1 year	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Zone Permit Vehicle Specific 2 year	No	Yes	No	N/A	90.00	N/A	91.00	1.1%	
Zone Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	New	
Street Permit Vehicle Specific 1 year	No	Yes	No	N/A	35.00	N/A	36.00	2.9%	
Street Permit Vehicle Specific 2 year	No	Yes	No	N/A	60.00	N/A	61.00	1.7%	
Street Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	New	
Street Permit Transferrable 1 year	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Street Permit Transferrable 2 year	No	Yes	No	N/A	90.00	N/A	91.00	1.1%	
Street Permit Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	New	
Parking Permit, Exemptions & Vouchers - Business Parking Permits									
Street Permit Transferrable 1 year	No	Yes	No	N/A	200.00	N/A	200.00	0.0%	New Fee structure from 09 Sept 2016, please see Council Meetings minutes dated 09 Sept 2016
Street Permit Transferrable 2 year	No	Yes	No	N/A	380.00	N/A	380.00	0.0%	New Fee structure from 09 Sept 2016, please see Council Meetings minutes dated 09 Sept 2016
Parking Permit, Exemptions & Vouchers - Visitor Parking Permits									
Visitor Parking Permits 12 per book	No	Yes	No	N/A	14.00	N/A	15.00	7.1%	Per book
Temporary Tradesperson Parking Permit	No	Yes	No	N/A	Free	N/A	Free	0.0%	
Community Services Parking Permit	No	Yes	No	N/A	Free	N/A	Free	0.0%	
Replacement Permit	No	Yes	No	N/A	9.00	N/A	9.50	5.6%	
Bylaws									
By-law expiation fee	Yes	Yes	No	N/A	185.00	N/A	185.00	0.0%	Up to 25% of Maximum Penalty \$750 is fixed by Local Government Act s246(5)
By-law Continuous Offence expiation fee	Yes	Yes	No	N/A	12.50	N/A	12.50	0.0%	Up to 25% of Maximum Penalty \$50 is fixed by Local Government Act s246(5)
Sign display - Application & Authorisation By-Law 4	No	Yes	No	N/A	58.00	N/A	60.00	3.4%	
Release Impounded Banners/Signs	No	Yes	No	N/A	62.00	N/A	63.00	1.6%	To cover costs
By-Law 2 & 3 Activity Authorisation Permit	No	Yes	No	N/A	42.00	N/A	43.00	2.4%	
Kennel Licence - Keeping of dogs - Application Fee	No	Yes	No	N/A	67.00	N/A	68.00	1.5%	By-Law 5 - cost neutral
Kennel Licence - Keeping of dogs - Licence Fee	No	Yes	No	N/A	65.00	N/A	66.00	1.5%	By-Law 5 (fee is per annum) - to cover costs
Exemption to limit on no. of dogs - Application Fee	No	Yes	No	N/A	67.00	N/A	68.00	1.5%	By-Law 5 - cost neutral
Exemption to limit on no. of dogs - Permit Fee	No	Yes	No	N/A	17.00	N/A	18.00	5.9%	By-Law 5 - permit fee
Alteration to Public Roads									
Skip Bins - Application Fee	No	Yes	No	N/A	70.00	N/A	75.00	7.1%	Administration and initial assessmet - cost neutral
Skip Bins - Permit Fee	No	Yes	No	N/A	7.00	N/A	8.00	14.3%	Per day
Skip Bins - Extension of permit duration (Admin Fee)	No	Yes	No	N/A	27.00	N/A	28.00	3.7%	Authorisation to extent permit plus permit fee per day of extension duration
Hoardings - Application Fee	No	Yes	No	N/A	70.00	N/A	75.00	7.1%	Duration of authorisation - cost neutral
Hoardings - Permit Fee	No	Yes	No	N/A	7.00	N/A	8.00	14.3%	Per day
Hoardings - Extension of permit duration	No	Yes	No	N/A	27.00	N/A	28.00	3.7%	Authorisation to extent permit plus permit fee per day of extension duration
Outdoor Dining									
Outdoor Dining Application Fee	No	Yes	No	N/A	95.00	N/A	100.00	5.3%	
Outdoor Dining Annual Permit Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	Per unit
Outdoor Dining Transfer Fee	No	Yes	No	N/A	59.00	N/A	62.00	5.1%	
Other									
Selling Goods from Vehicles Annual Permit	No	Yes	No	N/A	Minimum rate	N/A	Minimum rate	N/A	
Selling Goods from Vehicles Trfr Fee	No	Yes	No	N/A	58.00	N/A	58.00	0.0%	
Temporary Trading Stands - Authorisation Fee	No	Yes	No	N/A	75.00	N/A	76.00	1.3%	Duration of authorisation
Mothers Day Flowers Side of Rd - Authorisation Fee	No	Yes	No	N/A	75.00	N/A	80.00	6.7%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Residential	No	Yes	No	N/A	260.00	N/A	265.00	1.9%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Commercial	No	Yes	No	N/A	620.00	N/A	630.00	1.6%	Duration of authorisation
Selling Goods on Footpath App'n Fee	No	Yes	No	N/A	70.00	N/A	75.00	7.1%	Cost neutral
Footpath - Up to 2.5 sq. mtrs	No	Yes	No	N/A	88.00	N/A	89.00	1.1%	
Footpath - 2.5 - 5.0 sq. mtrs	No	Yes	No	N/A	127.00	N/A	128.00	0.8%	
Footpath - 5.0 - 10.0 sq. mtrs	No	Yes	No	N/A	177.00	N/A	178.00	0.6%	
Footpath - 10.0 + sq. mtrs	No	Yes	No	N/A	290.00	N/A	295.00	1.7%	
Footpath - Transfer Fee	No	Yes	No	N/A	57.00	N/A	60.00	5.3%	
Unightly Condition of Land Clearance	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery

2017/18 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2016/17 (incl. GST)	2016/17 (excl. GST)	2017/18 New Fee (incl. GST)	2017/18 New fee (excl. GST)	% change in base price	Comments
Fire Prevention block clearance	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Impounded Vehicles									
Motor Vehicle Search Fee	Yes	No	No	N/A	Cost recovery	N/A	Cost recovery	N/A	
Incumbrance Search Fee	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Towing Fee (Business Hrs)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Towing Fee (After Hrs)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Advertising Fee (if applicable)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Storage Fee (per day)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Unclaimed Goods									
Storage Fee	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
Maintaining goods	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
Corporate Publicity & Promotion									
Advertising Rates									
Inside pages (colour)	No	Yes	Yes	460.00	418.18	460.00	418.18	0.0%	
Inside pages (colour)	No	Yes	Yes	230.00	209.09	230.00	209.09	0.0%	
Inside pages (colour)	No	Yes	Yes	77.00	70.00	77.00	70.00	0.0%	
Council Documents									
Copies of Council Documents									
A4 Black and White Copies	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A4 Colour Copies	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page
A3 Black and White Copies	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A3 Colour Copies	No	Yes	No	N/A	4.00	N/A	4.00	0.0%	Per page
A2 Black and White Copies	No	Yes	No	N/A	6.60	N/A	6.60	0.0%	Per page
A2 Colour Copies	No	Yes	No	N/A	19.25	N/A	19.25	0.0%	Per page
A1 Black and White Copies	No	Yes	No	N/A	7.15	N/A	7.15	0.0%	Per page
A1 Colour Copies	No	Yes	No	N/A	30.25	N/A	30.25	0.0%	Per page
A0 Black and White Copies	No	Yes	No	N/A	9.90	N/A	9.90	0.0%	Per page
A0 Colour Copies	No	Yes	No	N/A	53.35	N/A	53.35	0.0%	Per page
Individual extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	per individual extract
Copies of Non-Council Documents									
A4 Black and White Copies	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A4 Colour Copies	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page
A3 Black and White Copies	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A3 Colour Copies	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per page
A2 Black and White Copies	No	Yes	Yes	6.60	6.00	6.60	6.00	0.0%	Per page
A2 Colour Copies	No	Yes	Yes	19.25	17.50	19.25	17.50	0.0%	Per page
A1 Black and White Copies	No	Yes	Yes	7.15	6.50	7.15	6.50	0.0%	Per page
A1 Colour Copies	No	Yes	Yes	30.25	27.50	30.25	27.50	0.0%	Per page
A0 Black and White Copies	No	Yes	Yes	9.90	9.00	9.90	9.00	0.0%	Per page
A0 Colour Copies	No	Yes	Yes	53.35	48.50	53.35	48.50	0.0%	Per page
Cummins House Hire									
Cancellation or non-attendance									
Administration fee			Yes	50.00	45.45	50.00	45.45	0.0%	Charges will apply for any cancelled bookings / non-attendance
Refundable Bond									
Refundable Bond - Weddings	No	Yes	No	N/A	400.00	N/A	400.00	0.0%	
Refundable Bond - Functions other than Weddings	No	Yes	No	N/A	400.00	N/A	400.00	0.0%	
Garden Wedding & Courtyard Reception									
Wedding & Reception - Full Package	No	Yes	Yes	1,800.00	1,636.36	1,820.00	1,654.55	1.1%	CPI Increase
Extra time (per hour)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	Extra time - per hour - CPI Increase
Garden Wedding									
Wedding	No	Yes	Yes	950.00	863.64	960.00	872.73	1.1%	CPI Increase
Extra time (per hour)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	Extra time - per hour - CPI Increase
Drawing Room Wedding									

2017/18 Fees & Charges Increase Analysis

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Wedding	No	Yes	Yes	950.00	863.64	960.00	872.73	1.1%	CPI Increase
Extra time (per hour)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	Extra time - per hour - CPI Increase
Courtyard Wedding Reception									
Reception	No	Yes	Yes	900.00	818.18	910.00	827.27	1.1%	CPI Increase -significant increase in FY1516 PLUS "active" hire hrs reduced - now includes set up/ take down time
Extra time (per hour)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	Extra time - per hour - CPI Increase
Pop Up Wedding (Winter Months / Weekday)									
Wedding	No	Yes	Yes	400.00	363.64	405.00	368.18	1.3%	CPI Increase
Refundable Bond - Pop Up Weddings	No	Yes	No	N/A	200.00	N/A	200.00	0.0%	
Wedding Incidentals									
Additional rehearsal time	No	Yes	Yes	85.00	77.27	86.00	78.18	1.2%	Per hour - CPI Increase
Wedding Photography									
Per Hour (For weddings not held at Cummins House)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	CPI Increase
Courtyard function									
Seminar, per day	No	Yes	Yes	470.00	427.27	475.00	431.82	1.1%	CPI Increase
Seminar, per 4 hours	No	Yes	Yes	370.00	336.36	375.00	340.91	1.4%	CPI Increase
Extra time Seminar, per hour	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	Extra time - per hour No increase proposed
Party/Dinner etc.	No	Yes	Yes	310.00	281.82	315.00	286.36	1.6%	CPI Increase
Extra time (per hour)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	CPI Increase
Funeral/Memorial Service	No	Yes	Yes	280.00	254.55	285.00	259.09	1.8%	CPI Increase
Extra time (per hour)	No	Yes	Yes	85.00	77.27	86.00	78.18	1.2%	Extra time - per hour - CPI Increase
Dining Room Dinner									
Room Hire	No	Yes	Yes	475.00	431.82	480.00	436.36	1.1%	CPI Increase
Garden Function									
Garden Party or Function (per hour)	No	Yes	Yes	105.00	95.45	106.00	96.36	1.0%	CPI Increase
Meetings	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	Per hour (up to 2 hours) - new in 2015 No increase proposed
Enviromental Health Services									
Immunisations - for supply to individuals at public clinics. All charges under this heading are based on cost recovery only plus a \$7.00 fee to administer the vaccine, excl GST.									
<i>Immunisations are GST free when supplied and administered to individuals at public clinics</i>									
Child Immunisation	No	Yes	No	N/A	Free	N/A	Free	N/A	Vaccines included on the National Immunisation Program
Diphtherial/Tetanus & Pertussis	No	Yes	No	N/A	39.00	N/A	42.00	7.7%	Per dose
Diphtherial/Tetanus & Pertussis + IPV	No	Yes	No	N/A	61.00	N/A	70.00	14.8%	Per dose
Hepatitis B (Adult)	No	Yes	No	N/A	54.00	N/A	60.00	11.1%	\$20.00 per dose - Course of 3 injections
Hepatitis B (Paediatric)	No	Yes	No	N/A	60.00	N/A	60.00	0.0%	\$20.00 per dose - Course of 3 injections
Hepatitis A/B (Twinrix) (Adult)	No	Yes	No	N/A	204.00	N/A	231.00	13.2%	\$77.00 per dose - Course of 3 injections
Hepatitis A/B (Twinrix) (Junior 1-15 yrs)	No	Yes	No	N/A	177.00	N/A	174.00	-1.7%	\$58.00 per dose - Course of 3 injections
Hepatitis A (Adult)	No	Yes	No	N/A	108.00	N/A	108.00	0.0%	\$54.00 per dose - Course of 2 injections
Hepatitis A (Paediatric)	No	Yes	No	N/A	88.00	N/A	82.00	-6.8%	\$41.00 per dose - Course of 2 injections
Influenza - Adult (Trivalent)	No	Yes	No	N/A	13.00	N/A	N/A	N/A	Trivalent - no longer available
Influenza - Paediatric (Trivalent)	No	Yes	No	N/A	13.00	N/A	N/A	N/A	Trivalent - no longer available
Influenza - Adult (Quadrivalent)	No	Yes	No	N/A	20.50	N/A	20.00	-2.4%	Quadrivalent
Influenza - Paediatric (Quadrivalent)	No	Yes	No	N/A	24.00	N/A	20.00	-16.7%	Quadrivalent
IPOLE	No	Yes	No	N/A	42.00	N/A	52.00	23.8%	
Varicella Vaccine (Chicken Pox)	No	Yes	No	N/A	80.00	N/A	132.00	65.0%	\$66.00 per dose - Course of 2 injections > 14 years old
Neisvac (Meningococcal)	No	Yes	No	N/A	95.00	N/A	89.00	-6.3%	Per dose, with new supplier
Prevenar (Child Pneumococcal)	No	Yes	No	N/A	155.00	N/A	158.00	1.9%	Per dose
Gardasil	No	Yes	No	N/A	441.00	N/A	462.00	4.8%	\$154 per dose - Course of 3 injections
Measles / Mumps & Rubella	No	Yes	No	N/A	35.00	N/A	40.00	14.3%	
Zostervax	No	Yes	No	N/A	205.00	N/A	205.00	0.0%	
Immunisations - for supply to workplaces or private vaccination services. All charges under this heading are based on cost recovery only plus a \$7.00 fee to administer the vaccine, excl GST.									
<i>Immunisations are subject to GST when supplied and administered as per an arrangement with a third party</i>									
Child Immunisation	No	Yes	No	N/A	Free	N/A	Free	N/A	
Diphtherial/Tetanus & Pertussis	No	Yes	Yes	42.90	39.00	46.20	42.00	7.7%	Per dose
Diphtherial/Tetanus & Pertussis + IPV	No	Yes	Yes	67.10	61.00	77.00	70.00	14.8%	Per dose

2017/18 Fees & Charges Increase Analysis

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Hepatitis B (Adult)	No	Yes	Yes	59.40	54.00	66.00	60.00	11.1%	\$19.80 per dose - Course of 3 injections
Hepatitis B (Paediatric)	No	Yes	Yes	66.00	60.00	66.00	60.00	0.0%	\$22.00 per dose - Course of 3 injections
Hepatitis A/B (Twinrix) (Adult)	No	Yes	Yes	224.40	204.00	254.10	231.00	13.2%	\$74.80 per dose - Course of 3 injections
Hepatitis A/B (Twinrix) (Junior 1-15 yrs)	No	Yes	Yes	194.70	177.00	191.40	174.00	-1.7%	\$64.90 per dose - Course of 3 injections
Hepatitis A (Adult)	No	Yes	Yes	118.80	108.00	118.80	108.00	0.0%	\$59.40 per dose - Course of 2 injections
Hepatitis A (Paediatric)	No	Yes	Yes	96.80	88.00	90.20	82.00	-6.8%	\$48.40 per dose - Course of 2 injections
Influenza - Adult (Trivalent)	No	Yes	Yes	14.30	13.00	N/A	N/A	N/A	Trivalent - no longer available
Influenza - Paediatric (Trivalent)	No	Yes	Yes	14.30	13.00	N/A	N/A	N/A	Trivalent - no longer available
Influenza - Adult (Quadrivalent)	No	Yes	Yes	22.55	20.50	22.00	20.00	-2.4%	Quadrivalent
Influenza - Paediatric (Quadrivalent)	No	Yes	Yes	26.40	24.00	22.00	20.00	-16.7%	Quadrivalent
IPOLE	No	Yes	Yes	46.20	42.00	57.20	52.00	23.8%	
Varicella Vaccine (Chicken Pox)	No	Yes	Yes	88.00	80.00	145.20	132.00	65.0%	\$66.00 per dose - Course of 2 injections > 14 years old
Menjugate (Meningococcal)	No	Yes	Yes	104.50	95.00	97.90	89.00	-6.3%	Per dose
Prevenar (Child Pneumococcal)	No	Yes	Yes	170.50	155.00	173.80	158.00	1.9%	Per dose
Gardasil	No	Yes	Yes	485.10	441.00	508.20	462.00	4.8%	\$161.70 per dose - Course of 3 injections
Measles / Mumps & Rubella	No	Yes	Yes	38.50	35.00	44.00	40.00	14.3%	
Zostervax	No	Yes	Yes	225.50	205.00	225.50	205.00	0.0%	
Workplace or Private Vaccination Services	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	For the first hour or part thereof. (Minimum 1 hour fee applies for all visits.)
Workplace or Private Vaccination Services	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	For each subsequent hour or part thereof
Sharps Containers									
1.4 litre	No	Yes	Yes	5.25	4.77	5.25	4.77	0.0%	Based on cost recovery only.
3.1 litre	No	Yes	Yes	7.50	6.82	7.50	6.82	0.0%	Based on cost recovery only.
7.8 litre	No	Yes	Yes	11.80	10.73	11.80	10.73	0.0%	Based on cost recovery only.
Pest Control									
Rat Bait (6 x 25g packets)	No	Yes	Yes	6.50	5.91	6.50	5.91	0.0%	Based on cost recovery only.
Food Act									
Inspection of small businesses	Yes	Yes	No	N/A	84.00	N/A	85.50	1.8%	Maximum Inspection Fees set in Food Regulations 2002. ATO ruling that inspections are GST exempt
Inspection of large businesses	Yes	Yes	No	N/A	210.00	N/A	214.00	1.9%	Maximum Inspection Fees set in Food Regulations 2002
Food Safety Audits									
<i>Community and charitable organisations</i>									
On-site audit	No	Yes	No	N/A	78.00	N/A	79.00	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour. ATO ruling that audits are GST exempt
Desk-top audit	No	Yes	No	N/A	39.00	N/A	39.50	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	78.00	N/A	79.00	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour
<i>For all other organisations</i>									
On-site audit	No	Yes	No	N/A	156.00	N/A	158.00	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Desk-top audit	No	Yes	No	N/A	78.00	N/A	79.00	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	156.00	N/A	158.00	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Legionella Legislative Requirements									
High Risk Manufactured Water System	Yes	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Microbiological sampling of water sample collected from HRMWS

17.2 Request for a section 270 Review of Council Decision

Brief

This report presents a request for an internal review of Council decision to not approve a \$3,000 sponsorship application from Mr David Gaucci on behalf on Devine Interventionz Productions for the musical theatre production, 'Violet' to be held during February and March 2017 as part of the Fringe Festival.

RECOMMENDATION(S)

It is recommended to Council that having reviewed its decision of 1 November 2016 to not approve a \$3,000 sponsorship application from David Gaucci on behalf of Devine Interventionz Productions for a musical theatre production, 'Violet' to be held during February and March 2017 as part of the Fringe Festival, Council;

1. reaffirms its decision of 1 November 2016 to not approve this sponsorship application;

or

2. approves the sponsorship from David Gaucci on behalf of Devine Interventionz Productions application to the sum of \$3,000.

Introduction

A request has been received from Mr David Gaucci, pursuant to s270 of the *Local Government Act 1999* and Council Policy - Internal Review of Council Decisions (Policy) seeking an internal review of Council's decision to not approve his sponsorship request on behalf of Devine Interventionz Productions for \$3,000 for the musical theatre production, 'Violet' to be held at the Star Theatre during February and March 2017 as part of the Fringe Festival (**Attachment 1**).

This request from Mr Gaucci meets the criteria contained in clause 6.1.5 of the Policy (**Attachment 2**) in that:

1. It is not trivial
2. It is of substance and is credible
3. The applicant has sufficient interest in the matter

Given the decision to not approve the sponsorship application was made by Council, via the recommendation of the Civic Committee, clause 6.2.2. of the Policy requires this review to be undertaken by Council.

Discussion

The sponsorship application from Devine Interventionz Productions was presented to the 25 October 2016 meeting of the Civic Committee (**Attachment 3**). The Committee recommended to Council that the application not be approved (**Attachment 4**). Subsequently at its 1 November 2016 meeting, Council adopted the recommendations of the Civic Committee (**Attachment 5**) with the applicant, Mr Gaucci, being advised accordingly.

In accordance with the Policy, Council needs to determine whether to reaffirm or overturn its decision of 1 November 2016 to not approve the \$3,000 sponsorship application from Mr David Gaucci on behalf of Devine Interventionz Productions.

Conclusion

A request has been received from Mr David Gaucci on behalf of Devine Interventionz Productions seeking an internal review of Council's decision, at its 1 November 2016 meeting, to not approve his sponsorship application for \$3,000 for the production of 'Violet' at the Star Theatre as part of the Fringe Festival. In accordance with the Policy, his request is presented to Council for its consideration and determination.

Attachments

1. **Request for internal review of Council decision**
2. **Council Policy - Internal Review of Council Decisions**
3. **WTCC Civic Non-Prescribed General Committee Agenda Extract 25 October 2016**
4. **WTCC Civic Non-Prescribed General Committee Minutes Extract 25 October 2016**
5. **WTTC Council and Committee Meetings Minutes Extract 1 November 2016**

From: David Gauci
To: Sue Curran
Subject: Sponsorship Application for the Production of Violet

Sent: 12/7/2016 11:10:41 AM



Good Morning Sue,

I am in receipt of your letter dated November 21, 2016. Thank you for getting back to me on the result.

I note especially that the reason 'there was not sufficient community benefit to support the application'. I must admit to being disappointed and wanted to wait to think about why I might ask for the council to reconsider its decision on this.

This coming February 2017, will be the sixth musical that I have mounted at The Star Theatre. These are events that I put on myself, using my own funds.

Over those six events, I have will have paid well over \$40,000 in Theatre Hire, a large portion of which, I would imagine would go towards the curator (Malcolm Harslett) being able to pay the ongoing costs for the theatre. I would imagine this might include rent on the premises.

In fact I might have seen the Council see the funding being a win – win scenario, as my intention is to use those funds (\$3000) to pay for the theatre hire, I would imagine that ultimately this money would pass form the Star and go to the council as part of the curators hire.

Where the community benefit comes in is not only in my putting on these premiere events in the Star within easy walking distance of the local residents, whom I advertise to directly through mail drops etc., but also in supporting to keeping the doors of the theatre open. I also use the theatre to rehearse my shows keeping the theatre in operation through the very quiet January period. All of this in support of local theatre, The Star Theatre and the West Torrens community as well as greater western community.

In five years I would estimate, from ticket sales analysis that at least 45% of the people who have come to the Star for the shos I have put on have come from the local area or the greater western area. This also means that people from the other areas of Adelaide come over to the west to watch the shows I put on, eat food in local pubs and cafes (The Hilton, Devour) which in turn support the local economy.

I would ask please that the council reconsider its decision, any support will be appreciated.

I am a very proud western suburbs person, and my intention is to keep creating theatre in the west, with your support this is possible.

If you are concerned about the standard of theatre I create please take time to check the web page:
<http://www.davineinterventionz.com/> please contact Malcolm at theatre if you require a further referee.

I look forward to your response in due course.

Go well

David Gauci
VIOLET – a musical

CITY OF WEST TORRENS



Council Policy: Internal Review of Council Decisions

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

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

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

COUNCIL POLICY - Internal Review of Council Decisions

1. Preamble

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

2. Purpose

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

3. Scope

This Policy:

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

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

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

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

4. Definitions

- 4.1 An **Applicant** is any person who makes an application for an internal review of Council decision
- 4.2 A **Council Decision** is a decision of Council, an employee of Council made under delegation or by other people acting on behalf of Council.
- 4.3 **Elected Member/s** is the term used to define all members of Council, including the Mayor.
- 4.4 An **Employee** is any individual who is employed by CWT and includes agency staff and contractors.
- 4.5 A **Frivolous or Trivial complaint** is a complaint that is considered by the relevant departmental manager to be minor or without merit and therefore not worthy of action or when the resources required to address such complaints would be an unreasonable diversion of public resources.
- 4.6 An **Initial Review** is a review by the manager, or the reviewing officer designated by the manager, within the responsible area.
- 4.7 An **Internal Review of a Council Decision** is a review of a decision made by Council, its employees, or other people acting on behalf of Council. The request must arise from a grievance with a Council decision on access to a service, the way in which that service is delivered, or the application of regulatory powers.
- 4.8 For the purposes of this policy, **Manager** refers to a member of the management team.
- 4.9 **Personal Information** is any information or opinion that identifies a person. This could include:
- written records about a person
 - a photograph or image of a person.
- 4.10 The **Reviewing Officer** is the employee assigned to undertake an internal review of a council decision.
- 4.11 A **Vexatious Complaint** is any complaint:
- from a complainant who has consistently, over a period of time, complained about minor matters or the same matter, which have previously been dealt with and new no information has been provided by the complainant.
 - which the department manager, considers to be mischievous, without sufficient grounds or serving only to cause annoyance.

5. Principles

5.1 Commitment

- 5.1.1 Council commits to:
- treating all applicants with respect and courtesy.
 - responding to applicant requests and enquiries promptly and efficiently.
 - acting with integrity and honesty when dealing with applicants.
 - providing relevant and timely feedback to the applicant.
- 5.1.2 All applications for an internal review of a council decision will be considered on their merits, the principles of natural justice will be observed and complainants will not suffer any reprisal from CWT for requesting an Internal Review of a Council Decision.

5.2 Privacy and Confidentiality

- 5.2.1 When a request for review is referred to the Elected Council for determination, the Council may consider the matter in confidence when it is lawful and appropriate to do so, subject to one of the clauses under Section 90(3) of the [Act](#) being satisfied.
- 5.2.2 The applicant's personal information will be used by the reviewing officer in relation to investigating and reviewing the application.
- 5.2.3 If the application is referred to the Ombudsman, the CWT will share any relevant information relating to the application with the Ombudsman in accordance with the [Ombudsman Act 1972](#).
- 5.2.4 Information contained within the application may be accessible under the [Freedom of Information Act 1991](#).
- 5.2.5 An applicant may apply directly to the CWT to suppress their personal details by completing and submitting an application [form](#). Forms are also available from Council's Civic Centre and the Hamra Centre Library.
- 5.2.5.1 The CEO will assess the application and may suppress the applicant's name or address details if the CEO is satisfied that the applicant's personal safety or that of any other person is at risk. Acceptance of such applications is at the discretion of the CEO.
- 5.2.6 CWT will respond to complaints alleging misuse of personal information within five (5) business days.

5.3 Data Collection

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

5.4 Reporting

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

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

6. Procedure

6.1 Applications for a Review of a Council Decision

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

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

If posted, to:

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

If emailed, to:

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

If faxed, to:

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

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

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

6.1.5 The CEO may refuse to consider an application if:

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

In these instances the CEO will advise the applicant accordingly.

6.2 Application Assessment Model

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

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

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

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

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

6.3 Time Frame and Progress Notification

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

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

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

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

6.4 Opportunity to Provide Additional Information

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

6.5 Independent Review

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

6.6 Applications relating to Rates

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

6.7 Matters regarding Competitive Neutrality Pricing

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

6.8 Outcome of Review

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

7 REPORTS OF THE CHIEF EXECUTIVE OFFICER

7.1 Sponsorship Application from Davine Interventionz Productions

Brief

This report presents a request from Davine Interventionz Productions seeking sponsorship for the musical theatre production; *Violet* to be held in February and March 2017.

RECOMMENDATION(S)

It is recommended to the Civic Committee that it considers whether to recommend to Council that it approves the request from Davine Interventionz Productions for \$3,000 in sponsorship for the musical theatre production *Violet* to be held in February and March 2017.

Introduction

Davine Interventionz Productions has submitted a sponsorship application for \$3,000 to Council for the musical theatre production *Violet*, to be held in February and March 2017 (**Attachment 1**) in accordance with Council's Sponsorship Guidelines (**Attachment 2**).

Discussion

Davine Interventionz Productions is a not for profit community theatre company based in Woodville (City of Charles Sturt). It uses local performers, volunteers and local venues and has produced five successful shows at the Star Theatre for the Fringe and Feast Festivals since 2013.

The company is producing *Violet* for the 2017 Adelaide Fringe Festival with an estimated production cost of \$40,000. Of this, \$20,000 is sought in sponsorship from a range of agencies (\$3,000 from the City of West Torrens) and \$20,000 to be recouped from ticket sales resulting in a ticket cost of approximately \$35.

A grant application to the Fringe Festival for the 2017 production was unsuccessful and the sponsorship application has not listed any other sponsors to date. Therefore, it is unclear whether the sponsorship target will be reached.

The applicant states that the \$3,000 sponsorship would be used to hire the Star Theatre which is a private, for-profit business. However, the City of West Torrens (CWT) would get a logo on the promotional posters and flyers, an advertisement in the program and free tickets to the Adelaide season.

Although staged in a theatre within the CWT, the production is aimed at a broader Adelaide audience of 1,500 people over the 10 performances.

Conclusion

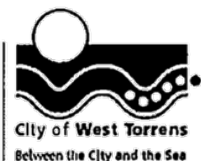
This report presents a sponsorship application from Davine Interventionz Productions for \$3,000, to hold a musical production at the Star Theatre, to the Committee for its consideration and subsequent recommendation to Council.

Attachments

- 1. Attachment 1**
- 2. Attachment 2**

Sponsorship program application form

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



Note:

1. Read the Sponsorship guidelines before completing this application.
2. Please attach any additional information and supporting statements.
3. Please type or print legibly.
4. Applications must be completed in full or they will not be accepted.

1. Event and organisation details

Event name: VIOLET

Event description: Musical Theatre Production

Date(s) of event: 2017; February 22, 23, 24, 25, 28, March 1, 2, 3, 4 (2 shows on the 4th)

Organisation / Group: Davine Interventionz Productions

ABN number:

7 2 0 0 9 1 2 6 9 0 4

Date submitted: August 21, 2016

2. Organiser's contact details

Name: David George Gaucl

Position: Founder/ Producer/Director

Organisation: Davine Interventionz Productions

Address: 4 Angus Street, Woodville South, South Australia

P/Code: 5011

Telephone: 0416210763

Facsimile:

Email: davineint@optusnet.com.au

3. Event details

Type of event (you may select more than 1)

☐ Education

☒ Community

☐ Environment

☒ Entertainment

☐ Sports

☐ Business

☒ Arts / Culture

☐ Charity

☐

Event attendees (Indicate the expected characteristics of your event attendees)

Age range

☒ Under 20

☐ 31 to 40

☒ 51 to 60

☐ 20 to 30

☐ 41 to 50

☒ 60 plus

Where will the attendees be travelling from?

☒ City of West Torrens

☒ Adelaide metropolitan area

☒ Western suburbs

☒ SA generally

Estimated total attendance? 1500 people over the 10 performances

4. Level of sponsorship requested (tick)		
Type:		
<input type="checkbox"/> Naming rights	<input type="checkbox"/> Joint sponsor	<input checked="" type="checkbox"/> Minor support
Cash: \$ 3000		
In kind support (specify):		
What will the funds be used for? Paying for the the hire of the venue (Star Theatre One)		
How many other sponsors are involved? At this stage only the one, have applied for a grant from Fringe		
Who are they? City of West Torrens City Council		
What is their level of support? N/A		
5. Promotional / media benefits		
Provide details of the media types to be used:		
<input checked="" type="checkbox"/> Advertorials	<input type="checkbox"/> Television	<input checked="" type="checkbox"/> Public speaking
<input type="checkbox"/> Advertising - newspaper	<input checked="" type="checkbox"/> Signage	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Radio	<input checked="" type="checkbox"/> Web site	
Provide details of the level of coverage anticipated: We will be printing 500 A2 full colour posters and 8000 DL flyers and having them distributed.		
6. Research and evaluation of your event		
Will you undertake research prior to or after the event? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, how?		
Utilising the information from the ticketing , we can ascertain how many people are new to Fringe		
how many people are new to the venue and how many people are new to Adelaide Theatre. We will also		
note any remarks on the face book pages. Information form FringeTix Includes email addresses and		
shortly after the event has concluded emails are sent out asking for people to rate their theatre experience		
this is done through MAIL CHIMP.		
If not, why not?		
How do you evaluate the effectiveness of your event?		
Effectiveness is through 'bums on seats' and feedback. Audiences are canvassed after each show to		
see if and how much they enjoyed the experience. Some attention is also paid to reviews of the event		
posted on the Adelaide Fringe web site. There is also the return sale - each year the listing of ticket sales		
is compared with previous years to see if there are many return sales. Over the past 3 years returns are		
sittign at about 45% of tickets sold.		

7. Declaration

I David George Gauci hereby certify that I have been authorised to prepare and submit this application on behalf of the above-mentioned group or organisation, and that the information contained in the application is true and correct to the best of my knowledge.

Signature



Date: 21 / 08 /2016

8. Where to send your completed application

Return this application together with any attachments to:

Administration Officer Community Services
City of West Torrens
165 Sir Donald Bradman Drive
Hilton SA 5033

Or email to csu@wtcc.sa.gov.au.

Sponsorship Program Guidelines

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



The City of West Torrens provides a range of 'in kind' services to community groups and businesses and is always available to assist with guidance and advice.

Council has several community funding programs, details of which may be found on Council's website www.wtcc.sa.gov.au, and operates a Donation Program and a Sponsorship Program.

As is the case with all commercial sponsorship arrangements, Council expects that defined and measurable outcomes be obtained in exchange for its investment. Requests for sponsorship, up to a maximum of \$3,000, should be submitted using the Sponsorship Application form.

Objectives

Sponsorship requests must align with Council's overall Vision and Mission:

Vision Committed to being the best place to live, work and enjoy life.

Mission To strive for excellence in serving our diverse community.

Key Considerations

Prior to submitting a sponsorship proposal, you should consider the following:

- How will your event and/or relationship with Council, provide benefits to the broad community or to specific individuals?
- What is the demographic (age range, cultural diversity etc) targeted by the event/relationship?
- Is the planned event/relationship of a local or state nature?
- How many other sponsors are involved? Who are they and what is their level of sponsorship?
- Has any other organisation, group, agency, business been approached for sponsorship for this event and what was the outcome?
- How would West Torrens benefit from the association and how would your event/organisation benefit by Council's involvement?
- How would Council's support be promoted i.e. media, signage, direct mail to a customer group etc?
- How would the sponsorship be measured and evaluated for effectiveness?
- What level of sponsorship is Council being asked to provide (e.g. naming rights, joint sponsor, minor level) up to maximum \$3,000?

Please note that:

- Council will require up to 12 weeks to process a sponsorship request, depending on the bi monthly meeting schedule for the Civic Committee which must consider the request and make recommendations to Council.
- Events or activities that may be detrimental to Council's public image or offend particular groups will not be considered.
- Sponsorship that supports a specific team or individual in the City will not be considered.

Sponsorship Application Form

If, after having read the above, you have a sponsorship opportunity that you would like to submit for Council's consideration, a Sponsorship Application form must be completed and returned to Council, addressed to the:

Administration Officer Community Services
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Civic Committee held on 23 August 2016 be confirmed as a true and correct record.

COMMITTEE RESOLUTION

Moved: Cr George Vlahos
Seconded: Cr Simon Tsiaparis

That the Minutes of the Civic Committee held on 23 August 2016 be confirmed as a true and correct record.

CARRIED

6 COMMUNICATION BY THE CHAIRPERSON

Nil

7 REPORTS OF THE CHIEF EXECUTIVE OFFICER

7.1 Sponsorship Application from Davine Interventionz Productions

Brief

This report presents a request from Davine Interventionz Productions seeking sponsorship for the musical theatre production; *Violet* to be held in February and March 2017.

RECOMMENDATION(S)

It is recommended to the Civic Committee that it considers whether to recommend to Council that it approves the request from Davine Interventionz Productions for \$3,000 in sponsorship for the musical theatre production *Violet* to be held in February and March 2017.

COMMITTEE RESOLUTION

Moved: Cr Kym McKay
Seconded: Cr George Vlahos

The Civic Committee recommends to Council that it not approve the \$3,000 sponsorship request from Davine Interventionz Productions for the musical theatre production *Violet* to be held in February and March 2017.

CARRIED

Council Minutes1 November 2016

RESOLUTION

Moved: Cr Steven Rypp
Seconded: Cr Arthur Mangos

That the recommendations of the Urban Services Committee held on 1 November 2016 be adopted.

CARRIED**11.2 Governance Committee Meeting****RECOMMENDATION(S)**

That the recommendations of the Governance Committee held on 1 November 2016 be adopted.

RESOLUTION

Moved: Cr Garth Palmer
Seconded: Cr Rosalie Haese

That the recommendations of the Governance Committee held on 1 November 2016 be adopted.

CARRIED

7.41pm Cr McKay returned to the meeting.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS**12.1 Audit and Risk Committee Meeting****RECOMMENDATION(S)**

That the Minutes of the Audit and Risk Committee held on 17 October 2016 be noted and the recommendations adopted.

RESOLUTION

Moved: Cr Arthur Mangos
Seconded: Cr John Woodward

That the Minutes of the Audit and Risk Committee held on 17 October 2016 be noted and the recommendations adopted.

CARRIED**12.2 Civic Committee Meeting****RECOMMENDATION(S)**

That the Minutes of the Civic Committee held on 25 October 2016 be noted and the recommendations adopted.

Council Minutes

1 November 2016

RESOLUTION

Moved: Cr Megan Hill

Seconded: Cr John Woodward

That the Minutes of the Civic Committee held on 25 October 2016 be noted and the recommendations adopted except Items 7.9 and 7.10.

CARRIED**RESOLUTION**

Moved: Cr Megan Hill

Seconded: Cr Garth Palmer

That Items 7.9 and 7.10 be deferred to the next meeting of Council on 15 November 2016 for discussion.

CARRIED**13 QUESTIONS WITH NOTICE****13.1 Land Division Approvals**

At the meeting of Council on 4 October 2016, Cr Woodward asked the following question which was taken on notice:

How many land division approvals have been granted since the new Development Plan commenced in June 2015, and how does this compare with the last 3 years of land division approvals?

The Administration provided the following information:

The number of land division approvals granted since the new Development Plan commenced in June 2015 is 173.

Year	Number of Land Division Approvals
2012-13	127
2013-14	158
2014-15	153
2015-16 (new Development Plan)	173

Cr Woodward indicated that he would like this information to be broken down by suburb and requested that this information be included in a future Council Agenda.

Answer

The breakdown of land division approvals by suburb is as follows:

Suburb	2012-13	2013-14	2014-15	2015-16	Total
Ashford	0	1	0	1	2
Brooklyn Park	12	15	14	16	57
Camden Park	6	9	7	16	38
Cowandilla	3	3	0	2	8
Fulham	5	4	10	20	39

17.3 Delegations required under the Local Nuisance and Litter Control Act 2016

Brief

This report details the delegations required for the timely and efficient application of the litter control provisions contained within the *Local Nuisance and Litter Control Act 2016* and seeks Council's approval to delegate some of its decision making powers and duties under this Act to the Chief Executive Officer.

RECOMMENDATION(S)

It is recommended to Council that:

1. In exercise of the power contained in s44(1) of the *Local Government Act 1999*, the powers and functions under the *Local Nuisance and Litter Control Act 2016*, as specified in the proposed 'Instrument of Delegation' provided as Attachment 1 of this report, are hereby delegated this 7th day of February 2017 to the person occupying the office of Chief Executive Officer subject to the conditions and limitations specified herein or within the 'Instrument of Delegation'.
2. For the purposes of the delegations made by Council to the person occupying the role of Chief Executive Officer on this the 7th day of February 2017, all delegations to the person occupying the position of Chief Executive Officer extend to any person acting in the office of Chief Executive Officer.

Introduction

The *Local Nuisance and Litter Control Act 2016* (Act), regulates local nuisance and littering. The objects of the Act are to protect individuals and communities from local nuisance, prevent littering, improve the amenity value of local areas and to promote the creation and maintenance of a clean and healthy environment.

The Act was proclaimed on 21 July 2016 with a staged commencement. The litter control provisions of the Act commenced on 1 February 2017 with the nuisance control provisions to commence on 1 July 2017. As such, it is necessary to present proposed delegations associated with the litter control provisions under the Act to Council outside of the annual delegations review.

Discussion

Principles of delegation

The delegation and sub-delegation processes are necessary to ensure that the Chief Executive Officer and employees are provided with the legal authority to undertake various duties and exercise powers in accordance with legislation. They promote accountability and are considered a proactive risk management tool.

Council has many powers and duties which are governed by legislation. Section 44(1) of the *Local Government Act 1999* (LG Act) provides the ability for Council to delegate some of these decision-making powers and duties to the Chief Executive Officer to enable the Administration to undertake its functional and operational roles and responsibilities effectively and efficiently.

Proposed delegations

Those provisions proposed to be delegated under the Act include, seizure and disposal of items, exemptions from application, disposal of litter, issuing, varying or revoking of litter and abatement notices, ability to take action on non-compliance with a notice, seek civil remedies and recovery of costs.

In line with general practice, it is proposed that all delegations be made to the Chief Executive Officer. A copy of the proposed Instrument of Delegation for the Act is attached (**Attachment 1**). Some of the provisions delegated by Council to the Chief Executive Officer will be sub-delegated at his discretion, pursuant to s44(4(b) of the LG Act, to officers to enable them to undertake their required functional and operational roles.

Instrument of Delegation

To assist Members understand the 'Instrument of Delegation' the following information is provided:

Column 1

The first column indicates the section of the Act which allows the delegation to be made.

Column 2

The section title and description of the Act to which the proposed delegation relates is detailed in the second column.

Column 3

The third column details whether there are any conditions and limitations related to the delegation. This section is predominately used in relation to sub delegations.

Column 4

The fourth column details whether the section of the Act is a duty, applies to Council only or is proposed as a delegation to the person occupying the position of Chief Executive Officer.

As the Act is a newly enacted, the majority of the proposed delegations are highlighted in green as is consistent with the current delegation framework. Provisions that are either a duty or remain vested in Council are highlighted in grey as shown in the legend below:

	NEW ADDITION
	COUNCIL ONLY or DUTY

The 'Instrument of Delegation' is modelled on the recommended 'Instrument of Delegation' developed by Wallmans Lawyers in conjunction with the Local Government Association.

The delegations will form part of the 'Delegations Framework' and will be made available on the Council's website and for public inspection or purchase at the Civic Centre during normal business hours as required by the LG Act.

Conclusion

The litter control provisions of the Act have recently commenced and as such there is a need for Council to delegate certain powers to the Chief Executive Officer to effect the timely and expedient application of the Act. This report details those delegations for consideration and approval by Council.

Attachments

1. Instrument of Delegation Under the Local Nuisance and Litter Control Act 2016

Instrument of Delegation under the Local Nuisance and Litter Control Act 2016

Provision	Item Delegated	Conditions and Limitations	Delegate
s12(3)	1. Authorised Officers 1.1 The power pursuant to Section 12(3) of the Local Nuisance and Litter Control Act 2016 (the Act), to appoint specified officers or employees of the Council; or a specified class of officers or employees of the Council, to be authorised officers for the purposes of the Act.		Council Only
s12(4)	1. Authorised Officers 1.2 The power pursuant to Section 12(4) of the Act to make an appointment subject to conditions specified in the instrument of appointment.		Council Only
s12(6)	1. Authorised Officers 1.3 The power pursuant to Section 12(6) of the Act to, at any time, revoke an appointment, or vary or revoke a condition specified in the instrument of an appointment or impose a further such condition.		Council Only
s13(2)	2. Identity Cards 2.1 The duty pursuant to Section 13(2) of the Act where the Minister has not designated a card issued by the Council to an authorised officer appointed by the Council as an identity card for the purposes of the Act, to issue an authorised officer appointed under the Act, with an identity card in a form approved by the Minister: containing the person's name and a recent photograph of the person; and stating that the person is an authorised officer for the purposes of the Act; and specifying the name of the Council.		Duty - Not a Delegation
s13(3)	2. Identity Cards 2.2 The duty pursuant to Section 13(3) of the Act to issue an identity card as soon as is reasonably practicable after the appointment is made.		Duty - Not a Delegation
s15(a)	3. Limit of Area of Authorised Officers Appointed by Councils 3.1 The power pursuant to Section 15(a) of the Act to agree in writing to an authorised officer appointed by another council exercising powers under the Act in the Council's area.		Delegation Not Required
s16(1)(a)	4. Provisions Relating to Seizure 4.1 The duty pursuant to Section 16(1)(a) of the Act if a substance, material or thing has been seized under Division 3 of the Act, to hold the substance, material or thing seized pending proceedings for an offence against the Act.		Chief Executive Officer
s16(1)(a)	4. Provisions Relating to Seizure 4.2 The power pursuant to Section 16(1)(a) of the Act, on application, authorise the release of the substance, material or thing seized to the person from whom it was seized, or to any person who had legal title to it at the time of its seizure, subject to such conditions as the delegate thinks fit.		Chief Executive Officer
s16(1)(e)	4. Provisions Relating to Seizure 4.3 The power pursuant to Section 16(1)(e) of the Act if a person is, under section 16 of the Act, entitled to recover any substance, material or thing, to request the person do so.		Delegation Not Required
s16(1)(f)	4. Provisions Relating to Seizure 4.4 The power pursuant to Section 16(1)(f) of the Act to direct that any substance, material or thing forfeited under Section 16 of the Act be disposed of.		Chief Executive Officer

s19(1)	5. Exemptions from Application of Section 18 5.1 The power pursuant to Section 19(1) of the Act to declare by notice in writing in accordance with Section 19 of the Act that a person is exempt from the application of Section 18 of the Act in respect of a specified activity to be carried on in the Council's area.	Chief Executive Officer
s19(2)	5. Exemptions from Application of Section 18 5.2 The power pursuant to Section 19(2) of the Act to require an application for a declaration under Section 19 of the Act made to the Council to be accompanied by any other information in connection with the application that the delegate may require.	Duty - Not a Delegation
s19(3)	5. Exemptions from Application of Section 18 5.3 The duty pursuant to Section 19(3) of the Act to not make a declaration under Section 19 of the Act unless the delegate is satisfied that: there are exceptional circumstances that justify the making of the declaration; and the applicant's nuisance management plan adequately sets out the measures that the person will take to prevent, minimise or address any anticipated adverse effects from the specified activity on the amenity value of the area concerned.	Duty - Not a Delegation
s19(4)	5. Exemptions from Application of Section 18 5.4 The power pursuant to Section 19(4) of the Act to make a declaration unconditional or subject to conditions, including (but not limited to) conditions relating to: the permitted times or periods of time for carrying on the activity; or the manner of carrying on the activity.	Chief Executive Officer
s19(5)	5. Exemptions from Application of Section 18 5.5 The power pursuant to Section 19(5) of the Act to, by further notice in writing, vary or revoke a declaration under Section 19 of the Act.	Chief Executive Officer
s19(7)	5. Exemptions from Application of Section 18 5.6 The power pursuant to Section 19(7) of the Act to determine the website for publishing a declaration made under Section 19 of the Act and any variations of the declaration; and duty pursuant to Section 19(7) of the Act to publish a declaration made under Section 19 of the Act and any variations of the declaration, on a website determined by the Council or the delegate.	Duty - Not a Delegation
s22(3)(a)(i)	6. Disposing of Litter 6.1 The power pursuant to Section 22(3)(a)(i) of the Act to provide a bin or other receptacle in the Council's area for the disposal of litter.	Duty - Not a Delegation
s22(3)(a)(ii)	6. Disposing of Litter 6.2 The power pursuant to Section 22(3)(a)(ii) of the Act to approve or authorise the manner of the disposal of litter in the Council's area.	Chief Executive Officer
s26(3)	7. Liability of Vehicle Owners 7.1 The duty pursuant to Section 26(3) of the Act, to accompany an expiation notice or expiation reminder notice given under the Expiation of Offences Act 1996 to the owner of a vehicle for an alleged offence against Section 26 of the Act involving the vehicle with a notice inviting the owner, if he or she was not the alleged principal offender, to provide the Council or officer specified in the notice, within the period specified in the notice, with a statutory declaration: setting out the name and address of the person who the owner believes to have been the alleged principal offender; or if he or she had transferred ownership of the vehicle to another prior to the time of the alleged principal offence and has complied with the Motor Vehicles Act 1959 or the Harbors and Navigation Act 1993 (as the case may require) in respect of the transfer – setting out details of the transfer (including the name and address of the transferee).	Duty - Not a Delegation
s26(4)	7. Liability of Vehicle Owners	Duty - Not a Delegation

	7.2 The power pursuant to Section 26(4) of the Act, to bring a prosecution for an offence against Section 26 of the Act against one of the owners or against some or all of the owners jointly as co-defendants.		Delegation
s26(5)	7. Liability of Vehicle Owners 7.3 The duty pursuant to Section 26(5) of the Act, before proceedings are commenced against the owner of a vehicle for an offence against Section 26 of the Act to send the owner a notice: setting out particulars of the alleged principal offence; and inviting the owner, if he or she was not the alleged principal offender or the owner of the vehicle at the time of the alleged principal offence, to provide the Council, within 21 days of the date of the notice, with a statutory declaration setting out any matters referred to in subsection 3(a) and (b).		Duty - Not a Delegation
s26(9)	7. Liability of Vehicle Owners 7.4 The duty pursuant to Section 26(9) of the Act, if: an expiation notice is given to a person named as the alleged principal offender in a statutory declaration under Section 26, or proceedings are commenced against such a person, to accompany the notice or summons, as the case may be, with a notice setting out particulars of the statutory declaration that named the person as the alleged principal offender.		Duty - Not a Delegation
s26(10)	7. Liability of Vehicle Owners 7.5 The duty pursuant to Section 26(10) of the Act to not include in the particulars of the statutory declaration provided to the alleged principal offender the address of the person who provided the statutory declaration.		Delegation Not Required
s29	8. Notification of EPA of Serious or Material Environmental Harm 8.1 The duty pursuant to Section 29 of the Act, if the delegate has reason to believe that an offence committed under Sections 18 or 22 of the Act has, or may have, resulted in material environmental harm, or serious environmental harm, within the meaning of the Environment Protection Act 1993, to, as soon as practicable, notify the Environment Protection Authority of that belief.		Duty - Not a Delegation
s30(1)(a)	9. Nuisance and Litter Abatement Notices 9.1 The power pursuant to Section 30(1)(a) of the Act to issue a nuisance abatement notice for or in connection with securing compliance with Part 4 Division 1 of the Act.		Chief Executive Officer
s30(1)(b)	9. Nuisance and Litter Abatement Notices 9.2 The power pursuant to Section 30(1)(b) of the Act to issue a litter abatement notice for or in connection with securing compliance with Part 4 Division 2 of the Act.		Chief Executive Officer
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: is in the form of a written notice served on the person to whom it is issued; and specifies the person to whom it is issued (by name or by a description sufficient to identify the person); and specifies the purpose for which it is issued; and power pursuant to Section 30(2) of the Act, in relation to a notice under Section 30 of the Act, to: direct two or more persons to do something specified in the notice jointly; and impose a requirement that the person do one or more of the following:		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (a) discontinue, or not commence, a specified activity indefinitely or for a specified period or until further notice;		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it:		Duty - Not a Delegation

	(b) not carry on a specified activity except at specified times or subject to specified conditions;		
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (c) take specified samples or conduct specified tests, examinations, monitoring or analyses at specified times or intervals or for a specified period or until further notice;		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (d) furnish to the Council specified results or reports within a specified period;		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (e) clean up litter that the Council or delegate considers to have been caused by a contravention of this Act;		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (f) make good any damage to property that the Council or delegate considers to have been caused by a contravention of this Act;		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (g) prepare, in accordance with specified requirements and to the satisfaction of the Council or delegate, a plan of action for the purposes of securing compliance with any requirement of the Act or preventing any future contravention of the Act;		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (h) take such other specified action in a specified way, and within a specified period or at specified times or in specified circumstances; and		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (i) in the case of a litter abatement notice, impose a requirement that the person prepare, in accordance with specified requirements and to the satisfaction of the Council or delegate, a plan of action for the purposes of: A. preventing the escape of litter from business premises; or B. keeping a specified area (not exceeding 100 metres) around business premises free from litter; and		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (j) impose any other requirement prescribed by regulation; and		Duty - Not a Delegation
s30(2)	9. Nuisance and Litter Abatement Notices 9.3 The duty pursuant to Section 30(2) of the Act in relation to a notice under Section 30 of the Act to ensure it: (k) ensure it states that the person may, within 14 days, appeal against the notice to the Environment Resources and Development Court.		Duty - Not a Delegation
s30(3)	9. Nuisance and Litter Abatement Notices 9.4 The power pursuant to Section 30(3) of the Act to issue a notice under Section 30 of the Act jointly with one or more other councils to prevent the person contravening a provision of the Act in those council areas.		Chief Executive Officer

s30(4)	9. Nuisance and Litter Abatement Notices 9.5 The power pursuant to Section 30(4) of the Act to issue a notice under Section 30 of the Act that relates to an activity or conditions on premises to: the owner or occupier of the premises; or a person who has the management or control of the premises; or a person who is the trustee of a person referred to in paragraph (a) or (b) or Section 30(4) of the Act, or is managing the affairs of such a person on some other basis.	Chief Executive Officer
s30(6)	9. Nuisance and Litter Abatement Notices 9.6 The duty pursuant to Section 30(6) of the Act, if an emergency notice issued orally, to advise forthwith the person to whom the notice is issued of the person's right to appeal against the notice to the Environment, Resources and Development court.	Delegation Not Required
s30(8)	9. Nuisance and Litter Abatement Notices 9.7 The power pursuant to Section 30(8) of the Act, to, by written notice served on a person to whom a notice under section 30 of the Act has been issued by the Council, vary or revoke the notice.	Chief Executive Officer
s31	10. Action on Non-compliance with Notice 10.1 The power pursuant to Section 31 of the Act, if the requirements of a nuisance abatement notice or litter abatement notice issued by Council are not complied with, to take any action required by the notice.	Delegation Not Required
s31(2)	10. Action on Non-compliance with Notice 10.2 The power pursuant to Section 31(2) of the Act to authorise a person to take action under section 31(1) of the Act on behalf of the Council.	Chief Executive Officer
s30(3)	10. Action on Non-compliance with Notice 10.3 The duty pursuant to Section 30(3) of the Act, if the delegate authorises a person to take action under section 31(2) of the Act to issue the person with an instrument of authority.	Chief Executive Officer
s31(5)	10. Action on Non-compliance with Notice 10.4 The power pursuant to Section 31(5) of the Act to recover the reasonable costs and expenses incurred by the Council in taking action under Section 31 of the Act as a debt from the person who failed to comply with the requirements of the notice.	Chief Executive Officer
s31(6)	10. Action on Non-compliance with Notice 10.5 The power pursuant to Section 31(6) of the Act, if an amount is recoverable from a person under Section 31 of the Act, to by notice in writing to the person, fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid by the person, and, if the amount is not paid by the person within that period, the person is liable to pay interest charged at the prescribed rate per annum on the amount unpaid.	Duty - Not a Delegation
s33(1)(6)	11. Civil Remedies 11.1 The power pursuant to Sections 33(1) and (6) of the Act to apply to the Environment, Resources and Development court for one or more of the following orders: if a person has engaged, is engaging or is proposing to engage in conduct in contravention of the Act – an order restraining the person from engaging in the conduct and, if the court considers it appropriate to do so, requiring the person to take any specified action; if a person has refused or failed, is refusing or failing or is proposing to refuse or fail to take any action required by the Act – an order requiring the person to take that action;	Chief Executive Officer

	if a person has caused damage to property by a contravention of the Act – an order requiring the person to take specified action to make good the damage and, if appropriate, to take specified action to prevent or mitigate further damage; if the Council has incurred costs or expenses in taking action to prevent or mitigate damage caused by a contravention of the Act, or to make good resulting damage – an order against the person who committed the contravention for payment of the reasonable costs and expenses incurred in taking that action; if the Council has suffered injury or loss or damage to property as a result of a contravention of the Act, or incurred costs and expenses in taking action to prevent or mitigate such injury, loss or damage – an order against the person who committed the contravention for payment of compensation for the injury, loss or damage, or for payment of the reasonable costs and expenses incurred in taking that action; if the court considers it appropriate to do so, an order against a person who has contravened the Act for payment to the Council.		
s33(6)	11. Civil Remedies 11.2 The power pursuant to Section 33(6) of the Act to make an application under Section 33 of the Act.		Delegation Not Required
s33(8)	11. Civil Remedies 11.3 The power pursuant to Section 33(8) of the Act to serve a copy of the application on the Minister within three days after filing the application with the court.		Delegation Not Required
s33(9)	11. Civil Remedies 11.4 The power pursuant to Section 33(9) of the Act to apply to the court for the Council to be joined as a party to the proceedings.		Delegation Not Required
s33(10)	11. Civil Remedies 11.5 The power pursuant to Section 33(10) of the Act to make an application under Section 33 of the Act in a representative capacity (provided the consent of all persons on whose behalf the application is made is obtained).		Duty - Not a Delegation
s33(11)	11. Civil Remedies 11.6 The power pursuant to Section 33(11) of the Act to make an application without notice to any person.		Duty - Not a Delegation
s33(14)	11. Civil Remedies 11.7 The power pursuant to Section 33(14) of the Act to apply for an interim order without notice to any person.		Duty - Not a Delegation
s33(19)	11. Civil Remedies 11.8 The power pursuant to Section 33(19) of the Act to apply to the court to vary or revoke an order previously made under Section 33 of the Act.		Duty - Not a Delegation
s34(1)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.1 The power pursuant to Section 34(1) of the Act, subject to Section 34 of the Act, if the delegate is satisfied that a person has committed an offence by contravening a provision of the Act, to, as an alternative to criminal proceedings, recover, by negotiation or by application to the Environment, Resources and Development court an amount as a civil penalty in respect of the contravention.		Chief Executive Officer
s34(2)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.2 The duty pursuant to Section 34(2) of the Act to not recover an amount under Section 34 of the Act, in respect of a contravention if the relevant offence requires proof of intention or some other state of mind, and to, in respect of any other contravention, determine whether to initiate proceedings for an offence or take action under Section 34 of the Act, having		Duty - Not a Delegation

	regard to the seriousness of the contravention, the previous record of the offender and any other relevant factors.		
s34(3)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.3 The duty pursuant to Section 34(3) of the Act to not make an application to the court under Section 34 of the Act to recover an amount from a person as a civil penalty in respect of a contravention: unless the Council or the delegate has served on the person a notice in the prescribed form advising the person that the person may, by written notice to the Council, elect to be prosecuted for the contravention and the person has been allowed not less than 21 days after service of the notice to make such an election; or if the person serves written notice on the Council, before the making of such an application, that the person elects to be prosecuted for the contravention.		Duty - Not a Delegation
s34(4)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.4 The power pursuant to Section 34(4) of the Act to recover by negotiation as a civil penalty in respect of a contravention a maximum amount being the sum of the amount specified by the Act as the criminal penalty in relation to that contravention and the amount of any economic benefit acquired by the person, or accrued or accruing to the person, as a result of the contravention.		Delegation Not Required
s34(5)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.5 The power pursuant to Section 34(5) of the Act to apply to the Environment, Resources and Development court for an order the person pay to the Council an amount as a civil penalty (but not exceeding the sum of the amount specified by the Act as the criminal penalty in relation to that contravention and the amount of any economic benefit acquired by the person, or accrued or accruing to the person, as a result of the contravention).		Delegation Not Required
s34(8)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.6 The power pursuant to Section 34(8) of the Act, if conduct of a person constitutes a contravention of two or more provisions of the Act, to recover an amount from the person under Section 34 of the Act in relation to the contravention of one or more of those provisions (provided that the person is not liable to pay more than one amount as a civil penalty in respect of the same conduct).		Delegation Not Required
s34(13)	12. Minister or Council May Recover Civil Penalty in Respect of Contravention 12.7 The power pursuant to Section 34(13) of the Act to apply to the Attorney General for authorisation to commence proceedings for an order under Section 34 of the Act more than three years and within 10 years after the date of the alleged contravention.		Delegation Not Required
s40	13. Statutory Declaration 13.1 The power pursuant to Section 40 of the Act if a person is required by or under the Act to provide information to the Council, to require that the information be verified by statutory declaration and, in that event, the person will not be taken to have provided the information as required unless it has been so verified.		Duty - Not a Delegation
s45(1)	14. Orders in Respect of Contraventions 14.1 The power pursuant to Section 45(1) of the Act, if, in proceedings under the Act, the court finds that the defendant contravened the Act and the contravention has resulted in injury to the Council or loss or damage to property, to apply to the court, in addition to any penalty it may impose, one or more of the following: an order the person to take specified action to make good any damage and, if appropriate, to take specified action to prevent or mitigate further damage; an order the person to take specified action to publicise the contravention and its consequences and any other orders made against the person; an order the person pay to the Council if the Council has incurred costs or expenses in taking action to prevent or mitigate or		Delegation Not Required

	make good any damage (including, in the case of litter, taking action to remove or clean up, and lawfully dispose of the litter); the reasonable costs and expenses so incurred, or compensation for the injury, loss or damage so suffered, as the case may be, in such a manner as is determined by the Court.		
s45(2)	14. Orders in Respect of Contraventions 14.2 The power pursuant to Section 45(2) of the Act if a person is found by a court to have contravened the Act, to apply to the court, for, in addition to any penalty it may impose, an order the person to pay to the Council an amount not exceeding the court's estimation of the amount of the economic benefit acquired by the person, or accrued or accruing to the person, as a result of the contravention.		Delegation Not Required
s45(5)	14. Orders in Respect of Contraventions 14.3 The power pursuant to Section 45(5) of the Act to apply to the court for an order under Section 45 of the Act, fixing a period for compliance and imposing any other requirements the court considers necessary or expedient for enforcement of the order.		Delegation Not Required
s48(1)	15. Recovery of Administrative and Technical Costs Associated with Contraventions 15.1 The power pursuant to Section 48(1) of the Act, if a person has contravened this Act and the Council: has taken action to investigate the contravention; or issue a nuisance abatement notice or litter abatement notice in respect of the contravention; or ensure that the person has complied with requirements imposed in relation to the contravention by a nuisance abatement notice or litter abatement notice or by an order of a court under the Act; or has, in taking such action, incurred costs and expenses in taking samples or in conducting tests, examinations, monitoring or analyses; to, by notice in writing served on the person, require the person to pay to the Council the reasonable costs and expenses incurred by the Council in taking such action.		Duty - Not a Delegation
s48(2)	15. Recovery of Administrative and Technical Costs Associated with Contraventions 15.2 The power pursuant to Section 48(2) of the Act to specify in the notice the period within which an amount payable to the Council in accordance with a notice under Section 48 of the Act must be paid.		Delegation Not Required
s48(3)	15. Recovery of Administrative and Technical Costs Associated with Contraventions 15.3 The power pursuant to Section 48(3) of the Act, on application by a person who has been served a notice under Section 48 of the Act to, by notice in writing: extend the time for payment of an amount payable in accordance with the notice; or waive payment of such an amount or reduce the amount payable.		Chief Executive Officer
s48(6)	15. Recovery of Administrative and Technical Costs Associated with Contraventions 15.4 The power pursuant to Section 48(6) of the Act, if an amount payable to the Council is not paid in accordance with Section 48 of the Act to recover the amount as a debt.		Duty - Not a Delegation
s49	16. Assessment of Reasonable Costs and Expenses 16.1 The duty pursuant to Section 49 of the Act, to for the purposes of the Act, assess the reasonable costs and expenses that have been or would be incurred by the Council or some other person or body in taking any action by reference to the reasonable costs and expenses that would have been or would be incurred in having the action taken by independent contractors engaged for that purpose.		Delegation Not Required
s50(4)	17. Evidentiary Provisions 17.1 The power pursuant to Section 50(4) of the Act to execute a certificate certifying as to the matter relating to: the appointment or non-appointment of a person as an authorised officer under the Act; or a delegation or authority under the Act; or		Delegation Not Required

	a notice, requirement or direction of the Council or an authorised officer under the Act; or the receipt or non-receipt by the Council or an authorised officer of a notification, report or information given or required to be given or furnished to the Council or authorised officer under the Act.		
s50(5)	17. Evidentiary Provisions 17.2 The power pursuant to Section 50(5) of the act to execute a certificate detailing the costs and expenses incurred by the Council and the purpose for which they were incurred.		Delegation Not Required

17.4 State and Local Government Infrastructure Grant Application

Brief

To seek Council endorsement to the project to nominate for funding under the 2016 State Local Government Infrastructure Partnership.

RECOMMENDATION

It is recommended to Council that it endorse the Weigall Oval redevelopment as its priority project for funding under the State Local Government Infrastructure Partnership as detailed in the report.

Introduction

The State Local Government Infrastructure Partnership (the Partnership) has been developed to support councils to accelerate spending on community infrastructure projects and deliver public value and economic stimulus.

Under the Partnership, the State Government will provide funding support to facilitate payment of \$25 million in grants to councils for up to 20 percent of the costs of eligible projects. Councils will finance the remaining 80 percent of costs either from their own reserves or borrowings.

Partnership grants will be available as once-off projects approved in 2016/2017, with grants (inclusive of State guarantee fee) plus a 0.2 percentage point margin.

The Partnership is being administrated jointly by the Department of Planning Transport and Infrastructure (DPTI) and Local Government Association (LGA).

Discussion

Projects are required to meet with the following essential Criteria

- Be renewal, replacement or upgrades of existing assets or the creation of new assets;
- Be included in the council's existing adopted Infrastructure and Asset Management Plan and Long-term Financial Plan and able to be brought forward by at least 2 years as a result of Partnership assistance, or be currently underfunded;
- Be supported by a business case, including cash flow projections for construction and operation phase (including any grants or private contributions to the project), and demonstrate the council's capacity to meet the ongoing additional costs associated with any new/upgraded infrastructure (i.e. maintenance, depreciation and other operating expenses associated with such infrastructure);
- Commence construction by 31 December 2017;
- Lead to additional employment and maximise the use of local contractor during the construction phase, consistent with the South Australian Industry Participation Policy;
- Use Australia certified steel products;
- Have a GST exclusive cost of at least \$1 million. This amount may comprise, for example:
 - A single project/program (e.g. a library, a single road segment);
 - A group of different but related projects (e.g. redevelopment of community facilities clustered in a single location);

- A group of projects of a similar nature that can be packaged as a single program (e.g. small road projects in different sites within the local government area which require major periodic renewal).

Further information on the Partnership is available at **Attachment 1** and **2** of this report.

Applications are required to be made by close of business, Friday 28 February 2017 and applicants will be notified by Friday 31 March 2017.

It is expected that successful projects are to commence by Sunday 31 December 2017 and acquittal will be as per the funding agreement.

Under the Partnership \$25 million is available to Local Government infrastructure projects. It could be estimated that the City of West Torrens could be eligible for a grant of \$1,000,000 and therefore a total project value of \$5,000,000. The Administration have identified that the Weigall Oval project would suitably fit the essential criteria and be a suitable project for consideration.

Weigall Oval project

Subsequent to a Council decision in December 2011, a Masterplan for the Weigall Oval complex was developed throughout 2014 and 2015 in consultation with the existing lessee/licensee stakeholders.

Following development of the Masterplan Council consulted widely with the public in regard to the upgrade proposal, and as a result of this consultation, and the desires of the community, undertook a number of modifications to the draft plan, e.g. an increase in the number of public tennis courts to be provided (from 3 to 4 courts).

In association with, and as a precursor to the development of the playing fields, the Council is to redevelop and improve the western side of the complex (adjacent to the Westside Bikeway). This will involve landscaping of the area, construction of a new nature based playground, new tennis courts and carpark areas.

The estimated costs of the project at the time of endorsement of the Masterplan by the Council were in the order of \$7M. (NB As alluded to in the previous sentence, at this time, this costing has not been tested via a tender process). Subsequent to this endorsement, the Council committed funding of \$1M in its 16/17 budget allocation to allow preliminary landscaping and other associated works to be undertaken on (portion of) the western side of the site (adjacent to the Westside Bikeway).

This application will seek a funding grant to allow further works identified within the Masterplan, which are currently unbudgeted, to proceed.

Conclusion

On that basis and having had consideration of the eligibility criteria particularly the focus around economic development, improving stormwater infrastructure and flood mitigation and community facilities such as Weigall Oval, it is recommended that Council considers the Weigall Oval redevelopment as its priority project for funding under the State Local Government Infrastructure Partnership.

Attachments

1. **2016 State Local Government Infrastructure Partnership Program**
2. **Media Release- \$30 M State Government investment to drive council infrastructure projects**



2016 State Local Government

Infrastructure Partnership

*A job stimulus program backed by
the SA Government,
the Local Government Association
of South Australia, the Local
Government Finance Authority and
participating SA Councils*

December 2016



The voice of local government.



Jointly administered by the Department of Planning, Transport and Infrastructure and the LGA. www.lga.sa.gov.au/infrastructurepartnership

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Introduction

The State Local Government Infrastructure Partnership (the Partnership) has been developed to support councils to accelerate spending on community infrastructure projects and deliver public value and economic stimulus.

Under the Partnership, the State government will provide funding support to facilitate payment of \$25 million in grants to councils for up to 20 per cent of the cost of eligible projects. Councils will finance the remaining 80 per cent of the cost either through their own reserves or borrowings.

Partnership grants will be available as a once-off for projects approved in 2016-17, with grants being paid once construction has commenced.

The Local Government Financing Authority (LGFA) will provide finance, for a ten-year period, for any council borrowings on Partnership projects at its cost of funds (inclusive of State guarantee fee) plus a 0.2 percentage point margin.

The Partnership is being administered jointly by the Department of Planning, Transport and Infrastructure (DPTI) and the Local Government Association (LGA).

This document provides guidance for Partnership applicants on:

- eligibility requirements;
- the submission process and required information;
- the assessment process; and
- key dates.

Eligibility

Who can apply?

- Any council (as constituted under the Local Government Act 1999) can apply for Partnership support.
- Two or more councils may jointly apply for a single or related group of projects located across council boundaries, provided that the respective financing contributions of each council is agreed and documented between the applicable councils.
- A Partnership grant will only be provided for a maximum of one project per council unless the program is not fully subscribed with projects that meet the essential criteria. However, councils may submit applications for more than one project.

To be considered for Partnership support, councils must demonstrate that they:

- are committed to operating in a financially sustainable manner and have adopted a Long-term Financial Plan (supported by an Infrastructure and Asset Management Plan) which demonstrates that, on average over time, the council's annual operating expenses are less than or equal to its operating revenue or at least are trending in this direction.
- understand and are comfortable with their projected levels of indebtedness resulting from the project and that those levels established by the council as part of ensuring the council's long-term financial sustainability.

Eligible projects (essential criteria):

To be eligible for Partnership support, proposed infrastructure projects must:

- Be renewal, replacement or upgrades of existing assets or the creation of new assets;
- Be included in the council's existing adopted Infrastructure and Asset Management Plan and Long-term Financial Plan and able to be brought forward by at least 2 years as a result of Partnership assistance, or be currently unfunded;
- Be supported by a business case, including cashflow projections for the construction and operation phase (including any grants or private contributions to the project), and demonstrate the council's capacity to meet the ongoing additional costs associated with any new/upgraded infrastructure (i.e. maintenance, depreciation and other operating expenses associated with such infrastructure);
- Commence construction by 31 December 2017;
- Lead to additional employment and maximise the use of local contractors during the construction phase, consistent with the South Australian Industry Participation Policy;
- Use Australian certified steel products;
- Have a GST exclusive cost of at least \$1 million. This amount may comprise, for example:
 - a single project/program (e.g. a library, a single road segment);
 - a group of different but related projects (e.g. redevelopment of community facilities clustered in a single location);
 - a group of projects of a similar nature that can be packaged as a single program (e.g. small road projects in different sites within the local government area which require major periodic renewal).

In recognition of the practical difficulties faced by small regional councils in isolated areas, consideration will be given, on a case by case basis, to applications by those councils for projects with a GST exclusive cost of less than \$1 million. Without ruling out assistance for other small regional councils, it is anticipated that this concession would be available only for small regional councils with an estimated resident population of less than 3000 and rate revenue in 2016-17 of less than \$4 million.

While there is no maximum project size, depending on the level of application, the Treasurer and LGA President may decline a project, seek "staging" of a project or offer a lower grant to ensure more councils are able to participate in the program.

Councils must demonstrate:

- that the proposed infrastructure project will provide identified employment benefits;
- that the project expenditure will be in addition to existing expenditure plans and there is no offsetting reduction in planned other capital expenditure in 2017-18 and 2018-19; and
- that the council has the necessary resources, project management expertise, internal controls and administrative capacity to deliver the project and maintain and renew the asset once it is complete.

Eligible projects (desirable criteria):

Preference will be given to projects that:

- Offer employment opportunities, particularly in areas of high unemployment
- Are demonstrated to align with State Government priorities including:
 - South Australia's Strategic Plan [<http://saplan.org.au/>];
 - Ten Economic Priorities [<http://economic.priorities.sa.gov.au/home>];
 - Planning Strategy for South Australia [<https://www.sa.gov.au/topics/property-and-land/planning-and-land-management/about-the-planning-strategy-for-south-australia>];
 - Strategic Infrastructure Plan for South Australia (SIPSA) [http://www.infrastructure.sa.gov.au/strategic_infrastructure_plan/sa_strategic_infrastructure_plan];
 - Integrated Transport and Land Use Plan (ITLUP) [<http://www.transportplan.sa.gov.au/>]
- Provide mitigation against the impacts of major events such as floods and storms;
- Have strong community support;
- Provide ongoing economic, social or environmental benefit beyond the initial construction phase;
- Are able to start earliest.

Ineligible projects:

The following types of infrastructure projects **will not be eligible** for Partnership support:

- Projects that are for routine asset maintenance;
- Projects relating to council administrative premises (projects related to co-located community facilities such as a library located with administrative premises are allowed);
- Projects that are included in a council's 2016-17 budget;
- Projects that have already commenced or are scheduled to substantially commence before 30 June 2019;
- Projects which largely result in commercial profits to private parties (e.g. construction of a retail shopping centre). This does not rule out projects which will cover costs through user charges but are for community benefit rather than commercial profit making purposes.
- ICT projects (unless an integral part of a larger infrastructure proposal).

Assessment and Approval

The Department of Planning, Transport and Infrastructure (DPTI) will assess applications against the specified eligibility criteria. DPTI may contact applicants' nominated contact officers for clarification on aspects of their submissions. Applicants will be expected to provide a response in writing, or a copy of any additional documentation requested DPTI within a specified number of days.

Final decisions as to which projects will be supported through the program will be made jointly by the President of the Local Government Association, the Treasurer and the Minister for Local Government ("Approving Authority").

Applicants will be notified of final decisions by 31 March 2017.

The grant will be provided to successful Councils by the Local Government Finance Authority (LGFA). To access the grant funding, successful applicants will be required to sign a Funding Agreement with the LGFA (irrespective of whether or not they borrow funds with the LGFA) stipulating obligations of the applicant and the conditions under which assistance is given.

The Approving Authority is not obliged to approve any application.

The Approving Authority may consider or accept (at the Approving Authority's sole discretion) any application including without limitation a late application or the application of a council who has failed to submit an application in accordance with these guidelines.

No approval of an application, nor any notification to a council that its application is successful, nor any invitation to negotiate will be effective to constitute a contract or to create any legitimate expectation on the part of the application unless a formal written contract is executed by both parties.

Where a proposed project/program is to be implemented by two or more councils, each participating council will sign a Funding Agreement.

Other

Co-funding

Projects involving other State/Commonwealth grant funding or private funding may be considered for funding as part of this agreement. Where projects involve funding beyond this program:

Other funding must be fully approved and be available on the proposed "bring forward" timeframe at the time of application;

The grant under the program will be available as a proportion of the council(s) contribution, not the total project cost;

The project commencement timeframes must be brought forward by at least 2 years as a result of funding under this program.

Acquittal

Council external auditors and respective CEOs will be required to provide a statement certifying that all funds have been expended in accordance with these guidelines (to be reflected in the funding agreement between council and the LGFA).

Promotion

Councils are required to invite the Treasurer and Minister for Local Government to project completion/opening events and to document projects in liaison with the LGA.

Application process

Key dates

Early registration (not compulsory)	23 December 2016
Application closing date	28 February 2017
Applicants notified of decision	31 March 2017
Project commencement date	Prior to 31 December 2017
Acquittal	As per funding agreement

Early Registration

Early registration of a proposed project is encouraged and can be provided to the LGA online via a link from www.lga.sa.gov.au/infrastructurepartnership by 23 December 2016.

Early registration is not compulsory but will assist in program administration.

The Local Government Association is considering various types and levels of support for Councils to help ensure maximum take-up of the State funding. It expects to conduct a briefing session, provide a business case template, a dedicated contact person and is considering ways of providing consultancy support for those Councils which may need assistance in preparing a business case/application. Further information regarding these supports will be provided via LGA Circular and at www.lga.sa.gov.au/infrastructurepartnership.

Enquiries can be made by contacting Patricia Coonan on 0408801026 or slqip@lga.sa.gov.au.

Applications

Councils are invited to submit projects via an online form which will be linked soon from the LGA web page: www.lga.sa.gov.au/infrastructurepartnership.

Applications must be submitted by 28 February 2017

What to submit

Applicants must provide the following information to be considered for support:

- name of council
- contact details for the authorised person who will act as the nominated contact for the application and from whom more information or clarification about the application can be sought, if required;
- evidence that the council is committed to operating in a financially sustainable manner and has adopted a Long-term Financial Plan (supported by an Infrastructure and Asset Management Plan) which demonstrates that, on average over time, the council's annual operating expenses are expected to be less than or equal to its operating revenue;
- evidence that the council understands and is comfortable with its projected levels of indebtedness resulting from the project and that those levels are within target ranges established by the council as part of ensuring the council's long-term financial sustainability;
- evidence that the proposed project expenditure will be in addition to existing expenditure plans (i.e. that there will be a gross increase in capital expenditure due to Partnership support); as well as demonstrating the sustainable impact of the grant related project (with proposed resourcing commitments clearly identified).
- a business case for the proposed project, including:
 - details of the nature, location, type, scale of infrastructure project/program; and the target beneficiaries;
 - evidence of how the proposed infrastructure project will directly meet service needs in the local government area or provide economic development opportunities;
 - cashflow projections for the construction and operation phase and supporting documentation (such as quotes from suitably qualified contractor/s or design consultants)
 - details of project/program financing, including information regarding the availability of borrowings or internal council financing for the project, as well as other sources of financing (including other government grants or private contributions)
 - evidence of the applicant's capacity to meet the ongoing additional costs associated with any new/upgraded infrastructure (i.e. maintenance, depreciation and other operating expenses associated with the infrastructure)
 - evidence that the council has the necessary resources, project management expertise, internal controls and administrative capacity to deliver the project and maintain and renew the asset once it is complete
- a project delivery timetable, including provision for necessary approvals and market approach (if applicable). Timeline to demonstrate that project construction will commence by 31 December 2017;
- Estimates of direct additional employment generated over the life of the construction, and any estimates (where relevant) of jobs created from the asset in use once completed;
- An undertaking to use Australian certified steel products;
- Identify any additional ongoing employment supported by the project



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- Demonstrate consistency with the SA Industry Participation Policy, including:
- Providing an undertaking to maximise the use of local contractors during the construction phase; and
 - Addressing the following:
 - How the project will maximise employment for South Australian residents
 - How the project will deliver contract and sub-contract opportunities for locally based businesses
 - How the project will incorporate these outcomes in the tendering stage should the funding be approved for the project?
- Where two or more councils are jointly applying, documentation supporting the agreed financing contributions of each council;
- Any other supporting project preparation documentation (e.g. cost-benefit analysis, project scoping, options studies, design and other relevant work) demonstrating compliance with the eligibility criteria.



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News releases - Tom Koutsantonis

\$30m State Government investment to drive council infrastructure projects

Tom Koutsantonis

October 21, 2016

[Print](#)

The State Government is committing \$30 million over ten years to support councils to accelerate spending on local community infrastructure projects.

The funding will make it easier for councils to bring forward \$125 million in local government infrastructure projects foreshadowed in their long-term planning.

Financial incentives will include State Government funding of 20 per cent towards the cost of these infrastructure projects with councils providing the remaining 80 per cent through their own reserves or borrowings.

Additionally, the Local Government Financing Authority (LGFA) will provide finance for any council borrowings at an interest rate that is, on average, 0.5 percentage points below their usual lending rates.

Background

This innovative funding mechanism has resulted from discussions at the Premier's State-Local Government Forum.

Those discussions have looked at how State and Local Government can co-operate to deliver greater local investment in infrastructure across the State.

The Forum – chaired by the Premier – brings together the leaders of State and Local Government and union leaders to discuss matters of mutual interest and to enhance cooperation for the benefit of South Australian communities. A shared priority is to drive jobs and investment across all communities.

The State Local Government Infrastructure Partnership will allow councils to bring forward their investment in infrastructure, deliver better facilities and services to their communities sooner and provide job opportunities.

Preference will be given to projects aligning with the State Government's economic priorities, which have strong community support and offer job opportunities in areas of high unemployment, as well as providing ongoing economic, social or environmental benefits. The Local Government Association has indicated they envisage councils will submit a range of projects including major upgrades to community facilities, such as libraries, road works, boat ramps, regional aerodromes and cycling and walking pathways.

Other areas foreshadowed by the LGA could include upgrading sporting and recreation facilities, foreshore development and protection, as well as stormwater, flood mitigation and water recycling projects.

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30/01/2017

\$30m State Government investment to drive council infrastructure projects - Jay Weatherill, Premier of South Australia

Quotes attributable to Treasurer Tom Koutsantonis

We are making this funding available to councils because we want to fast-track projects that will drive jobs growth and economic development.

This is a significant incentive for councils to unlock the money they have in reserve and use it to improve infrastructure in our local communities.

These infrastructure projects will be on top of the \$12 billion capital investment we announced in the State Budget that will improve transport, health and education facilities and support thousands of jobs.

Quotes attributable to Local Government Minister Geoff Brock

I'm confident councils will take up the challenge and take advantage of the incentives on offer to bring forward their infrastructure spending plans.

This will make a real difference to local communities across the State, particularly in our regions. It's very pleasing to see preference will be given to local contractors where possible which will generate more economic activity in their communities.

This partnership is another great example of the State and Local Government's working closely together to achieve a really positive result.

Quotes attributable to Local Government Association President Dave Burgess

With a one fifth up front grant and a reduced interest rate for approved projects, councils will be able to bring forward key infrastructure projects from their long term financial plans to generate local jobs and local economic benefit as soon as possible.

The LGA will work with our council members to identify the right projects to maximise the benefit for our communities.

I appreciate this support for our sector from the Premier, Treasurer, and Minister Brock, as well as the support provided by the Local Government Finance Authority.

- Minister for Local Government
- Treasurer

17.5 Murray Darling Association Region 7 Committee - Nominations for Regional Chair and Committee Members

Brief

The Murray Darling Association Inc. is seeking nominations for the positions of chair and committee members of its Region 7 Executive Committee.

RECOMMENDATION(S)

It is recommended to Council that:

1. Cr be nominated for the position of Regional Chair on the Murray Darling Association Region 7 Executive Committee; and
2. Cr/s be nominated as a committee member on the Murray Darling Association Region 7 Executive Committee;

or

This report be received.

Introduction

The Chief Executive Officer of the Murray Darling Association Inc. has written to Council seeking nominations for the position of Region 7 Regional Chair and Committee Members for a period of one (1) year (**Attachment 1**).

Discussion

The Murray Darling Association Inc. (MDA) is a Local Government Association (LGA) membership-based peak representative organisation, representing local government and communities across the Murray Darling Basin. There are 179 local government organisations across the Basin whose communities derive their wellbeing from the resources contained within it.

The MDA has had a successful year of achievements as outlined in the 2016 Annual Report including:

- Active leadership in a more constructive, united, and informed dialogue between local, state and federal governments across the Basin on the issues and opportunities faced by local government under the continuing implementation of the Basin Plan.
- Development of the Strategic Plan 2016-19.
- Adoption of a new Constitution, following extensive consultation with members and stakeholders.
- Proposal of the Basin Plan Implementation Impacts Evaluation Framework.

The MDA is an independent, non-government body which provides local government with the means and opportunity to actively participate in informing water policy and liaise with all levels of government as a representative of the region.

The role of Regional Chair is also considered to be a Board Member. Board Members (Region Chairs) of the MDA have a number of different roles that must incorporate the interests of the organisation as a legal entity, the basin community, and the interests of the members and other stakeholders in their Region.

Duties include determining the allocation of financial resources via the MDA's annual budget, facilitating community participation and supporting and promoting the purpose of the MDA across the Region. The full list of duties is outlined in **Attachment 2** and the Code of Conduct in **Attachment 3**.

The term of office for Board Members is one (1) year, beginning from the date of the Region Annual General Meeting which is being held on Thursday 2 March 2017 at the Adelaide Town Hall, hosted by the Adelaide City Council. The positions of Region Chairs and Committee members are not remunerated positions.

The constitution of the MDA provides that Council is able to nominate up to 5 members (Elected Members or Officers). Councillor Arthur Mangos is the current chair of the MDA.

Nominations will be submitted to the Returning Officer no later than close of business on 23 February 2017 (**Attachment 4**).

Applications for Region 7 Chair must include a brief CV and statement addressing the skills and attributes of the nominee. This information will be distributed to members of the MDA and posted on the MDA website.

Conclusion

The Chief Executive Officer of the Murray Darling Association Inc. is seeking nominations for a Regional Chair and committee members to the Murray Darling Association Region 7 Committee for a period of one (1) year. As requested by the MDA, Council's nominations will be submitted by 23 February 2017.

Attachments

1. **Murray Darling Association Region 7 - Invitation to nominate for Regional Chair and Committee Members**
2. **Murray Darling Association Duty Statement**
3. **Murray Darling Association Board Member Code of Conduct**
4. **Murray Darling Association Nomination Form**

From: "Emma Bradbury"

To: "Emma Bradbury"

Subject: MDA Region 7 AGM - Invitation to nominate for Regional Chair and committee positions - **Please distribute to all councillors**

The Murray Darling Association Region 7 Annual General Meeting will be held Thursday 2nd Mar 2017 at the Adelaide Town Hall, hosted by the Adelaide City Council. Please find attached nomination forms and information for prospective nominees to the Region 7 Chair and executive committee.

Nominations for the position of Regional Chair and Committee members must be lodged with the Returning Officer no later than 5.00pm on Thursday 23rd February. Nominations for Regional Chair must include the express support of the nominee's council on council letterhead, or by resolution of council. Please forward all nominations to The Returning Officer at email ceo@mda.asn.au. All nominations will be distributed to member councils with the meeting papers and agenda on Friday 24th February, for your consideration in advance of the election at the AGM.

As you will know, the MDA is an LGA membership-based peak representative organisation, representing local government and our communities across the Murray Darling Basin. There are 179 local government organisations across the Basin whose communities derive their wellbeing from the resources contained within it. The MDA provides local government with the means and opportunity to actively participate in informing water policy, and the involvement of your council is vital to achieve this.

The MDA can point to a very successful year of achievements as outlined in the [2016 Annual Report](#), including:

- Active leadership in a more constructive, united, and informed dialogue between local, state and federal governments across the Basin on the issues and opportunities faced by local government under the continuing implementation of the Basin Plan.
- Development of our [Strategic Plan 2016-19](#)
- Adoption of a new [Constitution](#), following extensive consultation with members and stakeholders.
- proposal of the [Basin Plan Implementation Impacts Evaluation Framework](#).

This organisation, and the voice of local government is as strong as the leadership and participation of our member councils within our regions. All councils across the Adelaide metropolitan region, MDA Region 7, are warmly invited and encouraged to consider the importance of your council's active participation and attend this important meeting.

For further information and nominations, please contact myself or your region executive.

Cr Peter Jamieson
City of Port Adelaide Enfield
MDA Chairman, Region 7
Peter.jamieson@portenf.sa.gov.au

Cr Lynda Yates
City of Holdfast Bay
MDA Secretary, Region 7
lyates@holdfast.sa.gov.au

Kind regards

Emma Bradbury B.Soc Sci, Grad.Dip Ed, GAICD
Chief Executive Officer
Murray Darling Association Inc.
A: 463 High Street, Echuca VIC 3564 | P: (03) 5480 3805
M: 0429 905 017 E: e.bradbury@mda.asn.au | W: www.mda.asn.au



Board Member Duty Statement

INTRODUCTION

The Murray Darling Association Inc is a not for profit organisation incorporated under the Association's Incorporation Act 1984 NSW. (Registered No: Y 40317-47)

The Constitution of the Murray Darling Association sets out that the Board of Management is comprised of the Chairs of the Regions.

The Chair of the Region is an elected position. As such, a Chair of the Region is a Board Member by extension, with all the duties and obligations that implies.

It is important that any council nominating a delegate to stand as the chair of the Region is aware of what the position requires.

This policy seeks to ensure that member councils and delegates holding positions on the MDA Board of Management are aware of their respective duties and obligations.

POSITION

Board Members of the Murray Darling Association have a number of different roles that must incorporate the interests of the organisation as a legal entity, the whole of basin community, and the interests of the members and other stakeholders in their Region.

Board Members play a vital leadership role in creating and implementing their Association's vision, strategic direction and values.

BOARD MEMBER ACCOUNTABILITY AND REPRESENTATION

Board Members are accountable to the council and the Region they represent; to the whole of Basin community; and to the Murray Darling Association.

As Board Members, where the focus is necessarily on governing in the best interests of the entire Murray Darling Association, Board Members are accountable in multiple ways. These include acting in their roles as directors, policy makers, strategists and financial overseers

Board Members as Regional Chairs also have to represent their Regions on a wide range of issues. In doing so, board members must obey the law, including the principle of natural justice, and their obligations to their councils as councilors and elected representatives of their

For conservation and sustainable development

immediate community. Board Members may often have to deal with a range of requests, perspectives and sometimes competing priorities on basin related outcomes - which they need to find ways to deal with, preferably in collaboration with the MDA board and the executive.

All these types of accountability are equally important and need to be accommodated.

DUTY STATEMENT

The Board Member will

- support the Murray Darling Association's purpose;
- act in accordance with the Constitution of the MDA
- adhere to the Board Members' Code of Conduct; and
- commit to the Vision and the Values to the Board, the Regions and the ordinary members at all times.
- undertake the duties and responsibilities set out in this duty statement

DUTIES

- To determine the financial strategy and allocation of resources via the annual budget
- To develop a strategic plan for the Murray Darling Association in pursuit of and a sustainable future for the organization, seeking social, economic and environmental benefits for the whole of Basin community.
- To manage the relationship with, and employment of, the chief executive officer.
- To facilitate community participation
- Facilitate and conduct four regional meetings per year in accordance with the MDA Constitution.
- To support and promote the purpose of the organization across the Region.
- To report to the Board on matters of Regional significance.
- To understand and manage the different roles as Regional Chair, and board member
- To liaise and coordinate with other levels of government, non-government, community groups, the private sector and other members.
- If elected by the Board to a specific role then please refer to that Duty Statement for further details.
- To represent the interests of your Region, local councils and community stakeholders.
- To properly inform and liaise with the member council of whom you are a delegate.
- To conduct regular Region meetings.
- To adhere to all other requirements laid down in the Constitution of the Murray Darling Association.
- The term of office is 1 years from the Region AGM.

PERSONAL ATTRIBUTES

The following personal attributes will contribute to the effective performance of a high functioning Board of Management.

Board Members will

- Prepare for meetings by reading agendas, reports and briefing content
- Actively participate and contribute to discussions in a constructive manner
- Make decisions based on accurate information

For conservation and sustainable development

- Faithfully represent the position of the council or LGA they represent
- Carefully consider arguments and opinions before making judgement
- Present clear and logical arguments
- Strive for continuous improvement
- Take advantage of new and emerging opportunities
- Identify and exploit opportunities for training and self-development
- Remain member focused, acknowledging and representing the views and vision of members
- Comply at all times with the Board Member's Code of Conduct

GOVERNANCE

The following attributes will contribute to ensure compliance with the principals of good governance.

Board Members will

- Demonstrate understanding of, and commitment to, the primary purpose of the organisation
- Contribute to the development and implementation of a sound strategic plan
- Strive to identify emerging issues that will impact the organisation
- Read board papers prior to meetings and obtains good information to actively participate in discussion and effective decision-making
- Plan for organisational sustainability and financial viability
- Attract and develop new members with relevant and diverse skills and experience
- Support induction; undertake Board reviews and participate in Board meetings and training
- Works together with fellow Board members to prioritise the Board's work
- Focus on outcomes and address issues that impact on the organisational sustainability
- Ensure solvency of the organisation and that the organisation is protected against fraud and theft
- Contribute to the development and ongoing implementation of the MDA's risk management framework;
- Regularly attend meetings, and ensure constructive contribution, and provide relevant and succinct contributions that assist the meeting to efficiently work through the agenda
- Build and maintain relationships that will ensure decisions are informed by community's /members' best interests
- Promote the MDA through various networks; and support effective communication initiatives
- Ensure Board independence
- Act in the best interests of the organisation
- Identify and declare any conflicts of interest
- Ensure that the requirements and obligations of the Constitution are met
- Maintain confidentiality about decision-making and ensure that information is not misused

This Board Member Duty Statement was adopted by the Board of the Murray Darling Association

Date 01st May 2015

Meeting No. 346

Review date 01st May 2017

For conservation and sustainable development



Board Members Code of Conduct

In all our operations and relationships we value honesty, integrity and collaborative communication based in mutual respect and regard for our organisation, the environment and the communities we serve.

Personal behaviour

It is expected that board members will:

- act ethically, with honesty and integrity, in the best interests of the Murray Darling Association at all times;
- take individual responsibility to contribute actively to all aspects of the board's role according to the board member duty statement
- attend a minimum of 75% of board meetings;
- make decisions fairly, impartially and promptly, considering all available information, legislation, policies and procedures;
- treat colleagues with respect, courtesy, honesty and fairness, and have proper regard for their interests, rights, safety and welfare;
- not harass, bully or discriminate against colleagues, members of the public and/or employees;
- contribute to a harmonious, safe and productive board environment/culture through professional workplace relationships; and
- not make improper use of their position as board members to gain advantage for themselves or for any other person.

Communication and official information

It is expected that board members will:

- channel all communication between board and staff on business matters through the Chairperson and the CEO/Manager;
- not disclose official information or documents acquired through membership of the board, other than as required by law or where agreed by decision of the board;
- not make any unauthorised public statements regarding the business of the Murray Darling Association;
- support, adhere to and not contradict the formal decisions of the Board made in its meetings;
- respect the confidentiality and privacy of all information as it pertains to individuals.

Conflicts of interest

It is expected that board members will:

- disclose any personal or business interests which may give rise to actual or perceived conflicts of interest;
- ensure personal or financial interests do not conflict with their ability to perform official duties in an impartial manner;
- not allow personal or financial interests, or the interests of any associated person, to conflict with the interests of Murray Darling Association;
- manage and declare any conflict between their personal and public duty; and
- where conflicts of interest do arise, ensure they are managed in the public interest.

Use of public resources

It is expected that board members will:

- act in a financially responsible manner, applying due diligence to the scrutiny of financial reports, audit reports and other financial material that comes before the board; and
- ensure the efficient use of publicly-funded resources, including office facilities and equipment, vehicles, cab charge vouchers, corporate credit cards.

In addition, Board members commit to:

- taking responsibility for reporting improper conduct or misconduct which has been, or may be occurring in the workplace, reporting the details to the relevant people or agency; and
- taking responsibility for contributing in a constructive, courteous and positive way to enhance good governance and the reputation of the board of Murray Darling Association.

This Code of Conduct was adopted by the Board of the Murray Darling Association

Date 1st of May 2015

Meeting No. 346

Review date 1st of May 2016



NOMINATION FORM

FOR POSITION ON the MURRAY DARLING ASSOCIATION INC. REGIONAL EXECUTIVE

I, (name of nominee) _____
 Of: (postal address) _____

 Ph: _____
 Email: _____

Hereby nominate for the following position on the executive of Region _____ (please indicate the region for which you are standing)

☐ Region Chair* ☐ Committee member |

Proposed by Name _____
 Signed _____
 Seconded by Name _____
 Signed _____

Nominee and nominator must be members or a council delegate of the Murray Darling Association Inc.

All nominations to the chair by serving councilors must be accompanied by a resolution of the member council for which the nominee is a delegate. The resolution must reflect that the delegate's nomination has been endorsed by the council they represent, and that the council will provide adequate resources to support the delegate to undertake the duties of the role if elected.

Please attach a brief bio and statement (not more than 500 words) addressing the skills and attributes you feel you have that will make a positive contribution to your region and to the MDA. This information will be distributed to members and posted on the MDA website.

DECLARATION

I _____ (the nominee) accept this nomination and declare that if elected I accept the responsibilities and obligations of the Murray Darling Association Inc. I declare that I have read and understood the Constitution, the Region Chair/ Board Member Duty Statement and the Board Member Code of Conduct.

Signed _____ Date: _____

NOMINATION FORMS must be forwarded seven days prior to the date set down for the AGM TO:

**The Returning Officer
 Murray Darling Association
 PO Box 1268, Echuca. 3564
 Or email: ceo@mda.asn.au**

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 2, 3 and 4.

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 2 - 4



Local Government Association of South Australia

2.1 Extension of time for feedback on draft Aboriginal Heritage Regulations and Guidelines

The State Government has granted an extension for feedback to shape the Aboriginal Heritage Regulations and Guidelines that will support recent amendments to the Aboriginal Heritage Act 1988. Submissions are now due COB 28 February 2017.

2.2 Course in Community Disaster Recovery

The National Centre for Emergency Management Studies at Riverina TAFE will be running the "Communities and Disaster Recovery" training in South Australia in March and April 2017. This circular provides details.

2.3 Emergency Management Exercise Communications Report

Exercise Communications was held on 25 November 2016 at the City of Charles Sturt. The report is now available for download.

3.3 Schemes review update information session

An information session will be held at 3:30-5:00pm on Friday 10 February to present the findings of the review into the LGA Schemes. Further information and registration details are available from this Circular.

2.4 China engagement opportunity for councils and wine businesses at CIADE 2017

An opportunity has been extended to local businesses and councils to attend the China International Alcoholic Drinks Expo, where Australia has been nominated as the feature country for 2017.

3.1 16th Annual Local Government Professionals Australia, SA Leadership Excellence Awards Program

ONLY 8 DAYS LEFT TO NOMINATE! Local Government Professionals Australia, SA is seeking nominations for their 16th Annual Leadership Excellence Awards. Applications can be submitted at any time between now and Friday 20 January 2017.

3.2 Australasian Management Challenge 2017

The Australasian Management Challenge is a sophisticated development program that provides real life problem solving experiences and produces outcomes that translate into relevant, tangible and enduring benefits for your people, your teams and your organisation. It's also good fun, great value and a hands-on approach to leadership development. More information contained in this circular.

3.4 2017 LG Professionals Australia, SA State Conference

Early Bird Promotion ends 18 January!



Local Government Association of South Australia

3.5 Free information session on Business SA Export Ready program 1 February

A free information session is being held on 1 February regarding Business SA's Export Ready Program.

3.6 Recreational Fishing Grants

Applications are sought from councils, fishing clubs, businesses and other incorporated bodies. It is expected that successful projects will be announced by mid-2017. Applications close at midnight Monday, 20 March 2017.

3.4 2017 LG Professionals Australia, SA Emerging Leaders Program

Registrations open Monday 23 January for the LG Professionals, Emerging Leaders Program – don't miss out – this program will sell out!

3.9 Reminder: Expressions of Interest for 2017 Council Best Practice Showcase closing soon

Expressions of interest to take part in the Council Best Practice Showcase this year close on 31 January 2017.

4.1 Local Nuisance and Litter Control Regulations 2017

Regulations under the Local Nuisance and Litter Control Act 2016 were made on Thursday 19 January 2017 and will come into effect on 1 February 2017, together with the litter provisions of the Act. The remaining provisions of the Act, primarily to do with local nuisance, are expected to come into effect on 1 July 2017.

4.2 NDIS - Is your council ready for the reform? LG Professionals SA Community Managers Network Forum

The LG Professionals SA, Community Managers Network Forum: NDIS - Is your council ready for the reform? is scheduled for Wednesday 8 February 2017 to be held at The Adelaide Pavilion. Further details can be found in this circular.

4.3 SA Government CCTV Grants Program

Applications for the SA Government CCTV Grants Program are open until 31 May 2017.



Local Government Association of South Australia

4.4 Entries open for National Awards for Local Government

The awards are an opportunity for local government to be recognised for its achievements.

4.8 Schemes Review Update Information Session

Please be reminded that an information session will be held at 3:30-5:00pm on Friday 10 February to present the findings of the review into the LGA Schemes. Registration details are available within this Circular.

4.6 LGAP Model Tendering and Contracts Documentation Update – Australian Consumer Law Revision

The LGA Procurement (LGAP) Model Tendering and Contract documents have been revised to reflect the recent amendment to the Australian Consumer Law (ACL). Further details can be found in this circular.

4.5 Update to My Local Services App delivers greater flexibility for Reports

The LGA has released an update to the My Local Services App that includes a number of key enhancements in the Report It function.

4.7 LGA Board Meeting 25 January 2017 - Agenda available

The LGA Board will meet on Wednesday 25 January 2017 at LG House. The agenda is now available. This Circular provides a list of reports to be considered at the meeting.

4.9 State Local Government Infrastructure Partnership applications open

The application form for projects under the State Local Government Infrastructure Partnership is now available online on the LGA website. Other information relating to the program has also been updated.

4.11 Last chance to showcase your council

Do you have a project to share with the Local Government Sector? If so the 2017 Council Best Practice Showcase is for you. Further information can be found in this Circular.

4.10 Burns review of the extreme weather event released

The Burns review into the severe weather event last year has been released. A copy of the review is available in this circular as well as the submission the LGA made to the review.

18.2 LGA Metropolitan Local Government Group Meeting - Key Outcomes Summary

Brief

This report presents the Key Outcome Summary from the 18 January 2017 meeting of the Local Government Association Metropolitan Local Government Group.

RECOMMENDATION(S)

It is recommended to Council that the report be received.

Introduction

Attached for Members' information is a copy of the Key Outcome Summary from the Local Government Association Metropolitan Local Government Group meeting held on Wednesday 18 January 2017 (**Attachment 1**).

Attachments

- 1. Metropolitan Local Government Group - Key Outcomes Summary - 18 January 2017**

MLGG – Key Outcome Summary – 18 January 2017

Small Bars

Members received an update on the liquor licensing review and discussed the sector's support for small bars expanding beyond the CBD.

Local Government Rates Awareness Campaign

Members discussed a local government rates awareness campaign.

Election of MLGG Chairperson and Executive Committee

Mayor Karen Redman, Town of Gawler was elected as the Chairperson of the Metropolitan Local Government Group for 2017.

The meeting also elected the following members to form the MLGG Executive Committee:

- Mayor Robert Bria, City of Norwood Payneham & St Peters;
- Mayor Kevin Knight, City of Tea Tree Gully; and
- Ms Kiki Magro, Town of Walkerville (representing metropolitan CEOs).

A ballot will be conducted out of session to elect the remaining two positions on the Executive Committee in order to fulfil the MLGG Executive's terms of reference.

2016 Annual Priorities / Endorsed Activities Summary

The Metropolitan Local Government Group noted the summary of activities completed as part of the 2016 Annual Priorities / Endorsed Activities.

Improving Efficiency

Members noted that the *Business Engagement Techniques* and *Case Management Roles* papers have been finalised for distribution to LGA member councils.

Planning for 2017

The group held a workshop to discuss priorities and its focus for 2017. It was decided to further explore the MLGG's specific role in the following:

- Global city trends;
- Federal agenda;
- State policies / election issues;
- LGA priorities; and
- Providing comments and advice on motions submitted to LGA OGMs and AGMs.

The MLGG Executive will discuss these ideas at its February 2017 meeting.

19 MEMBER'S BOOKSHELF

- 2016 SYC Annual Report

RECOMMENDATION

That the additions to Members' bookshelf be noted.

20 CORRESPONDENCE

20.1 The Salvation Army Red Shield Appeal

Correspondence has been received from the Community Fundraising Manager of the Salvation Army South Australian Division, Duan Kereru, thanking Council for its support of the 2015/16 Red Shield Appeal and advising that this year's Appeal will be conducted during the month of May, with the main Doorknock being the weekend of the 27 and 28 May 2017 (**Attachment 1**).

20.2 AdaptWest Climate Change Adaption Plan - Letter of Acknowledgment

Correspondence has been received from the Minister for Climate Change, acknowledging Council's letter dated 16 December 2016 regarding the AdaptWest Climate Change Adaption Plan (**Attachment 2**).

20.3 OPAL Evaluation Project Final Report and update on Community Wellbeing Alliance

Correspondence has been received from the LGA President of the Local Government Association of South Australia, Mayor Lorraine Rosenberg, advising that the OPAL Evaluation Project Final report has been publicly released and providing an update on the Community Wellbeing Alliance (**Attachment 3**).

20.4 Board of the West Beach Trust Appointments

Correspondence has been received from the Deputy Premier of South Australia and Minister for Planning, the Hon John Rau MP, advising that Cr George Demetriou has been appointed as a member of the West Beach Trust for a term of four years commencing on 13 February 2017 (**Attachment 4**).

RECOMMENDATION

That the correspondence be received.

Attachments

1. The Salvation Army Red Shield Appeal
2. Response from the Minister for Climate Change regarding the AdaptWest Climate Change Adaption Plan
3. OPAL Evaluation Project Final Report and update on Community Wellbeing Alliance
4. Board of the West Beach Trust Appointments

PUBLIC RELATIONS OFFICE
SOUTH AUSTRALIA DIVISION



**RED SHIELD
APPEAL**

THANK GOD FOR THE SALVOS

DK:jm



19 January 2017

The Mayor
City of West Torrens

Mayor John Trainer
165 Sir Donald Bradman Drive
HILTON SA 5033

Dear Mayor,

The Salvation Army has been busier than ever over the last 12 months helping people in need. Without the support of the Councils in our state this would not be possible and we want to say *"Thank You!"*

In 2015/16 we raised \$636,901.03 through our Red Shield Neighbourhood Appeal (Doorknock) in South Australia for which we are very thankful to all South Australians.

As a courtesy The Salvation Army would like to advise Council that we will again be conducting this Appeal over the month of May, with the main Doorknock being the weekend of the 27th and 28th May 2017

This Appeal will benefit many in your local community through various programs conducted by local Salvation Army initiatives.

Again, we thank you for your generous support of The Salvation Army's Neighbourhood Appeal.

Yours sincerely,

Duan Kereru
COMMUNITY FUNDRAISING MANAGER

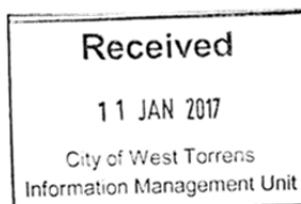
39 Florence Street (PO Box 12), Fullarton, SA, 5063
Telephone 08 8408 6900 Fax 08 8338 3362

William Booth *Founder*
André Cox *General*

Floyd J Tidd *National Commander*
Graeme L Rigley *Chief Secretary*

Transforming Lives
Caring for People
Making Disciples
Reforming Society

salvationarmy.org.au



16MCC806760

Mr Terry Buss
Chief Executive Officer
Hon John Trainor OAM
Mayor
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033

Dear Mr Buss and Mayor Trainor

On behalf of the Minister for Climate Change, the Hon Ian Hunter MLC, thank you for your letter dated 16 December 2016, regarding the AdaptWest Climate Change Adaptation Plan.

I am advised that the Department of Environment, Water and Natural Resources (DEWNR) will prepare a whole of Government, state-wide response to the key priorities identified across the regional adaptation plans by the end of 2017. I encourage you to not wait for this to be finalised, and to work with the relevant State agencies, groups, or businesses that you have identified as partners during this time to implement your plan.

If you have any further questions, please contact Ms Michelle Benison, Senior Policy Officer, DEWNR, on 8463 3822 or michelle.benison@sa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "T Bates".

Dr Tara Bates
A/Chief of Staff to the
MINISTER FOR CLIMATE CHANGE

OS/ 01/ 2017

Office of the
Minister for Sustainability, Environment and Conservation
Minister for Water and the River Murray
Minister for Climate Change

Level 9, Chesser House, 91-97 Grenfell Street Adelaide SA 5000 | GPO Box 1047 Adelaide SA 5001 DX 138
Tel 08 8463 5680 | Fax 08 8463 5681 | Email minister.hunter@sa.gov.au | www.premier.sa.gov.au





Local Government Association
of South Australia

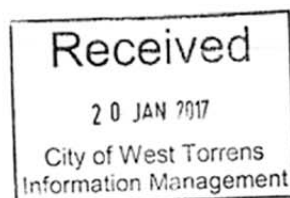
The voice of local government.

Office of the President

In reply please quote our reference: ECM 646358 RE/DB

18 January 2017

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



Dear Mr Buss

OPAL Evaluation Project Final Report and update on Community Wellbeing Alliance

Further to correspondence of 14 November 2016 I advise that the OPAL Evaluation project final report has now been publicly released.

The evaluation was conducted by a team of 12 experts as part of the Flinders University OPAL Evaluation Project Team. The Flinders Evaluation project is the first of a two-component evaluation process, the second being led by the University of South Australia and is expected in the first half of 2017.

The evaluation looked at the impact of OPAL on children's healthy weight range, quality of life and secondary measures like eating practices, impacts on the school and home environment and community capacity building. Data was also collected from socio-demographically matched comparison communities where the intervention did not take place.

The main finding is that prevalence of overweight/obesity was stable for children in OPAL communities. Children in comparison communities (where OPAL did not take place) increased in overweight/obesity by 5% from the baseline. However, these between group differences are not statistically significant, meaning that it is not possible to infer that the observed difference was due to anything other than chance.

.../2



-2-

However there are a number of positive behavioural changes seen in OPAL communities which reinforce the continued sector appetite for ongoing work addressing disease prevention and health promotion:

- More parents received nutrition and/or physical activity information from schools;
- Parent reports of increased farmers/produce markets in community;
- Children spent less time watching TV and fewer TVs/computers were present in homes and in bedrooms;
- Greater physical activity was noted in the home – including parents being more physically active;
- Greater use of community gardens was reported; and
- The OPAL program was characterised as playing varying roles in communities – as facilitator, collaborator and resource provider. The Community Capacity Building evaluation clearly articulated the “value of a community development approach in obesity prevention”.

In this regard, former LGA President Mayor Dave Burgess commenced discussions with Dr Paddy Phillips and Dr Kevin Buckett from Office of Public Health, System Performance and Service Delivery SA Health on how we can continue to work together to support community wellbeing.

Outcomes of these discussions have resulted in the proposal to establish a Community Wellbeing Alliance.

The Alliance would embed Community Wellbeing Officers within each of the Regional LGAs to work with local government to implement Regional Public Health Plans, respond to emerging public health issues and build/promote community wellbeing. This structure would seek to support all 68 councils in South Australia.

This proposal responds to a number of strategic drivers:

- Alignment with Public Health Legislation and Regional Public Health Planning - recognising that councils are Local Public Health Authorities and are the level of Government closest to communities, with expertise in community wellbeing;
- The Premier's State of wellbeing agenda and Health Eating Menu Taskforce; and
- The most recent data available (Dec 2016 release) in the Healthy Communities report, released by the Australian Institute of Health and Welfare (AIHW) which showed that 73% of adults in Regional South Australia were overweight or obese - the highest rate in Australia.

Importantly, this Alliance model has value for local employment, capitalising on local knowledge and networks (including with, for example, NGOs, RDAs, community groups/members and service providers) and enables agility to respond to regional issues. Taking a whole-of-community approach to community wellbeing, the program could feasibly prioritise population-level risk factors such as adult obesity, building on the OPAL knowledge-base and respond to the State Public Health Plan priority - *increasing opportunities for healthy living, healthy eating and being active*.

.../3



The voice of local government.

-3-

It is proposed that the Community Wellbeing Alliance be positioned to launch as soon as is possible, to transition from the existing OPAL programs and the momentum and goodwill that has been generated.

The Office of Public Health at SA Health has indicated preliminary support for this proposal and pleasingly the Premier also indicated support during discussions at the 14 December 2016 Premier's State Local Government Forum.

There is more work to be done around this proposition including establishment of a suitable state/local government working group to consider and scope funding models and to test the concept with the Local Government sector.

Further information will be provided as the Alliance proposal discussions are progressed. Please find attached a copy of the OPAL Evaluation Project Final Report.

LGA Executive Director Public Affairs, Lisa Teburea would be happy to answer any queries about this proposal and can be contacted on 8224 2068 or email lisa.teburea@lga.sa.gov.au.

Yours sincerely

Mayor Lorraine Rosenberg
LGA President

Telephone: (08) 8224 2022

Email: lgapresident@lga.sa.gov.au

Copy to: Regional LGA Executive Officers

The Hon John Rau MP

17PLN0011

21 January 2017

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



**Government
of South Australia**

Deputy Premier
Attorney-General
Minister for Justice Reform
Minister for Planning
Minister for Industrial Relations
Minister for Child Protection
Reform
Minister for the Public Sector
Minister for Consumer and
Business Services
Minister for the City of
Adelaide

45 Pirie Street
ADELAIDE SA 5000
GPO Box 464
Adelaide SA 5001
Tel 08 8207 1723
Fax 08 8207 1736

Dear Mr Buss

Board of the West Beach Trust Appointments

It is my pleasure to advise that, pursuant to section 7(1)(c) of the *West Beach Recreation Reserve Act 1987* (the Act), I have appointed Cr George Demetriou as a member of the West Beach Trust for a term of four years commencing on 13 February 2017.

Mr Michael Coxon has not been reappointed, and I have written to Mr Coxon to advise accordingly. I have also written to Cr George Demetriou to advise him of his appointment.

I would like to thank you and the City of West Torrens for your input into the selection process.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'John Rau'.

John Rau
Deputy Premier
Minister for Planning

21 CONFIDENTIAL

21.1 Acquisition of Premises - Morphett Road, North Plympton

Reason for Confidentiality

The Council is satisfied that, pursuant to Section 90(3) (b)(i) and (b)(ii) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

- (b)(i) information the disclosure of which - could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.
- (b)(ii) information the disclosure of which - would, on balance, be contrary to the public interest.

RECOMMENDATION(S)

It is recommended to Council that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, Council orders, that the public, with the exception of the Chief Executive Officer, members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 21.1 Acquisition of Premises - Morphett Road, North Plympton, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3) (b)(i) and (b)(ii) because the information received, discussed and considered in relation to this agenda item is information, the disclosure of which could reasonably be expected to severely prejudice Council's ability to achieve the best possible outcome relating to the acquisition of the site on Morphett Road, North Plympton and would, on balance, be contrary to the public interest.
2. At the completion of the confidential session the meeting be re-opened to the public.

22 MEETING CLOSE

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12	Meeting Close	35

1 MEETING OPENED**2 PRESENT****3 APOLOGIES****Apologies****Council Members:**

Cr McKay

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(S)**

That the Minutes of the meeting of the Urban Services Committee Meeting held on 17 January 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 Falcon Reserve Petition - Request to Install Fence

Brief

To provide information to Council relating to a petition that has been received requesting the installation of a fence with a safety latch gate along the frontage of the newly-created Falcon Reserve.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. A partial barrier structure be installed to address the concerns of the petition while not compromising the design elements of Falcon Reserve.
2. Road signage be installed to improve driver awareness of the playground and the presence of children.
3. The head petitioner be notified accordingly.

Introduction

A petition was received from Helen Siasios, Head Petitioner, on behalf of 114 residents and ratepayers of the City of West Torrens requesting the installation of a fence with a safety latch gate along the frontage of the newly-created Falcon Reserve (**Attachment 1**).

At its meeting on 15 November 2016, the petition was presented to Council in which it resolved that *"a report be presented to a future meeting of Council"*, even though the petition did not meet the requirements of sections 8(1)(c) of Council's *Code of Practice - Procedures at Meetings* (the Code) in that the name and address of each person who signed or endorsed the petition were not complete.

Of the 114 signatures on the petition, only 35 people have included a full name and address; of these, 27 people reside within the City of West Torrens. However, given the compliance of the petition to all other provisions of the Code, and the minor administrative nature of the non-compliance, the petition was presented to Council.

Correspondence has also been received from Steve Georganas MP Federal Member for Hindmarsh in support of this petition (**Attachment 2**).

Discussion

Falcon Reserve (the Reserve) is located at 10 Falcon Avenue, Mile End, and was formerly the site occupied by the Thebarton Neighbourhood House. The house was demolished in 2015 to develop a new park and playground for the community. The Reserve was opened on 11 July 2016.

The following photo provides Members' with the current design and layout of the Reserve:



Falcon Avenue is a local residential street in the Council's road network. The most recent traffic count undertaken in January 2017 in front of the Reserve shows that daily traffic volumes were approximately 1,500 vehicles per day. These volumes are typical of residential streets and below the generally accepted limit of 2,000 vehicles per day for such streets.

The 85th percentile speed (the speed that 85% of drivers travel at or below) measured was 40km/h. This is considered to be low and would mainly be due to the proximity of the roundabout, which helps reduce speeds on the approach and departure sides. The commercial vehicle usage was found to be 2.1%, which is not unusual for residential streets.

On the basis of the above traffic data collected by Council, Falcon Avenue carries reasonable traffic volumes with low speeds.

With the combination of wide frontage of the Reserve and the relatively wide and unobstructed verge, a driver approaching from both directions towards the frontage should have good sightlines of the verge and road conditions ahead.

With the aforementioned points of design intent as well as traffic conditions along Falcon Avenue, a more balanced approach to a fence structure, that the petitioners are seeking, is recommended. The Administration has reviewed the functionality of the open space area and while it is reluctant to recommend the installation of a fence option along the entire frontage of the Reserve, a partial barrier fence could be installed as per the below plan.



The partial barrier fence is the Administration's preferred option to help minimise the perceived risk and alleviate concerns some users of the Reserve may have in regards to children playing in the close vicinity of the roadway.

This would provide additional barriers between the roadway and 'play areas' within the Reserve and somewhat address concerns highlighted within the petition. This structure would be designed as a complementary feature of the Reserve and not detract significantly from the original design intent.

Essentially, the open space area has been designed to invite people into the Reserve and for parents to interact and supervise children whilst they play. The design of the Reserve, with the circular paths, allows for movement around the Reserve providing clear open space vision of children both playing and/or riding bicycles, etc. The footpath across the front of the Reserve joins the circular footpaths within the Reserve, with the merging of these footpaths serving to bring pedestrians along Falcon Avenue into the Reserve.

To fully satisfy the concerns highlighted within the petition, any fence that Council installs would need to meet the guidelines for a full safety barrier fence like the type used around playgrounds (with a child-proof gate). This would require a similar standard as those used for pool safety, inevitably changing the appearance and the use of the Reserve.

Also the installation of a fence along the entire frontage of the Reserve may change the general use of the open space and may allow other users to use the area as an off-leash dog park.

If a decision is made by Council to install a new fence along the entire frontage of the Reserve, then the design and layout of a new fence will also need to ensure that there is adequate access onto the Reserve for Council operational staff.

As an additional measure to the proposed installation of a partial barrier fence and to further improve driver awareness of the Reserve, a warning sign, *CHILDREN* (W6-3), with supplementary plate *PLAYGROUND* (W8-13), could be installed on both approaches to the reserve/playground in Falcon Avenue to further alert drivers to the presence of children in the area.

Conclusion

The request of the petition to install full barrier fencing or similar does not align with the design intent of the Falcon Avenue Reserve and local traffic conditions are not considered to be unreasonable. For this reason, it is recommended that additional traffic signage be installed and a balanced approach be taken with further partial barriers installed that are complementary to the Reserve and provide increased separation between Reserve users and the roadway.

Attachments

- 1. Letter from Steve Georganas**
- 2. Falcon Reserve Petition**



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

Dear Mr Buss

Terry

Thank you for your correspondence of 6 October 2016, in relation to representations I have made on behalf of my constituent Ms Helen Siasios of Falcon Avenue, Mile End.

I understand Ms Siasios has now provided the West Torrens Council with a petition requesting additional safety improvements at the Falcon Avenue Reserve.

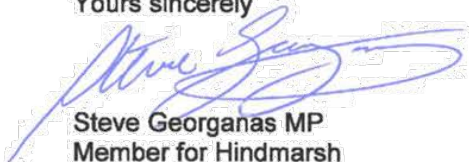
I write to add my support to Ms Siasios efforts and note that more than 100 people have signed the petition, showing significant support for a fence at the reserve.

The newly redeveloped Falcon Avenue Reserve is very popular with the community and one I regularly take my own grand children to.

However, being on a busy back street, I understand the importance of having additional safety mechanisms here to give parents and caregivers peace of mind when they take children out to enjoy this fantastic public asset.

I believe this proposal is a simple solution to ensure the safety of our community.

Yours sincerely


Steve Georganas MP
Member for Hindmarsh

18 November 2016

PETITION

To the Mayor and Councillors of the City of West Torrens

Part 1.

 Petition contact person: Helen Siasios

Telephone number: _____

 Address: 51 Roebuck St.
Mile End S.D.31
Part 2.

The petition of (identify the individuals or group, eg. Residents of the City of West Torrens)

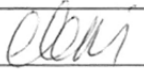
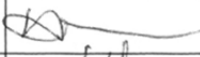
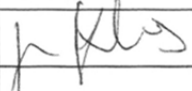
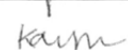
Residents of the City of West Torrens & adults visiting Falcon Reserve concerned with safety of their children
Part 3.

Draws the attention of the Council to (identify the circumstances of the case)

close proximity of playground, esp. sandpit and walking paths to the road and traffic and risk of injury or death to children
Part 4.

The petitioners therefore request that the Council (outline the action that the petitioners are requesting Council should or should not take)

install a fence with safety latch gate at edge of Falcon Reserve
Part 5.

Name (print)	Address	Signature
Helen	51 Roebuck St. Mile End	
FRONA WILSON	4A DOUGLAS ST. LOCKLEY	
JANE KAMRAS	58 TARRAGON ST Mile End	
Kameron	83 B Shearlaw ST	

Continued

PETITION

Outline the action that the petitioners are requesting Council should take or not take
(Repeat Part 4 from page one);

install a fence with a safety latch gate at
the perimeter of Falcon Reserve where meets footpath







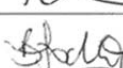
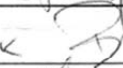
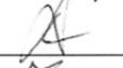

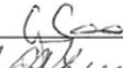



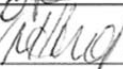


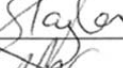



Name (print)	Address	Signature
Dipali Desai	3181 Haywood Ave Torrensville 5231	[Signature]
Theoni Lewis	32 CRAIG ST Richmond	[Signature]
Nafsika	Ascot Park	[Signature]
Vicky K	Glenelg North	[Signature]
Emma Cannon	584 Tapleys Hill Road Fulham	[Signature]
Shannah Blagoder	Salisbury St W Richmond	[Signature]
Melissa Hansen	12 HOUNSLOW AVE - MILE ENDS	[Signature]
Deb Mackay	Cowandilla	[Signature]
Kathryn Hill	Cowandilla	[Signature]
Mania Parente	Cowandilla	[Signature]
Karen Moore	Cowandilla	[Signature]
M. PERCY	MILE END	[Signature]
Josh Prator	Cowandilla	[Signature]
TONY REDMAN	MILE END	[Signature]
SAM WILLIAMS	COWANDILLA	[Signature]
SARAH BEALE	Richmond	[Signature]
Rebecca Rebers	Flinders Park	[Signature]
DENNIS JONES	Cowandilla	[Signature]
Fiona Scott	Kurralla Park	[Signature]
E. HARRISON	BROOKLYN PK	[Signature]
A. Trowbridge	TORRENSVILLE	[Signature]

Continued

PETITION

Outline the action that the petitioners are requesting Council should take or not take
(Repeat Part 4 from page one);

Install a fence with safety latch gate at edge of Falcon Reserve

Name (print)	Address	Signature
SEIR KRANIS	20 KING ST. MILE END	
Amanda	27 Stanley Ave Blair Athol	
Rhianon EVANS	19 Moreby Street LOCKLEY	
Emily Bradshaw	54 Watson Ave. Netley.	
Luke Morgan	18a Tarragon St Mile End	
Chantal Mark	1 Hinton Street Underdale	
Tamir Broad	16 Firbank Ave Fuham Gah	
Bonny Falls	15 The Circuit Flinton	
Bruce Field	16 Banting Ave, Cuden Park	
Bianca Donham	1137 Cadmore Rd. Healy Beach	
Julianne Polaro	7 Petty Lane Underdale	
Gemma Sudman	9 Oakington St. Torrens Hill	
Yvonne	77 Barker Ave Hindmarsh	
Larra Brown	3 Bagot Ave Mile End	
Ching Lai	11 Hatwell Ct Underdale	
Keren	20 Norwich St, West Richmond	
Vanessa	2 Balmoral St Lockleys	
Karly	2c Kinghorn Ave Seddon	
Tanya	12a Mabel St Rosewater	
Sam	22a Nelson Ave, Flinders Park	
Ethan	34 Stanford Ave Norvic Gah	

Continued

PETITION

Outline the action that the petitioners are requesting Council should take or not take
(Repeat Part 4 from page one);

Install a fence with safety latch gate at edge
of Falcon Reserve

Name (print)	Address	Signature
MARIA	COARDILLA	MPob
GEORGE GIOVAS	15 FRANCIS ST COWANDILLA	[Signature]
Jade	18 Francis St Cowandilla	Teri
Stacey	10 Keith St Torrensville	Stz Gino
Kimberley	2 Grace Road, Fulham	[Signature]
Axon		
R. Hannam	9 Fleet St. RICHMOND	RHannam
S. Keller	3 Clarence Street, Hilton	S. Keller
BEN CAPUANO	TORRENSVILLE	Cap
Teresa	Everard Park	Tam
Susan	10 Fletcher St Netley	[Signature]
Kathy	Turner Ave, Plympton	[Signature]
CH	MANSFIELD PARK	[Signature]
Marie	Mile End	M. Picton
Peter	Mile End	[Signature]
STELIOS Michalos	HURLE ST WEST GROYDON	St Mich
RHIANNON	Moresby St, Lockley	Kevan
Rhonda	Groydon	[Signature]
CHRISSE	MARION	[Signature]
Louise	21 Milner Road, Hilton	[Signature]
SUSAN	HILTON	[Signature]
rebecca	RICHMOND	[Signature]

Continued

PETITION

Outline the action that the petitioners are requesting Council should take or not take
(Repeat Part 4 from page one):

...install a fence with safety latch gate at edge of
...Falcon Reserve

Name (print)	Address	Signature
Kim	51 James St Plympton	KP
TOM MOORE	9 FLEET STREET RICHMOND 5033	Tom Moore
GINETTE	235 RICHMOND RD, RICHMOND	G
HONG YU	390 Findon Road kidman Park 5025	Thubel
Kamrun	83 B Shierlaw st. Richmond	Kamrun
Thia	Unit 2 59 Cowra st, mile end	Th
Karina	Mile	Uk
Margaret	63 Lane St Richmond	MAP
Helen	65 Lane St Richmond	HP
Amy Mace	31 HMAS Australia Rd Henley Beach South	Amy Mace
CATHERINE FAULKS	14 Davenport TCE Richmond	Faulks
Julia Crossman	37A Smith St Thebarton	Julia
Suzanne Bondt	53 Lane St Richmond	Suzanne
Gianfranco	6 Kirkaid Ave, N. Plympton	89.
Bess Doda	Underdale	Bess
Julie Zavan	Underdale	Julie
Chrissy Mason	Vetley	Chrissy
Richelle Patrick	Findon	Richelle
Monique Kruger	Hounslow Ave, Cowanella	Monique
MARK TROUBART	31 MARK TROUBART AVE	Mark
Jenny	Cowanella	Jenny

Continued

PETITION

Outline the action that the petitioners are requesting Council should take or not take
(Repeat Part 4 from page one):

Install a fence with safety latch gate at edge
of Falcon Reserve

Name (print)	Address	Signature
Hayley Masson	Plympton	HBM
Tanya Little	Torrenville	T Little
Ann Brownbridge	UNDERDALE	Ann Brownbridge
Holly Dineen	Underdale	H Dineen
Danni Morgan	Mile End	D Morgan
LISA BAUSIL	Netley	L Bausil
Erin Miskin	Flinders Park	Erin Miskin
Hayley Cross	Henley Beach Sth	H Cross
Katherine Lantieri	Flinders Park	K Lantieri
J. Couthard	Richmond	J Couthard
E. London	Flinders Pk	E London
K. Peterson	RICHMOND	K Peterson
S. Mazzeo	Keswick	S Mazzeo
K. Petrakos	Allenby Gardens	K Petrakos
J. Green	MILE END	J Green
N. Campbell	mile End	N Campbell
Julie Omand	Allenby Gardens	Julie Omand
Renee Hewett	Mt Plympton	R Hewett
Sarah Kenny	Camden Park.	S Kenny
Jo Dal Piu	TorrensVille	Jo Dal Piu
Helen Hill	21 Bickford St Richmond	H Hill

Continued

PETITION

Outline the action that the petitioners are requesting Council should take or not take (Repeat Part 4 from page one);

(Repeat Part 4 from page one);
Install a fence with safety latch gate at edge
of Falcon Reserve

[illegible]

11.2 Request for Liquor Licence - Western Youth Centre

Brief

The Western Youth Centre Inc. has written to Council seeking Council's consent (in its capacity as landlord) for the grant of a Limited Club Licence at the facility.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The Western Youth Centre Inc.(WYC) be advised that Council (in its capacity as landlord) provides its consent for the grant of a Limited Club (Liquor) Licence at the facility to the Western Youth Centre Cricket Club on condition that the WYC, in its capacity as lessee of the facility, take responsibility for ensuring that there is no breach of the relevant Act or of the conditions of the liquor licence or anything that may result in the liquor licence being revoked or suspended.
2. The Western Youth Centre Inc. be further advised that the standard conditions contained within Council's Liquor Licensing policy (as follows at 2.3-2.12) will, where applicable, apply and that the following conditions will be embodied within a Deed of Variation (or similar document) to the existing lease agreement:
 - 2.1 The liquor licence be solely for use by the Western Youth Centre Cricket Club.
 - 2.2 The liquor licence to operate only during the cricket season and only between the hours of 6:30pm and 11:00pm on Saturdays when the "A" Grade Cricket team plays a home match or at times when a designated fundraising event has been approved by the WYC.
 - 2.3 There shall be no entertainment on or in any balcony or outdoor area (the intention is to minimise the impact of noise).
 - 2.4 There shall be no loudspeakers placed on or in the fascia of the premises, balcony or in any adjacent outdoor area or footpath (the intention is to minimise the impact of noise).
 - 2.5 The Licensee shall at all times ensure that noise levels should be in accord with EPA Guidelines and the Liquor Licensing Regulations.
 - 2.6 All entertainment shall cease one hour prior to closing time (to reduce disturbance to residents).
 - 2.7 No loudspeaker shall be placed closer than 4 metres to any entrance to or exit from the premises and at all times, any such loudspeaker is to be directed away from entrances or exits and into the premises proper (to minimise the 'spill out' of noise emissions).
 - 2.8 All external doors and windows are to be closed when the 'in-house' sound system is in use (other than for playing low level background music), live entertainment is being undertaken or a jukebox is available for use (to minimise the 'spill out' of noise emissions).
 - 2.9 No garbage or refuse, including empty bottles and cans, is to be moved from inside the premises to outside storage bins or areas between the hours of 11pm and 7am the following morning after an event (to reduce disturbance to residents).

- 2.10 Garbage or refuse, including empty bottles and cans, is not to be available for collection by waste disposal or similar operators (other than operators employed or organised by the CWT) between the hours of 11pm and 7am the following morning after an event (to reduce disturbance to residents).
 - 2.11 The Licensee shall have displayed at all exits from the premises clearly visible signs in the form of: "Please Leave These Premises As Quietly and Quickly As Possible to Reduce Disturbance to Nearby Residents" (wording is discretionary).
 - 2.12 The premises or entertainment to take place within the premises shall not be advertised or promoted by the licensee or any of its entertainers by way of posters or other advertising material fixed, attached or marked on any Council property without the authorisation of the CWT or any private property without the authorisation of the landlord (to prevent unauthorised bill-posting).
3. The Mayor and Chief Executive Officer be authorised to sign and seal any documentation to give effect to this resolution.

Introduction

Correspondence has been received from the Western Youth Centre Inc (WYC), in its capacity as the 'umbrella' organisation for the cricket club (sub-licensee /hirer), seeking Council's consent for the grant of a Limited Club Licence (**Attachment 1**). The liquor licence will enable the cricket club to serve alcohol on Saturdays during the cricket season and occasionally at other times (e.g. during special club events).

Discussion

The lease held by the WYC requires that it seek Council's prior consent, in its capacity as landlord, for the grant of a liquor licence. The licence requested is not dissimilar to those operating within many of Council's (leased or licensed) sporting club facilities and on this basis the Administration is supportive of the application. Such consent should be conditional on the Licensee taking responsibility to ensure that there is no breach of the relevant Act or of the conditions of the liquor licence or anything that may result in the liquor licence being revoked or suspended.

The WYC has further advised that the liquor licence which is sought is:

- solely for use by the cricket club (and accordingly an officer from the cricket club will be the responsible person in attendance); and
 - generally only be used on Saturdays, for after match events during the cricket season, when the "A" grade cricket team plays a home match at WYC. (The occasional exceptions to this being if the club conducts a fundraising event e.g. quiz night or the biannual memorial one day cricket event.)
- 1.

Further, the WYC has specified that the licence will be limited to operating between the hours of 6:30pm and 11:00pm during this period.

In addition to the above it is suggested that the following conditions, which are included within Council's Liquor Licensing policy, be imposed on the licence:

- There shall be no entertainment on or in any balcony or outdoor area (the intention is to minimise the impact of noise).
- There shall be no loudspeakers placed on or in the fascia of the premises, balcony or in any adjacent outdoor area or footpath (the intention is to minimise the impact of noise).
- The Licensee shall at all times ensure that noise levels are in accord with EPA Guidelines and the Liquor Licensing Regulations.

- All entertainment shall cease one hour prior to closing time (to reduce disturbance to residents).
- No loudspeaker shall be placed closer than 4 metres to any entrance to or exit from the premises and at all times, any such loudspeaker is to be directed away from entrances or exits and into the premises proper (to minimise the 'spill out' of noise emissions).
- All external doors and windows are to be closed when the 'in-house' sound system is in use (other than for playing low level background music), live entertainment is being undertaken or a jukebox is available for use (to minimise the 'spill out' of noise emissions).
- No garbage or refuse, including empty bottles and cans, is to be moved from inside the premises to outside storage bins or area between the hours of 11pm and 7am the following morning after an event (to reduce disturbance to residents).
- Garbage or refuse, including empty bottles and cans, is not to be available for collection by waste disposal or similar operators (other than operators employed or organised by the CWT) between the hours of 11pm and 7am the following morning (to reduce disturbance to residents).
- The Licensee shall have displayed at all exits from the premises clearly visible signs in the form of: "Please Leave These Premises As Quietly and Quickly As Possible to Reduce Disturbance to Nearby Residents" (wording is discretionary).
- The premises or entertainment to take place within the premises shall not be advertised or promoted by the licensee or any of its entertainers by way of posters or other advertising material fixed, attached or marked on any Council property without the authorisation of the CWT or any private property without the authorisation of the landlord (to prevent unauthorised bill-posting)

All conditions will be embodied within a Deed of Variation or similar to the lease held by the WYC.

Please also note that in accordance with Council's Liquor Licence Policy, further consultation may still be required in regard to this request.

Conclusion

The Western Youth Centre Inc. on behalf of the WYC Cricket Club has sought Council's consent for the grant of a limited liquor licence. The request is supported on condition that the Centre meets all obligations under the terms of the licence and that it adheres to relevant conditions from Council's Liquor Licensing Policy. It is anticipated that these conditions will be specified within a Deed of Variation (or similar document) to the Centre's lease agreement.

Attachments

1. Request for Liquor Licence



Western Youth Centre Inc.

Sport and Recreation for the Community

ABN 55 373 616 967

19/10/16

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

Dear Steve,

RE: Limited Club Liquor Licence

Western Youth Centre Inc would like to request permission from the West Torrens Council to acquire a Limited Club Liquor Licence for the purpose of after match presentations and fundraising, which are to be held on the premises at 79 Marion Road Cowandilla on behalf of our Cricket Club.

We have had a Liquor Licence here before which was held by Nu-Style Dance for many years this has now lapsed several years ago. The Cricket club is now seeking your permission to apply for this Limited Club Liquor Licence. They have gone through the steps with the relevant authorities to acquire this licence, which we have supplied you with this letter.

The committee has discussed this at our Board meeting so now we seek your permission to allow our Cricket club to go ahead. The Limited Club Liquor Licence is a more cost effective way to go for the Cricket club as getting the individual date licences are very costly. The Cricket club is hoping by getting this licence they can improve their fundraising and membership base here at the Centre.

Thank you for this opportunity

Regards

J Dickson

Jenny Dickson
WYC Inc. President

79 Marion Road, Cowandilla SA 5033

Office Hours: 9.00 am to 1.00 pm Monday to Friday

Tel : 8352 1236 Fax : 8354 4697 Email : wycinc@bigpond.com Web : www.wycinc.com.au

11.3 Reid Street Permit Update

Brief

This report advises that a request has been received to change the permit for the portion of Reid Street, Thebarton granted to Reid Torrens Partnership to a new entity, namely Thebarton Management Pty Ltd.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. A permit for a term of 5 years commencing on 30 November 2016 at an initial permit fee of \$20,900 pa plus GST be granted to Thebarton Management Pty Ltd for use of that portion of Reid Street Thebarton as delineated in Attachment 1 of the report.
2. The permit fee escalate by Adelaide All Groups Consumer Price Index (CPI) (or similar index should that index be discontinued) on each anniversary of the commencement date.
3. The Mayor and Chief Executive Officer be authorised to sign and seal any documentation giving effect to the grant of permit.

Introduction

At its meeting of 15 November 2016, Council resolved the request from the University of Adelaide and Reid Torrens Partnership to allow the University to surrender its permit conditional upon the grant of a new permit (under ostensibly the same terms and conditions as the existing permit held by the University) to Reid Torrens Partnership for the use of portion of Reid Street, Thebarton.

The report further indicated that the Administration was seeking advice from its property consultant in regard to a commencing permit fee.

A copy of the aerial plan indicating the extent of the area (to be) held under permit is attached **(Attachment 1)**.

Correspondence has since been received from agents acting on behalf of Reid Torrens Partnership requesting that the permit to be held by a different entity, namely Thebarton Management Pty Ltd **(Attachment 2)**.

Discussion

The request for the substitution of a different entity to that which was previously notified is effectively mechanical in nature, but nevertheless one that does require the consent of Council, as a sign and seal motion to a different entity to that previously advised is required.

The substitution of a single legal entity, as opposed to a partnership comprising a number of separate legal entities, is also likely to be less problematic from a Council perspective as Council will only have to deal with the one entity.

The Administration also takes this opportunity to advise that the valuation advice referred to in the previous report has now been received. This advice suggests that an appropriate permit fee at commencement of the new permit term is \$20,900 pa plus GST.

Conclusion

The request received by Agents acting on behalf of Reid Torrens Partnership seeking the permit for use of portion of Reid Street, Thebarton be granted to Thebarton Management Pty Ltd be supported.

Attachments

1. Reid Street Aerial Plan (permit area)
2. Email requesting change of entity



-----Original Message-----

From: Nuzzo, Nadia
Sent: Friday, 13 January 2017 1:14 PM
To: Joseph Ielasi
Cc: Pepe, Enzo
Subject: RE: Emailing: rtp.pdf

Hi Joseph

Please utilise the following:

Thebarton Management Pty Ltd
A.C.N 615 712 564
c/- Colliers International
Level 10, 99 Gawler Place
ADELAIDE SA 5000

Please let me know if you require further information.

Kind regards,

Nadia Nuzzo
Property Manager
Real Estate Management
Dir +61 8 8305 8875 | Mob + Main +61 8 8305 8888 | Fax +61 8 8231 7712 | vCard Level 10, 99
Gawler Place | Adelaide, SA 5000 | Australia Please read the CBS Form R7 Under new Legislative
provisions we are required to serve this to you.

-----Original Message-----

From: Joseph Ielasi
Sent: Thursday, January 12, 2017 1:20 PM
To: Nuzzo, Nadia <>; Pepe, Enzo <>
Cc: Steve Watson <; 'Pep Rocca' <>
Subject: Emailing: rtp.pdf

Hi Enzo,

Further to earlier discussions, attached is the clarification sought and in addition provides the
commencing annual permit fee.

Briefly we need confirmation of the entity and signature title of who will be entering into the
agreement for the lease of Reid Street. Earlier advice was "Reid Torrens Partnership" to which the
Council resolution was noted in.

If any different then a subsequent report would need to be presented to Council with the new
entity.

Should you require any further clarification please contact Steve Watson.

Regards
Joe Ielasi
Manager City Assets
City of West Torrens

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, City Development and City Works Departments.

Special Project Work	
New Drainage System - Lockleys Catchment May Terrace Stage 3	Some minor finishing works and the connection of the drainage to the northern end of the street are continuing through to the early part of 2017.
New Drainage System - Lockleys Catchment Henley Beach Road Crossings Stage 4a	A Civil Contractor, Culvert and Pipe supply and service alterations for the drainage crossing of Henley Beach Road at Rutland Avenue have been engaged. Based on favourable coordination of service alterations, there is the desire for the commencement of these works in early March 2017.
New Drainage System - Lockleys Catchment Henley Beach Road Crossings Stage 4b	Design drawings and documentation for the drainage crossing of Henley Beach Road at May Terrace, and continuation along Rowells Road and Douglas Street, are sufficiently complete to enable tendering of these works. The commencing of service alteration coordination, pipe and culvert supply tendering and liaising with DPTI will also be commenced during February 2017.
Stormwater Management Plan	Works are continuing of this project.
Rankine Road, Mile End - Stormwater Drainage	Practical completion of this project has been reached, however a couple of defects with the works undertaken have been identified, which are proposed to be addressed by the Civil Contractor during February 2017.
West Beach Drainage System - Flood Wall	Emergency works to coordinate the reinstatement of the wall are ongoing, with the major integrity damage of the wall already reinstated.
River Torrens Linear Park, (Pedestrian Light Project)	The project has been awarded for the River Torrens Linear Park Pedestrian Lighting Project on the next stages (6 and 7) of pedestrian lighting for the 2016/17 program of works, from Henley Beach Rd to Tapleys Hill Rd, Lockleys / Fulham. The works are scheduled to commence in April 2017.

Westside Bikeway, Moss Ave, (Pedestrian Lighting Project)	The project has been awarded for the 2016/17 stage of pedestrian lighting on the Westside Bikeway, from Barwell Ave to Richmond Rd, Marlestone. The works are scheduled to commence in April / May 2017.
Coast Watchers Reserve - Pedestrian Lighting	The project has been awarded for the upgrade of the pedestrian lighting on Coast Watchers Reserve on the pathway from Henley Beach Road to Ashburn Avenue, Fulham. The works are scheduled to commence in March / April 2017.
Capital Works	
Road Reconstruction Works	<p>The following is an update on roadworks occurring in our City:</p> <p>2015/16 Program</p> <ul style="list-style-type: none"> - West Beach Road - detailed concept design works are completed and the Administration is continuing to work with the City of Charles Sturt to identify funding opportunities. - Norma Street, Mile End - Reconstruction works are completed. Minor ancillary works are currently being scoped. - Military Road, West Beach - Revised design to be considered, including bicycle lanes. - Tennyson Street, Kurralta Park - Construction works are ongoing. <p>2016/17 Program</p> <ul style="list-style-type: none"> - North Parade (Clifford St to Stephens Ave) - Kerbing complete, balance works to be completed in March (during next school holidays) - Birdwood Tce (Keith Ave to Murdoch Ave) - Construction works are ongoing <p>Design and documentation are currently being undertaken for the following roads:</p> <ul style="list-style-type: none"> - Aldridge Tce (Richmond Rd to St Anton St) - Mortimer St (Gray St to Grassmere St) - Beuchamp St (Barwell Ave to User Ch 130) - George St (South Rd to Dew Street) - West Thebarton Road / Phillips Street - the development of the concept design is complete, public consultation closes on 17/02/17. <p>Pavement designs have been completed for the above list of roads.</p>
Undergrounding of Power West Thebarton Rd / Phillips St, Thebarton	Power pole and cabling works are ongoing. SA Power Networks (SAPN) have finalised replacement of Contractors to complete the civil works for undergrounding the power lines. Due to contractual issues with the original civil contractor SAPN have now advised that the completion date for the project would be March/April 2017.
Road Rejuvenation Program for 2016/2017	There are currently 69 roads in 2016/2017 program. Scoping and programming of works is ongoing.

Kerb & Watertable and Road Reseal Program for 2016/17	<p>The following is a list of the streets allocated for Kerb & Watertable works in 2016/17. The streets have been divided into six (6) stages of equal duration.</p> <p>Stage 1:</p> <ul style="list-style-type: none"> - Alexander Av - (Marleston Av to Day Av) - Clifton St - (Stonehouse Av to Carlton Rd) - Cromer St - (Bourlang Av to Patricia Av) - Patricia Av - (Clifton St to Cromer St) - Patricia Av - (Cromer St to Whelan Av) - Warwick Av - (Daphne St to Cross Tce) - Coulter St - (Allchurch Av to Galway Av) - Mackay Av - (Edward Davies St to Laverack Rd) - Mackay Av - (Mackay Av to Mackay Av) - Park Tce - (Allchurch Av to Talbot Av) - Talbot Av - (Marion Rd to Wyatt St) - Talbot Av - (Packard St to Park Tce) - Talbot Av - (Park Ter to Birdwood Tce) - Talbot Av - (Wyatt St to Packard St) <p>Stage 1 program of works are underway.</p> <p>Stage 2:</p> <ul style="list-style-type: none"> - Somerset Av - (Davenport Tce to Sir Donald Bradman Dr) - Verran Av - (Sir Donald Bradman Dr to Davenport Tce) - Albert St - (Milner Rd to Martin Av) - Arthur St - (Arthur Street to Shaw Av) - Arthur St - (Brooker Tce to Arthur Street) - Davenport Tce - (Martin Av to Milner Rd) - Davenport Tce - (South Rd to Martin Av) - Lucas St - (Bartholomew St to Chambers Av) - Lucas St - (Marion Rd to Sanders St) - Lucas St - (Sanders St to Bartholomew St) <p>Stage 2 program of works are underway.</p> <p>Stage 3:</p> <ul style="list-style-type: none"> - Mallen St - (Sir Donald Bradman Dr to Burt Av) - Darebin St - (Ebor Av to Falcon Av) - Ebor Av - (Tarragon St to Cowra St) - Lurline St - (Bagot Av to Ebor Av) - Norma St - (South Rd to Falcon Av) - Victoria St - (Henley Beach Rd to Hughes St) <p>Stage 3 program of works are yet to be commenced.</p> <p>Stage 4:</p> <ul style="list-style-type: none"> - Dew St - (Kintore St to George St) - Dew St - (Rose St to Kintore St) - School L - (Taylors L to Rose St) - Cawthorne St - (End to Smith St) - James St - (Phillips St to Smith St) - Smith St - (Dew St to Holland St) - Walsh St - (Anderson St to Phillips St) - Clifford St - (North Pde to Carlton Pde) - East St - (Carlton Pde to Henley Beach Rd) - Hayward Av - (End to North Pde) - Jervois St - (Carlton Pde to North Pde) - Jervois St - (Henley Beach Rd to Carlton Pde)
---	--

<p>Kerb & Watertable and Road Reseal Program for 2016/17</p>	<ul style="list-style-type: none"> - Northcote St - (Henley Beach Rd to Carlton Pde) - Sherriff Ct - (Sherriff St to End) <p>Stage 4 program of works are underway.</p> <p>Stage 5:</p> <ul style="list-style-type: none"> - Bedford St - (Pine St to Wakefield Pl) - Bedford St - (Wakefield Pl to End) - Frank St - (Property #1 to Airport Rd) - James Av - (Western Pd to Press Rd) - Pine St - (Allen Av to Bedford St) - Rushworth Av - (Lipsett Ter to Sir Donald Bradman Dr) - Stott Cr - (Marshall Ter to End) - Western Pd - (Carnarvon Ave to Everett St) - Acacia Av - (End to Willingale Av) - Acacia Av - (Willingale Av to End) - Franciscan Av - (Property #5 to Arcoona Av) - Fulham Park Dr - (Arcoona Av to Corona Av) - Noble Av - (Torrens Av to Kenton St) - Rostrata St - (End to Willingale Av) - Torrens Av - (End to Dartmoor St) - Rankine Rd - (Property #22 to Hounslow Av) - Oakington St - (Elizabeth St to Henley Beach Rd) - Torrens St - (Wilton Ter to Ferris St) - Wilton Tce - (Elizabeth St to Hopson St) <p>Stage 5 program of works are underway.</p> <p>Stage 6:</p> <ul style="list-style-type: none"> - Fitch Rd - 3900 (Halsey Rd to Good St) - Good St - 4330 (Good St to Good St) - Hadley St - 4540 (Ashburn Av to Henley Beach Rd) - Halsey Rd - 4560 (Halsey Rd to City Boundary) - Halsey Rd - 4560 (Halsey Rd to End) - Huntington Av - 4990 (Ayton Av to La Jolla Ave) - Huntington Av - (Henley Beach Rd to Ayton Av) - Huntington Av - (La Jolla Ave to Riverside Dr) - Layton St - (Henley Beach Rd to Ashburn Av) - Raikoff Ct - (Kandy St to End) - Samuel St - (Mackirdy St to Weetunga St) - Sherwin Ct - (Henley Beach Rd to Henley Beach Rd) - Susan St - (Ayton Av to Henley Beach Rd) - Warramunga St - (Halsey Rd to End) - Burbridge Rd (Service Road) - (Davis St to City Boundary) - Charles Veale Dr - (Mountbatten Gv to Tapleys Hill Rd) - Charles Veale Dr - (Windsor Ter to Mountbatten Gv) - Toledo Av - (Property #27 to Swan Av) - Toledo Av - (Swan Av to Property #36) <p>Stage 6 program of works are underway.</p>
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<p>Footpath Program 2016/17</p>	<p>The following is a list of the streets allocated for footpath works in 2016/17:</p> <p>Renewal Footpath Program:</p> <ul style="list-style-type: none"> - Ballantyne Street (Lowe Street to South Road) - Henley Beach Road (Lisa Court to Tapleys Hill Road) - Tapleys Hill Road (Henley Beach Road to City Boundary) - <i>Darebin Street (Falcon Avenue to South Road) - complete</i> - <i>King Street (Claremont Street to South Road) - complete</i> - <i>King Street (Victoria Street to Claremont Street) - complete</i> <p>New Footpath Program:</p> <ul style="list-style-type: none"> - Horsley Street (Frontage Road to Durham Avenue) - <i>Reese Avenue (Deacon Ave to Kingston Ave) - complete</i> - Eringa Avenue (Fulham Park Drive to End) - Hayward Avenue Extension (End to Ashwin Parade) - Neptune Crescent (Ingerson Street to End) - Orana Avenue (Iluka Street to City Boundary) - Rostrata Street (End to Willingale Avenue) - Wakefield Place (Bedford Street to End) - Willingale Avenue (Henley Beach Road to Rostrata Street) - Willingale Avenue (Rostrata Street to Acacia Avenue) - <i>Walter Street (Ralph Street to Trennery Street) - complete</i>
<p>Bicycle Management Schemes</p>	<p>Construction is complete on the shared use path bridge over the Brownhill/Keswick creek as a continuation of the Watson Avenue and Airport Shared Use Path project.</p> <p>Conceptual plans are currently being scoped for the shared use path installation along Beare Avenue, north of Watson Avenue.</p>

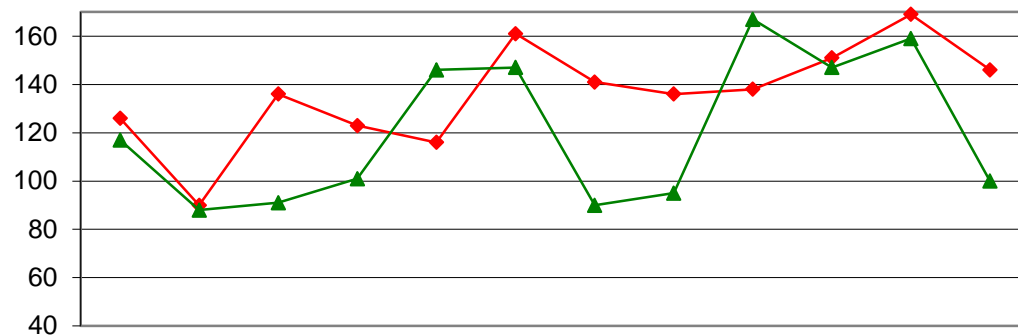
Parking and Traffic Management	
Torrensvile/Thebarton LATM	<p>Detailed development of the projects is continuing. Projects anticipated this financial year are:</p> <ul style="list-style-type: none"> • North Parade & Wainhouse Street kerb extension • North Parade & Shipster Street kerb extension • Ashwin Parade & Hardys Road intersection realignment • Hardys Road and Ashley Street roundabout (Black Spot funding received - \$79,950) • Ashley Street bus closure relocation • Maria Street slowpoints • George Street and Albert Street intersection • Ashley Street (between Holbrooks Rd & Hardys Road) scoping <p>Consultation with those properties directly affected will commence shortly.</p>
Novar Gardens/Camden Park LATM	A community issues paper is being prepared to begin development of this area. Turning movement counts have been undertaken. Working Party meeting soon to be convened.
Richmond/Mile End LATM	Baseline traffic data is currently being collected.
Bus Stop DDA compliance program	Civil works on the 2015/16 Bus Stop DDA program have been completed. Works on 2016/17 program will commence shortly.
Cowandilla Primary School & Jenkins Street precinct	Conceptual design of children crossing changes has been developed. The Administration has met with the school governing council to review the concept design. Consultation to begin with local area.
Parking Holland Street Thebarton	<p>Parking alterations in Holland Street following road reconstruction.</p> <p>Previous control - none</p> <p>New control - No Stopping (12.5m)</p>
Parking Winwood Street Thebarton	<p>Parking alterations in Winwood Street following Holland Street reconstruction.</p> <p>Previous control - 1P 8.00am-5.30pm & 8.00am-12noon Saturday (69.7m)</p> <p>New control - No Stopping (15.5m)</p>
Parking West Thebarton Road Thebarton	<p>Temporary parking alterations following road reconstruction works.</p> <p>Previous control - No Stopping (12.5m)</p> <p>New control - No Parking (12.5m)</p>
Parking Counter Avenue Lockleys	<p>Temporary parking alterations to facilitate private works</p> <p>Previous control - 2P 7.00am-5.00pm (12.5m)</p> <p>New control - Work Zone (12.5m)</p>

Property and Facility Services	
Cummins House	Letter forwarded to DPTI advising of Council resolution of 17 January 2017 and seeking to enter into formal discussions with departmental representatives.
Weaver Avenue Road Closure	Initial letter forwarded to adjacent property owners advising of Council resolution of 17 January 2017 and seeking confirmation from them as to whether they have any interest in purchasing.
Torrensvile Bowling Club	Draft lease provided to Club for negotiation purposes.
Western Youth Centre	Club has received notification that it has been successful in receiving a solar grant to upgrade/increase the capacity of its system.
Thebarton Theatre Complex - Fire Safety	The final two stages (Stage 3 & 4) of the fire building and compliance works for the theatre have commenced on site. The project is expected to continue until July 2017.
Star Theatre Complex	The works program for Stage 1 have been 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 in 2017.
Camden Community Hall	The Administration is currently scheduling the works to commence in February 2017 for the replacement of an existing roof-mounted air-conditioning system with a wall-mounted (evaporative) system, along with replacement of the existing roof sheeting on the hall.
Thebarton Community Centre	<p>The Administration is currently working with various building consultants to address the matters raised within the draft paper presented to Elected Members at the Thebarton Community Centre Workshop held on 27 September 2016.</p> <p>Further details will be provided to Elected Members at the next Community Facilities Committee meeting to be held on 29 March 2017.</p>

Civil and General Maintenance			
Monthly Update	Concrete, Block Paver & Asphalt Footpath/Dr Crossover		1,468m²
	Kerbing & water table / Invert		9m
	Road Repairs		45m²
	Line marking		4,312m
	Graffiti Removal	Council property	11 locations (210m2)
		Private property	68 locations (486m2)
		Bus stops	7 locations (27m2)
	Signage	Regulatory	156
		Street nameplates	42
Drainage and Cleansing Services			
Monthly Update	Pump Station inspections	Chippendale	Completed
		Shannon	Completed
		Riverway	Completed
		West Beach	Completed
		Duncan - Laneway (Lockleys)	Completed
	Illegal rubbish dumping		14.6t
	Road Sweepers		259t
Horticulture Services			
Monthly Update	Trees Pruned		2,541
	Removals		145
	Weed Control (Reserves, Verges, Traffic Islands)		2,904L

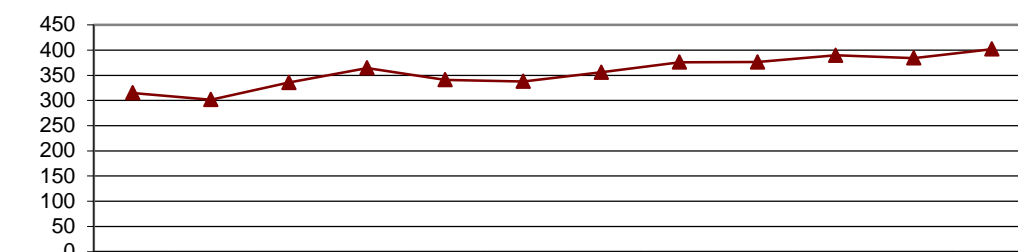
Development Assessment

Development Applications



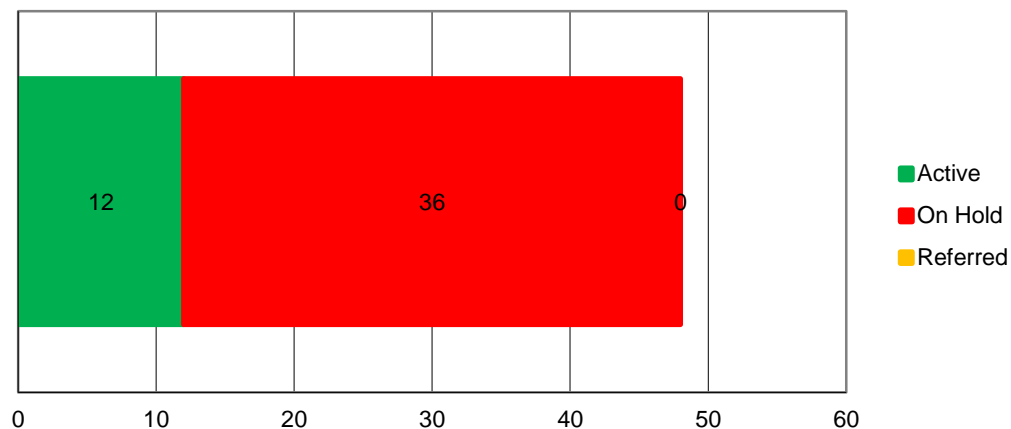
	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16
Lodgement	126	90	136	123	116	161	141	136	138	151	169	146
Finalised	117	88	91	101	146	147	90	95	167	147	159	100

Active files - Development Approval



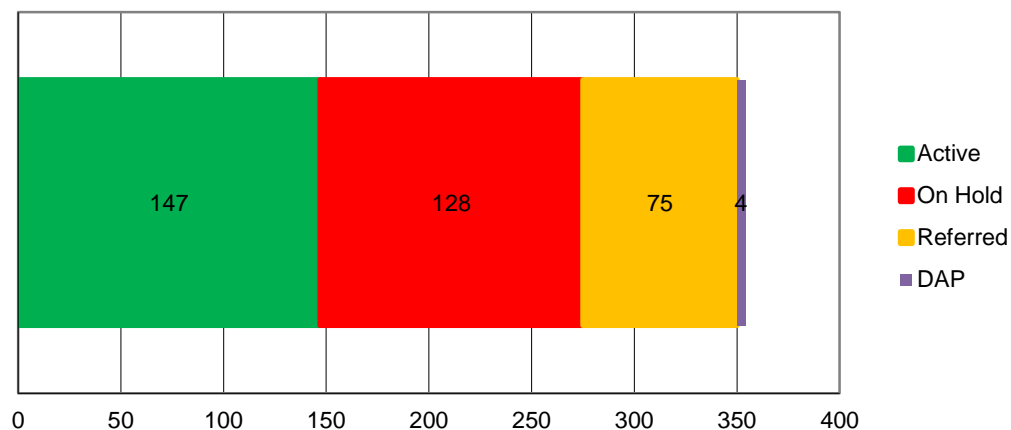
Active files shows all development applications that have been lodged with Council but are yet to receive a decision, it includes applications for Development Plan Consent, Building Rules Consent and Land Division Consent.

Current Applications - Building Rules Consent



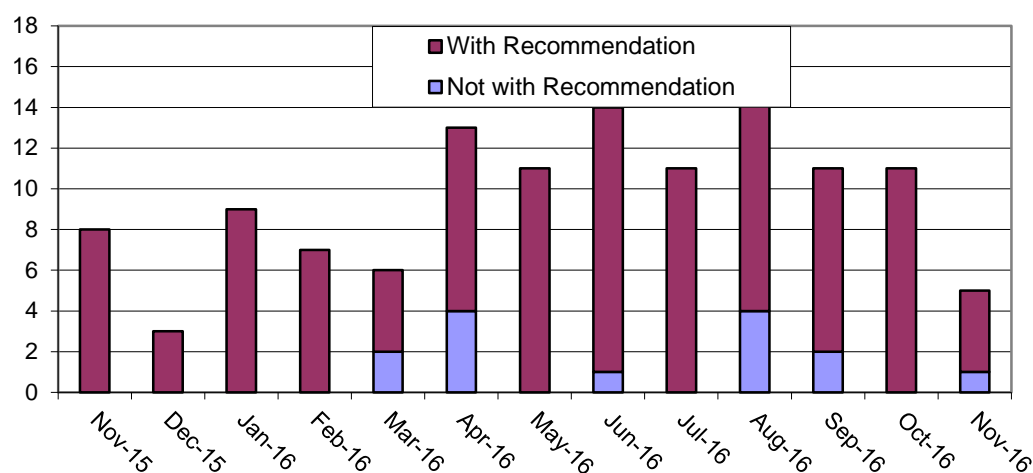
Building Rules Consent, is the process where applications are assessed against the Building Code of Australia (BCA), not all applications are assessed against the BCA (e.g. land divisions, tree removals) and some are only assessed against the BCA.

Current Applications - Development Plan Consent

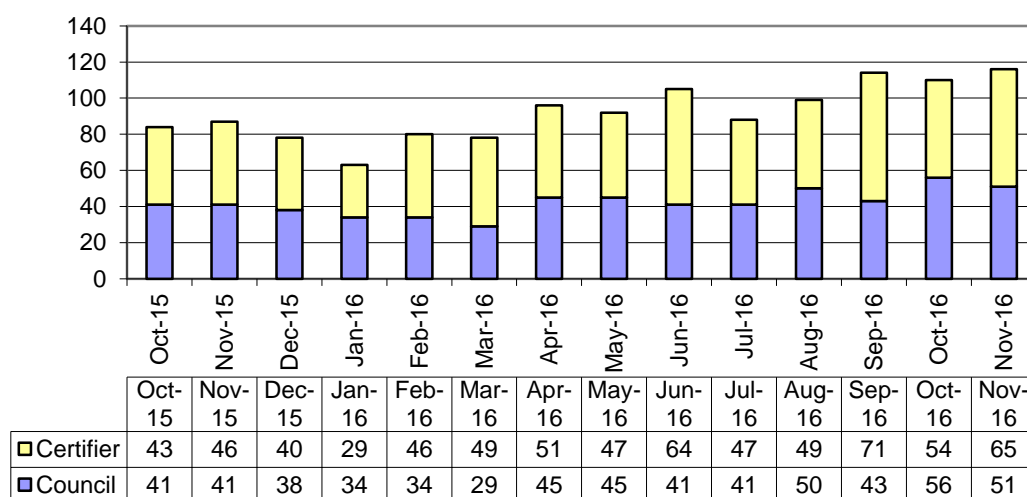


Development Plan Consent, is the process where applications are assessed against the City of West Torrens Development Plan (DP) not all applications are assessed against the DP (e.g. Residential Code and Building Rules only) and some are only assessed against the DP (eg land divisions, tree removals).

Development Assessment Panel Decision

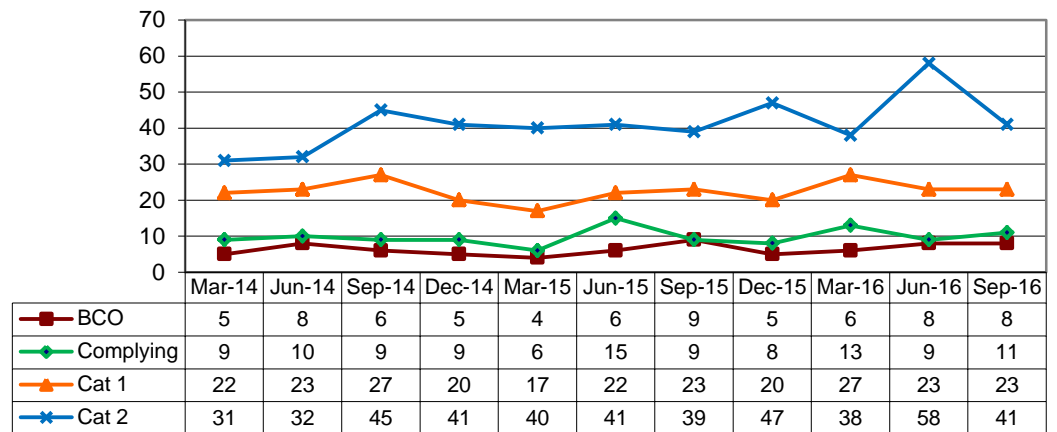


Building Rules Consent issued



Not all Building Rules Consents are assessed by Council, about half are assessed by private assessors known as Private Certifiers, these privately certified assessments still need to be registered and recorded with Council.

Median Assessment Timeframes



Maximum Statutory Timeframes are as follows:

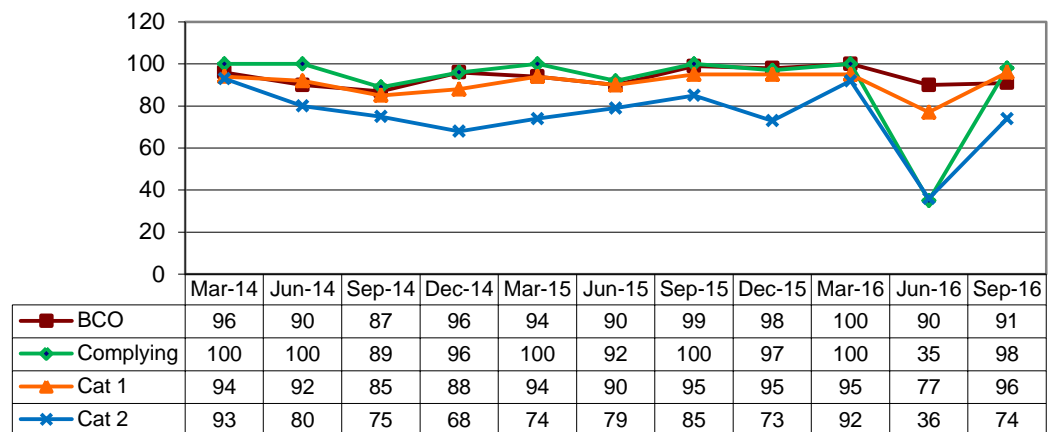
Building Code Only (BCO) - 20 days

Complying - 30 days

Category 1 - 60 days

Category 2 - 60 days

Percentage of DAs that met Statutory Timeframes



Maximum Statutory Timeframes are as follows:

Building Code Only (BCO) - 20 days

Complying - 30 days

Category 1 - 60 days

Category 2 - 60 days

Compliance

Month/ Year	No of Actions Received	Actions Resolved within the month	Actions Resolved from previous months	Total Ongoing Actions	Section 84 Issued	Section 69 Issued	New Actions with ERD Court	Resolved Actions with ERD Court	Total ongoing Actions with ERD Court	Section 51 Clearances
Nov15	15	8	5	119	4	-	-	-	-	8
Dec15	12	7	7	117	1	-	-	-	-	7
Jan 16	17	6	-	128	1	-	-	-	-	2
Feb 16	16	9	21	104	4	1	1	-	1	18
Mar 16	15	7	17	95	-	-	1	-	2	14
Apr 16	20	9	21	85	5	-	-	-	2	8
May 16	17	7	21	74	2	-	1	-	3	8
Jun 16	16	9	3	78	3	-	-	-	3	9
Jul 16	16	13	14	67	-	-	-	-	3	8
Aug 16	16	8	19	56	-	-	-	-	3	14
Sep 16	19	19	12	44	-	-	-	-	3	6
Oct 16	16	13	1	46	-	-	-	-	3	8
Nov 16	20	16	7	43	1	-	-	-	3	13

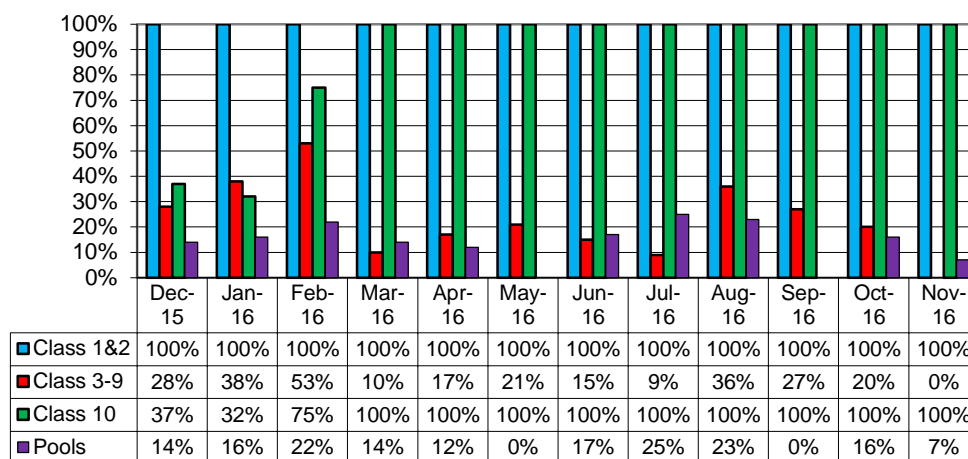
Compliance actions include investigating potential use of properties for activities that haven't been approved, buildings being constructed without the required approvals, checking of older buildings that may be becoming structurally unsound.

Sec 84 notices are the first stage of prosecution for unapproved development.

Sec 69 notices are the first stage of prosecution for unsafe buildings.

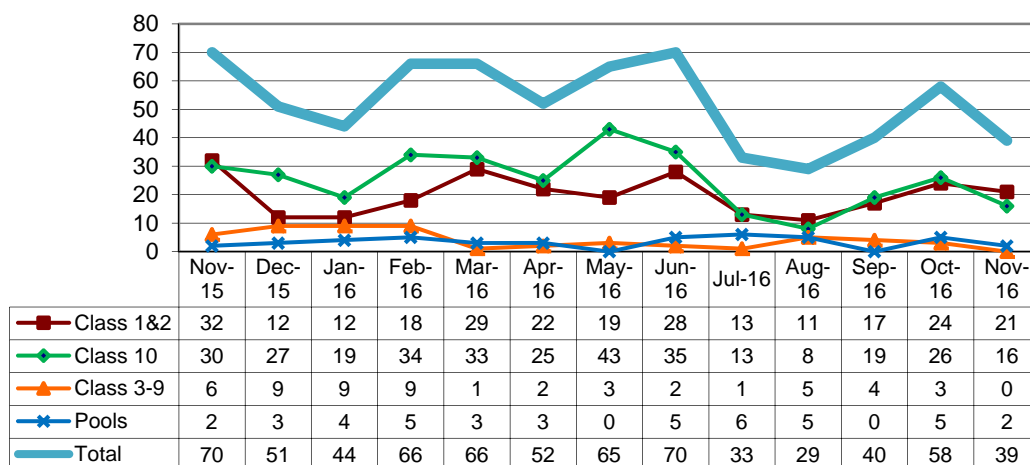
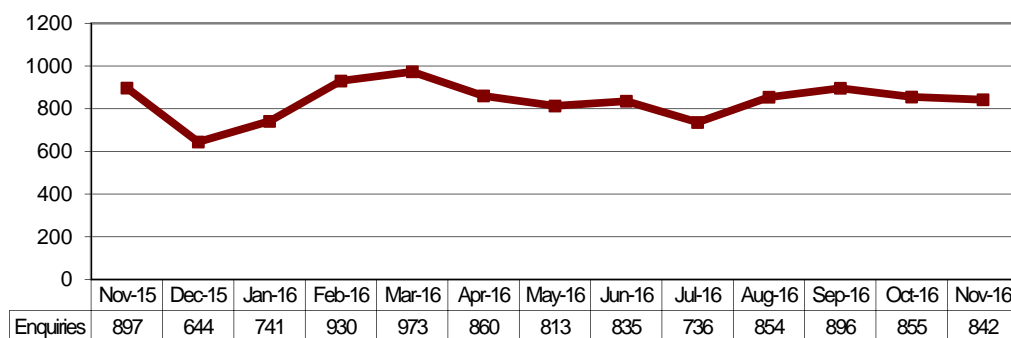
Sec 51 clearances, refers to the final check of properties with approval to subdivide, this is where we give the all clear for new Certificates of Title to be issued.

Building Inspections



The Development Act and Council's Building Inspection Policy requires that a minimum number of approved buildings are inspected for compliance with their associated Development Approval documentation. In addition there is a requirement to undertake a pool safety inspection upon all swimming pools approved for construction. Class 1 & 2 refers to houses and units, Class 3-9 refers to commercial, industrial and community buildings, Class 10 refers to verandahs, sheds, fences etc. Where 100% of inspections have not been met in a month the requirement is rolled over to the next month until all required inspections have been undertaken.

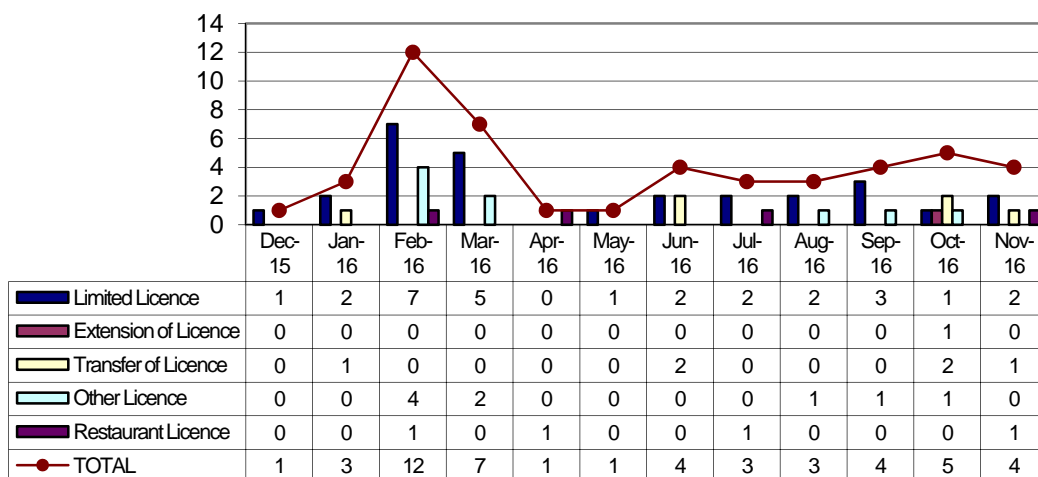
NOTE: Only successful inspections are recorded, failed inspections are listed for re-inspection

Actual
Satisfactory
Building
Inspections
UndertakenePathway
Development
Application
Enquiries

Since 2011, people have been able to check the progress of their own development applications or check the history of development applications on an allotment via the internet on Council's website.

Since 2013, the department has been adding historic applications to this system with the aim of creating a database where all of the area's application history can be accessed electronically; we expect this project to be completed by mid-2017.

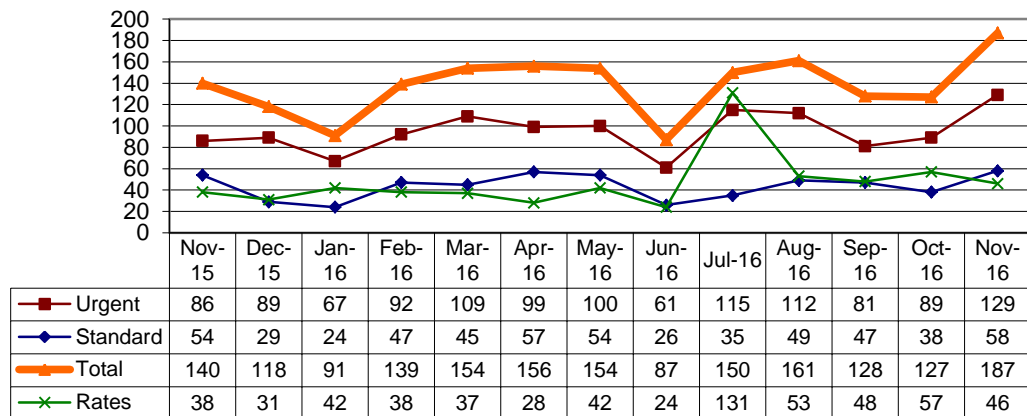
Liquor Licence

Licence
Applications

When an application is lodged with the State Government's Office of Liquor & Gambling (OLG), it is also required to be referred to Council for our comment. The proposals are handled in accordance with our Liquor Licensing Policy, and Limited Licence applications are referred to the relevant Ward Councillors for their comment prior to feedback being sent to the OLG.

Section 12 Searches

Section 12 Searches



When a property is purchased, the purchasers are provided with a Form 1 (commonly known as cooling off paperwork) Council contributes to this Form 1 with a Section 12 Certificate, the certificate provides the potential purchaser with all relevant known history for the property. Prior to settlement on the property the relevant Conveyancer will also request a Rates statement from Council to ensure the appropriate rates payments are made by the purchaser and the vendor (seller).

Attachments

Nil

12 MEETING CLOSE

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9	Motions with Notice	1
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1 MEETING OPENED**2 PRESENT****3 APOLOGIES****Apologies****Council Members:**

Cr McKay

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(S)**

That the Minutes of the meeting of the Governance Committee Meeting held on 17 January 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 Legislative Progress Report - January 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 - January 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.

Please note, the last parliamentary sitting days for both the House of Assembly and the Legislative Council were Thursday 1 December 2016 and Wednesday 7 December 2016 respectively.

Discussion

Government Gazette Notices

Local Nuisance and Litter Control Act of 2016

The *Local Nuisance and Litter Control Act (2016)* (Act) was proclaimed on Thursday 21 July 2016 for staged commencement; the litter provisions commenced on 1 February 2017 and local nuisance provisions will commence on 1 July 2017.

Two sets of Regulations have been proclaimed under the Act. These being:

1. The *Local Nuisance and Litter Control Regulations 2017* which include relevant definitions and prescribed guidelines for local governments working under the Act.
2. The *Local Nuisance and Litter Control (Amendment of Act, Schedule 1) Regulations 2017* which amends Schedule 1 of the Act. Included in these Regulations are the definitions for what will constitute a local nuisance under the Act such as unsightly conditions on a premises, noise generated on a premises or odour generated on a premises. The Regulations also include what will not constitute a local nuisance under the Act such as noise, odour or waste from animals living in their natural habitat or noise carried out with appropriate authorisation under any other Act.

Further information can be found in Government Gazette Issue No. 3 - Published on 19 January 2017.

Bills previously reported on where status remains unchanged

- *Public Interest Disclosure Bill* (adjourned in the Legislative Council at its 2nd reading on 17 November 2016).
- *Liquor Licencing (Small Venue Licence) Amendment Bill 2016* (adjourned in the Legislative Council at its 2nd reading on 27 July 2016).
- *Local Government (Mobile Food Vendors) Amendment Bill 2016* (adjourned in the Legislative Council at its 2nd reading on 1 December 2016).
- Statutes Amendment (Planning, Development and Infrastructure) Bill 2016 (adjourned in the Legislative Council at its 2nd reading on 6 December 2016).

Acts Assented to but Not Yet Commenced

- *Planning, Development and Infrastructure Act 2016* - Received assent on 21 April 2016 - staged commencement of the Act is expected to commence in 2017.
- *Dog and Cat Management (Miscellaneous) Amendment Act 2016* - Received assent on 6 July 2016 and is yet to commence.
- *Independent Commissioner Against Corruption (Miscellaneous) Amendment Act 2016* proclaimed on 15 December 2016 for commencement on 1 April 2017.

Conclusion

This report on legislative amendments is current as at 25 January 2017.

Attachments

Nil

12 MEETING CLOSE

CITY OF WEST TORRENS



ATTACHMENT UNDER SEPARATE COVER

Council

7 February 2017

Item 17.1 Fees and Charges 2017-18

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17.1 Fees and Charges 2017-18

Attachment 2 Fees & Charges 2017/2018 1

CITY OF WEST TORRENS



FEES AND CHARGES

**Pursuant to Section 188 of
the Local Government Act 1999**

EFFECTIVE 1 JULY 2017

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CITY OF WEST TORRENS



City Assets and City Works

City of West Torrens**Effective 1 July 2017****Fees and Charges – City Assets and City Works****Revised 7 February 2017**

Roads and Related Construction Works

Pursuant to Sections 212 and 213 of the Local Government Act 1999, the maximum charges are to be made for all roads and related construction works.

Private Works

The cost of work carried out by Council for private residents is recoverable by Council under Sections 212, 213, 218, 221 and 254 of the Local Government Act 1999. It is Council policy that private works are the responsibility of the individual resident. Council will however, provide information as to contractor options for residents requesting assistance.

Where the distance across the footpath and crossing places exceeds 4 metres, Council will meet the cost of constructing the additional length, except in the case of crossings into industrial and commercial premises.

The full cost of reinforced concrete crossings into industrial or commercial properties is to be paid by owners.

Fees are calculated on the basis of contractor cost plus Council overheads. Refer to schedules later in this paper.

Road Reinstatement

Council reinstates roads that have been opened or broken up by statutory authority. Costs are recoverable pursuant to Section 213 of the Local Government Act 1999.

Road reinstatement charges are made up of the recovery to Council of charges for labour, materials and overheads.

Application Forms

Application fee to undertake private works on Council land. ^ \$ 29.00

E.g. for permission pursuant to Section 221 of the Local Government Act 1999 to install a vehicular crossing, to install a drain or drains in any street for the purpose of removing stormwater from the adjacent property or to lay underground cables in a road reserve.

Contract Concrete Works

All contract work includes Council overheads and goods and services tax (GST). The following rates are inclusive of excavation and placement costs.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – City Assets and City Works****Revised 7 February 2017**

The minimum charge rate for the following concrete kerbing works is two (2) linear metres (m).

	per metre (2m minimum charge)
Kerbing and Guttering	\$ 258.00
Vehicular Invert	\$ 258.00
Spoon Drain	\$ 258.00
Mountable Kerb	\$ 163.00

The minimum charge rate for concrete paving type works is five (5) square metres (m²).

	per square metre (5m ² minimum charge)
Concrete 75mm depth	\$ 116.00
Concrete 100mm depth	\$ 132.00
Concrete 125mm depth	\$ 150.00
Placement F82 reinforcing steel mesh	\$ 35.00

Concrete Block Paving Works

All contract work includes Council overheads and goods and services tax (GST). The following rates are inclusive of excavation and placement costs.

The minimum charge rate for block paving type work is five (5) square metres (m²).

	per square metre (5m ² minimum charge)
Paving 60mm (no base)	\$ 116.00
Paving 60mm (100mm base)	\$ 132.00
Paving 80mm (150mm base)	\$ 155.00

Household Stormwater Connection Repairs

Repair and replacement only of stub end of the household stormwater connection at the road kerb and gutter	\$ 150.00
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Replacement of the household stormwater pipe from the property boundary to the road kerb and gutter, including replacement of footpath	\$ 630.00
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Stormwater Adaptor - 90mm to 125x75mm	\$ 75.00
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Road Pavement (Bitumen)

All contract work includes Council overheads and goods and services tax (GST). The following rate is inclusive of excavation and placement costs.

The minimum charge rate for road pavement works is two (2) square metres (m²).

	per square metre (2m ² minimum charge)
Road pavement repair per square metre	\$ 175.00

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – City Assets and City Works****Revised 7 February 2017****Verge Material**

Council may replace nature strips with a suitable quarry crushed rock material free of charge.

Road Verge Maintenance

There is no charge for road verge maintenance.

Tree Removal for Driveway Construction

The tree is dead, dying, diseased, disfigured or dangerous, reference to the Council Policy, Urban Tree Management, Section 5.0

No charge

Trees exceeding two (2) metres in height

\$ 222.00 per metre

At the discretion of the Council Officer, for trees less than or equal to two (2) metres in height, an inspection fee of \$86.00 may be charged.

Directional Signs***Directional signs relating to community facilities***

Signs approved to Council standard are purchased by the individual organisation and are erected by Council at no cost to the applicant.

Directional signs relating to commercial facilities

Location approvals and the processing of these types of installations are carried out by the City Assets department.

The applicant is charged a set fee for the purchase and erection by Council of each sign.

The cost of purchase and erection of each directional sign is determined by the Manager City Assets.

Replacement signs

Deterioration due to natural causes

cost to applicant

Damage due to other causes

cost to Council

Road Sweeper

Normal business hours

\$178.00 per hour

A minimum charge out of three (3) hours applies for each site. Costs are charged from depot to depot. Staff penalty rates will apply for after hours work and call outs. Consumables and waste disposal costs are charged in addition to the hourly rate.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – City Assets and City Works****Revised 7 February 2017****Encroaching Vegetation from Private Property**

Where encroaching vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, a charge of \$86.00 per person per hour shall apply, with a minimum charge of \$172.00.

Arboriculture Services

Where vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, and requires use of specialist arboricultural plant and equipment, a charge of \$133.00 per person per hour shall apply with a minimum charge of \$266.00.

General Gardening Services

General gardening activities including mowing \$ 86.00 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

Irrigation Works

Repair and installation \$ 86.00 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Components and consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

Line Marking (Sports Field and Pavement Marking)

New and remarking \$ 86.00 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Materials and consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

Tender Documentation

Sets of documentation for City of West Torrens projects are presently available free of charge or as determined by the Manager City Assets from time to time. A fee of up to ^ \$50.00 may be charged for voluminous sets of tender documentation.

Road Traffic Act - Ministers Notice**Temporary Parking Controls**

Subject to temporary changes of parking needs within an area, Temporary Parking Control signs can be installed.

Application Fee	^ \$ 50.00 *
Authorisation Fee	^ \$ 51.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – City Assets and City Works****Revised 7 February 2017*****Road Events - Temporary Road Closures***

For specific public events temporary road closures are permitted.

Application Fee	^ \$ 50.00 *
Authorisation Fee	^ \$ 150.00
Newspaper Advertising	price on application (POA)

Private Parking Areas Act 1986***Agreements by owner of private parking area and Council for the area***

To draw up plans and an agreement between applicant and Council for the enforcement of the provisions of Part III of the Act and the provisions of Part IV of the Act extend to the enforcement of these Regulations.

Application Fee	^ \$ 50.00 *
Authorisation Fee	^ \$ 138.00

Refunds

Application fees marked * are not refundable when the application has been rejected or not authorised.

^ Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



City Development

City of West Torrens**Effective 1 July 2017****Fees and Charges – City Development****Revised 7 February 2017**

Note: The majority of City Development fees are set by legislation and are not included in this document.

Provisional Development Plan Consents

The Development Act 1993 and Regulations 2008 prescribe the fees relating to application for Development Plan consent.

Pursuant to Regulation 95, fees are determined by Schedule 6.

Schedule 7 provides for the distribution of fees between authorities.

Public Notification Category 3 Advertisement in a Newspaper

(Policy No. D.2/2, 11.1.94)

Development applications requiring Category 3 notification in a newspaper pursuant to Section 38 of the Development Act 1993 shall attract an advertising fee determined by Council.

Advertising fee	\$ 570.00
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Development Plan Amendments

Copies of the City of West Torrens Development Plan amendments are available for sale.

The purchase price of these documents is fixed by Council resolution on the basis of cost recovery to Council.

A base fee of ^ \$ 21.00 will be charged, and a higher fee may apply depending on the number of pages involved. The rate above the base fee will be determined by the photocopy cost per page as resolved by Council in these Fees and Charges.

Development Application / File Recovery

A \$ 30.00 fee will apply to any enquiry requiring Development Application (DA) file recovery from secure storage.

A \$ 50.00 fee will apply to any enquiry requiring urgent Development Application (DA) file recovery from secure storage.

Land Management Agreements

A ^ \$ 13.60 fee will apply to provide a copy of a Land Management Agreement as per legislation.

Certificates of Title

A \$ 35.50 fee will apply to obtain a copy of a Certificate of Title upon an applicant's request.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – City Development

Effective 1 July 2017
Revised 7 February 2017

Building Rules Consent

Building work must be approved by Council within the guidelines of the Building Code of Australia.

Under the Development Act 1993 and pursuant to Regulation 95 of the Development Regulations 2008, fees specified in Schedule 6 of the Development Regulations shall be paid.

Development Approvals (Building) - Fees to Provide Information

Fees associated with supplying copies of plans and other documentation from building files are shown below. Copying of Council documents is GST free, however copying other documents is subject to GST.

A4 Black and white copies per page	\$ 0.20
A4 Colour copies for page	\$ 2.00
A3 Black and white copies per page	\$ 0.40
A3 Colour copies for page	\$ 4.00
A2 Black and white copies per page	\$ 6.60
A2 Colour copies for page	\$ 19.25
A1 Black and white copies per page	\$ 7.15
A1 Colour copies for page	\$ 30.25
A0 Black and white copies per page	\$ 9.90
A0 Colour copies for page	\$ 53.35

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Community Services

- West Torrens Library Service
- Community Development
- Facility Hire

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2017
Revised 7 February 2017

General

The following applies in relation to all Community Services' fees and charges:

- Fee rate changes (e.g.: resulting from external changes such as the review of Commonwealth policy) must be authorised by the General Manager Business and Community.
- Some fees may be reduced (or waived) if the Manager Community Services is satisfied that payment would result in financial hardship for the client.

Services to the community provided free of charge

For community groups:

- Photocopying
- Use of community resource collection
- Use of IT training and meeting facilities in Hamra Centre Library

For all residents:

- Annual "Summer Festival Entertainment"
- Community Garden Plots
- Loans from any public library in South Australia
- Library membership card
- Wireless access to the internet (within boundaries of the Hamra Centre)
- Loan of material from all library collections
- Reservations on items
- Notification when reserved items are available for collection
- Public access to computers in Hamra Centre Library
- Afterhours access to the Library catalogue and electronic databases via the City of West Torrens website
- Access to exhibitions in the West Torrens Auditorium Gallery
- Library and several Community Development programs and events

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2017
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West Torrens Library Service

Council administers a free lending library (Hamra Centre Library) as well as a mobile library service for the City of West Torrens.

Fees for services are determined in accordance with the guidelines set out by the Libraries Board and are charged pursuant to Section 188 of the Local Government Act 1999. Some fees may be reduced (or waived) if the Library Team Leader is satisfied that payment would result in financial hardship for the client.

Fees

Range of IT training courses	\$ 0.00 - \$ 75.00
USB Memory stick	Cost Recovery
Faxing (local)	\$ 1.50 / page
Faxing (STD)	\$ 3.00 / 1 st page, \$ 1.50 add'l page
Faxing (ISDN)	\$ 6.00 / 1 st page, \$ 2.00 add'l page
Receiving faxes	\$ 1.00 / page
* Overdue items	^ \$ 0.20 - \$ 5.00
Printing/photocopies (b&w)	\$ 0.20 / A4 page
Printing/photocopies (b&w)	\$ 0.40 / A3 page
Printing/photocopies (colour)	\$ 1.00 / A4 page
Printing/photocopies (colour)	\$ 2.00 / A3 page
Replacement membership card	\$ 2.50
Headphones	Cost Recovery
Laminating:	
• A3 (297mm x 420mm)	\$ 5.50
• A4 (210mm x 297mm)	\$ 4.50

Library merchandise, including USBs and headphones - prices vary according to the costs incurred by the Library, and are authorised by the Manager Community Services. Note that USB capacity may vary according to available stock.

* \$ 0.20 cents per day, per item, cumulative to maximum of \$ 5.00 per renewal period for each item.

Inter Library Loans

Inter library loans from outside the South Australia public library network are charged at the rate set by the Australian Library & Information Association plus any associated costs e.g. postage.

Lost Items

Items 28 days overdue are classified as lost items.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Community Services****Revised 7 February 2017**

Replacement cost of the item is charged, based on the original purchase price or where unknown, on the average book price issued by the State Library - Public Library Services, plus a processing fee of ^\$ 5.00.

If the outstanding item/s are not returned, and the replacement amount due is not paid, the matter may be placed in the hands of debt collectors.

IT Training

The Learning Centre offers training in various software packages and one-on-one assistance from the Learning Centre tutors and volunteers. Cost of courses will vary according to resources involved in delivery.

Courses	Free to \$ 75.00
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Book Sales

Items no longer required by the library are offered for sale to the public at prices considered appropriate for the item.

Fees are determined and authorised by the Manager Community Services. Current sale prices are between \$ 0.10 and \$ 15.00, but on occasions items may be offered at more than \$ 15.00 if appropriate.

Special Programs and Functions

A fee is sometimes charged for special functions and programmes offered through the library.

Community Development***Community Activities***

Community classes / workshops / activities	Free to \$ 40.00 per person
Prices vary according to the nature of the activity	

Community Bus Service

Regular Routes, Recreational, Shopping, Meals Programs	\$ 4.00 per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	\$ 5.00 to \$ 10.00 per person/ trip
Children's, Youth & Disability Programs	Free

Bus Hire (Limited Availability)

Any applications for bookings seeking to travel outside a radius of 100km from the Civic Centre, should be made in writing to the Chief Executive Officer

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2017
Revised 7 February 2017

Bus Hire Rates

Non-profit groups and local service organisations operating from City of West Torrens (volunteer driver).

Kms	Sprinter / Toyota Bus (11 seater)	Coaster Bus (18 seater)
0 – 50	\$ 65	\$ 100
51 – 100	\$ 90	\$ 150
101 – 150	\$ 115	\$ 190
151 – 200	\$ 140	\$ 220

Plus return vehicle/s with full fuel tank

**Commonwealth Home Support Program (CHSP) and Home Support Program -
replacing Home and Community Care Services (HACC)**

The CHSP (Commonwealth funded) and the Home Support Program (Council funded) have the same fees to ensure consistency and lessen confusion for service users. The income from these fees is used to provide more services within the same programs.

Clients are charged an hourly fee or part thereof after the first hour, with the minimum fee being the hourly rate.

There are three tiers to the funding structure which differentiate between those receiving a government pension (single), households with two /double pension and those who are self-funded retirees. Any external costs will be on-charged to the client e.g.: costs of materials, refuse disposal etc.

Service Type	Single Pensioner Fee (rate per hour for the 1 st hour / part thereof for additional hours)	Couple/ two per household Pensioner Fee (rate per hour for the 1 st hour / part thereof for additional hours)	Self-Funded Retiree Fee (rate per hour for the 1 st hour / part thereof for additional hours)
Domestic Assistance (Cleaning and laundry)	^ \$ 12.50	^ \$ 15.00	^ \$ 17.50
Domestic Assistance (Shopping by List)	^ \$ 5.00	^ \$ 5.00	^ \$ 5.00
Social Support- individual (Shopping, Outings, Medical Transport)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Social Support - group (Meal, activities and entertainment)	^ \$ 10.00 each event	^ \$ 10.00 each event	^ \$ 10.00 each event
Minor Maintenance Spring cleans	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Community Services****Revised 7 February 2017**

Minor Maintenance Window cleaning	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Gutter cleans	^ \$ 20.00	^ \$ 25.00	^ \$ 30.00
Minor Maintenance Rubbish removal	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Minor Maintenance Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Modifications Electrical hard wired smoke alarms and installation*	50% subsidy (up to \$ 300 annually)	50% subsidy (up to \$ 300 annually)	50% subsidy (up to \$ 300 annually)
Modifications Ramps, steps and banister rails and installation*	20% subsidy (up to \$ 300 annually)	20% subsidy (up to \$ 300 annually)	20% subsidy (up to \$ 300 annually)
Modifications Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.*	20% of material cost (up to \$ 300 annually)	20% of material cost (up to \$ 300 annually)	20% of material cost (up to \$ 300 annually)

*Subsidised costs are limited to a total maximum subsidy per client per financial year.

Special Programs and Functions

A fee is sometimes charged for special functions and programs offered through the CHSP programs. Prices vary according to the costs incurred and are authorised by the Manager Community Services.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2017
Revised 7 February 2017

Facility Hire

Room hire fee structure is based on category of user and their use as follows:

- A: City of West Torrens community based groups or provision of services for the community, with no fees or charges involved
- B: As above, but fees or charges for participants
- C: Corporate / Government / Private hire

All bookings requiring a hire fee payment are charged a non-refundable booking deposit of \$50.00 on application. This will hold the booking and will be deducted from the total hire fees.

All weekend hire and bond rates are charged at Category C - Corporate Rates

<i>Plympton Community Centre</i>				
Room	Room Type / Suitability	User Category A	User Category B #	User Category C #
Main Hall	Events / gatherings / seminars	Free	\$ 10.00	\$ 20.00
Kitchen	Meetings / seminars	Free *	\$ 5.00	\$ 10.00
Meeting Room	General meetings	Free	\$ 5.00	\$ 10.00
Bond Weekend		N/A	N/A	^ \$ 500.00
Late Cancellation Fee & Additional Fees maybe applicable (note 4, 5 and 6)		\$ 50.00	\$ 300.00	\$ 300.00
<i>Community Room at 173 Sir Donald Bradman Drive (est. availability from 2017)</i>				
Room	Room Type / Suitability	User Category A	User Category B #	User Category C #
Main Hall	Events / gatherings / seminars	Free *	\$ 25.00	\$ 55.00
Kitchen	Meetings / seminars	Free *	\$ 10.00	\$ 10.00
Bond Weekend		N/A	N/A	^ \$ 500.00
Late Cancellation Fee & Additional Fees maybe applicable (note 4, 5 and 6)		\$ 50.00	\$ 300.00	\$ 300.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

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Thebarton Community Centre				
Room	Room Type / Suitability	User Category A	User Category B	User Category C
Room 2	Meetings / seminars	Free *	\$ 10.00	\$ 15.00
Room 3	Meetings / seminars	Free *	\$ 15.00	\$ 25.00
Room 4	General meetings	Free *	\$ 10.00	\$ 15.00
Tea Area	Light refreshment preparation	Free with room hire	Free with room hire	Free with room hire
Independent Kitchen Hire		\$ 15/hr	\$ 15/hr	\$ 15/hr
Hall A ^{note 1} (without kitchen)	Functions and recreational activities	Free *	\$ 35.00	\$ 65.00
Hall B ^{note 1} (without kitchen)	Functions and recreational activities	Free *	\$ 25.00	\$ 55.00
Kitchen A ^{note 1}	Functions and recreational activities	Free *	\$ 15.00	\$ 15.00
Kitchen B ^{note 1}	Functions and recreational activities	Free *	\$ 10.00	\$ 10.00
Hall Event Block - Half Day ^{note 2} Open - 3pm	Functions and recreational activities	N/A	N/A	\$ 600.00
Hall Event Block - Half Day ^{note 2} 3:30pm - Close	Functions and recreational activities	N/A	N/A	\$ 900.00
Hall Event Block - Full Day ^{note 2} Open - Close	Functions and recreational activities	N/A	N/A	\$ 1,500.00
Whole Centre - Half Day Open - 3pm / 3:30pm - Close	Functions and recreational activities	N/A	N/A	\$ 1,200.00
Whole Centre - Full Day Open - Close	Functions and recreational activities	N/A	N/A	\$ 2,400.00
Tea and Coffee ^{note 3} Fresh Option with Filter coffee		\$ 3.50 per person /per service	\$ 3.50 per person /per service	\$ 3.50 per person /per service
Tea and Coffee ^{note 3} Stored Option with stored coffee		\$ 3.00 per person /per service	\$ 3.00 per person /per service	\$ 3.00 per person /per service

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2017
Revised 7 February 2017

Thebarton Community Centre (continue)			
Tea and Coffee ^{note 3} <i>Fresh or Stored Option with Nespresso Machine (up to 15 people)</i>	\$ 2.50 per person /per service	\$ 2.50 per person /per service	\$ 2.50 per person /per service
Bond Fees	^ \$ 120.00	^ \$ 120.00	^ \$ 500.00
High Risk Bond			^ \$ 1,000.00
Late Cancellation Fee & Additional Fees maybe applicable (note 4, 5 and 6)	\$ 50.00	\$ 300.00	\$ 300.00

Unless otherwise specified, hourly rates have been quoted above.

* Fee is not applicable unless extra costs are incurred by Council (e.g.: extra cleaning or call out costs).

Note 1 Hall A and B: Weekend hire - minimum three (3) hours, weekend rate for halls is always combined hall and kitchen rate.

Note 2 Hall Event Block - includes Hall A, Hall B, front foyer and the main kitchen.

Note 3 Fresh option includes fresh milk and juice, stored option includes UHT milk and long life juice.

Note 4 Category A will be charged a \$50.00 cancellation fee, unless written notice of at least 4 weeks is provided.

Note 5 Category B and C will be charged a \$300.00 cancellation fee (or the entire amount if the hire fees are less than \$300.00) unless written notice of at least 4 weeks is provided.

Note 6 Services incurring additional fees:

- Emergency Assistance \$150.00
- Additional cleaning - weekday \$ 85.00 per hour
- Additional cleaning - weekend \$ 132.00 per hour
- Additional cleaning - public holidays \$ 162.00 per hour
- Security call out (fault of hirer) \$ 85.00
- Security access - card replacement \$ 65.00
- Security presence by category C users/weekend users Cost recovery

Terms and conditions apply. For further information and application forms, please see [Council's website](#).

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2017
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Library Meeting Room

Refer Room 2 fees - Thebarton Community Centre room hire structure.

Services incurring additional fees as listed above

- Security access - card replacement

Cost recovery

Library Learning Centre

Hourly rates:

Local community / not-for-profit group	Free
Other community / not-for-profit group	\$ 20.00
Business / commercial	\$ 40.00
Private	\$ 30.00
Partnership / special use	Free

Special use and variations to the above schedules of charges may be made by the Manager Community Services with the approval of the General Manager Business and Community.

West Torrens Auditorium and Gallery

Special use only - determined by the Manager Community Services.

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Compliance

City of West Torrens**Effective 1 July 2017****Fees and Charges – Compliance****Revised 7 February 2017**

Within the Compliance area, Regulations and / or Acts set the majority of the fees and charges; only the fees and charges set by Council are included in this document.

Animal Control

Section 26 of the Dog and Cat Management Act 1995 assigns administrative responsibility for dog control to Council.

Fees and charges are prescribed in Schedule 2 of the Regulations under the Act. Fines and expiation fees for offences under the Act are prescribed in the Appendix to the Act0

Dog Registrations**Registration Category**

- | | |
|---|--|
| (a) If the dog is accredited by the Dog and Cat Management Board or prescribed accreditation body; | No fee |
| (b) Maximum registration fee for non-standard dogs - meaning a dog that is not both desexed and microchipped in accordance with the Dog and Cat Management Act 1995; | ^ \$ 80.00 |
| (c) Maximum registration fee for standard dog - meaning a dog that is both microchipped and desexed in accordance with the Dog and Cat Management Act 1995; | ^ 50% of maximum non-Standard dog registration fee |
| (d) Transfer of registration fee if the dog has been registered in a different Council area, or in another State or Territory of the Commonwealth under a corresponding law, immediately prior to registration in the new area; | ^ \$ 8.00 |
| (e) Replacement registration discs | ^ \$ 7.50 |

Rebate Category

- | | |
|--|------------------------------|
| (f) If the dog is trained; | 10% of the maximum fee |
| or | |
| If the dog is trained and obtained a certificate to the obedience standard of Companion Dog, and/or Companion Dog Excellent and/or Utility Dog and is registered with the South Australian Canine Association | 15% of the maximum fee |
| (g) If the dog is owned by a person eligible for a pensioner rebate, subject to a limit of two dogs to which the rebate applies, and that the rebate shall be applied after the deduction of all other qualifying rebates; | 50% of fee otherwise payable |

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens

Effective 1 July 2017

Fees and Charges – Compliance

Revised 7 February 2017

- (h) Registration, or renewal of registration, of a business consisting of or involving a kennel at which dogs are bred or trained or the provision of security or other services involving the use of dogs shall be the maximum registration fee per dog multiplied by the maximum number of dogs that it is intended will be kept or used in connection with the business at any one time during the period of registration;

Application fee	^ \$ 60.00 *
Annual fee	^ \$ 70.00

Pursuant to Section 26(6)(b)(i) of the Dog and Cat Management Act 1995, a differential fee for dog registration, being a pensioner rebate, shall apply to:-

- (i) a person who holds a current pensioner health benefits or concession card issued by the Commonwealth; or
- (ii) a person who holds a current State concession card issued by the Department for Communities and Social Inclusion; or
- (iii) a totally and permanently incapacitated disability pensioner; or
- (iv) a British Commonwealth Service Pensioner in receipt of a pension from, and assessed as eligible by, the Commonwealth Department of Veteran Affairs; or
- (v) a person who is in receipt of Commonwealth unemployment or sickness benefits or State financial assistance.

Pursuant to Section 26(6)(b)(ii) of the Dog and Cat Management Act 1995, a late payment fee will apply after the grace period has expired - 25% of the maximum fee, in addition to the fee that would otherwise be due for registration.

Pursuant to Section 26(6)(b)(iii) of the Dog and Cat Management Act 1995, the fee for the initial seizure and detention of a **dog registered** with Council, and the dog is returned to its owner, is ^\$70.00. If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs.

Pursuant to Section 26(6)(b)(iii) of the Dog and Cat Management Act 1995, the fee for the initial seizure and detention of a **dog unregistered** with Council, and the dog is returned to its owner, is ^\$80.00. If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Compliance****Revised 7 February 2017****Other Fees and Charges**

Printed extract from Register (per A4 page, single sided)	^ \$ 6.00
Surrender of dogs	^ Cost recovery
Surrender of cats or kittens	^ Cost recovery

Possums/Cat Cages

Trap cages deposit	^ \$ 80.00 #
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Deposit will be refunded if the cage is returned by the hire return due date.

Parking Expiation Fees

Fees for offences against the Australian Road Rules are prescribed in Schedule 9 of the Road Traffic (Miscellaneous) Regulations 1999.

Fees for offences against the Private Parking Areas Act 1986 are prescribed within the Act.

Parking Permits, Exemptions and Vouchers**Residential Permits:**

Transitional (1 year)	^ \$ 16.00
Transitional (2 year)	^ \$ 26.00
Zone Permit Vehicle Specific (1 year)	^ \$ 51.00
Zone Permit Vehicle Specific (2 year)	^ \$ 91.00
Zone Permit Vehicle Specific Pensioners	^ 50% discount
Street Permit Vehicle Specific (1 year)	^ \$ 36.00
Street Permit Vehicle Specific (2 year)	^ \$ 61.00
Street Permit Vehicle Specific Pensioners	^ 50% discount
Street Permit Transferrable (1 year)	^ \$ 51.00
Street Permit Transferrable (2 year)	^ \$ 91.00
Street Permit Transferrable Pensioners	^ 50% discount

Business Permits:

Transitional (1 year)	^ \$ 200.00
Transitional (2 year)	^ \$ 380.00

Visitor Parking Permits (12 per book)	^ \$ 15.00 per book
Temporary Tradesperson Parking Permit	No charge
Community Services Parking Permit	No charge
Replacement Permit	^ \$ 9.50

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Compliance****Revised 7 February 2017****By-Laws**

Pursuant to Section 794a(1) of the Local Government Act 1934 and Section 246(5) of the Local Government Act 1999, expiation fees may be fixed by regulation for offences against the regulations, and or offences against by-laws.

Council By-Law No. 1 Permits and Penalties stipulates that the maximum amount is to be paid, pursuant to Section 794a of the Local Government Act 1934 and may be set by Council resolution for by-law offences of a continuing nature.

Expiation fee	^ \$ 185.00
Continuous offence	^ \$ 12.50
Permit to display a banner/sign in accordance with By-Law No. 4 Moveable Signs	^ \$ 60.00
Release impounded banner/sign	^ \$ 63.00
Permit for any activity requiring permission under By-Law No. 2 Local Government Land and By-Law 3 Roads	^ \$ 43.00
Kennel licence for keeping dogs on a temporary or permanent basis in accordance with By-Law No. 5 Dogs	
- Application fee	^ \$ 68.00 *
- Licence fee (per annum)	^ \$ 66.00
Exemption to keep more than the limit on dog numbers in accordance with By-Law No. 5 Dogs	
- Application fee	^ \$ 68.00 *
- Permit fee	^ \$ 18.00

Late Payment Fee

Regulation 5(a) of the Expiation of Offences Regulations 1993 prescribes a fee for the late payment of an expiation fee.

Local Government Act - Section 221

Under Section 221 of the Local Government Act 1999, Council may authorise to make an alteration to a public road.

Skip Bins

Application fee	^ \$ 75.00 *
Permit fee	^ \$ 8.00 per day
Extension of duration of permit	^ \$ 28.00 Administration fee plus Permit fee per day for extension duration

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Compliance****Revised 7 February 2017*****Hoardings***

Application fee	^ \$ 75.00 *
Permit fee	^ \$ 8.00 per day
Extension of duration of permit	^ \$ 28.00 Administration fee plus Permit fee per day for extension duration

Local Government Act - Section 222

Under Section 222 of the Local Government Act 1999, Council may authorise by a permit to conduct business on a public road.

Expiation fee for using the public road for business purposes without authorisation is prescribed in Section 222.

Outdoor Dining

Application fee	^ \$ 100.00 *
Annual permit fee (Setting 1 table and up to 4 chairs)	^ \$ 85.00 per unit
Transfer fee	^ \$ 62.00

Selling Goods from Vehicles

Annual fee charges	Lower minimum property rate
Transfer fee	^ \$ 58.00

Temporary Trading Stands

Authorisation fee	^ \$ 76.00 duration of authorisation
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Mothers Day Flower Sales from Side of Road

Authorisation fee	^ \$ 80.00 duration of authorisation
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Real Estate Advertising Signs

Authorisation fee:	
- Residential properties	^ \$ 265.00 duration of authorisation
- Commercial properties	^ \$ 630.00 duration of authorisation

Goods on the Footpath

Application fee	^ \$ 75.00 *
Annual fees:	
- Up to 2.5 square metres	^ \$ 89.00
- 2.5 - 5.0 square metres	^ \$ 128.00
- 5.0 - 10.0 square metres	^ \$ 178.00
- 10.0 + square metres	^ \$ 295.00
Transfer fee	^ \$ 60.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Compliance****Revised 7 February 2017****Environment Protection (Burning) Policy**

Pursuant to Schedule 1 of the Environment Protection (Burning) Policy 1994, burning on domestic premises is prohibited in the City of West Torrens.

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Clause 5 of the Environment Protection (Burning) Policy 1994 prohibits burning under specific circumstances.

Environment Protection (Water Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Fire Prevention (Fire and Emergency Services Act 2005)

Council requires owners or occupiers of property to destroy all inflammable undergrowth.

In the event of non-compliance with a Council order to destroy undergrowth, Council may carry out the requirements and recover costs from the owner or occupier.

To recover costs, each block will be individually assessed.

Expiation fees are prescribed in the Fire and Emergency Services Act 2005.

Local Nuisance and Litter Control Act 2016 - Orders***Local Nuisance***

Pursuant to Section 18 of the Local Nuisance and Litter Control Act 2016, a person who carries on an activity intentionally or recklessly and with the knowledge that local nuisance will result is guilty of an offence or a person who carries on an activity that results in local nuisance is guilty of an offence.

Expiation fees are prescribed in the Local Nuisance and Litter Control Act 2016.

Local Nuisance and Litter Control Act 2016 - Anti Pollution Measures***Deposit of Litter***

Pursuant to Section 22 of the Local Nuisance and Litter Control Act 2016, any person who deposits litter or goods on any land or into any waters is guilty of an offence.

Expiation fees are prescribed in the Local Nuisance and Litter Control Act 2016.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Compliance

Effective 1 July 2017
Revised 7 February 2017

Abandonment of Vehicles

Expiation fees for abandoning a vehicle are prescribed in Section 236(1) of the Local Government Act 1999.

Removal of Vehicles

Pursuant to Section 237 of the Local Government Act 1999 Council has the authority to remove a vehicle after 24 hours has expired since placement of a prescribed warning notice.

The fees to be charged for the release of an impounded vehicle will be the actual expenses incurred by Council in connection with the:

- Removal, custody and maintenance of vehicles;
- Serving, posting or publishing of notices required by the Local Government Act 1999;
and
- Sale or attempted sale, or otherwise disposal, of vehicles.

Unclaimed Goods Act 1987 - Release of Goods Found in Vehicles

Where Council has commenced proceedings for the sale or disposal of goods under the Act which were found in a vehicle removed under the authority of Section 237 of the Local Government Act 1999, the fees to be charged for the release of goods will be the actual expenses incurred by Council in connection with the storage and maintaining the goods.

Refunds

Application fees marked (*) are not refundable when the application has been rejected or not authorised.

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Corporate Publicity and Promotion

City of West Torrens**Effective 1 July 2017****Fees and Charges – Corporate Publicity and Promotion****Revised 7 February 2017****Commercial Advertising**

Council has the ability to receive income from local businesses advertising in its newsletter 'Talking Points'.

Talking Points is published quarterly in January/February, April/May, July/August, October/November and is circulated to households within the City of West Torrens.

Talking Points is A4, full colour, and predominantly features between 20 - 24 pages, however this can be decreased to 16 should the need arise.

Advertising is limited to the following sizes and costs:

Advertising rates

- Full page - 264mm (height) x 190mm (width) \$ 460.00
- Half page - 132mm (height) x 190mm (width) \$ 230.00
- Sixth of a page - 132mm (height) x 60mm (width) \$ 77.00

All artwork must be provided as high resolution pdf or eps file.

Council does not allow advertorial to be published in Talking Points.

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Council Documents

City of West Torrens**Effective 1 July 2017****Fees and Charges – Council Documents****Revised 7 February 2017****Access to Council Documents under the Local Government Act 1999**

Section 132 and Schedule 5 of the Local Government Act 1999, requires Council to allow public access to certain Council documents. These documents are available to the public for inspection free of charge or may be purchased at the charges shown below.

A4 Black and white copies per page	^ \$ 0.20
A4 Colour copies for page	^ \$ 2.00
A3 Black and white copies per page	^ \$ 0.40
A3 Colour copies for page	^ \$ 4.00
A2 Black and white copies per page	^ \$ 6.60
A2 Colour copies for page	^ \$ 19.25
A1 Black and white copies per page	^ \$ 7.15
A1 Colour copies for page	^ \$ 30.25
A0 Black and white copies per page	^ \$ 9.90
A0 Colour copies for page	^ \$ 53.35

A charge of ^ \$6 applies per individual extract / entry from the following records / registers:

- Assessment Record
- Register of Remuneration, Salaries and Benefits
- Elected Member Register of Returns
- Register of Community Land
- Public Roads Register
- Register of By-laws and Certified Copies
- Register of Delegations / Sub-delegations
- Campaigns Donation Register
- Register of Elected Member Allowances and Benefits
- Elected Members Gifts, Benefits and Hospitality Register
- Council Employees Gifts, Benefits and Hospitality Register

Documents to be made available:

Reviews of Council constitution, wards and boundaries

- Reports on reviews of Council composition or ward structure (Chapter 3 Part 1 Division 2)
- Reports to the Minister under Chapter 3 Part 2 Division 4 or 5 provided to the Council by the Boundary Adjustment Facilitation Panel
- Summary of issues surrounding a proposal to be submitted to a poll under Chapter 3 Part 2 Division 5

Registers and returns

- Registers required under this Act or the Local Government (Elections) Act 1999, other than the Register of Interests kept for the purposes of Chapter 7 Part 4 Division 2
- Campaign donation returns under the Local Government (Elections) Act 1999

Codes

- Code of Conduct for Development Assessment Panel
- Code of Conduct for Elected Members (Section 63)
- Code of Conduct for Employees (Section 110)
- Code of Practice - Access to Council Meetings and Documents (Section 92)

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Council Documents****Revised 7 February 2017**

Meeting papers

- Notice and agenda for meetings of the Council and Council Committees
- Minutes of meetings of the Council and Council Committees
- Documents and reports to the Council or a Council Committee that are able to be supplied to members of the public

Policy and administrative documents

- Record of delegations under this Act (other than delegations made by the Minister)
- Procurement Council Policy (Section 49)
- Sale and Disposal of Assets Council Policy (section 49)
- Policy for reimbursement of members' expenses
- Strategic management plans
- Annual budget (after adoption by Council)
- Audited financial statements
- Annual report
- Extracts from the Council's assessment record
- Rating Policy (Section 171)
- List of fees and charges
- Public Consultation Policy (Section 50)
- Management plans for community land
- Order-making policy (Section 259)
- Procedure for Internal Review of Council Decisions (Section 270)
- Charter for subsidiaries established by the Council or for which Council is a constituent Council
- The most recent information statement of the Council under the Freedom of Information Act 1991
- Any policy document of the Council within the meaning of the Freedom of Information Act 1991 (if not already referred to above)

By-laws

- By-laws made by the Council (Section 252)

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Cummins House

City of West Torrens
Fees and Charges – Property

Effective 1 July 2017
Revised 7 February 2017

Cummins House Hiring Charges

General

A bond of ^ \$ 400 is required to be paid for all bookings made for the hire of Cummins House. The bond is in addition to the hire fee. The bond will be refunded in full within 15 business days after the hire providing that:

- the hire conditions have been complied with;
- no additional charges have been incurred; and
- no damage has occurred to the property during the hire period.

Additional fees and/or charges may be imposed where the hirer seeks facilities and/or services in excess of those included within the nominated package price.

Unless otherwise indicated all charges are for hire only of the house (or part thereof).

All hiring must cease by 11:00pm.

The property must be vacated by 11:30pm.

Any music associated with the hire must cease by 10:45pm.

Cancellation or non-attendance

Where an event is cancelled by the hirer or there is no show, the hire fee will not be refunded unless another confirmed booking of the same type is received for the same date and time.

An administration fee of \$ 50 will be charged for any cancelled bookings or non-attendance.

The bond will still be refunded in full.

Fees are subject to review annually.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Property

Effective 1 July 2017
Revised 7 February 2017

Weddings

Please note that a tentative booking will only be held for a period of 30 calendar days.

A booking is only confirmed once we have received the full hire fee, ^ \$ 400 bond and the signed copy of the booking form.

If the completed form and payment is not received within 30 days the tentative booking will be cancelled.

A wedding rehearsal of up to one hour duration is included within the hire fee for Garden and Drawing Room Weddings (additional rehearsal time will be charged at \$ 86/hour).

Garden Wedding and Courtyard Reception **\$ 1,820**

Package includes red carpet, arch or pedestal with flowers, 50 chairs, signing table, umbrellas, aisle poles and use of the grounds for photographs.

Duration of hire – up to 7 hours, additional time charged at \$106 per hour or part thereof.
 Hire duration includes one (1) hour set up time.

Note that all guests must vacate the property by 11.30pm.

Garden Wedding **\$ 960**

Duration of hire – up to 2 hours, additional time charged at \$106 per hour or part thereof

Drawing Room Wedding **\$ 960**

Package includes setting out of the room and use of the Drawing Room and grounds for photographs. Whilst the elegance of this room will only accommodate seating for 40 guests there is standing room for an additional 40 guests.

Duration of hire – up to 2 hours, additional time charged at \$106 per hour or part thereof.
 Food or drink is not permitted in the heritage section of the house.

Courtyard Wedding Reception **\$ 910**

Package includes use of the grounds for photographs.

Duration of hire (including set up and takedown time)– up to 5 hours, additional time charged \$106 per hour or part thereof.

Winter Months / Weekday Pop Up Wedding Ceremony & Reception **\$ 405**

NB: This charge is for the venue hire component only. The Pop Up Wedding Package needs to be booked through Adelaide Pop Up Weddings. Further information can be found on the Adelaide Pop Up Weddings website - <http://www.adelaidepopupweddings.com/> (NB: A Bond of ^ \$200 applies to these bookings)

Wedding Photography **\$ 106 / hour**
 (For Weddings not held at Cummins House)

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Property

Effective 1 July 2017
Revised 7 February 2017

Other Events

Please note that, for other than Funeral/Memorial services, a tentative booking will only be held for a period of 14 calendar days.

A booking is only confirmed once we have received the full hire fee, ^ \$400 bond and the signed copy of the booking form.

If the completed form and payment is not received within 14 days the tentative booking will be cancelled.

Courtyard Seminar	\$ 475 per day
	\$ 375 per four hours
Extra time	\$ 100 per hour

Courtyard Party, Dinner etc. (3 hour function) \$ 315

Duration of hire – up to 3 hours, additional time charged at \$106 per hour or part thereof.
Hire duration includes setup time.

Funeral / Memorial Services \$ 285

Duration of hire – up to 2 hours, additional time charged at \$86 per hour or part thereof.

Dining Room Dinner \$ 480

Duration of hire – up to 5 hours for a maximum of 12 guests
Catering arrangements can include pre-dinner drinks on the porch or in the hall.

Garden Party or Other Garden Function \$ 106 per hour

Duration of hire - up to 3 hours, including setup and takedown time

Meetings \$ 100 per hour

Duration of hire - up to 2 hours

Commercial Photography/Filming \$ TBD*

*To be determined following receipt of, and evaluation of, a written request

^ Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Environmental Health Services

City of West Torrens

Effective 1 July 2017

Fees and Charges – Environmental Health Services

Revised 7 February 2017

Environment Protection (Air Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Environment Protection (Water Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Environment Protection (Noise) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Any fines that are issued pursuant to Section 34 of The Environment Protection Act 1993 plus any costs that may be awarded against offenders are paid into Court and remitted to Council.

Immunisation

Council provides four general public immunisation clinics each month, comprehensive school based program and some fee for service sessions for community organisations and businesses.

Many of the vaccines on the schedule are free of charge and government funding provides a range of vaccines for specific age groups or risk categories. We also provide immunisation to persons outside the age and risk criteria on a user pays basis.

Immunisations provided to individuals at public clinics are GST free, while immunisations when provided via an arrangement with a third party (such as workplace / corporate clinics) are subject to GST.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens

Effective 1 July 2017

Fees and Charges – Environmental Health Services

Revised 7 February 2017

Current GST free vaccine charges are:

Diphtheria / Tetanus & Pertussis	^ \$ 42.00
Diphtheria / Tetanus & Pertussis + IPV	^ \$ 70.00
Hepatitis B (Adult)	^ \$ 20 .00 per dose ^ \$ 60.00 course of 3 injections
Hepatitis B (Paediatric)	^ \$ 20.00 per dose ^ \$ 60.00 course of 3 injections
Hepatitis A/B (Twinrix) (Adult)	^ \$ 77.00 per dose ^ \$ 231.00 course of 3 injections
Hepatitis A/B (Twinrix) (Junior 1-15 years old)	^ \$ 58.00 per dose ^ \$ 174.00 course of 3 injections
Hepatitis A (Adult)	^ \$ 54.00 per dose ^ \$ 108.00 course of 2 injections
Hepatitis A (Paediatric)	^ \$ 41.00 per dose ^ \$ 82.00 course of 2 injections
Influenza – Adult - (Trivalent)	^ no longer available
Influenza – Paediatric (Trivalent)	^ no longer available
Influenza – Adult (Quadrivalent)	^ \$ 20.00
Influenza – Paediatric (Quadrivalent)	^ \$ 20.00
IPOL	^ \$ 52.00
Varicella Vaccine (Chicken Pox) (Over 14 years old)	^ \$ 66.00 per dose ^ \$ 132.00 course of 2 injections
Neisvac (Meningococcal)	^ \$ 89.00
Prevenar (Child Pneumococcal)	^ \$ 158.00
Gardasil	^ \$ 154.00 per dose ^ \$ 462.00 course of 3 injections
Measles/Mumps & Rubella	^ \$ 40.00
Zostervax	^ \$ 205.00

Vaccine prices vary between suppliers and may increase when new stock is released so the above prices may require amending to ensure costs are recovered.

Workplace or private vaccination services	\$ 100.00 for the first hour or part thereof
(Minimum 1 hour fee applies to all visits)	\$ 75.00 for each subsequent hour or part thereof

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Environmental Health Services****Revised 7 February 2017****Sharps Containers**

Council is reimbursed by the recipients of this service

1.4 litre	\$ 5.25 per container
3.1 litre	\$ 7.50 per container
7.8 litre	\$ 11.80 per container

Pest Control

Rat bait (6 x 25g packets)	\$ 6.50
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Public Health

Council administers the provisions of various Acts in relation to public health:

- Food Act 2001
- South Australian Public Health Act 2011
- Environment Protection Act 1993

Fines and expiation fees for offences under these Acts are prescribed in the Acts. Fines plus any costs awarded against offenders are paid into Court and remitted to Council.

Supported Residential Facilities

Under Section 9 of the Supported Residential Facilities Act 1992, Council is responsible for licensing Supported Residential Facilities within the Council area.

Fees are prescribed and set out in Schedule 1 of the Supported Residential Facilities Regulations 2009.

Supported Residential Facilities Indemnity Fund

Pursuant to Section 56 of the Supported Residential Facilities Act 1992, 10% of licensing fees will be remitted by Council to the Supported Residential Facilities Indemnity Fund (Regulation 26).

High Risk Manufactured Water System

Under Regulation 5 of the South Australian Public Health (Legionella) Regulations 2013, all high risk manufactured water systems situated within the City of West Torrens are required to be registered with Council.

Fees are prescribed by Regulation 21 of the South Australian Public Health (Legionella) Regulations 2013, and set out in Schedule 1 of the Regulations.

The owner of premises where a high risk manufactured water system is installed, is liable to pay Council a fee equal to any expenses incurred by Council in arranging for microbiological testing of water samples from the system.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2017****Fees and Charges – Environmental Health Services****Revised 7 February 2017****Food Premises Inspections**

Inspection fees for small businesses	^ \$ 85.50
Inspection fees for large businesses	^ \$ 214.00

Food Safety Audits

Community and charitable organisations

On-site audit	^ \$ 79.00 per hour
Desk-top audit	^ \$ 39.50 per hour
Follow up audit	^ \$ 79.00 per hour

For all other organisations

On-site audit	^ \$ 158.00 per hour
Desk-top audit	^ \$ 79.00 per hour
Follow up audit	^ \$ 158.00 per hour

(Based on 15 minute increments rounded down to the nearest quarter hour)

Food Premises Inspections fees and Food Safety Audit fees are GST free.

^ Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Sundry Fees and Charges

City of West Torrens**Effective 1 July 2017****Fees and Charges – Sundry Fees and Charges****Revised 7 February 2017****Council Overheads**

An overheads allocation is included in the cost of works carried out by Council.

As the allocation of time becomes less specific, the overheads allocation percentage becomes greater due to the diversity of overhead charges which must be absorbed by users.

Where relevant the overheads rate includes a charge for:

- Employee on-costs (annual leave, sick leave, long service leave, public holidays, insurance premiums, workers compensation, superannuation)
- Engineering and infrastructure administration
- Depot infrastructure costs
- Other administration

Overhead Rates

Council employees	80%
Contractors depot	45%
Contractors drainage	10%
Contractors capital works	10%
Contractors road reconstruction	10%
Materials ex store	25%
Direct materials – depot	25%
Fuel and oil	5%
Plant hire	Various

Rates Arrears and Interest***Fine***

Pursuant to Section 181(8) of the Local Government Act 1999, if an instalment of rates is in arrears a fine may be made.

Fine	2% of the amount due
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Interest

Following the expiration of one month from the date of arrears, interest on the amount of arrears including the amount of any previous unpaid fine and interest is payable.

Interest is calculated at the “prescribed percentage” - see Section 181(8)(c) and 181(17) of the Local Government Act 1999.

Interest on Postponement of Rates - Seniors

Pursuant to Section 182A(5) of the Local Government Act 1999, interest will accrue on the amount affected by the postponement at the prescribed rate as calculated under Section 182A(12).

[^] Fee is GST free

All fees include GST unless otherwise indicated