

CITY OF WEST TORRENS



Notice of Council & Committee Meetings

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

Council

and

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

of the

CITY OF WEST TORRENS

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

on

TUESDAY, 17 JULY 2018
at 7.00pm

Terry Buss PSM
Chief Executive Officer

City of West Torrens Disclaimer

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

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1 MEETING OPENED

1.1 Evacuation Procedures

2 PRESENT

3 APOLOGIES

Leave of Absence

Council Members:

Cr Garth Palmer

4 DISCLOSURE STATEMENTS

Elected Members are required to:

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

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Council held on 3 July 2018 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 13 July 2018)

In the two weeks since the last Council Meeting of 3 July 2018 functions and meetings involving the Mayor have included:

5 July

- 9.10am Participated in my regular monthly Coast FM Radio segment.
7.00pm Attended the Hamra Centre Library Movie Night for the screening of "Hidden Figures" in the West Torrens Auditorium.

8 July

- 11.45am Addressed participants in the Arbor Day "Trees and Bees" community planting event held along the River Torrens at Tracey Crescent, Lockleys, supported by Greening Australia. A major activity included the construction of "bee hotels" for solitary (non-swarming) species of Australian native bees.

10 July

- 6.00pm Participated with other Elected Members in the Corporate Planning, Policy and Performance Meeting.

11 July

- 10.00am Attended the 150th anniversary of the founding of "The Providence" now known as Calvary Flora McDonald Retirement Community in Cowandilla.
- 12.45pm Attended the Metropolitan Mayors Luncheon hosted by Mayor Kris Hannah of the City of Marion at the Boatshed Café in Hallett Cove.
- 4.00pm Participated in the meeting of the Metropolitan Local Government Group (MLGG) at Local Government Association where, as part of the MLGG proceedings, a workshop on the Local Government Association Constitution ancillary documents was conducted.

12 July

- 10.00am Conducted an urgent Citizenship Ceremony held in the Council Chambers for a small number of applicants.

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

13 July

- 9.00am Attended the Local Government Association Special General Meeting on Rate Capping at the Adelaide Town Hall.

14 July

- 12.00pm Attended the West Adelaide vs Central District match at City Mazda Stadium and hosted guests including Matthew Pears, Chief Executive Officer for the City of Mitcham.

17 July

- 6.00pm Council informal gathering and dinner
- 7.00pm Council and Committee meetings.

RECOMMENDATION

That the Mayor's Report be noted.

7 ELECTED MEMBERS REPORTS**8 PETITIONS**

Nil

9 DEPUTATIONS

Nil

10 ADJOURN TO STANDING COMMITTEES

RECOMMENDATION

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

11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS

11.1 Finance and Regulatory Committee Meeting

RECOMMENDATION

That the recommendations of the Finance and Regulatory Committee held on 17 July 2018 be adopted.

11.2 Strategy and Community Committee Meeting

RECOMMENDATION

That the recommendations of the Strategy and Community Committee held on 17 July 2018 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 Corporate Planning, Policy and Performance Meeting

RECOMMENDATION

That the Minutes of the Corporate Planning, Policy and Performance held on 10 July 2018 be noted and the recommendations adopted.

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE

15.1 Drainage in Fulham

At the meeting of Council on 3 July 2018, Cr Garth Palmer moved the following motion which the Presiding Member ruled would be deferred to the meeting of Council on 17 July 2018.

MOTION

That the Administration investigate and submit a report to Council on the present drainage system in Fulham. The report to include recommendations on the method required to upgrade the present system to avoid future possible flooding.

15.2 Reinstatement of pensioner concession arrangements

Cr Arthur Mangos gave notice of his intention to move the following motion:

MOTION

That Council write to the Minister of Local Government Hon Stefan Knoll and request that the cost of living allowance to pensioners (\$207.30) and self-funded retirees (\$103.70) be returned to councils and these monies be utilised to reduce their council rates as occurred previously. This will lift the burden off of our pensioners and the monies can't be spent elsewhere as was initially intended.

15.3 Change to parking restrictions - Farnham and Chatham Roads, Keswick

Cr Michael Farnden gave notice of his intention to move the following motion:

MOTION

That the Administration propose the introduction of 2 hour parking zones 9am-5pm Monday to Friday on both sides of Farnham Road Keswick and Chatham Road Keswick, following the usual procedure of conducting a survey seeking resident feedback prior to the introduction of the new restriction.

15.4 Review of governance and committee framework post 2018 local government election

Cr John Woodward gave notice of his intention to move the following motion:

MOTION

That the Administration prepare a report for the incoming Council, to be presented post the 2018 election, to identify opportunities where the existing governance and committee framework could be improved to be more efficient, increase transparency and better align to the needs of our community.

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Proposed Delegations to Council's Assessment Panel under the Development Act 1993

Brief

This report seeks Council's endorsement of proposed delegations to Council's Assessment Panel under the *Development Act 1993*.

RECOMMENDATION

It is recommended to Council that it:

1. Hereby revokes its previous delegations to the Council Assessment Panel of those powers and functions under the *Development Act 1993* this 17th day of July 2018.
2. In exercise of the powers contained in Section 20 and 34(23) of the *Development Act 1993*, the powers and functions under the *Development Act 1993* and the *Development Regulations 2008* contained in the proposed Instrument of Delegation being **Attachment 1** to this Agenda report, are hereby delegated to the Council's Assessment Panel this 17th day of July 2018, subject to any conditions specified herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the *Development Act 1993*.

INTRODUCTION

Section 44(6) of the *Local Government Act 1999* states that Council should, at least once in every financial year, review all delegated powers and functions. The annual review (Review) of delegated powers to the Council Assessment Panel (CAP) has been undertaken and is presented to Council for consideration and endorsement.

Delegations to the CAP are subject to conditions and limitations determined by Council set out in the relevant Instrument of Delegation, the tool by which delegations and subsequent sub-delegations are made.

The Administration has reviewed the Instrument of Delegation which is presented to Council for its consideration and determination (**Attachments 1 & 2**). In order for Council to effect new delegations, it must first revoke the current delegations, consequently, recommendation 1 seeks to effect that requirement.

It is important to note that the delegations under the *Development Act 1993* will be subject to on-going review and amendments throughout the next two years as the *Planning, Design and Infrastructure Act 2016* (PDI Act) is progressively 'switched on'.

DISCUSSION

The review of delegations and conditions/limitations of the Instrument has been undertaken to ensure that the outcome of the proposed changes align with the following objectives:

- A **customer centric approach** where development decisions are made promptly, are of consistently high quality, generate good development outcomes and reflect a responsive and adaptable service from City Development staff;
- **Prudent risk management** of development proposals that align with Council's corporate systems and procedures providing for appropriate training of staff in order to effectively manage risk in development decisions;
- **Enhanced efficiencies** to eliminate waste (double-handling, re-working and waiting for a decision) in development decisions that allows for effective targeting of resources, streamlined assessment processes and improved customer service.

In addition, the review of delegations has sought to ensure that development applications requiring a more rigorous and transparent assessment are determined by CAP while low risk, standard applications are assessed by staff in order to reduce assessment timeframes and improve customer service.

Over 150 development applications (DAs) determined by CAP (and its predecessor DAP) for the period January 2017 - April 2018 were analysed as part of the review. The analysis indicates that a significant proportion of these DAs were simple, low risk assessments that would be more efficiently determined by staff.

NEW FUNCTIONS

The review confirmed that CAP is not always allocated high risk development proposals of particular concern to Council and the community more generally. Accordingly, it is proposed that Council delegates the following functions/powers to the CAP via new conditions to the Instrument of Delegation (**Attachment 2**).

1. Higher density development

In the review period, eight (8) applications for residential development over 3 storeys were received with one withdrawn prior to a decision being made and one for 5 storeys which was determined by DAC / SCAP (pursuant to Schedule 10 (4) (c) of the Development Regulations).

None of these DAs were considered by the CAP as no delegation had been conferred on the CAP to consider these applications.

Given higher density applications are of more concern to the community, potentially contentious and in need of a rigorous and transparent assessment of the issues arising from such development (e.g. overshadowing, overlooking, waste management and parking), there is a strong case for the CAP to determine these applications.

2. Development in Conservation areas

There is currently no delegation to the CAP for proposals within Residential Zone Conservation Policy Areas (PAs 29-33) despite these areas being specifically identified as worth conserving within the City. While existing policy in these policy areas is rigorously and competently applied by the Administration, laneway development is of particular concern owing to a range of accessibility, infrastructure and character issues. For these reasons it would be desirable for new residential development and land division proposals which create additional allotments in Conservation Policy Areas to be delegated to CAP to ensure a more transparent and independent assessment process.

EXISTING FUNCTIONS

The review demonstrated that, for the most part, the existing conditions of the Instrument of Delegation allow for the CAP to exercise appropriate powers in the assessment and determination of DAs.

However, the condition requiring applications with a shortfall of 5% or more in minimum site area or frontage to be determined by the CAP led to a large number of low risk, simple DAs going to it that would have been more efficiently assessed and determined by staff. Accordingly, it is proposed to limit the powers attached to this condition, as discussed in the section below.

1. Site area and frontage

Around 60% of DAs going to CAP during the review period were triggered by this condition with over 90% determined in line with the staff recommendation.

Closer analysis revealed that it may be worth removing the frontage element from this condition. DAs triggered by a frontage shortfall were either for hammerhead proposals or land divisions where the allotment was to be bisected. All of these DAs were considered to be low risk as they met minimum site area and side/rear setback requirements. Delegating these DAs to staff would result in a significant improvement to assessment timelines and customer service.

To test the merits of limiting the powers currently delegated to the CAP, an analysis was undertaken of a modified condition that would see a site area only shortfall of 10% determined by CAP. This found that:

- 43 (of 86) DAs would have been allocated to CAP.
- 2-3 others could have been captured by a condition allowing the CEO or Assessment Manager to refer the DA to the CAP (see below) as these were potentially contentious.
- The remaining DAs all met the setback, private open space and site coverage provisions and were considered to be low risk proposals requiring a simple assessment.

The modified condition would have resulted in a 26% reduction of DAs going to the CAP with advantages for:

1. Applicants/customers who would receive a much faster decision on development proposals.
2. CAP members who would have more time to properly consider more complex DAs, leading to better and more targeted decision-making.
3. Assessment staff whose workload on CAP DAs would be reduced, allowing greater opportunity to assess simple, low risk proposals while improving turnaround times and streamlining business processes to the benefit of customers.

The proposed new condition to delegate DAs that fail to meet the minimum site area requirement by 10% or more to the CAP has been included in **Attachment 1**.

The remaining conditions of the Instrument are discussed below.

2. Variation to previous CAP/DAP refusal

CAP/DAP determined 16 DAs of this type during the period. As these DAs often raise issues and risks that require a more rigorous and transparent assessment, it is appropriate that the CAP continues to determine them.

A new condition which integrates 2 previous conditions delegating these DAs to the CAP has been included in **Attachment 1**.

3. Non-complying development

Ten (10) non-complying development applications were determined by CAP during the period. As these DAs are generally more complex and high risk, it is appropriate that these continue to be determined by CAP.

However, to improve efficiencies and customer service, powers could be delegated to staff for non-complying proposals seeking a change of use to office within a Commercial Zone. Council receives 1-2 of these DAs per annum which are low risk and able to be resolved far more efficiently by staff. These proposals also contribute to business and economic development within West Torrens.

A minor change to the existing condition has been included in **Attachment 1**.

4. Recommendation for refusal

No change is proposed to this condition as these DAs often raise difficult issues and risks, increasing the need for transparent and independent development decisions. The CAP/DAP considered 20 DAs recommended for refusal in the period and it is appropriate that the CAP continues to determine these.

5. Representor wishing to be heard

Seventeen (17) DAs where a representor wished to be heard were allocated to CAP during the period. It is appropriate that the CAP continues to determine these DAs so no change is proposed in the Instrument of Delegation.

6. Referral to CAP by CEO, GM Urban Services or Administration (2 DAs)

Two (2) DAs were referred to the CAP under three separate conditions of the current Instrument of Delegation that allow for a proposal to be referred. These conditions/limitations have been consolidated to provide for greater clarity and transparency of purpose.

7. Complying development/limited assessment

Current delegations sometimes capture complying development and applications qualifying for limited assessment. These DAs do not need to be considered by the CAP as they are low risk, meet Development Plan requirements and their consideration by the CAP significantly delays resolution for the applicant/customer and prevents Council from meeting statutory timeframes.

It is proposed to modify the existing conditions to specify the type of application to be delegated to CAP so that complying development and limited assessment applications are excluded.

INSTRUMENT OF DELEGATION - ATTACHMENT 1

To assist members understand the tables contained within the Instrument of Delegation, the following information is provided:

- Column 1 (Section Delegated)**

The section number of the Act or Regulation to which the proposed Instrument of Delegation relates is displayed in the first column.

- Column 2 (Summary of Delegation)**

The proposed condition or limitation applicable to Delegations to Council's Assessment Panel under the Development Act 1993 and Development Regulations 2008.

- New Additions and Amendments**

The proposed delegations for individual powers and functions within the Instrument of Delegation have been colour-coded for ease of reference as follows:

White	Existing delegation from Council
Green	New power under the legislation

CONCLUSION

After a detailed review and analysis of DAs determined by CAP, a number of small changes to the current conditions / limitations of the Instrument of Delegations is proposed in order to enhance efficiencies in the assessment process and improve customer service. The proposed changes align with broader Council objectives and will ensure that CAP determines more complex, high risk DAs and, conversely, that simple, low risk DAs will be assessed by staff.

Attachments

1. Instrument of Delegation - Conditions
2. Instrument of Delegation under the Development Act 1993 and the Development Regulations 2008 - Council Assessment Panel

DELEGATIONS TO CAP

SCHEDULE OF CONDITIONS

CONDITIONS OR LIMITATIONS APPLICABLE TO DELEGATIONS CONTAINED IN THIS INSTRUMENT

Section number(s) to which conditions/limitations apply	Conditions / Limitations
Section 33 1 (a) Section 33 1 (b) Section 33 1 (c) Section 33 1 (d) Section 33 1 (e) Section 33 2	That the functions and powers delegated under these provisions may only be exercised where:
	1. the relevant application is a merit application and is a variation to, or similar in nature to a development application which was refused by the CAP or the former DAP within the past 5 years;
	2. the relevant application proposes a merit form of development which does not meet the minimum site area requirement in the relevant Zone or Policy Area by 10% or more;
	3. the relevant application proposes a non-complying form of development and the application is to be determined after a full merit assessment against the Development Plan, except where the relevant development application proposes a change of land use to office in a Commercial Zone;
	4. the relevant application proposes a merit form of development and in the opinion of the delegate, should be refused, except where the application is to be refused for a failure to provide information pursuant to section 39 of the Act or where a referral agency directs that the application be refused pursuant to section 37 of the Act;
	5. the relevant application proposes one or more new dwellings and/or land division creating one or more new allotments in Residential Zone Conservation Policy Areas 29-33;

	6. the relevant application proposes residential development of three or more storeys above finished ground level;
	7. the relevant application proposes mixed use development including residential development of three or more storeys above finished ground level;
	8. the relevant application is for a merit, Category 2 or Category 3 form of development, representations have been received and one or more representors wish to be heard on their representation;
	9. where the Chief Executive Officer or the Assessment Manager form the opinion that the relevant application warrants consideration and determination by the CAP.

Signed by Terry Buss
Chief Executive Officer

ATTACHMENT 1

INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993 AND DEVELOPMENT REGULATIONS 2008 COUNCIL ASSESSMENT PANEL

Main Delegations and Sub delegations

In exercise of the power contained in Section 20 of the *Development Act 1993* the powers and functions under the *Development Act 1993* and the *Development Regulations 2008* contained hereunder are, subject to the conditions, limitations and provisos contained therein, hereby delegated this 17TH day of July 2018 to the Council Assessment Panel ("CAP").

NOTES

Conditions or Limitations apply to the delegations contained in this Instrument. Refer to the Schedule of Conditions at the back of this document.

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

SECTION	DELEGATED POWERS
Section 33	Assessment of Development Proposal
	<ol style="list-style-type: none"> 1. The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to the particular development): <ol style="list-style-type: none"> (a) the provisions of the appropriate Development Plan; (b) in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) on the satisfaction of the conditions specified in Section 33(1)(c) of the Act; (c) in relation to a division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 on the satisfaction of the conditions specified in Section 33(1)(d) of the Act; (d) the requirement that any encroachment of a building over, under, across or on a public place has been dealt with in a satisfactory manner; and

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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	<p>such other matters as may be prescribed.</p> <p>2. The power pursuant to Section 33(3) of the Act, when granting development plan consent, to reserve a decision on a specified matter until further assessment of the development under the Act.</p>
Section 34	Determination of Relevant Authority
	<p>1. The power pursuant to section 34(1)(b)(iii) of the Act to request the Minister to declare the Development Assessment Commission (now SCAP) to be the relevant authority for a proposed development.</p> <p>2. The power pursuant to Section 34(1a) of the Act, where the Minister has made a declaration under Section 34(1)(b)(vi) of the Act, to provide the Development Assessment Commission (now SCAP) with a report, relating to the application for development authorisation, within the time prescribed by the Regulations.</p>
Section 35	Special Provisions Relating to Development Plan Assessment
	<p>1. The power pursuant to Section 35(1b) of the Act to determine a development that is assessed by a relevant authority as being a minor variation from complying development to be complying development.</p> <p>2. The power pursuant to Section 35(2) of the Act to assess whether or not a development is seriously at variance with the relevant Development Plan.</p> <p>3. The power pursuant to Section 35(3)(a) of the Act in appropriate cases to concur in the granting of consent to a development described as a non-complying development.</p>
Section 37AA	Preliminary Advice and Agreement
	<p>1. The power pursuant to and in accordance with Section 37AA(2)(e) of the Act to be satisfied that an application accords with an agreement indicated by a prescribed body in accordance with Section 37AA(2)(c) of the Act.</p> <p>2. The power pursuant to and in accordance with Section 37AA(4) of the Act to determine that an agreement under Section 37AA of the Act is no longer appropriate due to the operation of Section 53 of the Act.</p>
Section 37A	Proposed Development Involving Creation of Fortifications

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	The power pursuant to Section 37A(2)(b) of the Act to receive the Commissioner's written determination under Section 37A(2)(a) of the Act.
Section 38	Public Notice and Consultation
	<ol style="list-style-type: none"> 1. If a representation is received under paragraph (b) of Section 38(3a) of the Act within the prescribed number of days, the power pursuant to Section 38(3a)(c) of the Act to, in the Delegate's absolute discretion, allow the person who made the representation to appear personally or by representative before it to be heard in support of the representation. 2. The power pursuant to Section 38(10)(a) of the Act, in respect of a Category 2 development, to determine whether to allow a person who made a representation to appear personally or by representative before the Delegate. 3. The power, pursuant to subsection 38(17) of the Act, where a relevant authority is acting under Section 38 of the Act in relation to a Category 2A or Category 2 development, to not take into account under Section 38 of the Act a representation made by a person who is not entitled to be given notice of the relevant application under Section 38 of the Act. 4. The power, pursuant to subsection 38(18) of the Act, to not take into account under Section 38 of the Act, a representation that is not made in accordance with any requirement prescribed by the Regulations for the purposes of Section 38.

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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Section 39	Application and Provision of Information
	<ol style="list-style-type: none"> 1. The power pursuant to Section 39(2) of the Act to request an applicant to: <ol style="list-style-type: none"> (a) provide such additional documents or information to enable assessment of the application; (b) remedy any defect or deficiency in any application or accompanying document or information required by or under the Act; (c) consult with an authority or body prescribed by the Regulations; (d) (where required by the Regulations) prepare a statement of effect in relation to non-complying development; and (e) comply with any other requirement prescribed by the Regulations. 3. The power pursuant to section 39(2b)(c) of the Act to request additional documents subject to the requirements of that provision. 4. Pursuant to Section 39(3)(b) of the Act, where a request is made under Section 39(2) of the Act and the request is not complied with within the time specified by the Regulations, the power :- <ol style="list-style-type: none"> (a) subject to Section 39(3)(b)(ii) of the Act, to refuse the application; and (b) refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).
Section 39	Variation of an Application
	<ol style="list-style-type: none"> 1. The power pursuant to Sections 39(4)(a) and 39(5) of the Act to permit an applicant to vary an application or vary any plans, drawings, specifications or other documents that accompanied an application. 2. The power pursuant to Sections 39(4)(b) and 39(5) of the Act to permit an applicant to lodge an application without the provision of any information or document required by the Regulations. 3. The power pursuant to Section 39(4)(c) and Section 39(5) of the Act to waive payment of whole or part of the application fee or refund an application fee (to the extent that such fees are payable).

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	<p>4. The power pursuant to Section 39(4)(e) of the Act, if there is an inconsistency between any documents lodged with the Council for the purposes of Division 1 of Part 4 of the Act, or between any such document and a development authorisation that has already been given that is relevant in the circumstances, to return or forward any document to the applicant or to any other person and to determine not to finalise the matter until any specified matter is resolved, rectified or addressed.</p> <p>5. The power pursuant to Section 39(6) and (7) of the Act to approve of an application for variation of a development authorisation previously given under the Act, or to extend the period for which such authorisation remains operative.</p>
	<p>6. The power, pursuant to section 39(7)(c) of the Act to determine whether representations relate to any aspect of the development under consideration on account of an application for variation, and to determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development.</p> <p>7. The power pursuant to Section 39(8) of the Act to issue a consent which provides for the undertaking of development in stages.</p>
	<p>8. The power pursuant to Section 39(9) of the Act to determine that the applicant is entitled to a refund of the application fee in the event that an application is withdrawn.</p>
Section 39	Refuse Non-Complying Development
	<p>The power pursuant to Section 39(4)(d) of the Act and Regulation 17(3)(a) of the Regulations to refuse an application that relates to a development of the kind that is described as a non-complying development under the Development Plan without proceeding to make an assessment of the application.</p>
Section 40(3)	Extension of Time of Development Authorisation
	<p>The power pursuant to Section 40(3) of the Act to extend the period of time within which a development authorisation remains operative, either on the CAP's own initiative or on application of a person who has the benefit of any relevant development authorisation.</p>

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Section 42	Attaching of Conditions
	<ol style="list-style-type: none"> 1. The power pursuant to Sections 42(1) and (3) of the Act to attach such conditions as the Delegate thinks it or as may be prescribed by regulation to any decision under Division 1 of Part 4 of the Act. 2. The power pursuant to section 42(6) of the Act to determine, on the application of an applicant, that the payment of an amount prescribed by the Regulations be made into the relevant fund as prescribed by section 42(7) of the Act in lieu of planting one or more replacement trees under section 42(4) of the Act. 3. The power, pursuant to section 42(8)(b) of the Act to grant an exemption to the requirements of section 42(4) and/or section 42(b) of the Act in a particular case after taking into account any criteria prescribed by the Regulations, and subject to and with the concurrence of the Minister.
Section 43	Cancellation of Development Authorisation
	The power pursuant to Section 43 of the Act to cancel a development authorisation previously given by the Council or the Panel.
Section 45A	Investigation of Development Assessment Performance
	The power pursuant to Sections 45A(2) and 45A(12) of the Act to make submissions to the Minister.
Section 50	Open Space Contribution System
	<ol style="list-style-type: none"> 1. The power pursuant to Section 50(1) of the Act, with respect to an application for the division of land into more than 20 allotments (except by a strata plan) where one or more allotments is less than one hectare in area, to require: <ol style="list-style-type: none"> (a) that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or (b) that the applicant make a contribution as prescribed by the Regulations in accordance with the requirements of Section 50(7) of the Act; or (c) that the land be vested in the Council and that the applicant

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	<p style="text-align: center;">make a prescribed contribution.</p> <p>2. The power pursuant to Sections 50(3) and 50(2)(d) of the Act to enter into an agreement on behalf of the Council with the Development Assessment Commission (now SCAP) and the applicant under which certain land described by the relevant plan of division will be vested in the Council.</p> <p>3. The power pursuant to Section 50(11) of the Act to determine that the division of land is being undertaken in stages such that Section 50 of the Act does not apply to an application for development authorisation to the extent that an earlier application in respect of the same development has addressed the requirements of Section 50 of the Act in respect of the area of land as a whole.</p>
Section 50A	Car Parking Fund
	<p>1. The power, pursuant to Section 50A(5)(c) of the Act to determine that a proposal does not provide for sufficient spaces for the parking of cars at the site of a development within any area designated by the Council in accordance with Section 50A(1) of the Act.</p> <p>2. The power, pursuant to Section 50A(5)(d) of the Act to agree with an applicant that a contribution calculated in accordance with a determination of the Council or Delegate, can be made by the applicant to a Car Parking Fund in lieu of providing a certain number of spaces for the parking of cars at the site of a development.</p> <p>3. The power pursuant to and in accordance with Section 50A(7) of the Act to invest any money in a car parking fund and to pay any resultant income into the fund.</p>
Section 101	Seeking of Professional Advice
	The power, pursuant to Section 101(1) of the Act, in the exercise of a prescribed function, to rely on a certificate of a person with prescribed qualifications.

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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DEVELOPMENT REGULATIONS 2008

Regulation	DELEGATED POWERS
Regulation 16	Nature of Development
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 16(1) of the Regulations to determine the nature of the development. 2. The power pursuant to Regulation 16(2) of the Regulations to form the opinion that a development is non-complying, and the duty if the Delegate is of the opinion that an application relates to a kind of development that is noncomplying and the applicant has not identified the development as such, by notice in writing to inform the applicant of that fact.
Regulation 17	Non-Complying Development
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 17(3) of the Regulations, after receipt of an application which relates to a kind of development that is described as noncomplying development to: <ol style="list-style-type: none"> (a) refuse the application pursuant to Section 39(4)(d) of the Act and notify the applicant accordingly; or (b) resolve to proceed with an assessment of the application. 2. The power pursuant to and in accordance with Regulation 17(6) of the Regulations, to determine that a statement of effect is not required.

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Regulation 20	Amended Applications
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 20(4) of the Regulations, to form the opinion that variations to an application are not substantial and that repeating of the referral process under Part 5 of the Regulations, or the giving of notice under Part 6 of the Regulations, is not required. 2. The power, pursuant to Regulation 20(5) of the Regulations, where a variation to an application changes the essential nature of a proposed development to (by agreement with the applicant) proceed with the variation on the basis that the application will be treated as a new application.
Regulation 30	Underground Mains Area
	The power pursuant to Regulation 30(4) of the Regulations, where a development includes the division of land within or partly within an underground mains area, to require, as a condition of the decision, that any electricity mains be placed underground.
Regulation 31A	Preliminary Advice and Agreement - Section 37AA
	The power pursuant to Regulation 31A(6)(b) of the Regulations to determine that an application no longer accords with an agreement indicated by the prescribed body.
Regulation 36	Response by Applicant
	The power, pursuant to Regulation 36 of the Regulations, to extend the time within which an applicant may respond to any representation.
Regulations 38 & 39	Commission as Relevant Authority
	<p>Where the Development Assessment Commission (now SCAP) is the relevant authority under Section 34(1)(b) of the Act the power pursuant to and in accordance with Regulation 38(2)(b) to provide a report on matters under Section 33(1) (as relevant).</p> <p>Where the Development Assessment Commission (now SCAP) is the relevant authority under Section 34(1)(b)(iv) of the Act and the proposed development is to be undertaken within one kilometre of a boundary with</p>

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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	the Council, the power, pursuant to Regulation 38(4) of the Regulations, to provide the Development Assessment Commission (now SCAP) with comments on the proposed development.
Regulation 48	Lapse of Consent or Approval
	The power, pursuant to Regulation 48(2) of the Regulations, to extend the time when any consent or approval under Part 4 of the Act will lapse.
Regulation 51	Width of Roads and Thoroughfares
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 51(4) of the Regulations to dispense with the requirements of Regulations 51(1) and (3) dealing with the width of any proposed road or thoroughfare where the Delegate is of the opinion that the prescribed width is not necessary for the safe and convenient movement of vehicles or pedestrians or for underground services. 2. The power pursuant to Regulation 51(6) of the Regulations to dispense with the requirements of Regulation 51(5) dealing with the width of a road at the head of every cul-de-sac where it appears that the cul-de-sac is likely to become a through road.
Regulation 52	Road Widening
	The power pursuant to Regulation 52(1) of the Regulations to require a road widening where land to be divided abuts an existing road.
Regulation 53	Requirement as to Forming of Roads
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 53(1) and (2) of the Regulations, to specify the width of roads. 2. The power, pursuant to Regulation 53(4) of the Regulations, to dispense with the requirements of Regulation 53(3) of the Regulations that adequate provision be made for the turning of vehicles at the head of a cul-de-sac where the Delegate is of the opinion that the cul-de-sac is likely to become a through road. 3. The power, pursuant to Regulation 53(6) of the Regulations, to dispense with the requirements of Regulation 53(5) dealing with the forming of footpaths, water tables, kerbing, culverts and drains

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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	on proposed roads.
Regulation 54	Construction of Roads, Bridges, Drains and Services
	The power, pursuant to Regulation 54(1) of the Regulations, to require the paving and sealing of the roadway of proposed roads.
Regulation 58	General Land Division
	<ol style="list-style-type: none"> 1. The power pursuant to and in accordance with Regulation 58(1) of the Regulations, to enter into a binding arrangement with an applicant for land division for the satisfaction of outstanding requirements. 2. The power pursuant to and in accordance with Regulation 58(2) of the Regulations to advise the Development Assessment Commission (now SCAP) that an applicant has entered into appropriate binding arrangements pursuant to Section 51(1) of the Act.
Regulation 59	Division of Land by Strata Title
	The power, pursuant to Regulation 59(1) of the Regulations, to advise the Development Assessment Commission (now SCAP) that an applicant has entered into a binding arrangement with the Council for the satisfaction of the requirements of Section 33(1)(d) of the Act and that the arrangement is supported by adequate security.
Item 1 of Schedule 8	Development Near the Coast
	The power, pursuant to Item 1(b) of Clause 2 of Schedule 8 of the Regulations, where development is on coastal land, to form the opinion that the development is of a minor nature only, and comprises the alteration of an existing building or the construction of a building to facilitate the use of an existing building.

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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Item 3 of Schedule 8	Development Adjacent To Main Roads
	<p>3. The power, pursuant to Item 3 of Clause 2 of Schedule 8 of the Regulations, to form the opinion that development is likely to:</p> <ul style="list-style-type: none"> (a) alter an existing access; or (b) change the nature of movement through an existing access; or (c) create a new access; or (d) encroach within a road widening setback under the Metropolitan Adelaide Road Widening Plan Act 1972, <p>in relation to an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road, or within 25 metres of a junction with an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road (as delineated in the relevant Development Plan), other than (unless an access certificate is required for complying development) complying development in respect of the relevant Development Plan.</p>
Item 5 of Schedule 8	State Heritage Places
	The power, pursuant to and in accordance with Item 5(1) of Clause 2 of Schedule 8 of the Regulations, to form the opinion that a development materially affects the context within which a State Heritage place is situated.
Item 7 of Schedule 8	Mining – General
	The power, pursuant to and in accordance with Item 7 of Clause 2 of Schedule 8 of the Regulations, to form the opinion that development is of a minor nature only.

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Item 10 of Schedule 8	Activity Of Environmental Significance
	The power, pursuant to Item 10(b) of Clause 2 of Schedule 8 of the Regulations, where development involves, or is for the purposes of, an activity specified in Schedule 21 of the Regulations (including, where an activity is only relevant when a threshold level of capacity is reached, development with the capacity or potential to operate above the threshold level, and an alteration or expansion of an existing development (or existing use) where the alteration or expansion will have the effect of producing a total capacity exceeding the relevant threshold level), other than development which comprises the alteration of, or addition to, an existing building, to form the opinion that the development does not change the use of the building, and is of a minor nature only, and does not have any adverse effect on the environment.
Item 15 of Schedule 8	Aquaculture Development
	The power, pursuant to and in accordance with Item 15 of Clause 2 of Schedule 8 of the Regulations, to form the opinion that development involves a minor alteration to an existing or approved development.
Part 1 of Schedule 9	Category 1 Development
	<ol style="list-style-type: none"> 1. The power, pursuant to Clause 1 of Part 1 of Schedule 9 of the Regulations, in circumstances where a development would be a complying development under the Regulations or the relevant Development Plan but for the fact that it fails to meet the conditions associated with the classification, to form the opinion that the failure to meet those conditions is of a minor nature only. 2. The power, pursuant to Clause 2(g) of Part 1 of Schedule 9 of the Regulations, to form the opinion that a development is of a kind which is of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development. 3. The power, pursuant to the following designated sub-paragraphs of Clause 3 of Part 1 of Schedule 9 of the Regulations, where a development is classified as non complying under the relevant Development Plan, to form the opinion that:- <ol style="list-style-type: none"> (a) the alteration of, or addition to, a building is of a minor nature only, pursuant to subparagraph (a); or (b) the construction of a building to be used as ancillary to or in association with an existing building and which will facilitate the better enjoyment of the purpose for which the existing building is being used constitutes development of a minor nature only pursuant to subparagraph (b).

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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4. The power, pursuant to Clause 5 of Part 1 of Schedule 9 of the Regulations, to form the opinion:-
 - (a) that the division of land (including for the construction of a road or thoroughfare) is for a proposed use which is consistent with the objective of the zone or area under the Development Plan; and
 - (b) whether the proposed division will change the nature or function of an existing road.
5. The power, pursuant to Clause 11 of Part 1 of Schedule 9 of the Regulations, in circumstances where development comprises a special event and the special event will not be held over more than 3 consecutive days, to form the opinion that an event of a similar or greater size or of a similar or greater impact on surrounding areas, has not been held on the same site (or substantially the same site) within 6 months immediately preceding the day or days on which the special event is proposed to occur.
6. Pursuant to Clause 17 of Part 1 of Schedule 9 of the Regulations for the purpose of determining whether a development should be considered to be of a minor nature only:
 - (a) the power to take into account the size of the site of the development, the location of the development within that site, and the manner in which the development relates to the locality of the site; and
 - (b) the power to conclude, if relevant, that the development is of a minor nature only despite the fact that it satisfies some, but not all, of the criteria set out in item 2(d) of Part 1 of Schedule 9 of the Regulations.

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Part 2 of Schedule 9	Category 2 Development
	<p>1. The power, pursuant to Clause 21 of Part 2 of Schedule 9 of the Regulations, except where development is classified as non-complying development under the relevant Development Plan, to form the opinion that in respect of a proposed division of land:</p> <p>(a) that the applicant's proposed use of the land, is for a purpose which is consistent with the zone or area under the Development Plan; and</p> <p>(b) whether the proposed division will change the nature or function of an existing road.</p>

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**INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993
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SCHEDULE OF CONDITIONS

**CONDITIONS OR LIMITATIONS
APPLICABLE TO DELEGATIONS
CONTAINED IN THIS INSTRUMENT**

Section number(s) to which conditions/limitations apply	Conditions / Limitations
Section 33 1 (a) Section 33 1 (b) Section 33 1 (c) Section 33 1 (d) Section 33 1 (e) Section 33 2	That the functions and powers delegated under these provisions may only be exercised where:
	1. the relevant application is a merit application and is a variation to, or similar in nature to a development application which was refused by the CAP or the former DAP within the past 5 years;
	2. the relevant application proposes a merit form of development which does not meet the minimum site area requirement in the relevant Zone or Policy Area by 10% or more;
	3. the relevant application proposes a non-complying form of development and the application is to be determined after a full merit assessment against the Development Plan, except where the relevant development application proposes a change of land use to office in a Commercial Zone;
	4. the relevant application proposes a merit form of development and in the opinion of the delegate, should be refused, except where the application is to be refused for a failure to provide information pursuant to section 39 of the Act or where a referral agency directs that the application be refused pursuant to section 37 of the Act;
	5. the relevant application proposes one or more new dwellings and/or land division creating one or more new allotments in Residential Zone Conservation Policy Areas 29-33;

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	6. the relevant application proposes residential development of three or more storeys above finished ground level;
	7. the relevant application proposes mixed use development including residential development of three or more storeys above finished ground level;
	8. the relevant application is for a merit, Category 2 or Category 3 form of development, representations have been received and one or more representors wish to be heard on their representation;
	9. where the Chief Executive Officer or the Assessment Manager form the opinion that the relevant application warrants consideration and determination by the CAP.

17.2 Review of Delegations to the Chief Executive Officer under the Development Act 1993

Brief

This report seeks Council's endorsement of proposed delegations to the Chief Executive Officer under the *Development Act 1993*.

RECOMMENDATION(s)

It is recommended to Council that having undertaken a review of the powers and functions previously delegated to the Chief Executive Officer and others in accordance with section 44(6) of the *Local Government Act 1999*, the Council:

1. Hereby revokes all delegations made to persons occupying the position of Chief Executive Officer and others under *the Development Act 1993*, *Development (Development Plans) Amendment Act 2006* and *Development Regulations 2008* this 17th day of July 2018.
2. In exercise of the powers contained in Section 20 of the *Development Act 1993*, the powers and functions under the *Development Act 1993* and the *Development Regulations 2008* contained in the Instrument of Delegation being **Attachment 1** to the Agenda report, are, subject to the conditions, limitations and provisos contained therein, hereby delegated this 17th day of July 2018 to the person occupying the office of Chief Executive Officer (and any person appointed to act in that position) and such powers and functions may be delegated by the Chief Executive Officer to an officer or officers of the Council as the Chief Executive Officer sees fit.

Introduction

It is a requirement of section 44(6) of the *Local Government Act 1999* that at least once in every financial year, Council reviews the delegations that it has previously granted. The annual review of delegations is scheduled to be presented to Council at its meeting of 7 August 2018.

The introduction of the *Planning, Development and Infrastructure Act 2016* (PDI Act) resulted in the establishment of the Council Assessment Panel (CAP) on 1 October 2017, which for the purposes of that Act is an entity in its own right. As such, Council will note that delegations under the Act are required to be considered for both the Chief Executive Officer and the CAP.

Proposed delegations to the CAP will be presented to Council in a separate report.

All delegations issued by Council are kept in a register named the *Delegations Framework* which is available for public inspection on Council's website.

The Administration, with assistance from Kelledy Jones Lawyers, has conducted a review of the current delegations under the Act and presents the results of the review, being proposed Instruments of Delegation, for Council's consideration (**Attachment 1**).

In line with general practice, all proposed delegations have been made to the person occupying the position of Chief Executive Officer (CEO), unless otherwise specified, to enable the Administration to undertake its functional and operational roles and responsibilities effectively and efficiently.

In the case of the powers delegated to the CEO, these may be further delegated by the CEO as the CEO sees fit pursuant to s20(3) of the Act.

Council must first revoke the current delegations prior to approving new delegations. Accordingly, a recommendation to effect this revocation is included in this report.

Discussion

Delegations Review

The Administration has undertaken a review of the current Instruments of Delegation under the Act taking into account legislative requirements and the appropriateness and effectiveness of the delegation.

Delegations that were previously included in the *Delegations Framework*, that are deemed not to be relevant, have been removed from the proposed Instruments of Delegation because:

- a) the instrument comprises a duty, not a delegation (and, therefore, is unable to be delegated); or
- b) the instrument provides a power that should remain vested in Council and would ordinarily be actioned by virtue of a decision of Council; or
- c) the powers arising from the instrument have been revoked by virtue of amendments to legislation.

It is important to note that the delegations under the *Development Act 1993* will be subject to on-going review and amendments throughout the next two years as the *Planning, Design and Infrastructure Act 2016* (PDI Act) is progressively 'switched on'. Powers and functions under the Act which have already been amended as a result of the introduction of the PDI Act are highlighted in orange shading in **Attachment 1**.

New powers that have been included in the proposed Instrument of Delegation include:

- Regulation 80(1)(a) which enables Council to determine that a building is unsafe, structurally unsound or in unhealthy condition and to impose conditions as necessary to ensure that the building is safe.
- Regulation 82(4)(a) which requires applicants to satisfy the Council that they have complied with the Ministers specification with regard to the classification of buildings.
- Regulation 92(6) provides the ability to give approval for the receipt of material by fax or other form of electronic transmission.

Interpreting the Instrument of Delegation

As the Instruments of Delegation are complex documents the following information is provided to assist Members understand the tables presented:

- **Column 1 (Section Delegated)**

The section number of the Act or Regulation to which the proposed Instrument of Delegation relates is displayed in the first column.

- **Column 2 (Summary of Delegation)**

The section title and description of the section of the Act or Regulation to which the proposed Instrument of Delegation relates is detailed in the second column.

- **Conditions and Limitations**

The detail of recommended conditions or limitations related to the Instrument of Delegation is featured in the table at the end of the Instrument.

- **New Additions and Amendments**

New legislative provisions that have been enacted since the last review by Council are highlighted in green, as are proposed new delegations to the CEO. Minor legislative amendments and other recommendations are highlighted in orange. Provisions that may be delegated by Council but are recommended to remain vested in Council are highlighted in grey.

	New Addition
	Legislative Amendment
	Council Only

As duties, under legislation, are not able to be delegated and so have been excluded from the proposed Instruments of delegation.

Once adopted, the new Instruments of Delegation will be included within the *Delegations Framework 2018*.

Conclusion

This report presents the outcomes of the Administration's review of the powers and functions under the *Development Act 1993* and proposes that Council formally approves the recommendations arising from the review to provide appropriate decision making authority to the Administration.

The updated *Delegations Framework 2018* will be made available on Council's website and will be available for public inspection or purchase at the Civic Centre during normal business hours as required by the *Local Government Act 1999*.

Attachments

1. Delegations to the CEO under the Development Act 1993

INSTRUMENT OF DELEGATION UNDER THE
DEVELOPMENT ACT 1993

In exercise of the powers contained in Section 20 of the *Development Act 1993*, the powers and functions under the *Development Act 1993* and the *Development Regulations 2008* contained hereunder, are, subject to the conditions, limitations and provisos contained therein, hereby delegated this 17th of July 2018 to the person occupying the office of Chief Executive Officer (and any person appointed to act in that position) and such powers and functions may be delegated by the Chief Executive Officer to an officer or officers of the Council as the Chief Executive Officer sees fit.

Development Act 1993

SECTION	DELEGATED POWERS
Section 6	Change of Land Use Declaration
	<p>The power pursuant to Section 6(3) of the <i>Development Act 1993</i> ("the Act") and in circumstances where a particular use of land has been discontinued for a period of six months or more:</p> <ol style="list-style-type: none"> a. to form the opinion that the revival of that use would be inconsistent with the Development Plan and have an adverse effect on the locality in which the land is situated; and b. to serve written notice on the owner and occupier of the land declaring that a revival of the use will be treated for the purposes of the Act as a change in the use of land.
Section 18	Appointment of Authorised Officers
	<ol style="list-style-type: none"> 1. The power pursuant to Section 18(1) of the Act to appoint a person to be an authorised officer for the purposes of the <i>Development Act 1993</i>. 2. The power pursuant to Section 18(2) of the Act to impose conditions on the appointment of an authorised office 3. The power pursuant to Section 18(5) of the Act to at any time, revoke an appointment which the Delegate or the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.
Section 24	Council or Minister May Amend a Development Plan

	<ol style="list-style-type: none"> 1. Where an amendment relates to the area, or part of the area, of a council, the power pursuant to Section 24(1)(a)(i) of the Act to prepare an amendment to a Development Plan 2. Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(ii) of the Act to prepare an amendment to a Development Plan at the request or with the approval of the Minister. 3. The power pursuant to Section 24(1a) of the Act and in accordance with subdivision 2 of Division 2 Part 3 of the Act to act jointly with one or more councils in preparing amendments to 1 or more Development Plans under sub Section (1)(a)(i) or (1)(b)(ii) of the Act. 4. The power pursuant to Section 24(1b) of the Act to make submissions in relation to the matter within the period specified by the Minister. 5. The power pursuant to Section 24(2a) of the Act to make submissions (within a period specified in the notice) in relation to a matter.
Section 25	Amendments to Development Plans
	<ol style="list-style-type: none"> 1. The power pursuant to Section 25(1) of the Act to prepare a "Statement of Intent" in accordance with the Regulations. 2. The power pursuant to Section 25(1) of the Act to reach agreement with the Minister on a 'Statement of Intent' prepared by the Council. 3. The power pursuant to Section 25(3)(a) of the Act to initiate investigations in accordance with the terms of the Statement of Intent and such other investigations as the Delegate thinks fit.

	<ol style="list-style-type: none"> 4. The power pursuant to Section 25(6) of the Act to reach an agreement with the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister. 5. The power pursuant to Section 25(7)(b) of the Act, if a response is not received within the period that applies under Section 25(7)(a) of the Act, to assume that the particular Department, agency or other body does not desire to provide any comment. 6. The power pursuant to Section 25(7)(c) of the Act to consult with the Minister. 7. The power, pursuant to Section 25(8)(a) of the Act, to consult with the Minister. 8. The power pursuant to Section 25(13)(b) of the Act, if the Delegate thinks fit, by notice in writing to the Minister, to decline to proceed any further with an amendment. 9. The power pursuant to Sections 25(15)(d) and 25(15)(f) of the Act to consult with the Minister. 10. The power pursuant to and in accordance with Section 25(21) of the Act to consult with, and make submissions to the Minister. 11. The power pursuant to Section 25(23) of the Act to consult with the Minister.
Section 26	Amendments by the Minister
	<ol style="list-style-type: none"> 1. The power pursuant to Section 26(5)(d)(i) of the Act, in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks. 2. The power pursuant to Section 26(5a)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks. 3. The power pursuant to Section 26(5b)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 4 weeks. 4. The power pursuant to Section 26(12) of the Act, to make comment to the Minister within a period determined by the Minister in relation to a proposal to act under Section 26(11) of the Act. 5. The power pursuant to, Section 26(12) of the Act to, by notice in writing, object to the Minister's proposed action.
Section 27	Parliamentary Scrutiny
	The power pursuant to Section 27(6) of the Act to consult with the Minister.
Section 30	Strategic Directions Reports
	<ol style="list-style-type: none"> 1. The power pursuant to Section 30(9) of the Act to request the Minister to exempt the Council:

	<ul style="list-style-type: none"> a. from a requirement to prepare a particular report under Section 30 of the Act; or b. from a particular requirement with respect to a report under Section 30 of the Act. <p>2. The power pursuant to Section 30(14) of the Act, to request in accordance with the regulations a Minister identified by the regulations for the purposes of this provision to furnish to the Council within the prescribed period a statement of the nature and extent of any infrastructure that, according to the Minister's assessment, should be taken into account in connection with the preparation of a report under Section 30 of the Act.</p> <p>3. The power pursuant to Section 30(15) of the Act to act jointly with two or more councils under Section 30 of the Act and to act on behalf of, and with the agreement of, the other council or councils in undertaking any process or procedure under Section 30 of the Act.</p>
Section 33	Assessment of Development Proposal
	<p>1. The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to the particular development):</p> <ul style="list-style-type: none"> a. the provisions of the appropriate Development Plan; b. the provisions of the Building Rules; c. in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) on the satisfaction of the conditions specified in Section 33(1)(c) of the Act; d. in relation to a division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 on the satisfaction of the conditions specified in Section 33(1)(d) of the Act; e. the requirement that any encroachment of a building over, under, across or on a public place has been dealt with in a satisfactory manner; and f. such other matters as may be prescribed. <p>2. The power pursuant to Section 33(3) of the Act, when granting development plan consent, to reserve a decision on a specified matter until further assessment of the development under the Act.</p>
Section 34	Determination of Relevant Authority

	<ol style="list-style-type: none"> 1. The power pursuant to Section 34(1a) of the Act, where the Minister has made a declaration under Section 34(1)(b)(vi) of the Act, to provide the Development Assessment Commission (now State Commission Assessment Panel ("SCAP")) with a report, relating to the application for development authorisation, within the time prescribed by the Regulations. 2. The power pursuant to Section 34(1)(b)(iii) of the Act to request the Minister to declare the Development Assessment Commission (now SCAP) to be the relevant authority for a proposed development. 3. The power pursuant to Section 34(8a) of the Act to, in conjunction with the Councils for the areas in relation to which a regional development assessment panel has been constituted, remove a member from the panel for a failure to comply with the requirements of Section 34(6a) or (7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act. 4. The power in accordance with Section 34(21) of the Act to withdraw from a regional development assessment panel.
Section 35	Special Provisions Relating to Development Plan Assessment
	<ol style="list-style-type: none"> 1. The power pursuant to Section 35(1b) of the Act to determine a development that is assessed by a relevant authority as being a minor variation from complying development to be complying development. 2. The power pursuant to Section 35(2) of the Act to assess whether or not a development is seriously at variance with the relevant Development Plan. 3. The power pursuant to Section 35 of the Act to determine that a development application should be classified as complying, non-complying or merit. 4. The power pursuant to Section 35(3)(a) of the Act in appropriate cases to concur in the granting of consent to a development described as a non-complying development. 5. Subject to the Act, the power and duty pursuant to Section 35(6) of the Act, to accept that a proposed development complies with the provisions of the appropriate development plan to the extent that such compliance is certified by a private certifier.
Section 36	Special Provisions Relating to Building Rules Assessment

	<ol style="list-style-type: none"> 1. The power pursuant to and in accordance with Section 36(2) of the Act: <ol style="list-style-type: none"> a. to assess whether a development is at variance with the Building Rules; b. to determine whether to grant building rules consent where the variance is with the performance requirements of the Building Code and the Building Rules Assessment Commission concurs in the granting of consent; c. to determine whether to grant building rules consent where the variance is with a part of the Building Rules other than the Building Code on the basis that the Delegate is satisfied that: <ol style="list-style-type: none"> i. the provisions of the Building Rules are inappropriate to the particular building or building work, or the proposed building fails to conform with the Building Rules only in minor respects and the variance is justifiable having regard to the objects of the Development Plan or the performance requirements of the Building Code and would achieve the objects of the Act as effectively, or more effectively, than if the variance were not to be allowed; or in circumstances where the development has already occurred the variance is justifiable in the circumstances of the particular case. 2. The power, pursuant to section 36(2b) to, at the request of or with the consent of the applicant, refer proposed building work to the Building Rules Assessment Commission for an opinion on whether or not the proposed building work complies with the performance requirements of the Building Code. 3. The power pursuant to Section 36(6) of the Act to refuse to grant a consent in relation to any development if, as a result of that development, the type or standard of construction of a building of a particular classification would cease to conform with the requirements of the Building Rules for a building of that classification.
Section 37	Consultation with Other Authorities or Agencies
	If a relevant authority is directed by a prescribed body to refuse an application and the refusal is the subject of an appeal under the Act, the power, pursuant to Section 37(6) of the Act to make application for the relevant authority to be joined as a party to the proceedings.
Section 37AA	Preliminary Advice and Agreement
	<ol style="list-style-type: none"> 1. The power pursuant to and in accordance with Section 37AA(2)(e) of the Act to be satisfied that an application accords with an agreement indicated by a prescribed body in accordance with Section 37AA(2)(c) of the Act. 2. The power pursuant to and in accordance with Section 37AA(4) of the Act to determine that an agreement under Section 37AA of the Act is no longer appropriate due to the operation of Section 53 of

	the Act.
Section 38	Public Notice and Consultation
	<ol style="list-style-type: none"> 1. The power pursuant to Section 38 of the Act to assign a public notification category to a development application. 2. The power pursuant to Section 38(10)(a) of the Act, in respect of a Category 2 development, to determine whether to allow a person who made a representation to appear personally or by representative before the Delegate. 3. The power, pursuant to subsection 38(17) of the Act, where a relevant authority is acting under Section 38 of the Act in relation to a Category 2A or Category 2 development, to not take into account under Section 38 of the Act a representation made by a person who is not entitled to be given notice of the relevant application under Section 38 of the Act. 4. The power, pursuant to subsection 38(18) of the Act, to not take into account under Section 38 of the Act, a representation that is not made in accordance with any requirement prescribed by the Regulations for the purposes of Section 38.
Section 39	Provision of Additional Information

	<ol style="list-style-type: none"> 1. The power pursuant to section 39(2) of the Act to request an applicant— <ol style="list-style-type: none"> a. to provide such additional documents or information (including calculations and technical details) as the relevant authority may reasonably require to assess the application; b. to remedy any defect or deficiency in any application or accompanying document or information required by or under this Act; c. to consult with an authority or body prescribed by the regulations; d. if the regulations so provide, to prepare a statement of effect in accordance with the regulations in relation to a development of a kind that is expressed to be a non-complying development under the relevant Development Plan; e. to comply with any other requirement prescribed by the regulations. 2. The power pursuant to section 39(2b)(c) of the Act to request additional documents subject to the requirements of that provision. 3. Pursuant to Section 39(3)(b) of the Act, where a request is made under Section 39(2) of the Act and the request is not complied with within the time specified by the Regulations, the power :- <ol style="list-style-type: none"> a. subject to Section 39(3)(b)(ii) of the Act, to refuse the application; and b. refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).
Section 39	Variation of an Application

	<ol style="list-style-type: none"> 1. The power pursuant to Sections 39(4)(a) and 39(5) of the Act to permit an applicant to vary an application or vary any plans, drawings, specifications or other documents that accompanied an application. 2. The power pursuant to Sections 39(4)(b) and 39(5) of the Act to permit an applicant to lodge an application without the provision of any information or document required by the Regulations. 3. The power pursuant to Sections 39(4)(c) and 39(5) of the Act to waive payment of whole or part of the application fee or refund an application fee (to the extent that such fees are payable to the Council). 4. The power pursuant to Section 39(4)(e) of the Act, if there is an inconsistency between any documents lodged with the Council for the purposes of Division 1 of Part 4 of the Act, or between any such document and a development authorisation that has already been given that is relevant in the circumstances, to return or forward any document to the applicant or to any other person and to determine not to finalise the matter until any specified matter is resolved, rectified or addressed. 5. The power pursuant to Section 39(6) and (7) of the Act to approve of an application for variation of a development authorisation previously given under the Act, or to extend the period for which such authorisation remains operative. 6. The power, pursuant to section 39(7)(c) to determine whether representations relate to any aspect of the development under consideration on account of an application for variation, and to determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development. 7. The power, pursuant to section 39(7)(d) of the Act, to approve the seeking of a variation to extend the period for which the relevant authorisation remains operative. 8. The power pursuant to Section 39(8) of the Act to issue a consent which provides for the undertaking of development in stages. 9. The power pursuant to Section 39(9) of the Act to determine that the applicant is entitled to a refund of the application fee in the event that an application is withdrawn.
Section 39	Refuse Non-Complying Development
	The power pursuant to Section 39(4)(d) of the Act and Regulation 17(3)(a) of the Regulations to refuse an application that relates to a development of the kind that is described as a non-complying development under the Development Plan without proceeding to make an assessment of the application.
Section 40(3)	Extension of Time of Development Authorisation
	The power pursuant to Section 40(3) of the Act to extend the period of time within which a development authorisation remains operative.
Section 42	Attaching of Conditions

	<ol style="list-style-type: none"> 1. The power pursuant to Sections 42(1) and (3) of the Act to attach such conditions as the Delegate thinks it or as may be prescribed by regulation to any decision under Division 1 of Part 4 of the Act. 2. The power pursuant to section 42(6) of the Act to determine, on the application of an applicant, that the payment of an amount prescribed by the Regulations be made into the relevant fund as prescribed by section 42(7) of the Act in lieu of planting one or more replacement trees under section 42(4) of the Act. 3. The power, pursuant to section 42(8)(b) of the Act to grant an exemption to the requirements of section 42(4) and/or section 42(b) of the Act in a particular case after taking into account any criteria prescribed by the Regulations, subject to and with the concurrence of the Minister.
Section 43	Cancellation of Development Authorisation
	The power pursuant to Section 43 of the Act to cancel a development authorisation previously given by the Council or the Delegate.
Section 45A	Investigation of Development Assessment Performance
	The power pursuant to Sections 45A(2) and 45A(12) of the Act to make submissions to the Minister.
Section 49	Crown Development and Public Infrastructure
	<ol style="list-style-type: none"> 1. The power pursuant to Section 49(4a) of the Act to receive notice from the Development Assessment Commission (now SCAP) containing the prescribed particulars of the development in accordance with the Regulations. 2. The power, pursuant to Section 49(5) of the Act, to report to the Development Assessment Commission (now SCAP) on any matters contained in a notice from the Development Assessment Commission (now SCAP) under Section 49(4a) of the Act. 3. The power, pursuant to Section 49(9) of the Act, to withdraw opposition to a State agency proposed development.
Section 49A	Electricity Infrastructure Development
	<ol style="list-style-type: none"> 1. The power, pursuant to Section 49A(4a) of the Act, to receive notice from the Development Assessment Commission (now SCAP) containing the prescribed particulars of the development in accordance with the Regulations. 2. The power, pursuant to Section 49A(5) of the Act, where notice of a proposal to undertake development for the purposes of the provision of electricity infrastructure has been given to the Council pursuant to Section 49A(4a) of the Act, to report to the Development Assessment Commission (now SCAP) on any matters contained in the said notice. 3. The power, pursuant to Section 49A(9) of the Act, in circumstances where the Council's report to the Development Assessment Commission (now SCAP) under Section 49A(5) of the Act expressed opposition to the proposed development, to withdraw that opposition.

Section 50	Open Space Contribution System
	<ol style="list-style-type: none"> 1. The power pursuant to Section 50(1) of the Act, with respect to an application for the division of land into more than 20 allotments (except by a strata plan) where one or more allotments is less than one hectare in area, to require: <ol style="list-style-type: none"> a. that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or b. that the applicant make a contribution as prescribed by the Regulations in accordance with the requirements of Section 50 of the Act; or c. that the land be vested in the Council and that the applicant make a prescribed contribution determined in accordance with Section 50(7) of the Act, according to the determination and specification of the Council or Delegate. 2. The power pursuant to Sections 50(3) and 50(2)(d) of the Act to enter into an agreement on behalf of the Council with the Development Assessment Commission (now SCAP) and the applicant under which certain land described by the relevant plan of division will be vested in the Council. 3. The power pursuant to Section 50(3a) of the Act to concur on behalf of the Council to the vesting of land in the Council pursuant to a requirement of the Development Assessment Commission (now SCAP) that an area of the site of the development be kept as open space or in some other form that allows for active or passive recreation under Section 50(3a)(a) of the Act. 4. The power pursuant to Section 50(10) of the Act to receive payment of monies from an applicant under Section 50(1) of the Act and to immediately pay that money into a special fund established for the purpose of Section 50(10) of the Act and to apply that money for the purpose of acquiring or developing land as open space. 5. The power pursuant to Section 50(11) of the Act to determine that the division of land is being undertaken in stages such that Section 50 of the Act does not apply to an application for development authorisation to the extent that an earlier application in respect of the same development has addressed the requirements of Section 50 of the Act in respect of the area of land as a whole.
Section 50A	Car Parking Fund

	<ol style="list-style-type: none"> 1. The power pursuant to Section 50A(1) of the Act to establish a car parking fund. 2. The power, pursuant to Section 50A(5)(c) of the Act to determine that a proposal does not provide for sufficient spaces for the parking of cars at the site of a development within any area designated by the Council in accordance with Section 50A(1) of the Act. 3. The power, pursuant to Section 50A(5)(d) of the Act to agree with an applicant that a contribution calculated in accordance with a determination of the Council or Delegate, can be made by the applicant to a Car Parking Fund in lieu of providing a certain number of spaces for the parking of cars at the site of a development. 4. The power pursuant to Section 50A(5) of the Act to make a determination for the purpose of calculating amounts to be paid into a carparking fund. 5. The power pursuant to and in accordance with Section 50A(7) of the Act to invest any money in a car parking fund and to pay any resultant income into the fund. 6. The power pursuant to and in accordance with Section 50A(8) of the Act to apply money standing to the credit of the car parking fund.
Section 50B	Urban Trees Fund
	<ol style="list-style-type: none"> 1. The power pursuant to Section 50B(1) of the Act, with the approval of the Minister, to establish an urban trees fund for an area designated by the Delegate (a designated area). 2. The power pursuant to Section 50B(5) of the Act to invest any money in an urban trees fund that is not for the time being required for the purpose of the fund and the duty to may any resultant income into the fund. 3. The power pursuant to Section 50B(6) of the Act to apply money standing to the credit of an urban trees fund to: <ol style="list-style-type: none"> a. to maintain or plant trees in the designated area which are or will (when fully grown) constitute significant trees under this Act; or b. to purchase land within the designated area in order to maintain or plant trees which are or will (when fully grown) constitute significant trees under this Act.
Section 52	Saving Provisions
	The power pursuant to Section 52(4) of the Act to extend the limitation period referred to in Section 52(2) of the Act in order to avoid or reduce hardship.
Section 52A	Avoidance of Duplication of Procedures in Relation to Commonwealth Environment Protection and Biodiversity Conservation Act 1999

	<ol style="list-style-type: none"> 1. The power pursuant to Section 52A(2)(a) of the Act to accept a document under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> (and defined in Section 52A(9) of the Act, as a "Commonwealth Act document") as an application, notice or other document for the purposes of the Act, if (subject to the provisions of Section 52A(7)) the document complies with the requirements of the Act. 2. The power pursuant to Section 52A(2)(b) of the Act where a document has been accepted for the purposes of the Act, to direct that a procedure taken under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> in relation to the said document will be taken to have fulfilled the requirements for a procedure in relation to the relevant document under the Act, if the requirements of the Act in relation to the procedure have been complied with under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i>. 3. The power pursuant to Section 52A(2)(c) of the Act to adopt or accept the whole or part of a document (whether a plan, report, statement, assessment or other document of the same kind or not) used or to be used for the purposes of the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> as the document required under the Act, if (subject to the provisions of Section 52A(7) of the Act) the document has been prepared in compliance with the Act, and complies with the requirements of the Act. 4. The power pursuant to Section 52A(5) of the Act where a controlled action under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> is an activity or part of an activity or includes an activity for which a development authorisation is required under the Act to, when considering an application for a development authorisation or for the variation of a development authorisation, for the activity, use information and other material provided to the Commonwealth Minister under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> for the purposes of the Commonwealth Minister deciding to give approval to the controlled action under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i>. 5. Where a controlled action under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i> is an activity or part of an activity, or includes an activity, for which a development authorisation is required under the Act the power pursuant to Section 52A(6)(b) of the Act to attach a condition to the development authorisation that requires compliance with all or some of the conditions attached to the Commonwealth Minister's approval under the <i>Commonwealth Environment Protection and Biodiversity Conservation Act 1999</i>.
Section 53A	Requirement to Upgrade Building in Certain Cases
	<ol style="list-style-type: none"> 1. Where an application is made for building rules consent for building work in the nature of an alteration to a building constructed before the date prescribed by regulation for the

	<p>purposes of subsection 53A(1) of the Act, the power pursuant to Section 53A(1) of the Act to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition and therefore require as a condition of consent that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards.</p> <p>2. Where an application is made for building rules consent for building work in the nature of an alteration of a class prescribed by the Regulations the power pursuant to Section 53A(2) and subject to Section 53A(3) of the Act, to form the opinion that the affected part of the building does not comply with the performance requirements of the Building Code in relation to access to buildings and facilities and services within buildings, for people with disabilities and therefore require as a condition of consent that building work or other measures be carried out to the extent necessary to ensure that the affected part of the building will comply with those performance requirements of the Building Code.</p>
Section 54	Urgent Building Work
	The power pursuant to Section 54(2)(d) of the Act where development authorisation is refused for urgent building work, to issue any directions and specify a period of time in which any land or building affected by building work performed as a matter of urgency is reinstated, so far as is practicable, to the state or condition that existed immediately before the commencement of work.
Section 54A	Urgent Work in Relation to Trees
	The power to receive notification of urgent work in relation to trees pursuant to Section 54A(2)(a) of the Act.
Section 55	Action if development not completed
	<p>1. The power pursuant to Section 55(1) of the Act to apply to the Court for an order under Section 55(3) of the Act where the development to which an approval relates has been commenced but not substantially completed within the period prescribed by the Regulations for the lapse of the approval.</p> <p>2. The power pursuant to Section 55(5) of the Act where the Court makes an order under Section 55(3)(a), (b) or (ca) or (d) of the Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out and to recover the cost of that work as a debt from the person.</p> <p>3. The power pursuant to Section 55(6) of the Act where an amount is recoverable from a person under Section 55(5) of the Act, by notice in writing to the person, to fix a period being not less than 28 days from the date of the notice within which the amount must be paid.</p>
Section 56	Completion of Work

	<ol style="list-style-type: none"> 1. The power pursuant to Section 56(1) of the Act to issue a notice in writing requiring an owner of land to complete a development on the land within a period specified in the notice. 2. The power pursuant to the Section 56(2) of the Act to cause the necessary work to be carried out where an owner has failed to carry out work as required by a notice under Section 56(1) of the Act. 3. The power pursuant to Section 56(3) of the Act to recover the reasonable costs and expenses incurred by the Council or any person acting on behalf of the Council under Section 56 of the Act as a debt due from the owner. 4. The power pursuant to Section 56(4) of the Act to, by notice in writing to the person, to 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 where an amount is recoverable from the person under Section 56(3) of the Act.
Section 56B	Building Rules Assessment Audits
	<ol style="list-style-type: none"> 1. The power pursuant to Section 56B(10) to respond to a report prepared by a building assessment auditor prepared in relation to the Council under Section 56B 2. The power pursuant to Section 56B(14) to make submissions to the Minister in relation to a matter concerning the possible exercise of the Minister's powers under Section 56B(12).
Section 56C	Development Plan Assessment Audits
	<ol style="list-style-type: none"> 1. The power pursuant to Section 56C(10) of the Act to provide a response to an auditor with a view to correcting any error or fact. 2. The power pursuant to Section 56C(14) of the Act to make submissions in relation to the matter to the Minister 3. The power pursuant to Section 56C(15) of the Act to consult with the Minister.
Section 57	Land Management Agreements
	<ol style="list-style-type: none"> 1. The power pursuant to Sections 57(2) and 57(2a) of the Act to enter into an agreement relating to the development, management, preservation or conservation of land within the area of the Council with the owner of the land. 2. The power pursuant to Section 57(3) of the Act to carry out on private land any work for which provision is made by agreement under Section 57 of the Act. 3. The power pursuant to Section 57(5) of the Act, to apply to the Registrar- General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land. 4. The power pursuant to Section 57(8) of the Act to apply to the Registrar- General where a land management agreement has been rescinded or amended to have a note of the rescission or amendment made against the instrument of title or against the land.

	5. The power pursuant to Section 57(11) of the Act to consent to the remission of rates payable to the Council provided for in an agreement entered into by the Minister.
Section 57A	Land Management Agreements - Development Applications
	<ol style="list-style-type: none"> 1. The power pursuant to and subject to Section 57A(1) of the Act to enter into an agreement under Section 57A of the Act with a person who is applying for a development authorisation under the Act. 2. The power pursuant to Section 57A(7) of the Act to provide a person, on payment of the prescribed fee, a copy of an agreement registered under Section 57A(5) of the Act. 3. The power pursuant to Section 57A(14) of the Act to apply to the Registrar- General to note the agreement against the relevant instrument of title, or in the case of land not under the provisions of the Real Property Act 1886, against the land. 4. The power pursuant to Section 57A(16) of the Act to apply to the Registrar- General where an agreement under Section 57A has been rescinded or amended to enter a note of the rescission or amendment against the instrument of title, or against the land. 5. The power pursuant to Section 57A (18) of the Act, where an agreement under Section 57A does not have effect under Section 57A within the prescribed period, to, by notice given in accordance with the regulations, lapse the relevant development approval (and the agreement will then be rescinded by force of Section 57A(18) of the Act).
Section 59	Notification during building
	The power pursuant to Section 59(3) of the Act to direct that building work stops when a mandatory notification stage has been reached pending an inspection by an authorised officer who holds prescribed qualifications.
Section 66	Classification of Buildings
	The power pursuant to Section 66(2) of the Act to assign to any building a classification that conforms with the Regulations and the duty pursuant to Section 66(4) of the Act to give notice in writing to the owner of the building to which the classification has been assigned.
Section 67	Certificates of Occupancy
	<ol style="list-style-type: none"> 1. The power, pursuant to Section 67(3)(a) of the Act, to require information from an applicant for a certificate of occupancy. 2. The power, pursuant to Section 67(13) of the Act, to revoke a certificate of occupancy in prescribed circumstances.
Section 68	Approval of Temporary Occupation
	The power, pursuant to Sections 68(1) and (2) of the Act, to approve the occupation of a building on a temporary basis without a certificate of occupancy and subject to such conditions as the Delegate thinks fit to

	impose.
Section 69	Work Required by Emergency Orders
	<ol style="list-style-type: none"> 4. Where an owner of land fails to comply with the requirements of an emergency order issued under Section 69(1) of the Act: <ol style="list-style-type: none"> a. the power, pursuant to Section 69(4) of the Act, to cause the required work to be carried out; and b. the power, pursuant to and in accordance with Sections 69(5) and 69(6) of the Act, to recover the reasonable costs and expense of that work from the owner as a debt.
Section 71	Fire safety
	<ol style="list-style-type: none"> 1. The power pursuant to Sections 71(18) and (19) of the Act to establish and designate a body as an appropriate authority. 2. The power pursuant to Section 71(19)(a)(i) of the Act to appoint a person who holds prescribed qualifications in building surveying to the appropriate authority. 3. The power pursuant to Section 71(19)(a)(ii) of the Act to determine if a person is to be nominated to the appropriate authority by the Chief Officer of the South Australian Metropolitan Fire Service or the Chief Officer of the South Australian Country Fire Service (after taking into account the nature of the Council or Council's area(s)). 4. The power pursuant to Section 71(19)(a)(iii) of the Act to appoint a person with expertise in the area of fire safety to the appropriate authority. 5. The power pursuant to Section 71(19)(a)(iv) of the Act to determine and select a person to be appointed to the appropriate authority. 6. The power pursuant to Section 71(19)(b) of the Act to determine the term of the office not exceeding three years of a member of the appropriate authority. 7. The power pursuant to Section 71(19)(d) of the Act to appoint deputy members to the appropriate authority. 8. The power pursuant to Section 71(19)(e) of the Act to determine the procedures of an appropriate authority.
Section 74	Advertisements
	<ol style="list-style-type: none"> 1. The power, pursuant to and in accordance with Section 74(1) of the Act, to: <ol style="list-style-type: none"> a. form the opinion that an advertisement or advertising hoarding disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality or is contrary to a character desired for a locality under the relevant Development Plan; and b. serve notice in writing requiring the removal or obliteration of the advertisement or the removal of the advertising

	<p>hoarding (or both).</p> <p>2. The power, pursuant to Section 74(3) of the Act, where a person has failed to comply with a notice under Section 74(1) of the Act, to enter on land, carry out the terms of the notice and recover the costs of doing so as a debt from the person on whom the notice was served.</p>
Sections 84 and 85	Enforcement of the Act
	<p>1. The power, pursuant to and in accordance with Section 84(2) of the Act, to issue an enforcement notice, where the Delegate has reason to believe on reasonable grounds that a person has breached the Act or a repealed Act.</p> <p>2. The power, pursuant to Section 84(3) of the Act, to determine that a direction under Section 84(2) of the Act is urgently required and can be orally given by an authorised officer.</p> <p>3. Where a person has failed to comply with a direction contained in a notice issued pursuant to Section 84(2)(b) of the Act:</p> <ol style="list-style-type: none"> the power, pursuant to Section 84(6) of the Act to cause the necessary action to be undertaken; and the power, pursuant to and in accordance with Sections 84(7) and 84(8) of the Act, to recover the costs of doing so as a debt from the person whose failure gave rise to the action. <p>4. The power, pursuant to Section 85(1) of the Act, to apply to the Court for an order to remedy or restrain a breach of the Act, or a repealed Act.</p> <p>5. Where the Court has made an order under Section 85(6)(d) of the Act, and a person has failed to comply with the order, the power pursuant to and in accordance with Sections 85(12) and 85(13) of the Act, to cause any work contemplated by the order to be carried out and to recover the costs of doing so as a debt from the person.</p>
Section 86	General Right to Apply to Court
	Where the Council is a party to a dispute referred to in Section 86(1)(e) of the Act, the power pursuant to Section 86(1)(e) of the Act to apply to the Court for determination of the dispute.
Section 93 and 94	Authority to be Advised of Certain Matters and Referrals
	<p>1. The power, pursuant to Section 93(1)(b)(iii) of the Act, to require from a private certifier who is making a decision of a prescribed kind in relation to any aspect of building work such other information or documentation as the Delegate or the Council may require.</p> <p>2. The power, pursuant to and in accordance with Section 94 of the Act, to consent to the referral by a private certifier to the Council or Delegate of any function under the Act.</p>
Section 101	Professional Advice to be Obtained in Relation to Certain Matters

	The power, pursuant to Section 101(1) of the Act, in the exercise of a prescribed function, to rely on a certificate of a person with prescribed qualifications.
Section 106A	Make Good Orders
	The power, pursuant to Section 106A(6) of the Act, to cause a make good orders issued under Section 106A of the Act to be noted against the instrument of title or instruments of title to land to which the order relates or, in the case of land not under the provisions of the Real Property Act 1886, against the land under a scheme prescribed by the Regulations.

Development Regulations 2008

Regulation	DELEGATED POWERS
Regulation 9A	Infrastructure Planning
	The power pursuant to Regulation 9A(1) of the Development Regulations 2008 ('the Regulations') to, in preparing the DPA, to the extent (if any) required by the Statement of Intent, seek, in accordance with Regulation 9A(2), the advice of a Minister and any other government agency, specified by the Minister as part of the agreement on the Statement of Intent.
Regulation 12	Public meeting
	The power pursuant to Regulation 12(4) of the Regulations to adjourn a public meeting from time to time, and place to place, if necessary or appropriate.
Regulation 15	Application to Relevant Authority
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 15(7)(b) of the Regulations to indicate, in such manner as may be determined by the Development Assessment Commission (now SCAP), that the Council wishes to receive written documentation instead of electronic access to the relevant documents and information via the Internet. 2. The power pursuant to Regulation 15(8) of the Regulations to extend the period prescribed in Regulation 15(8) for the lodging of an application for the appropriate development authorisation as required by Section 54(2)(c) of the Act. 3. The power pursuant to Regulation 15(10)(b) of the Regulations to require an additional or lesser number of copies of appropriate plans, drawings, specifications and other documents or information required under Schedule 5. 4. Subject to Regulation 15(12), the power, pursuant to Regulation 15(11) of the Regulations to, in an appropriate case, dispense with or modify the requirements of Schedule 5 in relation to a particular application.
Regulation 16	Nature of Development
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 16(1) of the Regulations to determine the nature of the development. 2. The power pursuant to Regulation 16(2) of the Regulations to form the opinion that a development is non-complying, and the duty if the Delegate is of the opinion that an application relates to a kind of development that is noncomplying and the applicant has not identified the development as such, by notice in writing to inform the applicant of that fact. 3. The power pursuant to Regulation 16(3) of the Regulations to, if an application in relation to a proposed development identifies the development as <i>residential code</i> development or designated development, form the opinion that the development is <i>residential code</i> development and the duty to, within 5 business days of

	<p>receipt of the application, by notice in writing, inform the applicant of that fact.</p> <p>4. The power pursuant to Regulation 16(4) of the Regulations to, if an application in relation to a proposed development identifies the development as <i>residential code</i> development or designated development, form the opinion that the development is not <i>residential code</i> development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the applicant of that fact and the reasons for the Delegate's opinion.</p>
Regulation 17	Non-Complying Development
	<p>1. The power pursuant to Regulation 17(3) of the Regulations, after receipt of an application which relates to a kind of development that is described as noncomplying development to:</p> <ol style="list-style-type: none"> refuse the application pursuant to Section 39(4)(d) of the Act and notify the applicant accordingly; or resolve to proceed with an assessment of the application. <p>2. The power pursuant to and in accordance with Regulation 17(6) of the Regulations, to determine that a statement of effect is not required.</p>
Regulation 20	Amended Applications
	<p>1. The power, pursuant to Regulation 20(4) of the Regulations, to form the opinion that variations to an application are not substantial and that repeating of the referral process under Part 5 of the Regulations, or the giving of notice under Part 6 of the Regulations, is not required.</p> <p>2. The power, pursuant to Regulation 20(5) of the Regulations, where a variation to an application changes the essential nature of a proposed development to (by agreement with the applicant) proceed with the variation on the basis that the application will be treated as a new application.</p>
Regulation 22	Withdrawal/Lapsing Applications
	Where at least two years have passed since the date on which an application for development authorisation under Part 4 of the Act was lodged with the Council the power, pursuant to Regulation 22(2) of the Regulations to lapse the said application.
Regulation 23	Contravening Development
	The power, pursuant to Regulation 23(2) of the Regulations, by notice in writing to the applicant to decline to proceed with an application until proceedings under the Act has been concluded.
Regulation 28	Special Provisions - Referrals
	The power, pursuant to Regulation 28(4) of the Regulations, when a report from a fire authority pursuant to Regulation 28(3) is not received by the Council within 20 business days, to presume that the fire authority does not desire to make a report.
Regulation 29	Land Division Applications

	The power, pursuant to Regulation 29(2) of the Regulations, when a report from the Development Assessment Commission (now SCAP) pursuant to Regulation 29(1) of the Regulations is not received by the Council within eight weeks or within such longer period as the Development Assessment Commission (now SCAP) may require by notice in writing to the Council, to presume that the Development Assessment Commission (now SCAP) does not desire to make a report.
Regulation 30	Underground Mains Area
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 30(1) of the Regulations, to seek a report from the relevant electricity authority where the Delegate considers that an area should be declared an underground mains area. 2. The power, pursuant to Regulation 30(2) of the Regulations, to declare an area as an underground mains area. 3. The power pursuant to Regulation 30(3) of the Regulations to presume that the electricity authority does not desire to make a report if a report is not received within 8 weeks from the day on which the Delegate makes their request for the report. 4. The power, pursuant to Regulation 30(4) of the Regulations, where a development includes the division of land within or partly within an underground mains area, to require, as a condition of the decision, that any electricity mains be placed underground.
Regulation 31A	Preliminary Advice and Agreement - Section 37AA
	The power pursuant to Regulation 31A(6)(b) of the Regulations to determine that an application no longer accords with an agreement indicated by the prescribed body.
Regulation 34	Public Inspection
Remove 34(1)(b), and 34(1)(b)(iv)	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 34(3) of the Regulations, to require that a person who has made a request under Regulation 34(2) of the Regulations verify his or her name, address and contact details in such a manner as the Delegate thinks fit. 2. The power, pursuant to Regulation 34(4) of the Regulations, to form the opinion that the present or future security of a building would be jeopardised if plans, drawings, specifications or other documents or information relating to the assessment of a proposed development against the Building Rules were to be made available for inspection.
Regulation 36	Response by Applicant
	The power, pursuant to Regulation 36 of the Regulations, to extend the time within which an applicant may respond to any representation.
Regulations 38	Determination of Commission as Relevant Authority

& 39	
	<ol style="list-style-type: none"> 1. Where the Development Assessment Commission (now SCAP) is the relevant authority under Section 34(1)(b) of the Act the power pursuant to and in accordance with Regulation 38(2)(b) to provide a report on matters under Section 33(1) (as relevant). 2. Where the Development Assessment Commission (now SCAP) is the relevant authority under Section 34(1)(b)(iv) of the Act and the proposed development is to be undertaken within one kilometre of a boundary with the Council, the power, pursuant to Regulation 38(4) of the Regulations, to provide the Development Assessment Commission (now SCAP) with comments on the proposed development. 3. The power pursuant to, and subject to, Regulation 39 of the Regulations if the Council has granted building rules consent, to issue a notice of approval under Part 8 of the Regulations is the Delegate considers it is appropriate to do so.
Regulation 45	Scheme description – community titles
	The power pursuant to Regulation 45(2) of the Regulations to include in an endorsement of a scheme description under Section 3 of the Community Titles Act 1996, notes concerning conditions on any consent or approval, and notes concerning additional approvals that may be required in the future and to sign and date the endorsement.
Regulation 47A	Minor Variation of Development Authorisation
	The power pursuant to Regulation 47A of the Regulations, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed with respect to the development authorisation) to form the opinion that the variation is minor in nature and, if the delegate is satisfied that the variation is minor in nature, to approve the variation.
Regulation 48	Lapse of Consent or Approval
	The power, pursuant to Regulation 48(2) of the Regulations, to extend the time when any consent or approval under Part 4 of the Act will lapse.
Regulation 51	Width of Roads and Thoroughfares
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 51(4) of the Regulations to dispense with the requirements of Regulations 51(1) and (3) dealing with the width of any proposed road or thoroughfare where the Delegate is of the opinion that the prescribed width is not necessary for the safe and convenient movement of vehicles or pedestrians or for underground services. 2. The power pursuant to Regulation 51(6) of the Regulations to dispense with the requirements of Regulation 51(5) dealing with the width of a road at the head of every cul-de-sac where it appears that the cul-de-sac is likely to become a through road.
Regulation 52	Road Widening
	The power pursuant to Regulation 52(1) of the Regulations to require a road widening where land to be divided abuts an existing road.

Regulation 53	Requirement as to Forming of Roads
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 53(1) and (2) of the Regulations, to specify the width of roads. 2. The power, pursuant to Regulation 53(4) of the Regulations, to dispense with the requirements of Regulation 53(3) of the Regulations that adequate provision be made for the turning of vehicles at the head of a cul-de-sac where the Delegate is of the opinion that the cul-de-sac is likely to become a through road. 3. The power, pursuant to Regulation 53(6) of the Regulations, to dispense with the requirements of Regulation 53(5) dealing with the forming of footpaths, watertables, kerbing, culverts and drains on proposed roads.
Regulation 54	Construction of Roads, Bridges, Drains and Services
	The power, pursuant to Regulation 54(1) of the Regulations, to require the paving and sealing of the roadway of proposed roads.
Regulation 58	General Land Division
	<ol style="list-style-type: none"> 1. The power pursuant to and in accordance with Regulation 58(1) of the Regulations, to enter into a binding arrangement with an applicant for land division for the satisfaction of outstanding requirements. 2. The power pursuant to and in accordance with Regulation 58(2) of the Regulations to advise the Development Assessment Commission (now SCAP) that an applicant has entered into appropriate binding arrangements pursuant to Section 51(1) of the Act.
Regulation 59	Division of Land by Strata Title
	The power, pursuant to Regulation 59(1) of the Regulations, to advise the Development Assessment Commission (now SCAP) that an applicant has entered into a binding arrangement with the Council for the satisfaction of the requirements of Section 33(1)(d) of the Act and that the arrangement is supported by adequate security.
Regulation 60	General Provisions

	<ol style="list-style-type: none"> 1. The power, pursuant to and in accordance with Regulation 60(1) of the Regulations, to enter into a form of arrangement with an applicant to the satisfaction of the Development Assessment Commission (now SCAP) for the purposes of Section 51(1) of the Act. 2. The power, pursuant to Regulation 60(7) of the Regulations, for the purposes of Section 51(4) of the Act, to request (in such a manner as may be determined by the Development Assessment Commission (now SCAP)) that a copy of a certificate or plan (or certificates and plans) referred to in Regulation 30(4) of the Regulations be furnished to the Council by sending a written copy to the Council. 3. The power, pursuant to Regulation 60(9) of the Regulations, to consult with the Development Assessment Commission (now SCAP) before it grants an extension of the period prescribed by Regulation 60(8) of the Regulations.
Regulations 61 & 64	Major Project Decisions
Remove s48 Remove 64(1), 64(3)(a)	Where an application lodged with the Minister under Section 46 of the Act requires an assessment against the Building Rules and the assessment against the Building Rules is to be referred to the Council, the power pursuant to Regulation 61(5)(d) of the Regulations, to require from the applicant additional copies of the plans, drawings, specifications and other documents and information required by Regulation 61(4) of the Regulations.
Regulation 74	Building Work Notices
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 74(1)(b) of the Regulations, to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act. 2. The power pursuant to Regulation 74(1)(c) of the Regulations, to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.
Regulation 76	Essential Safety Provisions for Buildings
	The power, pursuant to Regulation 76(10) of the Regulations, to require compliance with Regulation 76(7) of the Regulations despite Regulation 76(9) of the Regulations if the essential safety provisions were installed under a modification of the Building Rules under Section 36(2) of the Act or the building has been the subject of a notice under Section 71 of the Act.
Regulation 76D	Swimming Pool Safety
	The power pursuant to Regulation 76D(4a) of the Regulations to,

	for the purposes of Section 71AA(7) of the Act, subject to Regulation 76(D)(4b) of the Regulations, establish a swimming pool inspection policy.
Regulation 77	Health and amenity
	The power pursuant to Regulation 77(3)(b) of the Regulations to approve the manner of installation of a waste control system for the treatment and disposal of sewage and/or sullage from a building.
Regulation 78	Building Rules: Bushfire Prone Areas
	The power, pursuant to Regulation 78(2) of the Regulations, to require, as a condition of consent, that the entire building be brought into conformity with the relevant requirements of the Building Rules for bushfire protection.
Regulation 79	Construction Industry Training Fund
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 79(4) of the Regulations, to form an opinion whether the appropriate levy under the Construction Industry Training Fund Act 1993 has or has not been paid, or is or is not payable, and notify the applicant that building rules consent cannot be issued until the Delegate is satisfied that the levy has been paid or is not payable. 2. If notification has been given under Regulation 79(4) of the Regulations, the power, pursuant to and in accordance with Regulation 79(5)(b) of the Regulations, to determine that the application has lapsed.
Regulation 80	Requirement to up-grade building in certain cases
	<p>The power pursuant to Regulation 80(1a) of the Regulations to require, as a condition of consent:</p> <ol style="list-style-type: none"> a. that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards; or b. that the building work comply with Minister's Specification SA: Upgrading health and safety in existing buildings (to the extent reasonably applicable to the building and its condition).
Regulation 82	Classification of Buildings
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 82(3)(b)(i) of the Regulations, to require such details, particulars, plans, drawings, specifications, certificates and other documents as may reasonably be required to determine a building's classification upon application by an owner of a building under Regulation 82(1) or (2) of the Regulations. 2. The power pursuant to Regulation 82(4a) of the Regulations, to require an applicant to satisfy the Delegate that Minister's Specification SA: Upgrading health and safety in existing buildings has been complied with (to the extent reasonably

	applicable to the building and its present or intended use).
Regulation 83	Certificates of Occupancy
	<ol style="list-style-type: none"> 1. The power pursuant to Regulation 83(2)(c) of the Regulations, to require from an applicant for a certificate of occupancy, reasonable evidence that conditions attached to a development approval have been satisfied. 2. The power pursuant to Regulation 83(2)(d) of the Regulations, where an application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, to require from an applicant for a certificate of occupancy reasonable evidence that in the case of a building of more than one storey, the requirements of Minister's Specification SA 83 have been complied with, or in any other case, that the building is suitable for occupation. 3. The power pursuant to Regulation 83(3) of the Regulations, to dispense with the requirement to provide a Statement of Compliance under Regulation 83(2)(a) of the Regulations if the Delegate is satisfied that a person required to complete one or both parts of the Statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification(s) and it appears to the Delegate that the relevant building is suitable for occupation. 4. The power pursuant to Regulation 83(5) of the Regulations, when a report from the fire authority pursuant to Regulation 83(4) of the Regulations is not received within 15 business days, to presume that the fire authority does not desire to make a report. 5. The power pursuant to and in accordance with Regulation 83(9) of the Regulations to revoke a certificate of occupancy.
Regulation 88	Independent Technical Expert Advice
	The power pursuant to Regulation 88(3) of the Regulations, in circumstances where Regulation 88 of the Regulations applies, to rely on the certificate of an independent technical expert.
Regulation 92	Provision of Information
	The power pursuant to Regulation 92(6) of the Regulations to give approval for any material to be provided by fax or other form of electronic transmission
Regulation 95	Fees
	<ol style="list-style-type: none"> 1. The power, pursuant to Regulation 95(2) of the Regulations, to require an applicant to provide such information as the Delegate may reasonably require to calculate any fee payable under Schedule 6 of the Regulations and the power to make any other determination for the purposes of Schedule 6 of the Regulations. 2. The power, pursuant to the provisions of Regulation 95(3) of the

	<p>Regulations, to calculate any fee on the basis of estimates made by the Delegate where the Delegate believes that any information provided by an applicant is incomplete or inaccurate.</p> <p>3. The power, pursuant to Regulation 95(4) of the Regulations, to, at any time, and notwithstanding any earlier acceptance of an amount in respect of the fee, reassess a fee payable under the Regulations.</p>
Regulation 98	Register of Applications
	The power, pursuant to Regulation 98(3) of the Regulations, upon payment of a fee fixed by the Council, to make available to a member of the public a copy of any part of a register or document kept for the purposes of Regulation 98(1).
Regulation 99	Register of Land Management Agreements
	The power, pursuant to Regulation 99(3) of the Regulations, to determine what other information may be contained in the Register.
Regulation 100	Land Management Agreements - Development Applications
	The duty pursuant to Regulation 100(3) of the Regulations to include in the register a copy of each agreement entered into by the Council under Section 57A of the Act and other information the Delegate considers appropriate.
Regulation 101	Documents to be Preserved by Council
	<ol style="list-style-type: none"> 1. The power pursuant to and in accordance with Regulation 101(3) of the Regulations to offer to give plans and specifications in the Council's possession to a building owner and if the building owner declines the offer, the power to destroy the documents. 2. The power pursuant to and in accordance with Regulation 101(4) of the Regulations to make available for inspection at the offices of the Council during normal office hours any document retained by the Council under Regulation 101(a1) or (1) of the Regulations (without charge) and to fix a reasonable fee for a copy of any document retained by the Council under Regulation 101(a1) or (1) of the Regulations. 3. The power, pursuant to Regulation 101(5)(a) of the Regulations, if in the opinion of the Delegate the making available of any plans, drawings specifications or other documents or information would unreasonably jeopardise the present or future security of a building, to not make available that information. 4. The power pursuant to Regulation 101(5)(b) of the Regulations, if, in the opinion of the Delegate the copying of any plans, drawings specifications or other documents or information would unreasonably jeopardise the present or future security of a building, or will involve an infringement of copyright in matter contained in a document, or constitute a breach of any other law,

	to not provide a copy of that information.
Regulation 102	Documents to be Provided by Private Certifier
	The power pursuant to Regulation 102(2) of the Regulations to request a private certifier to produce to the Council within a reasonable period, a copy of any document that has been submitted to the private certifier for the purposes of an application for development plan consent (and that it is not already held by the Council under the Regulations) so that the Council can respond to a request from a member of the public for access to such document.
Regulation 103	Complaints Relating to Building Work Assessment
	The power pursuant to Regulation 103 to make a complaint to the Minister regarding a private certifier.
Regulation 115	System Indicators
	The power pursuant to Regulation 115(2) of the Regulations to apply to the Minister to exempt the Council from a requirement in the system indicators document.
Clause 12	Schedule 1A – Demolition
	<ol style="list-style-type: none"> 1. The power, pursuant to Clause 12(3) of Schedule 1A of the Regulations, to make an application to the Minister for an area to be declared by the Minister to be a designated area. 2. The power pursuant to Clause 12(9) of Schedule 1A of the Regulations, before the Minister takes action to vary or revoke a declaration under Clause 12(3) of Schedule 1A of the Regulations or a condition under Clause 12(7) of Schedule 1A of the Regulations, to in response to a notice in writing from the Minister, show, within the specified time, why the proposed course of action should not be taken.
Schedule 4	New Dwellings
	The power pursuant to Clause 2B(4)(b) of Schedule 4 of the Regulations to form the belief that the allotment is, or may have been, subject to site contamination as a result of a previous use of the land or a previous activity on the land, other than if the previous use or activity was for residential purposes.
Schedule 6	Fees
	The power pursuant to Clause 1(7) of Schedule 6 to the Regulations to determine the amount of the fee to be charged to an applicant to cover the Council's reasonable costs in giving public notice of the application under Section 38(5) of the Act.
Item 1 of Schedule 8	Development Near the Coast
	The power, pursuant to Item 1(b) of Clause 2 of Schedule 8 of the Regulations, where development is on coastal land, to form the opinion

	that the development is of a minor nature only, and comprises the alteration of an existing building or the construction of a building to facilitate the use of an existing building.
Item 3 of Schedule 8	Development Adjacent To Main Roads
	<p>1. The power, pursuant to Item 3 of Clause 2 of Schedule 8 of the Regulations, to form the opinion that development is likely to:</p> <ol style="list-style-type: none"> alter an existing access; or change the nature of movement through an existing access; or create a new access; or encroach within a road widening setback under the Metropolitan Adelaide Road Widening Plan Act 1972, in relation to an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road, or within 25 metres of a junction with an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road (as delineated in the relevant Development Plan), other than (unless an access certificate is required for complying development) complying development in respect of the relevant Development Plan.
Item 5 of Schedule 8	State Heritage Places
	The power, pursuant to and in accordance with Item 5(1) of Clause 2 of Schedule 8 of the Regulations, to form the opinion that a development materially affects the context within which a State Heritage place is situated.
Item 7 of Schedule 8	Mining – General
	The power, pursuant to and in accordance with Item 7 of Clause 2 of Schedule 8 of the Regulations, to form the opinion that development is of a minor nature only.
Item 10 of Schedule 8	Activity Of Environmental Significance
	The power, pursuant to Item 10(b) of Clause 2 of Schedule 8 of the Regulations, where development involves, or is for the purposes of, an activity specified in Schedule 21 of the Regulations (including, where an activity is only relevant when a threshold level of capacity is reached, development with the capacity or potential to operate above the threshold level, and an alteration or expansion of an existing development (or existing use) where the alteration or expansion will have the effect of producing a total capacity exceeding the relevant threshold level), other than development which comprises the alteration of, or addition to, an existing building, to form the opinion that the development does not change the use of the building, and is of a minor nature only, and does not have any adverse effect on the environment.

Item 15 of Schedule 8	Aquaculture Development
	The power, pursuant to and in accordance with Item 15 of Clause 2 of Schedule 8 of the Regulations, to form the opinion that development involves a minor alteration to an existing or approved development.
Part 1 of Schedule 9	Category 1 Development
	<ol style="list-style-type: none"> 1. The power, pursuant to Clause 1 of Part 1 of Schedule 9 of the Regulations, in circumstances where a development would be a complying development under the Regulations or the relevant Development Plan but for the fact that it fails to meet the conditions associated with the classification, to form the opinion that the failure to meet those conditions is of a minor nature only. 2. The power, pursuant to Clause 2(g) of Part 1 of Schedule 9 of the Regulations, to form the opinion that a development is of a kind which is of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development. 3. The power, pursuant to the following designated sub-paragraphs of Clause 3 of Part 1 of Schedule 9 of the Regulations, where a development is classified as non complying under the relevant Development Plan, to form the opinion that:- <ol style="list-style-type: none"> 4. the alteration of, or addition to, a building is of a minor nature only, pursuant to subparagraph (a); or 5. the construction of a building to be used as ancillary to or in association with an existing building and which will facilitate the better enjoyment of the purpose for which the existing building is being used constitutes development of a minor nature only pursuant to subparagraph (b). 6. The power, pursuant to Clause 5 of Part 1 of Schedule 9 of the Regulations, to form the opinion:- <ol style="list-style-type: none"> 7. that the division of land (including for the construction of a road or thoroughfare) is for a proposed use which is consistent with the objective of the zone or area under the Development Plan; and 8. whether the proposed division will change the nature or function of an existing road. 9. The power, pursuant to Clause 11 of Part 1 of Schedule 9 of the Regulations, in circumstances where development comprises a special event and the special event will not be held over more than 3 consecutive days, to form the opinion that an event of a similar or greater size or of a similar or greater impact on surrounding areas, has not been held on the same site (or substantially the same site) within 6 months immediately preceding the day or days on which the special event is proposed to occur. 10. Pursuant to Clause 17 of Part 1 of Schedule 9 of the Regulations for the purpose of determining whether a development should be

	<p>considered to be of a minor nature only:</p> <ul style="list-style-type: none"> a. the power to take into account the size of the site of the development, the location of the development within that site, and the manner in which the development relates to the locality of the site; and b. the power to concluded, if relevant, that the development is of a minor nature only despite the fact that it satisfies some, but not all, of the criteria set out in item 2(d) of Part 1 of Schedule 9 of the Regulations.
Part 2 of Schedule 9	Category 2 Development
	<p>11. The power, pursuant to Clause 21 of Part 2 of Schedule 9 of the Regulations, except where development is classified as non-complying development under the relevant Development Plan, to form the opinion that in respect of a proposed division of land:</p> <ul style="list-style-type: none"> a. that the applicant's proposed use of the land, is for a purpose which is consistent with the zone or area under the Development Plan; and b. whether the proposed division will change the nature or function of an existing road.
	General power of prosecution
	<p>The power to commence a prosecution for a breach of the <i>Development Act 1993</i> and/or the <i>Development Regulations 2008</i> where the <i>Development Act 1993</i> and/or the <i>Development Regulations 2008</i> empowers the Council to commence prosecution for a breach.</p>

SCHEDULE OF CONDITIONS

CONDITIONS OR LIMITATIONS APPLICABLE TO DELEGATIONS CONTAINED IN THIS INSTRUMENT

Paragraph(s) in instrument to which conditions/limitations apply	Conditions / Limitations
Section 33	<p>That the functions and powers delegated under this provision must not be exercised where:</p> <ol style="list-style-type: none"> 1.1 The relevant development application proposes a non-complying form of development except that the delegate can determine whether or not to proceed to assess the application (for the avoidance of doubt, all applications for non-complying forms of development shall be assessed and determined by the Council Assessment Panel). 1.2 The relevant application relates to a site where the Council Assessment Panel has previously refused an application within the last five years and the proposed development is similar to that which was refused. 1.3 With regard to residential development and land division applications, only exercise delegated powers to assess or determine applications where all proposed allotments and/or sites meet the minimum frontage widths and site areas designated in respective zones and policy areas within the West Torrens Council Development Plan. 1.4 With regard to advertising displays, only exercise delegated powers to assess or determine applications that do not involve an advertising display adjacent and/or abutting an existing arterial road, primary road, primary arterial road or secondary arterial road (as delineated in the West Torrens Council Development Plan) and within 100 metres of a signalised intersection or a pedestrian actuated crossing where the display- <ol style="list-style-type: none"> 1.4.1. will be internally illuminated and incorporate red, yellow, green or blue lighting; or 1.4.2. will incorporate a moving display or message; or 1.4.3. will incorporate a flashing light. 1.5 The relevant development application is Category 2 or Category 3 and have unresolved representations; 1.6 The Assessment Manager has formed the opinion that the development application warrants consideration by the Council Assessment Panel because it is contentious, controversial or otherwise of significance. 1.7 The Chief Executive Officer or the Assessment Manager has formed the opinion that the development application requires a decision of the Council Assessment Panel. 1.8 The Council Assessment Panel has, by formal resolution, requested that a development application be

	referred to it
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17.3 Review of the Council Policy - Elections Period Caretaker Policy

Brief

Council Policy - Elections Period Caretaker has undergone a scheduled review and, following presentation to the Corporate Planning, Policy and Performance Committee, is presented to Council for its consideration and approval.

RECOMMENDATION

It is recommended to Council that it approves the reviewed *Council Policy - Elections Period Caretaker Policy* (**Attachment 3** of the agenda report).

Introduction

Section 91A of the *Local Government (Elections) Act 1999* requires Council to adopt a caretaker policy governing the conduct of Council and staff during the election period for a general election, being, at a minimum, from the close of nominations to the end of the elections. Following the commencement of this section, Council approved its first *Council Policy - Elections Period Caretaker Policy* (Policy) in 2010 and subsequently, following a statutory review, in 2014 prior to Council's elections in each of those years.

Council Policy - Elections Period Caretaker Policy (Policy) (**Attachment 1**) has undergone a scheduled review prior to the commencement of Council's 2018 elections period, the outcome of which was presented to the 10 July 2018 Corporate Planning, Policy and Performance Committee.

However, being a statutory policy, it requires direct consideration and approval by Council rather than via approval of the minutes of the Committee and therefore, at its 10 July 2018 meeting, the Committee resolved to advise Council that it supports the approval of the reviewed Policy subject to a rewording of clause 5.9.3.4 as follows:

During the Caretaker Period, Elected Members must ensure that any personal social media pages bearing their name will not include the position title, i.e. Cr John Smith (Preferred use would be John Smith, Councillor for the City of West Torrens).

This change has been made to the reviewed Policy, in both the track changes version (**Attachment 2**) and the cleaned up version (**Attachment 3**).

Discussion

The review has resulted in some proposed amendments to the Policy which, for ease of reference, are shown as track changes (**Attachment 2**). A cleaned up copy of the draft Policy has also been included (**Attachment 3**).

Proposed Changes

The proposed changes include minor typographical and grammatical changes with the content order being rearranged to group similar subject matter together. More significant proposed changes include:

1. *Preamble*

The preamble has been updated to reflect the intent of the legislation in that the Policy provides a framework in order to avoid actions and designated decisions which could be perceived as intended to:

- influence the conduct of the elections; and/or
- limit the decision making ability of the incoming Council.

2. *Purpose*

Requirements of the Caretaker Period are to be observed by both the elected body and City of West Torrens (CWT) employees. The requirement, relating to employees, has been included at clause 2.1.2.

3. *Scope*

A new clause stipulating that the Policy does not apply to supplementary elections has been included at clause 3.4.

4. *Definitions*

4.1 The Act provides that the caretaker period is to commence at the close of nominations, being 18 September 2018, or earlier as determined by Council. The current Policy states that Council's caretaker period commences on 4 September, however, this current approach provides an additional two weeks when designated decisions cannot be made. Experience has shown that the additional two weeks that Council is in caretaker mode is impractical and serves no material benefit. Consequently, definition of caretaker period has been amended in the draft Policy to state that the caretaker period will commence at the **close** of nominations (being the 18 September 2018).

4.2 The definitions of Electoral Officer (clause 4.13), Independent Commissioner Against Corruption (ICAC) (clause 4.16) and the Office of Public Integrity (OPI) (clause 4.18) have been amended.

5. *Policy Statement*

5.1 *Initiating the Caretaker Period*

Clause 5.1.1 of the Policy has been amended to stipulate that the Caretaker Period will commence at the close of nominations, being 18 September 2018.

5.2 *Code of Conduct*

Clause 5.2.1 of the Policy has been amended as the legislation now stipulates that the Policy forms part of the Code of Conduct for both Elected Members and CWT Employees during the Caretaker Period.

5.3 *Policy Decisions*

5.3.1 Clause 5.3.1 has been amended to provide the legislative reference and group relevant examples of designated decisions under the one section of the Policy.

5.3.2 A new clause has been included at 5.3.1.3 specifying that applications for Ministerial exemption from designated decisions may only be made by resolution of Council.

5.4 *Exclusions from Designated Decisions*

5.4.1 A new heading, 'Exclusions from Designated Decisions', has been included at clause 5.3.2 of the Policy.

5.6 Publications During the Caretaker Period

A reference to the requirements under the *Council Policy - Talking Points* has been included at clause 5.5.2.5.

5.6 Council Equipment and Facilities

The existing policy heading 'Council Equipment and Infrastructure' has been amended at clause 5.7.4 to read 'Council Equipment and Facilities' to cover the use of any Council owned facility. The following clauses, related to the heading, have been amended accordingly.

5.7 Council Resources

A new clause specifying that Elected Members must not use their councillor social media pages during the Caretaker Period has been included at 5.9.3.4.

5.8 Schedule 1 - Table of Major Policy Decisions

The awarding of grant funding has been included as a significant decision at Schedule 1 of the Policy.

Conclusion

As this is a statutory policy, Council is required to consider and adopt the Policy rather than on the recommendation of the Committee. Consequently, the *Council Policy - Elections Period Caretaker Policy* will be presented to the 17 July 2018 meeting of Council for its consideration and approval. Feedback from the Committee will be presented to Council at this time.

Attachments

- 1. Current Council Policy - Elections Period Caretaker Policy**
- 2. Draft Council Policy - Elections Caretaker Period Policy**
- 3. Draft Council Policy - Elections Caretaker Period Policy (without tracked changes)**

City of West Torrens Policy - Elections Period Caretaker Policy

CITY OF WEST TORRENS



Council Policy: Elections Period Caretaker Policy

Classification:	Council Policy
First Issued:	October 2009
Dates of Review:	3 March 2010, 1 July 2014
Version Number:	2
DW Doc set ID:	1316669
Next Review Due:	June 2019 (within 12 months of a periodic election)
Applicable Legislation:	<ul style="list-style-type: none"> • Local Government Act 1999 • Local Government (Elections) Act 1999 • Local Government (Elections) Regulations 2010 • Criminal Law Consolidation Act 1935 • Independent Commissioner Against Corruption Act 2012 • Freedom of Information Act 1991 • Independent Commissioner Against Corruption Directions and Guidelines
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> • Code of Conduct for Council Members • Code of Conduct for Council Employees • Delegations Process Council Policy • Purchasing, Tendering, Sale and Disposal of Assets Council Policy • Elected Members Attendance at Conferences Council Policy • Elected Member Gifts, Benefits and Hospitality Council Policy
Associated Forms:	
Note:	
Responsible Manager:	Chief Executive Officer

Doc Set ID - 1316669

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City of West Torrens Policy - Elections Period Caretaker Policy

Confirmed by General Manager:	General Manager Organisational Support	Date	12 June 2014
Endorsed by Council:		Date	1 July 2014

City of West Torrens Policy - Elections Period Caretaker Policy

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COUNCIL POLICY - Elections Period Caretaker Policy

1. Preamble

- 1.1 The City of West Torrens (CWT) is required by s91A of the *Local Government (Elections) Act 1999* to adopt a caretaker policy and assume a "caretaker mode" for a minimum period of seven (7) weeks prior to a local government general election, to avoid actions and designated decisions which could be perceived as:

- influencing the conduct of the elections; and/or
- influencing voters; and/or
- having significant impact on candidates; and/or
- having significant impact on the incoming Council.

2. Purpose

- 2.1 This policy articulates the standards that are generally regarded as necessary for the promotion of transparent and accountable government during Caretaker Periods. It has been developed to ensure that:

- 2.1.1 The statutory requirements of s91A of the *Local Government (Elections) Act 1999*, s57 of the *Local Government Act 1999* as well as related regulations and legislation are met.
- 2.1.2 Council's responsibilities during a Caretaker Period are clearly documented, accountable and transparent.
- 2.1.3 The Council continues to fulfil its responsibilities, with each Elected Member meeting their commitment as a member of the incumbent Council during the Caretaker Period.
- 2.1.4 The incumbent Council does not inappropriately make decisions that will be binding on an incoming Council and limit its decision making ability.
- 2.1.5 The election campaigns of incumbent Elected Members are conducted in a manner that is ethical, fair and equitable and are publicly perceived as such.
- 2.1.6 The day to day business and level of services of the Council continue efficiently, in a normal manner and are not impacted by the elections.
- 2.1.7 Council resources are not diverted to, or influenced by, campaign purposes or used to improperly advantage incumbent Elected Members as candidates in the election.
- 2.1.8 Council employees understand the required behaviours and expectations placed on them during an election including that they act impartially in relation to all candidates.

3. Scope

- 3.1 The policy applies for the duration of the Caretaker Period to Council, Elected Members, Elected Members who are electoral candidates, independent Audit and Risk Committee members, Development Assessment Panel members and employees of the CWT.

- 3.2 This policy only applies to actual decisions made during a Caretaker Period, not the announcement of decisions made prior to the Caretaker Period.
- 3.3 This policy does not apply to statutory requirements or matters required by law (for example, the production of the Annual Report and matters that are required to be reviewed pursuant to the *Development Act 1993*, etc.).

4. Definitions

- 4.1 **Campaign Material** means the information and resources used by and in relation to individual candidate's election campaigns.
- 4.2 **Candidate** means any person (including a current Elected Member) who has lodged a valid nomination for the purpose of a forthcoming Local Government periodic or general election (the election) with the Electoral Commission of South Australia (ECSA).
- 4.3 **Caretaker Mode** relates to the protocols to be observed during a caretaker period.
- 4.4 **Caretaker Period** means the period that commences on the day of the close of nominations for the election to the 'conclusion of the election' as defined in s4(2) of the *Local Government Act 1999* for the relevant periodic or general election being the time at which the last result of the election is certified by the Returning Officer.
- 4.5 **Chief Executive Officer** means the appointed CEO or any person acting in that capacity.
- 4.6 **Council Contact Officer** means the person nominated by the CEO to liaise with the ECSA and manage CWT's responsibilities throughout Council elections.
- 4.7 **Council Liaison Officers** are those people nominated by the CEO to assist the Council Contact Officer during Council elections.
- 4.8 **Council Resources** includes (but is not limited to), for the purposes of this policy, employees, support staff, volunteers, hospitality (including venue and function facilities), equipment, materials published by Council, access to Council information, media services, machinery, electronic facilities, photographs and stationery.
- 4.9 **CWT Employee** means all employees covered by the *CWT Health Services Employees Enterprise Agreement*, *CWT Enterprise Agreement (Local Government Employees)*, *CWT Municipal Officers Enterprise Agreement*, *CWT - ANMF Nursing Employees Enterprise Agreement*, contractors, volunteers, and support staff.
- 4.10 **ECSA** means the person appointed to the position of Electoral Commissioner of South Australia.
- 4.11 **Elected Members** means the Mayor and Councillors of the CWT.
- 4.12 **Election/Electoral Material** means the information and promotional material produced by the CWT or ECSA related to the election.
- 4.13 **Events and Functions** means formal and informal gatherings of internal and external stakeholders to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to the City and its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities or social occasions such as dinners, receptions and balls.

City of West Torrens Policy - Elections Period Caretaker Policy

- 4.14 **Designated Decision** means a decision that is not able to be made in accordance with s91A of the *Local Government (Elections) Act 1999* (refer to clause 5.3.1.3).
- 4.15 **Independent Commissioner Against Corruption (ICAC)** means the person appointed to identify, investigate and refer for prosecution corruption in public administration, to establish and oversee the Office of Public Integrity and to assist inquiry agencies to identify and deal with misconduct and maladministration in public administration.
- 4.16 **Major Policy Decision** is any decision which has a significant impact on the 'normal' operations of Council.
- See **Schedule 1** for the *Major Policy Decisions Table* for further details and examples. A major policy decision is not limited to those examples included on this list.
- 4.17 **Office of the Public Integrity (OPI)** means the entity that manages complaints about public administration and referral to the relevant inquiry agency.
- 4.18 **Prescribed Contract** means a contract entered into by Council for the purpose of undertaking:
- Road construction or maintenance; or
 - Drainage works.
- 4.19 **Public Consultation** means, for the purposes of this policy, the process of inviting public comment on a proposed Council action, decision or issue.
- 4.20 **Returning Officer** means the person or persons appointed by the Electoral Commissioner to assist ECSA with the conduct of the election as defined in s10 of the *Local Government (Elections) Act 1999*.

5. Policy Statement

5.1 Initiating Caretaker Period

5.1.1 Role of the CEO in Implementing the Caretaker Period and Mode

- 5.1.1.1 The caretaker mode commences at the beginning of the Caretaker Period, i.e. 7 weeks from the opening of nominations to the conclusion of the elections.
- 5.1.1.2 The CEO will ensure, as far as possible, the provision of 30 days advance notice to Elected Members, Independent Members of Council Committees, CWT employees and the public of the commencement date of the Caretaker Period.
- 5.1.1.3 The CEO will endeavour to ensure that all announcements regarding decisions made by the Council, prior to the Caretaker Period, are publicised prior to the Caretaker Period.

5.2 Code of Conduct for Council Members

- 5.2.1 The *Code of Conduct for Council Members* (the Code) continues to apply to Elected Members throughout the duration of the Caretaker Period.

5.3 Policy Decisions

5.3.1 Designated Decisions

- 5.3.1.1 A designated decision made by Council in contravention of legislation and this policy is invalid; except where an exemption has been granted by the Minister for Local Government (the Minister).
- 5.3.1.2 Any person who suffers loss or damage as a result of acting in good faith on a designated decision made by Council in contravention of legislation and this policy is entitled to compensation from the Council for that loss or damage.
- 5.3.1.3 A designated decision does not contravene legislation or this policy if the decision is to enter into a contract, arrangement or understanding (other than a prescribed contract) for the total value of which exceeds whichever is the greater of \$100,000 or 1% of the Council's revenue from rates in the preceding year and:
- relates to the carrying out of works in response to an emergency or disaster within the meaning of *Emergency Management Act 2004*, or under s298 of the *Local Government Act 1999*; or
 - is an expenditure or other decision required to be taken under an agreement by which funding is provided to the council by the Commonwealth or State Government or otherwise for the council to be eligible for funding from the Commonwealth or State Government; or
 - relates to the employment of a particular CWT employee (other than the CEO); or
 - is made in the conduct of negotiations relating to the employment of CWT employees generally, or a class of CWT employees, if provision has been made for funds relating to such negotiations in the budget of the council for the relevant financial year and the negotiations commenced prior to the election period; or
 - relates to a Community Wastewater Management Systems scheme that has, prior to the election period, been approved by the council;
- 5.3.1.4 A decision is exempt from the definition of a 'designated decision' if it relates to the suspension of a CEO for serious and wilful misconduct.

5.3.2 Extraordinary Circumstances Requiring Exemption

- 5.3.2.1 If Council determines that there are extraordinary circumstances which require the making of a designated decision during the Caretaker Period, it must apply in writing to the Minister for an exemption.
- 5.3.2.2 An application for Ministerial exemption may only be made by resolution of Council.

5.3.3 Scheduling Consideration of Major Policy Decisions

- 5.3.3.1 So far as is reasonably practical, the CEO will avoid scheduling major policy decisions for consideration during a Caretaker Period and will ensure that such decisions are either:
- Considered by Council prior to the Caretaker Period and beginning of caretaker mode.
 - Scheduled for determination by the incoming Council.
- 5.3.3.2 Any person who is unsure whether a particular decision falls within the operation of this clause should consult the General Manager Organisational Support.
- 5.3.3.3 All items listed within a Council agenda during the Caretaker Period will be assessed by the General Manager Organisational Support for compliance with this policy.

5.3.4 Major Policy Decisions during Caretaker Period

- 5.3.4.1 The table of policy decisions or exercise of delegated powers at *Schedule 1 - Table of Major Policy Decisions (Attached)* outlines those decisions or activities which are expressly prohibited by the *Local Government Act 1999* and/or the *Local Government (Elections) Act 1999* and/or this policy.

5.3.5 Considerations for the Chief Executive Officer in Granting Approval

- 5.3.5.1 Where the CEO has discretionary approval under this policy, which is not expressly prohibited by clauses 5.3.1.3 and 5.3.1.4, the CEO will have regard to the following criteria:
- Whether the decision is 'significant';
 - The urgency of the issue;
 - The possibility of financial repercussions or other consequences both for the current Council and the incoming Council if it is deferred;
 - The nature of the decision, i.e:
 - Will it be controversial?
 - Will it provoke considerable public interest?
 - Will it provoke considerable media attention?
 - The best interests of the Council and the CWT.

5.3.6 Appointment or Removal of the CEO

- 5.3.6.1 Council must not appoint or dismiss the CEO during a Caretaker Period without the approval by the Minister unless clause 5.3.1.4 applies.
- 5.3.6.2 In an emergency situation, Council may appoint an Acting CEO or suspend the current CEO, pending the election, after which date a permanent decision can be made by the incoming Council.

5.4 Publications during the Caretaker Period

5.4.1 Elected Members' campaign material

- 5.4.1.1 Elected Members' campaign materials must not purport that the material originates from, or is authorised by, Council (eg by the use of Council logos).

5.4.2 Council Publications

- 5.4.2.1 CWT will publish election material, as required by the relevant acts, including (but not limited to) material in a range of media that:
- provides information about the elections;
 - promotes public participation in the elections;
 - seeks candidate nominations;
 - is information relating to those candidates who are standing within each area/ward;
 - the conduct of the elections; and
 - the outcome of the elections.
- 5.4.2.2 Council publicity and communications, not related to the elections, will be restricted to promoting normal Council activities and services.
- 5.4.2.3 Council publications produced before a Caretaker Period but which contain material that could be used in connection with the elections, other than strictly relating to the election process, will not to be circulated or displayed during the Caretaker Period.
- 5.4.2.4 While Council is required by s131 of the *Local Government Act 1999* to prepare, adopt and put on public display a copy of its Annual Report before November 30 of each year, during the Caretaker Period the Annual Report will not contain material that could be regarded as overt electioneering or that inappropriately promotes individual Elected Members.

5.4.3 Council Website

- 5.4.3.1 Any information which refers to the elections which is made available on the website, including on social media, will only relate to the election process by way of information, education or publicity as required by legislation or as directed by the ECSA.
- 5.4.3.2 During a Caretaker Period, new material which is precluded by this policy or legislation will not be placed on the CWT website or on social media.
- 5.4.3.3 During the Caretaker Period, information provided about Elected Members will be restricted to names, contact details, titles and their membership on Council Committee(s) or other bodies as a Council representative.

5.5 Public Consultation during the Caretaker Period

5.5.1 Mandatory Public Consultation

- 5.5.1.1 Any mandatory public consultation as detailed in the *Local Government Act 1999* or other Acts relating to local government (for example the *Development Act 1993*) can be undertaken during the Caretaker Period however, public consultation that is not legislatively mandated and relates to a topical or contentious issue is subject to approval of the CEO prior to its commencement.

5.5.2 Approved Public Consultation

If public consultation has been approved by the CEO:

- 5.5.2.1 The result of that consultation will not be reported to Council until after the completion of the Caretaker Period, i.e. to the incoming Council.
- 5.5.2.2 Approved consultations will avoid express or implicit links to the elections.
- 5.5.2.3 The CEO reserves the right to postpone a consultation at any time during the Caretaker Period if he/she comes to the view that the issue may affect voting.

5.5.3 Publicity Campaigns

- 5.5.3.1 During the Caretaker Period, publicity campaigns (other than for the purpose of conducting and promoting the election) will be avoided wherever possible.
- 5.5.3.2 Any publicity campaign that is considered necessary must be approved by the CEO.
- 5.5.3.3 Approved publicity during the Caretaker Period will be restricted to communicating normal activities and initiatives.

5.6 Elected Member Attendance at Events and Functions during the Caretaker Period

5.6.1 Events Staged by External Bodies

- 5.6.1.1 Elected Members may continue to attend events and functions staged by external bodies during a Caretaker Period (see [Elected Members Gifts, Benefits and Hospitality Council Policy](#)).
- 5.6.1.2 Elected Members appointed to community groups, advisory groups and other external organisations as representatives of the CWT must not use their attendance at meetings of such groups to either recruit assistance with electoral campaigning or to promote their personal or other candidate electoral campaigns.
- 5.6.1.3 Unless there is a requirement to do so, Elected Members will not be appointed to positions on external bodies or authorities during the Caretaker Period.

5.6.2 Council Events and Functions

- 5.6.2.1 Council events and functions held during the Caretaker Period will be reduced to only those essential to the operation of the Council. These events and functions should not in any way be associated with any issues considered topical or relevant to the election.
- 5.6.2.2 All known candidates are to be invited to Council organised events and functions during the Caretaker Period.

5.6.3 Addresses by Elected Members

- 5.6.3.1 Elected Members may continue to make speeches related to Council business at events staged by external bodies during the Caretaker Period, however, the speech must not have any political reference which may be construed as giving a sitting Member any advantage.
- 5.6.3.2 Elected Members who are also election candidates must not give speeches or keynote addresses at Council organised or sponsored events and functions during a Caretaker Period. Elected Members may make short welcome speeches at events or functions organised or sponsored by the CWT during the Caretaker Period.

5.6.4 Publication of Promotional Material

- 5.6.4.1 Any material concerning a Council organised or sponsored function or event which is to be published or distributed during the Caretaker Period must be consistent with clause 5.4 of this policy.

5.7 Council Resources

5.7.1 General

- 5.7.1.1 Council resources must not be used to assist any candidate's campaign during the Caretaker Period.
- 5.7.1.2 The Administration will ensure due propriety is observed in the use of all Council resources and CWT employees are required to exercise appropriate discretion in that regard.
- 5.7.1.3 In circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, such use must be referred to the CEO for approval.
- 5.7.1.4 Elected Members must not, in any way, exert undue influence over the timing of works or the delivery of Council services that may result in political gain for electoral purposes.
- 5.7.1.5 Elected Members must not use their position as a member of Council or information obtained in their role as an Elected Member to, directly or indirectly, gain an advantage for themselves or for another person as serious criminal penalties apply under s254 of the *Criminal Law Consolidation Act 1935* and s62(3) and 62(4) of the *Local Government Act 1999*. Any alleged breaches will be reported to the OPI as required by the *ICAC Act 2012*.

5.7.2 Expenses Incurred by Elected Members

- 5.7.2.1 Reimbursement (or payment) of Elected Member expenses during the Caretaker Period will only apply to those costs that have been incurred in the performance of normal Council duties and approved by the CEO.
- 5.7.2.2 Reimbursements will not be provided for election campaign expenses or for expenses that could be perceived as being related to a candidate's election campaign.

5.7.3 Council Branding and Stationery

- 5.7.3.1 Council logos, letterheads, or other CWT branding must not be used for, or linked in any way, to a candidate's election campaign.
- 5.7.3.2 Elected Members should ensure that their Council business cards are used only for purposes associated with the normal role as an Elected Member in servicing their electorate.
- 5.7.3.3 Elected Members' business cards must not be used in a manner that supports their election campaign or other election purpose.
- 5.7.3.4 During the Caretaker Period, Elected Members must ensure that any publications bearing their name will not include their position title, i.e. Cr John Smith. Preferred use would be John Smith, Councillor for the City of West Torrens.

5.7.4 Council Equipment and Infrastructure

- 5.7.4.1 Council equipment and infrastructure, including the use of photocopiers, stationery or computer equipment, must not be used for any election campaign activities.
- 5.7.4.2 Elected Members who have Council funded services, such as mobile phones, landlines, ipads, and internet connections must only use these Council resources for normal Council business and must not be used to assist them in their, or others, election campaign(s).
- 5.7.4.3 Any use of Council funded equipment for election campaigns could result in an allegation of misconduct or corruption under the *ICAC Act 2012* and subject to a complaint to the OPI.

5.7.5 CWT Employees

- 5.7.5.1 CWT employees will continue to provide the normal level of support to the Mayor and Elected Members during the Caretaker Period.
- 5.7.5.2 Elected Members must not ask CWT employees, including in their private capacity, to undertake any tasks directly or indirectly connected to an election campaign.
- 5.7.5.3 Any Elected Member involved with requesting assistance from a CWT employee with election campaigning would be in breach of the Code and s252 of the *Criminal Law Consolidation Act 1935* and could result in an allegation of misconduct or corruption under the *ICAC Act 2012* and be subject to a complaint to the OPI.

- 5.7.5.4 CWT employees who assist an Elected Member in relation to their election campaign will be in breach of the Code of Conduct for Council Employees and s251 of the *Criminal Law Consolidation Act 1935*. Alleged breaches must be reported to the OPI and could result in an allegation of misconduct or corruption under the ICAC Act 2012 and be subject to a complaint to the OPI.

5.7.6 Correspondence

- 5.7.6.1 General correspondence addressed to Elected Members will be answered in the usual manner. However, Elected Members will sign only the necessary minimum of correspondence during a Caretaker Period.
- 5.7.6.2 Correspondence in relation to significant, sensitive or controversial matters should be signed by the CEO. Replies will be prepared in a manner to protect Council from any perceptions of political bias.

5.8 Access to Council Information

5.8.1 Information and Briefing Materials

- 5.8.1.1 All candidates can access any information that is publicly available and can be provided within reasonable resource limits.
- 5.8.1.2 Elected Members retain their statutory right to access Council information relevant to the performance of their function as Elected Members. However, this access should be exercised with caution and be limited to matters that the Council has under active consideration.
- 5.8.1.3 Any information that the Council holds, other than that determined by the Council Contact Officer to be relevant to informing the public about the conduct of an election, must not be used for election purposes. Any improper use will be a breach of the Code and may be a breach of section 62(3) of the *Local Government Act 1999* and s251 of the *Criminal Law Consolidation Act 1935*.

5.8.2 Information Request Register

- 5.8.2.1 An Information Request Register will be maintained by the Council Contact Officer during the Caretaker Period. This register will be a public document that records all the requests for information made by candidates, and the response given to those requests, during the Caretaker Period.
- 5.8.2.2 If information requests are made by candidates directly to a CWT employee, the CWT employee will advise the candidate that the request will be transferred to the CEO.
- 5.8.2.3 Any requests for information not publicly available, or that require excessive use of resources, will be managed in accordance with the *Freedom of Information Act 1991*.

5.9 Media and Communications

5.9.1 Media Advice

- 5.9.1.1 The CWT Media and Events department will continue promoting normal council business which has been endorsed or is supported by Council during the Caretaker Period. However, publications should be written in a way that does not result in a perception that the publication favours a particular candidate or group of candidates.
- 5.9.1.2 Media advice will not be provided to candidates or Elected Members in relation to election issues or in regard to publicity that involves individual Elected Members.
- 5.9.1.3 Any requests for media advice or assistance by Elected Members during the Caretaker Period will be referred to the CEO. If satisfied that advice sought by an Elected Member during the Caretaker Period is not for personal gain the CEO may authorise the provision of a response to such a request.

5.9.2 Media Releases / Spokespersons

- 5.9.2.1 While in Caretaker Mode, if it is necessary to identify a spokesperson, other than the CEO, the CEO will nominate an appropriate spokesperson.

5.9.3 Elected Members and Media

- 5.9.3.1 Elected Members must not use their position or their access to Council resources to gain media attention in support of, or to the detriment of, their own or any other candidate's election campaign. To do so, would be in breach of the Code and s251 of the *Criminal Law Consolidation Act 1935* and could result in an allegation of misconduct or corruption under the ICAC Act 2012 and be subject to a complaint to the OPI.
- 5.9.3.2 Press releases or other such media statements will not feature any photograph, quote or name of Elected Members during the Caretaker Period.
- 5.9.3.3 To ensure Elected Members are afforded the same opportunities as other candidates, individual Elected Members may make statements as candidates in the election provided that they are clearly communicated as personal opinions and do not undermine the standing of the Council in the community.
- 5.9.3.4 Elected Members may refer to adopted Council policies or decisions but there should be a clear distinction between the adopted Council position and any political commentary the candidate may wish to make.

5.9.4 CWT Employees

- 5.9.4.1 During the Caretaker Period, no CWT employee other than the CEO (or a nominee of the CEO) may make any public statement(s).

City of West Torrens Policy - Elections Period Caretaker Policy

- 5.9.4.2 Any CWT employee that breaches the provisions of this policy could be subject to investigation for misconduct and referral to the OPI.

5.10 Equity in Assistance to Candidates

5.10.1 Candidate Assistance and Advice

- 5.10.1.1 Any assistance and advice provided to candidates, as part of the conduct of the election, will be provided equally to all candidates.
- 5.10.1.2 The Administration will liaise with ECSA to confirm dates for candidate information sessions to be held prior to the opening of nominations and during the nomination period.

5.10.2 Election Process Enquiries

- 5.10.2.1 All election process enquiries from candidates will be directed to the Returning Officer, or where the matter is outside the responsibilities of the Returning Officer, to the Council Contact Officer.

5.11 Complaints and Grievances

5.11.1. Alleged Breaches of the Local Government (Elections) Act 1999

- 5.11.1.1 Allegations of breaches of the [Local Government \(Elections\) Act 1999](#) should be made to the ECSA.
- 5.11.1.2 Allegations of breaches of the [Local Government \(Elections\) Act 1999](#), made to the CEO, will be referred to ECSA.

5.11.2 Alleged Breaches of Part 2 of the Code of Conduct for Council Members (refer clauses 2.17 to 2.25)

- 5.11.2.1 Complaints or grievances that allege the behaviour of an Elected Member during the Caretaker Period constitutes a breach of *Part 2 - Behavioural Code of the Council Members Code of Conduct* must be submitted, in writing to the CEO detailing the clauses alleged to have been breached and relevant evidence.
- 5.11.2.2 On receipt of such a complaint, the CEO will assess whether the complaint is vexatious or frivolous. If the CEO finds that the complaint is vexatious and/or frivolous then the matter will not be investigated and the complainant advised, in writing, accordingly.
- 5.11.2.3 If the CEO determines the complaint is not vexatious or frivolous he/she will ensure a full investigation is undertaken which could include referral to an external investigator.
- 5.11.2.4 In the event the investigation confirms that Part 2 of the Council Members Code of Conduct has been breached the CEO will, in line with clause 2.24 of the Code, ensure a report into the matter is presented to a public meeting of Council (within three weeks of receipt of the investigation outcome report in the instance that the investigation has been undertaken by an external body).

5.11.2.5 Following consideration of this report, Council may by resolution and in accordance with clause 2.25 of the Code:

- Take no action
- Pass a censure motion in respect of the Council Member
- Request a public apology, whether written or verbal
- Request the Elected Member to attend training on the specific subject found to have been breached
- Resolve to remove or suspend the Elected Member from a position within the Council (not including the Member's elected position on Council)
- Request the Elected Member to repay monies to Council.

5.11.3 Alleged Breaches of Part 3 of the Code of Conduct for Council Members

5.11.3.1 Allegations that constitute a breach of Part 3 of the Code during the Caretaker Period can be made to the CEO, the Ombudsman, the OPI or the ECSA (if it relates to a breach of clause 3.8 of the Code regarding campaign donations).

5.11.3.2 Any such allegation must be made in writing and provide tangible evidence.

5.11.3.2a A public officer who makes a complaint to the OPI must have regard to Section 11 of the [*Directions and Guidelines for Inquiry Agencies, Public Authorities and Public Officers*](#) issued by the ICAC.

5.11.3.3 In accordance with the Code, the CEO will refer any allegation that constitutes a breach of Part 3 of the Code to the Ombudsman for investigation in accordance with s263 of the *Local Government Act 1999*.

5.11.3.4 The CEO will ensure, in accordance with the provisions contained within the Code, that a report from the Ombudsman which finds an Elected Member has breached Part 3 of the Code is presented to a public meeting of Council.

City of West Torrens Policy - Elections Period Caretaker Policy

SCHEDULE 1 - Table of Major Policy Decisions

MAJOR DECISIONS		
Proposed Decision	Status/Comment	Who this Impacts?
Entering into a contract (other than a prescribed contract) with a total value exceeding either \$100,000 or 1% of Council's rate revenue (based on the preceding financial year figures), whichever is the greater, in a Caretaker Period pursuant to Section 56 of the <i>Local Government Act 1999</i> .	This is considered a major policy decision in the best interest of accountability and transparency. Under normal operations, this decision can only be carried out by the Council or via a position with delegated powers.	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
Entering into a contract with a total value exceeding \$100,000 where Section 56 of the <i>Local Government Act 1999</i> has been declared to apply to Council by the CEO.	Restricted unless approval is granted by the Minister pursuant to Section 57 of the <i>Local Government Act 1999</i> , or the decision falls within the scope of Section 57(4).	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
Entering into a lease if the rent payable by the lessee at any time exceeds \$100,000.	Restricted unless approval is granted by the Minister pursuant to Section 57 of the <i>Local Government Act 1999</i> , or the decision falls within the scope of Section 57(4).	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
The appointment or dismissal of a CEO in a Caretaker Period or where Section 56 of the <i>Local Government Act 1999</i> has been declared to apply to Council by the CEO.	Restricted. Only in the case of an emergency can the Council act to suspend the current CEO, pending the election, after which date a permanent decision can be made.	<ul style="list-style-type: none"> • Council • CEO Review Panel
The variation of the CEO's remuneration in a Caretaker Period.	Restricted	<ul style="list-style-type: none"> • Council • CEO Review Panel
The execution of an irrevocable decision that has significant impacts on the Council, Council area or Community.	Restricted unless approval is granted by the CEO.	<ul style="list-style-type: none"> • Council • CEO and Executive
Any other significant decision not specified above which will bind the incoming Council.	Restricted unless approval is granted by the CEO.	<ul style="list-style-type: none"> • CEO

City of West Torrens Policy – Elections Period Caretaker Policy

CITY OF WEST TORRENS



Council Policy: Elections Period Caretaker Policy

Classification:	Council Policy
First Issued:	October 2009
Dates of Review:	3 March 2010, 1 July 2014, January 2018
Version Number:	32
DW Doc set ID/Objective ID	4346669 A2092543
Next Review Due:	June 2022 (within 12 months of a periodic election)
Applicable Legislation:	<ul style="list-style-type: none"> Local Government Act 1999 Local Government (Elections) Act 1999 Local Government (Elections) Regulations 2010 Criminal Law Consolidation Act 1935 Independent Commissioner Against Corruption Act 2012 Freedom of Information Act 1991 Independent Commissioner Against Corruption Directions and Guidelines
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> Code of Conduct for Council Members Code of Conduct for Council Employees Delegations Process Council Policy Purchasing, Tendering, Sale and Disposal of Assets Council Policy Council Policy - Procurement Council Policy - Sale and Disposal of Assets Council Policy - Talking Points Elected Members Attendance at Conferences Council Policy Elected Member Gifts, Benefits and Hospitality Council Policy
Associated Forms:	
Note:	
Responsible Manager:	Chief Executive Officer

Doc Set ID -

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Commented [VD1]: Policy revoked 21/09/2016

Commented [VD2]: Policy revoked 11/02/2016

Commented [VD3]: Inclusion of reference to Council Policy - Talking Points

City of West Torrens Policy - Elections Period Caretaker Policy

Confirmed by General Manager:	General Manager Business and Community Services	Date: 12 June 2014 1 June 2018
Endorsed by Council:		Date: 1 July 2014

City of West Torrens Policy - Elections Period Caretaker Policy

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City of West Torrens Policy - Elections Period Caretaker Policy

COUNCIL POLICY - Elections Period Caretaker Policy

1. Preamble

- 1.1 The City of West Torrens (CWT) is required by s91A of the *Local Government (Elections) Act 1999* to adopt a caretaker policy and assume a "caretaker mode" for a minimum period of seven (7) weeks prior to a ~~periodic~~ local government ~~general~~ election, to avoid actions and designated decisions which could be perceived as:

- ~~influencing-intended to influence~~ the conduct of the elections; and/or
- influencing voters; and/or
- having significant impact on candidates; and/or
- ~~having significant impact-limiting the decision making ability~~ of the incoming Council.

2. Purpose

- 2.1 This policy articulates the standards that are ~~generally~~ regarded as necessary for the promotion of transparent and accountable government during Caretaker Periods. It has been developed to ensure that:
- 2.1.1 The statutory requirements of s91A of the *Local Government (Elections) Act 1999*, s57 of the *Local Government Act 1999* and related regulations and legislation are met.
- 2.1.2 ~~The responsibilities of Council and CWT employees~~ ~~Council's responsibilities~~ during a Caretaker Period are clearly documented, accountable and transparent.
- 2.1.3 The Council continues to fulfil its responsibilities, with each Elected Member meeting their commitment as a member of the incumbent Council during the Caretaker Period.
- 2.1.4 The incumbent Council does not inappropriately make decisions that will be binding on an incoming Council and/or limit its decision making ability.
- 2.1.5 The election campaigns of incumbent Elected Members are conducted in a manner that is ethical, fair and equitable and are publicly perceived as such.
- 2.1.6 The day to day business and level of services of the ~~Council-CWT~~ continue efficiently, in a normal manner and are not impacted by the elections.
- 2.1.7 Council resources are not diverted to, or influenced by, campaign purposes or used to improperly advantage incumbent Elected Members as candidates in the election.
- 2.1.8 ~~Council-employees-CWT employees~~ understand the required behaviours and expectations placed on them during an election, including ~~that they the requirement to~~ act impartially in relation to all candidates.

Commented [VD4]: Inclusion of employees

3. Scope

- 3.1 The policy applies for the duration of the Caretaker Period to Council, Elected Members, Elected Members who are electoral candidates, independent Audit and Risk Committee members, ~~Development Council~~ Assessment Panel members and employees of the CWT.

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- 3.2 This policy only applies to actual decisions made during a Caretaker Period, not the announcement of decisions made prior to the Caretaker Period.
- 3.3 This policy does not apply to statutory requirements or matters required by law (for example, the production of the Annual Report and matters that are required to be reviewed pursuant to the Development Act 1993, etc legislation).

3.4 The Policy does not apply to supplementary elections.

Commented [VD5]: Caretaker Period does not apply to supplementary elections

4. Definitions

- 4.1 **Campaign Material** means the information and resources used by and in relation to individual candidate's election campaigns.
- 4.2 **Candidate** means any person (including a current Elected Member) who has lodged a valid nomination for the purpose of a forthcoming Local Government periodic or general election (the election) with the Electoral Commission of South Australia (ECSA).
- 4.3 **Caretaker Mode** relates to the protocols to be observed during a caretaker period.
- 4.4 **Caretaker Period** means the period that commences on the day of closing of nominations (18 September 2018) the day of the close of nominations for the election to the 'conclusion of the election' as defined in s4(2) of the Local Government Act 1999 for the relevant periodic or general election being the time at which the last result of the election is certified by the Returning Officer.
- 4.5 **Chief Executive Officer** means the appointed CEO or any person acting in that capacity.
- 4.6 **Council Contact Officer** means the person nominated by the CEO and appointed by the ESCA to liaise with the ECSA and manage CWT's responsibilities throughout Council elections.
- 4.7 **Council Liaison Officers** are those people nominated by the CEO to assist the Council Contact Officer during Council elections.
- 4.8 **Council Resources** includes (but is not limited to), for the purposes of this policy, employees, support staff, volunteers, hospitality (including venue and function facilities), equipment, materials published by Council, access to Council information, media services, machinery, electronic facilities, photographs and stationery.
- 4.9 **CWT Employee** means all employees covered by the *CWT Health Services Employees Enterprise Agreement*, *CWT Enterprise Agreement (Local Government Employees)*, *CWT Municipal Officers Enterprise Agreement*, *CWT-ANMF Nursing Employees Enterprise Agreement*, contractors, volunteers, and support staff.
- 4.10 **Designated Decision** means a decision that is not able to be made in accordance with s91A of the *Local Government (Elections) Act 1999* (refer to clause 5.3.1.1).
- 4.11 **ECSA** means the person appointed to the position of Electoral Commissioner of South Australia and/ or the Electoral commissioner of South Australia.
- 4.12 **Elected Members** means the Mayor and Councillors of the CWT.

Commented [VD6]: Proposed change to start of caretaker period

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4.13 Electoral Officer means a person appointed as an electoral officer under the *Local Government (Elections) Act 1999* and includes the returning officer and the deputy returning officer.

Commented [VD7]: Definition taken from LG Elections Act

4.14 Election/Electoral Material means the information and promotional material produced by the CWT, the *Local Government Association* or ECSA related to the election.

4.15 Events and Functions means formal and informal gatherings of internal and external stakeholders to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to the City and its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities or social occasions such as dinners, receptions and balls.

4.16 Independent Commissioner Against Corruption (ICAC) means the person holding or acting in the office of the Independent Commissioner Against Corruption, appointed to identify, investigate and refer for prosecution corruption in public administration, to establish and oversee the Office of Public Integrity and to assist inquiry agencies to identify and deal with misconduct and maladministration in public administration.

Commented [VD8]: Definition from ICAC Act 2012.

4.17 Major Policy Decision is any decision which has a significant impact on the 'normal' operations of Council.

See **Schedule 1** for the *Major Policy Decisions Table* for further details and examples. A major policy decision is not limited to those examples included on this list.

4.18 Office for Public Integrity (OPI) means the entity that manages complaints about public administration and referral to the relevant inquiry agency, it is the point of contact for any person wishing to make a complaint or report under the *Independent Commissioner Against Corruption Act 2012*.

Commented [VD9]: Definition from ICAC website

4.19 Prescribed Contract means a contract entered into by Council for the purpose of undertaking:

- Road construction or maintenance; or
- Drainage works.

4.20 Public Consultation means, for the purposes of this policy, the process of inviting public comment on a proposed Council action, decision or issue.

4.21 Returning Officer means the person or persons appointed by the Electoral Commissioner to assist ECSA with the conduct of the election as defined in s10 of the *Local Government (Elections) Act 1999*.

Commented [VD10]: Defined under electoral officer - definition from LG Elections Act

5. Policy Statement

5.1 Initiating Caretaker Period

5.1.1 Role of the CEO in Implementing the Caretaker Period and Mode

- 5.1.1.4 The caretaker mode commences at the beginning of the Caretaker Period, i.e. 7 weeks from the opening-close of nominations (18 September 2018) to the conclusion of the elections.

Commented [VD11]: Including date for ease of reference

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- 5.1.1² The CEO will ensure, as far as possible, the provision of 30 days advance notice to Elected Members, independent members of Council Committees, CWT employees and the public of the commencement date of the Caretaker Period.
- 5.1.1³ The CEO will endeavour to ensure that all announcements regarding decisions made by the Council, prior to the Caretaker Period, are publicised prior to the Caretaker Period.

5.2 Code of Conduct for Council Members

- 5.2.1 ~~This policy is taken to form part of the Code of Conduct for Council Members (the Code) and the Code of Conduct for Council Employees (the Code) continues to apply to Elected Members throughout the duration of the Caretaker Period.~~

Commented [VD12]: s91A(7) LG Elections Act)

5.3 Policy Decisions

5.3.1 Designated Decisions

Commented [VD13]: This section has been altered to include examples of designated decisions from the legislation

~~5.3.1.1 Section 91A of the Local Government (Elections) Act 1999 prescribes that the Council are expressly prohibited from making designated decisions during the Caretaker Period. A designated decision means a decision:~~

- ~~• relating to the employment or remuneration of a Chief Executive Officer, other than a decision to appoint an Acting Chief Executive Officer; or~~
- ~~• to terminate the employment of a Chief Executive Officer; or~~
- ~~• to enter into a contract, arrangement or understanding (other than a prescribed contract) for the total value of which exceeds whichever is the greater of \$100,000 or 1% of the council's revenue from rates in the preceding financial year; or,~~
- ~~• allowing the use of council resources for the advantage of a particular candidate or groups of candidates (other than a decision that allows the equal use of council resources by all candidates for the election).~~

~~5.3.1.2 If a Council considers that there are extraordinary circumstances which require the making of a designated decision during the election period, the Council may apply, in writing, to the Minister for an exemption, the effect of which would be to allow the required designated decision to be made during the Caretaker Period.~~

~~5.3.1.3 An application for Ministerial exemption may only be made by resolution of Council.~~

~~5.3.1.4 A designated decision made by Council during the Caretaker Period, without prior exemption from the Minister in contravention of legislation and this policy is invalid.~~

~~except where an exemption has been granted by the Minister for Local Government (the Minister).~~

Commented [VD14]: New clause

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5.3.1.5 Any person who suffers loss or damage as a result of acting in good faith on a designated decision made by Council in contravention of legislation and this policy is entitled to compensation from the Council for that loss or damage.

5.3.1.6 The table of policy decisions or exercise of delegated powers at Schedule 1 - Table of Major Policy Decisions (Attached) outlines those decisions or activities which are expressly prohibited by legislation and/or this policy.

5.3.2 Exclusions from Designated Decisions

~~5.3.1.3~~ A decision is excluded from the definition of designated decision if:

5.3.2.1 The decision is to enter into a contract, arrangement or understanding (other than a prescribed contract) for the total value of which exceeds whichever is the greater of \$100,000 or 1% of the Council's revenue from rates in the preceding year and:

- relates to the carrying out of works in response to an emergency or disaster within the meaning of *Emergency Management Act 2004*, or under s298 of the *Local Government Act 1999*; or
- is an expenditure or other decision required to be taken under an agreement by which funding is provided to the council by the Commonwealth or State Government or otherwise for the council to be eligible for funding from the Commonwealth or State Government; or
- relates to the employment of a particular CWT employee (other than the CEO); or
- is made in the conduct of negotiations relating to the employment of CWT employees generally, or a class of CWT employees, if provision has been made for funds relating to such negotiations in the budget of the council for the relevant financial year and the negotiations commenced prior to the election period; or
- relates to a Community Wastewater Management Systems scheme that has, prior to the election period, been approved by the council;

5.3.2.2 The decision relates to the suspension of a CEO for serious and wilful misconduct.

5.3.2 Extraordinary Circumstances Requiring Exemption

5.3.2.1 If Council determines that there are extraordinary circumstances which require the making of a designated decision during the Caretaker Period, it must apply in writing to the Minister for an exemption.

5.3.2.2 An application for Ministerial exemption may only be made by resolution of Council.

Commented [VD15]: Moved up from 5.4.3.1

Commented [VD16]: New heading to clarify what is excluded from being a designated decision

Commented [VD17]: Included at 5.3.1

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5.3.3 Scheduling Consideration of Major Policy Decisions

5.3.3.1 The determination as to whether any policy decision is major will be made by the CEO.

Commented [VD18]: Previously stated GM Organisational Support.

5.3.3.2 So far as is reasonably practical, the CEO will avoid scheduling major policy decisions for consideration during a Caretaker Period and will ensure that such decisions are either:

Commented [VD19]: Removed as repetitive

- a) Considered by Council prior to the Caretaker Period, or and beginning of caretaker mode.
- b) Scheduled for determination by the incoming Council.

5.3.3.2 Any person who is unsure whether a particular decision falls within the operation of this clause should consult the General Manager Organisational Support Business and Community Services.

5.3.3.3 All items listed within a Council agenda during the Caretaker Period will be assessed by the General Manager Organisational Support for by the CEO for compliance with this policy.

5.3.4 Major Policy Decisions during Caretaker Period

5.3.4.1 The table of policy decisions or exercise of delegated powers at Schedule 1 Table of Major Policy Decisions (Attached) outlines those decisions or activities which are expressly prohibited by the Local Government Act 1999 and/or the Local Government (Elections) Act 1999 and/or this policy.

Commented [VD20]: Moved to 5.1.3.6

5.3.5 Considerations for the Chief Executive Officer in Granting Approval

5.3.5.1 Where the CEO has discretionary approval under this policy, which is not expressly prohibited by clauses 5.3.1.3 and 5.3.1.4, the CEO will have regard to the following criteria:

Commented [VD21]: This has been moved to down to clause 5.4.4 incorporate approvals for policy decisions and approvals for public consultation

- Whether the decision is 'significant';
- The urgency of the issue;
- The possibility of financial repercussions or other consequences both for the current Council and the incoming Council if it is deferred;
- The nature of the decision, i.e:
 - Will it be controversial?
 - Will it provoke considerable public interest?
 - Will it provoke considerable media attention?
- The best interests of the Council and the CWT.

5.3.6 Appointment or Removal of the CEO Period

Commented [VD22]: Included at 5.3.1

5.4 Publications During the Caretaker Period

Commented [VD23]: Moved to clause 5.5

5.4.1 Elected Members' campaign material

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5.4.1.1 Elected Members' campaign materials must not purport that the material originates from, or is authorised by, Council (eg by the use of Council logos).

5.4.2 Council Publications

5.4.2.1 CWT will publish election material, as required by the relevant acts, including (but not limited to) material in a range of media that:

- provides information about the elections;
- promotes public participation in the elections;
- seeks candidate nominations;
- is information relating to those candidates who are standing within each area/ward;
- the conduct of the elections; and
- the outcome of the elections.

5.4.2.2 Council publicity and communications, not related to the elections, will be restricted to promoting normal Council activities and services.

5.4.2.3 Council publications produced before a Caretaker Period but which contain material that could be used in connection with the elections, other than strictly relating to the election process, will not to be circulated or displayed during the Caretaker Period.

5.4.2.4 While Council is required by s131 of the *Local Government Act 1999* to prepare, adopt and put on public display a copy of its Annual Report before November 30 of each year, during the Caretaker Period the Annual Report will not contain material that could be regarded as overt electioneering or that inappropriately promotes individual Elected Members.

5.4.3 Council Website

5.4.3.1 Any information which refers to the elections which is made available on the website, including on social media, will only relate to the election process by way of information, education or publicity as required by legislation or as directed by the ECSA.

5.4.3.2 During a Caretaker Period, new material which is precluded by this policy or legislation will not be placed on the CWT website or on social media.

5.4.3.3 During the Caretaker Period, information provided about Elected Members will be restricted to names, contact details, titles and their membership on Council Committee(s) or other bodies as a Council representative.

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5.4 Public Consultation during the Caretaker Period

5.4.1 Mandatory Public Consultation

5.4.1.1 Any mandatory public consultation as required by legislation detailed in the Local Government Act 1999 or other Acts relating to local government (for example the Development Act 1993) can be undertaken during the Caretaker Period. ~~however, p~~Public consultation that is not legislatively mandated and relates to a topical or contentious issue is subject to approval of the CEO prior to its commencement.

Commented [VD24]: Removed reference to Acts

5.4.2 Approved Public Consultation

If public consultation has been approved by the CEO:

- 5.4.2.1 The result of that consultation will not be reported to Council until after the completion of the Caretaker Period, i.e. to the incoming Council.
- 5.4.2.2 Approved consultations will avoid express or implicit links to the election.
- 5.4.2.3 The CEO reserves the right to postpone a consultation at any time during the Caretaker Period if he/she comes to the view that the issue may affect voting.

5.4.3 Publicity Campaigns

- 5.4.3.1 During the Caretaker Period, publicity campaigns (other than for the purpose of conducting and promoting the election) will be avoided wherever possible.
- 5.4.3.2 Any publicity campaign that is considered necessary must be approved by the CEO.
- 5.4.3.3 Approved publicity during the Caretaker Period will be restricted to communicating normal activities and initiatives.

5.4.4 Considerations for the Chief Executive Officer in Granting Approvals

When the CEO has discretionary approval under this policy, the CEO will have regard to the following criteria:

- Whether the decision is 'significant';
- The urgency of the issue;
- The possibility of financial repercussions or other consequences both for the current Council and the incoming Council if the decision is deferred;
- The nature of the decision, i.e.:
 - Will it be controversial?
 - Will it provoke considerable public interest?
 - Will it provoke considerable media attention?
- The public interest.

Commented [VD25]: Amended from best interests of Council and the CWT

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5.5 Publications during the Caretaker Period

5.5.1 Elected Members' campaign material

5.5.1.1 Elected Members' campaign materials must not purport that the material originates from, or is authorised by Council and/or CWT (e.g. by the use of Council logos).

5.5.2 Council Publications

5.5.2.1 CWT will publish election material, as required by the relevant acts, including (but not limited to) material in a range of media that:

- provides information about the elections;
- promotes public participation in the elections;
- seeks candidate nominations;
- is information relating to those candidates who are standing within each area/ward;
- the conduct of the elections; and
- the outcome of the elections.

5.5.2.2 Council publicity and communications, not related to the elections, will be restricted to promoting normal council activities and services.

5.5.2.3 Council publications produced before a Caretaker Period but which contain material that could be used in connection with the elections, other than strictly relating to the election process, will not to be circulated or displayed during the Caretaker Period.

5.5.2.4 While Council is required by s131 of the *Local Government Act 1999* to prepare, adopt and put on public display a copy of its Annual Report before November 30 of each year, during the Caretaker Period the Annual Report will not contain material that could be regarded as overt electioneering or that inappropriately promotes individual Elected Members.

5.5.2.5 During the Caretaker Period, information from an individual Elected Member or articles written by Elected Members will be excluded from Talking Points. The edition immediately following the election will contain information on the new Council in lieu of individual Elected Member comment.

5.5.3 Council Website

5.5.3.1 Any information which refers to the elections which is made available on the website, including on social media, will only relate to the election process by way of information, education or publicity as required by legislation or as directed by the ECSA.

5.5.3.2 During a Caretaker Period, new material which is precluded by this policy or legislation will not be placed on the CWT website or on social media.

Commented [VD26]: Clause has been moved; content remains the same

Commented [VD27]: Reference to Council Policy Talking Points

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5.5.3.3 During the Caretaker Period, information provided about Elected Members will be restricted to names, contact details, titles and their membership on Council Committee(s) or other bodies as a Council representative.

5.6 Elected Member Attendance at Events and Functions during the Caretaker Period

5.6.1 Events Staged by External Bodies

- 5.6.1.1 Elected Members may continue to attend events and functions staged by external bodies during a Caretaker Period (see Council Policy - Elected Members Gifts, Benefits and Hospitality).
- 5.6.1.2 Elected Members appointed to community groups, advisory groups and other external organisations as representatives of the CWT must not use their attendance at meetings of such groups to either recruit assistance with electoral campaigning or to promote their personal or other candidate's electoral campaigns.
- 5.6.1.3 Unless there is a requirement to do so, Elected Members will not ~~to~~ be appointed to positions on external bodies or authorities during the Caretaker Period.

5.6.2 Council Events and Functions

- 5.6.2.1 Council events and functions held during the Caretaker Period will be reduced to only those essential to the operation of the Council. These events and functions should not in any way be associated with any issues considered topical or relevant to the election.
- 5.6.2.2 All known candidates are to be invited to Council organised events and functions during the Caretaker Period.

5.6.3 Addresses by Elected Members

- 5.6.3.1 Elected Members may continue to make speeches related to Council business at events staged by external bodies during the Caretaker Period, however, the speech must not have any political reference which may be construed as giving a sitting Member any advantage.
- 5.6.3.2 Elected Members who are also election candidates must not give speeches or keynote addresses, other than short welcome speeches, at Council organised or sponsored events and functions during a Caretaker Period. ~~Elected Members may make short welcome speeches at events or functions organised or sponsored by the CWT during the Caretaker Period.~~

5.6.4 Publication of Promotional Material

- 5.6.4.1 Any material concerning a Council organised or sponsored function or event which is to be published or distributed during the Caretaker Period must be consistent with clause 5.5.4 of this policy.

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5.7 Council Resources

5.7.1 General

- 5.7.1.1 Council resources must not be used to assist any candidate's campaign during the Caretaker Period.
- 5.7.1.2 The Administration will ensure due propriety is observed in the use of all Council resources and CWT employees are required to exercise appropriate discretion in that regard.
- 5.7.1.3 In circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, such use must be referred to the CEO for approval.
- 5.7.1.4 Elected Members must not, in any way, exert undue influence over the timing of works or the delivery of Council services that may result in political gain for electoral purposes.
- 5.7.1.5 Elected Members must not use their position as a member of Council or information obtained in their role as an Elected Member to, directly or indirectly, gain an advantage for themselves or for another person as serious criminal penalties apply under s254 of the *Criminal Law Consolidation Act 1935* and s62(3) and 62(4) of the *Local Government Act 1999*. Any alleged breaches will be reported to the OPI as required by the *ICAC Act 2012* [and the Directions and Guidelines for Public Officers](#).

5.7.2 Expenses Incurred by Elected Members

- 5.7.2.1 Reimbursement (or payment) of Elected Member expenses during the Caretaker Period will only apply to those costs that have been incurred in the performance of normal Council duties and approved by the CEO.
- 5.7.2.2 Reimbursements will not be provided for election campaign expenses or for expenses that could be perceived as being related to a candidate's election campaign.

5.7.3 Council Branding and Stationery

- 5.7.3.1 [Elected Members should ensure that their Council business cards are used only for purposes associated with the normal role as an Elected Member in servicing their electorate. They must not be used for, or linked in any way, to a candidate's election campaign.](#)
- 5.7.3.2 [Council logos, stationery, or other CWT branding, must not be used for, or linked in any way, to a candidate's election campaign.](#)
- 5.7.3.3 [Elected Members should ensure that their Council business cards are used only for purposes associated with the normal role as an Elected Member in servicing their electorate.](#)

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5.7.3.3 Elected Members' business cards must not be used in a manner that supports their election campaign or other election purpose.

5.7.3.4 During the Caretaker Period, Elected Members must ensure that any publications bearing their name will not include their position title, i.e. Cr John Smith. Preferred use would be John Smith, Councillor for the City of West Torrens.

5.7.4 Council Equipment and Infrastructure Facilities

5.7.4.1 ~~Equipment and facilities provided to Elected Members for the purpose of conducting normal Council business such as, but not limited to, telephones, photocopiers, internet connections, must not be used for campaigning purposes.~~

~~Council equipment and infrastructure, including the use of photocopiers, stationery or computer equipment, must not be used for any election campaign activities.~~

5.7.4.2 Elected Members who have Council funded services, such as mobile phones, landlines, iPads, and internet connections must only use these Council resources for normal Council business and must not be used to assist them in their, or others, election campaign(s).

5.7.4.3 Any use of Council funded equipment or facilities for election campaigns could result in an allegation of misconduct or corruption under the ICAC Act 2012, and subject to a complaint to the OPI.

5.7.5 CWT Employees

5.7.5.1 CWT employees will continue to provide the normal level of support to the Mayor and Elected Members during the Caretaker Period.

5.7.5.2 Elected Members must not ask CWT employees, including in their private capacity, to undertake any tasks directly or indirectly connected to an election campaign.

5.7.5.3 Any Elected Member involved with requesting assistance from a CWT employee with election campaigning ~~would may~~ be in breach of the Code and s252 of the *Criminal Law Consolidation Act 1935* and could ~~result in an allegation of misconduct or corruption under the ICAC Act 2012,~~ and be subject to a complaint to the OPI.

5.7.5.4 CWT employees who assist an Elected Member in relation to their election campaign ~~will may~~ be in breach of the Code of Conduct for Council Employees and s251 of the *Criminal Law Consolidation Act 1935*. ~~Alleged breaches must be reported to the OPI and Such behaviour could result in a complaint to the OPI.~~
~~n an allegation of misconduct or corruption under the ICAC Act 2012 and be subject to a complaint to the OPI.~~

5.7.6 Correspondence

5.7.6.1 General correspondence addressed to Elected Members will be answered in the usual manner. However, Elected Members will sign only the necessary minimum of correspondence during a Caretaker Period.

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- 5.7.6.2 Correspondence in relation to significant, sensitive or controversial matters should be signed by the CEO. Replies will be prepared in a manner to protect Council from any perceptions of political bias.

5.8 Access to Council Information

5.8.1 Information and Briefing Materials

- 5.8.1.1 All candidates can access any information that is publicly available and can be provided within reasonable resource limits.
- 5.8.1.2 Elected Members retain their statutory right to access Council information relevant to the performance of their function as Elected Members. However, this access should be exercised with caution and be limited to matters that the Council has under active consideration.
- 5.8.1.3 Any information that the Council holds, other than that determined by the [Council Contact Officer-CEO](#) to be relevant to informing the public about the conduct of an election, must not be used for election purposes. Any improper use will be a breach of the [Code of Conduct](#) and may be a breach of section 62(3) of the *Local Government Act 1999* and s251 of the *Criminal Law Consolidation Act 1935*.

5.8.2 Information Request Register

- 5.8.2.1 An Information Request Register will be maintained by the [Council Contact Officer-CEO](#) during the Caretaker Period. This register will be a public document that records all the requests for information made by candidates, and the response given to those requests, during the Caretaker Period.
- 5.8.2.2 If information requests are made by candidates directly to a CWT employee, [other than a member of the Management Team](#), the CWT employee will advise the candidate that the request will be transferred to the [relevant General ManagerCEO](#).
- 5.8.2.3 Any requests for information not publicly available, or that require excessive use of resources, will be managed in accordance with the *Freedom of Information Act 1991*.

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5.9 Media and Communications

5.9.1 Media Advice

- 5.9.1.1 The CWT Media and Events department will continue promoting normal council business which has been endorsed or is supported by Council and/or the CEO during the Caretaker Period. ~~However,~~ Publications should be written in a way that does not result in a perception that the publication favours a particular candidate or group of candidates.
- 5.9.1.2 Media advice will not be provided to candidates or Elected Members in relation to election issues or in regard to publicity that involves individual Elected Members.
- 5.9.1.3 Any requests for media advice or assistance by Elected Members during the Caretaker Period will be referred to the CEO. If satisfied that advice sought by an Elected Member during the Caretaker Period is not for personal gain the CEO may authorise the provision of a response to such a request.

5.9.2 Media Releases / Spokespersons

- 5.9.2.1 While in Caretaker Mode, if it is necessary to identify a spokesperson, other than the CEO, the CEO will nominate an appropriate spokesperson.

5.9.3 Elected Members and Media

- 5.9.3.1 Elected Members must not use their position or their access to Council resources to gain media attention in support of, or to the detriment of, their own or any other candidate's election campaign. To do so, would be in breach of the Code and s251 of the *Criminal Law Consolidation Act 1935* and ~~could result in an allegation of misconduct or corruption under the ICAC Act 2012~~, and be subject to a complaint to the OPI.
- 5.9.3.2 Press releases or other such media statements will not feature any photograph, quote or name of Elected Members during the Caretaker Period
- 5.9.3.3 To ensure Elected Members are afforded the same opportunities as other candidates, individual Elected Members may make statements as candidates in the election provided that they are clearly communicated as personal opinions and do not undermine the standing of the Council in the community.
- 5.9.3.4 Elected Members may refer to adopted Council policies or decisions but there should be a clear distinction between the adopted Council position and any political commentary the candidate may wish to make.
- 5.9.3.4 During the Caretaker Period, Elected Members must ensure that any publications bearing their name will not include their position title, i.e.

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~~Cr John Smith. Preferred use would be John Smith, Councillor for the City of West Torrens. In order to ensure that all candidates are afforded the same opportunities to promote their election campaign, Elected Members must not use their councillor social media pages during the Caretaker Period.~~

Commented [PK28]: Proposed wording deleted and replaced with the alternative wording proposed by the CPPP

5.9.4 CWT Employees

- 5.9.4.1 During the Caretaker Period, no CWT employee other than the CEO (or a nominee of the CEO) may make any public statement(s).
- 5.9.4.2 Any CWT employee that breaches the provisions of this policy could be subject to investigation for misconduct ~~and referral to the QPI in accordance with the ICAC Act 2012.~~

5.10 Equity in Assistance to Candidates

5.10.1 Candidate Assistance and Advice

- 5.10.1.1 Any assistance and advice provided to candidates, as part of the conduct of the election, will be provided equally to all candidates.
- 5.10.1.2 The Administration will liaise with ECSA to confirm dates for candidate information sessions to be held prior to the opening of nominations and during the nomination period.

5.10.2 Election Process Enquiries

- 5.10.2.1 All election process enquiries from candidates will be directed to the Returning Officer, or where the matter is outside the responsibilities of the Returning Officer, to the Council Contact Officer ~~or Council Liaison Officers.~~

5.11 Complaints and Grievances

5.11.1. Alleged Breaches of the Local Government (Elections) Act 1999

- 5.11.1.1 Allegations of breaches of the [Local Government \(Elections\) Act 1999](#) should be made to the ECSA.
- 5.11.1.2 Allegations of breaches of the [Local Government \(Elections\) Act 1999](#), made to the CEO, will be referred to ECSA.

5.11.2 Alleged Breaches of Part 2 of the Code of Conduct for Council Members (refer clauses 2.17 to 2.25)

- 5.11.2.1 Complaints or grievances that allege the behaviour of an Elected Member during the Caretaker Period constitutes a breach of *Part 2 - Behavioural Code of the Council Members Code of Conduct* must be submitted, in writing to the CEO detailing the clauses alleged to have been breached and relevant evidence.
- 5.11.2.2 On receipt of such a complaint, the CEO will assess whether the complaint is vexatious or frivolous. If the CEO finds that the complaint is vexatious and/or frivolous then the matter will not be investigated and the complainant advised, in writing, accordingly.

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- 5.11.2.3 If the CEO determines the complaint is not vexatious or frivolous he/she will ensure a full investigation is undertaken which could include referral to an external investigator.
- 5.11.2.4 In the event the investigation confirms that Part 2 of the *Council Members Code of Conduct* has been breached the CEO will, in line with clause 2.24 of the Code of Conduct, ensure a report into the matter is presented to a public meeting of Council (within three weeks of receipt of the investigation outcome report in the instance that the investigation has been undertaken by an external body).
- 5.11.2.5 Following consideration of this report, Council may by resolution and in accordance with clause 2.25 of the Code:
- Take no action
 - Pass a censure motion in respect of the Council Member
 - Request a public apology, whether written or verbal
 - Request the Elected Member to attend training on the specific subject found to have been breached
 - Resolve to remove or suspend the Elected Member from a position within the Council (not including the Member's elected position on Council)
 - Request the Elected Member to repay monies to Council.

5.11.3 Alleged Breaches of Part 3 of the Code of Conduct for Council Members

- 5.11.3.1 Allegations that constitute a breach of Part 3 of the Code during the Caretaker Period can be made to the CEO, the Ombudsman, the OPI or the ECSA (if it relates to a breach of clause 3.8 of the Code regarding campaign donations).
- 5.11.3.2 Any such allegation must be made in writing and provide tangible evidence.
- ~~5.11.3.2a~~ A public officer who makes a complaint to the OPI must have regard to Section 11 of the [Directions and Guidelines for Inquiry Agencies, Public Authorities and Public Officers](#) issued by the ICAC.
- 5.11.3.3 In accordance with the Code, the CEO will refer any allegation that constitutes a breach of Part 3 of the Code to the Ombudsman for investigation in accordance with s263 of the *Local Government Act 1999*.
- 5.11.3.4 The CEO will ensure, in accordance with the provisions contained within the Code, that a report from the Ombudsman which finds an Elected Member has breached Part 3 of the Code is presented to a public meeting of Council.

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SCHEDULE 1 - Table of Major Policy Decisions

MAJOR DECISIONS		
Proposed Decision	Status/Comment	Who this Impacts?
Entering into a contract (other than a prescribed contract) with a total value exceeding either \$100,000 or 1% of Council's rate revenue (based on the preceding financial year figures), whichever is the greater, in a Caretaker Period pursuant to Section 56 of the <i>Local Government Act 1999</i> .	This is considered a major policy decision in the best interest of accountability and transparency. Under normal operations, this decision can only be carried out by the Council or via a position with delegated powers.	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
Entering into a contract with a total value exceeding \$100,000 where Section 56 of the <i>Local Government Act 1999</i> has been declared to apply to Council by the CEO.	Restricted unless approval is granted by the Minister pursuant to Section 57 of the <i>Local Government Act 1999</i> , or the decision falls within the scope of Section 57(4).	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
Entering into a lease if the rent payable by the lessee at any time exceeds \$100,000.	Restricted unless approval is granted by the Minister pursuant to Section 57 of the <i>Local Government Act 1999</i> , or the decision falls within the scope of Section 57(4).	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
The appointment or dismissal of a CEO in a Caretaker Period or where Section 56 of the <i>Local Government Act 1999</i> has been declared to apply to Council by the CEO.	Restricted. Only in the case of <u>suspected serious or wilful misconduct by the CEO, an emergency</u> can the Council act to suspend the current CEO. <u>An acting CEO may be appointed with a formal appointment to be made after the completion of the election, pending the election, after which date a permanent decision can be made.</u>	<ul style="list-style-type: none"> • Council • CEO Review Panel
The variation of the CEO's remuneration in a Caretaker Period.	Restricted	<ul style="list-style-type: none"> • Council • CEO Review Panel
The execution of an irrevocable decision that has significant impacts on the Council, Council area or Community.	Restricted unless approval is granted by the CEO.	<ul style="list-style-type: none"> • Council • CEO and Executive
Any other significant decision not	Restricted unless approval is	<ul style="list-style-type: none"> • CEO

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specified above which will bind the incoming Council. This includes the awarding of grant funding.	granted by the CEO.	
--	---------------------	--

Commented [VD29]: Inclusion of grant funding of being withheld unless exception granted by CEO

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CITY OF WEST TORRENS



Council Policy: Elections Period Caretaker Policy

Classification:	Council Policy
First Issued:	October 2009
Dates of Review:	3 March 2010, 1 July 2014, January 2018
Version Number:	3
Objective ID	A2092543
Next Review Due:	June 2022 (within 12 months of a periodic election)
Applicable Legislation:	<ul style="list-style-type: none"> • Local Government Act 1999 • Local Government (Elections) Act 1999 • Local Government (Elections) Regulations 2010 • Criminal Law Consolidation Act 1935 • Independent Commissioner Against Corruption Act 2012 • Freedom of Information Act 1991 • Independent Commissioner Against Corruption Directions and Guidelines
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> • Code of Conduct for Council Members • Code of Conduct for Council Employees • Council Policy - Procurement • Council Policy - Sale and Disposal of Assets • Council Policy - Talking Points • Elected Members Attendance at Conferences Council Policy • Elected Member Gifts, Benefits and Hospitality Council Policy
Associated Forms:	
Note:	
Responsible Manager:	Chief Executive Officer

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Confirmed by General Manager:	General Manager Business and Community Services	Date	1 June 2018
Endorsed by Council:		Date	

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COUNCIL POLICY - Elections Period Caretaker Policy

1. Preamble

- 1.1 The City of West Torrens (CWT) is required by s91A of the *Local Government (Elections) Act 1999* to adopt a caretaker policy and assume a "caretaker mode" for a minimum period of seven (7) weeks prior to a periodic local government election, to avoid actions and designated decisions which could be perceived as:

- intended to influence the conduct of the elections; and/or
- influencing voters; and/or
- having significant impact on candidates; and/or
- limiting the decision making ability of the incoming Council.

2. Purpose

- 2.1 This policy articulates the standards that are regarded as necessary for the promotion of transparent and accountable government during Caretaker Periods. It has been developed to ensure that:

- 2.1.1 The statutory requirements of s91A of the *Local Government (Elections) Act 1999*, s57 of the *Local Government Act 1999* and related regulations and legislation are met.
- 2.1.2 The responsibilities of Council and CWT employees during a Caretaker Period are clearly documented, accountable and transparent.
- 2.1.3 The Council continues to fulfil its responsibilities, with each Elected Member meeting their commitment as a member of the incumbent Council during the Caretaker Period.
- 2.1.4 The incumbent Council does not inappropriately make decisions that will be binding on an incoming Council and/or limit its decision making ability.
- 2.1.5 The election campaigns of incumbent Elected Members are conducted in a manner that is ethical, fair and equitable and are publicly perceived as such.
- 2.1.6 The day to day business and level of services of the CWT continue efficiently, in a normal manner and are not impacted by the elections.
- 2.1.7 Council resources are not diverted to, or influenced by, campaign purposes or used to improperly advantage incumbent Elected Members as candidates in the election.
- 2.1.8 CWT employees understand the required behaviours and expectations placed on them during an election, including the requirement to act impartially in relation to all candidates.

3. Scope

- 3.1 The policy applies for the duration of the Caretaker Period to Council, Elected Members, Elected Members who are electoral candidates, independent Audit and Risk Committee members, Council Assessment Panel members and employees of the CWT.

- 3.2 This policy only applies to decisions made during a Caretaker Period, not the announcement of decisions made prior to the Caretaker Period.
- 3.3 This policy does not apply to statutory requirements or matters required by law (for example, the production of the Annual Report and matters that are required to be reviewed pursuant to legislation).
- 3.4 The Policy does not apply to supplementary elections.

4. Definitions

- 4.1 **Campaign Material** means the information and resources used by and in relation to individual candidate's election campaigns.
- 4.2 **Candidate** means any person (including a current Elected Member) who has lodged a valid nomination for the purpose of a forthcoming Local Government periodic or general election (the election) with the Electoral Commission of South Australia (ECSA).
- 4.3 **Caretaker Mode** relates to the protocols to be observed during a caretaker period.
- 4.4 **Caretaker Period** means the period that commences the day of closing of nominations (18 September 2018) to the 'conclusion of the election' as defined in s4(2) of the *Local Government Act 1999* for the relevant periodic or general election being the time at which the last result of the election is certified by the Returning Officer.
- 4.5 **Chief Executive Officer** means the appointed CEO or any person acting in that capacity.
- 4.6 **Council Contact Officer** means the person nominated by the CEO and appointed by the ESCA to liaise with the ECSA and manage CWT's responsibilities throughout Council elections.
- 4.7 **Council Liaison Officers** are those people nominated by the CEO to assist the Council Contact Officer during Council elections.
- 4.8 **Council Resources** includes (but is not limited to), for the purposes of this policy, employees, support staff, volunteers, hospitality (including venue and function facilities), equipment, materials published by Council, access to Council information, media services, machinery, electronic facilities, photographs and stationery.
- 4.9 **CWT Employee** means all employees covered by the *CWT Health Services Employees Enterprise Agreement*, *CWT Enterprise Agreement (Local Government Employees)*, *CWT Municipal Officers Enterprise Agreement*, contractors, volunteers, and support staff.
- 4.10 **Designated Decision** means a decision that is not able to be made in accordance with s91A of the *Local Government (Elections) Act 1999* (refer to clause 5.3.1.1).
- 4.11 **ECSA** means the Electoral Commission of South Australia and/ or the Electoral commissioner of South Australia.
- 4.12 **Elected Members** means the Mayor and Councillors of the CWT.
- 4.13 **Electoral Officer** means a person appointed as an electoral officer under the *Local Government (Elections) Act 1999* and includes the returning officer and the deputy returning officer.
- 4.14 **Election/Electoral Material** means the information and promotional material produced by the CWT, the Local Government Association or ECSA related to the election.

4.15 **Events and Functions** means formal and informal gatherings of internal and external stakeholders to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to the City and its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities or social occasions such as dinners, receptions and balls.

4.16 **Independent Commissioner Against Corruption (ICAC)** means the person holding or acting in the office of the Independent Commissioner Against Corruption.

4.17 **Major Policy Decision** is any decision which has a significant impact on the 'normal' operations of Council.

See **Schedule 1** for the *Major Policy Decisions Table* for further details and examples. A major policy decision is not limited to those examples included on this list.

4.18 **Office for Public Integrity (OPI)** means the entity that it is the point of contact for any person wishing to make a complaint or report under the *Independent Commissioner Against Corruption Act 2012*.

4.19 **Prescribed Contract** means a contract entered into by Council for the purpose of undertaking:

- Road construction or maintenance; or
- Drainage works.

4.20 **Public Consultation** means, for the purposes of this policy, the process of inviting public comment on a proposed Council action, decision or issue.

5. Policy Statement

5.1 Initiating Caretaker Period

5.1.1 The caretaker mode commences at the beginning of the Caretaker Period, i.e. 7 weeks from the close of nominations (18 September 2018) to the conclusion of the elections.

5.1.1 The CEO will ensure, as far as possible, the provision of 30 days advance notice to Elected Members, independent members of Council Committees, CWT employees and the public of the commencement date of the Caretaker Period.

5.1.1 The CEO will endeavour to ensure that all announcements regarding decisions made by the Council, prior to the Caretaker Period, are publicised prior to the Caretaker Period.

5.2 Code of Conduct

5.2.1 This policy is taken to form part of the *Code of Conduct for Council Members* (the Code) and the *Code of Conduct for Council Employees* throughout the duration of the Caretaker Period.

5.3 Policy Decisions

5.3.1 Designated Decisions

5.3.1.1 Section 91A of the *Local Government (Elections) Act 1999* prescribes that the Council are expressly prohibited from making

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designated decisions during the Caretaker Period. A designated decision means a decision:

- relating to the employment or remuneration of a Chief Executive Officer, other than a decision to appoint an Acting Chief Executive Officer; or
- to terminate the employment of a Chief Executive Officer; or
- to enter into a contract, arrangement or understanding (other than a prescribed contract) for the total value of which exceeds whichever is the greater of \$100,000 or 1% of the council's revenue from rates in the preceding financial year; or;
- allowing the use of council resources for the advantage of a particular candidate or groups of candidates (other than a decision that allows the equal use of council resources by all candidates for the election).

5.3.1.2 If a Council considers that there are extraordinary circumstances which require the making of a designated decision during the election period, the Council may apply, in writing, to the Minister for an exemption, the effect of which would be to allow the required designated decision to be made during the Caretaker Period.

5.3.1.3 An application for Ministerial exemption may only be made by resolution of Council.

5.3.1.4 A designated decision made by Council during the Caretaker Period, without prior exemption from the Minister is invalid.

5.3.1.5 Any person who suffers loss or damage as a result of acting in good faith on a designated decision made by Council in contravention of legislation and this policy is entitled to compensation from the Council for that loss or damage.

5.3.1.6 The table of policy decisions or exercise of delegated powers at *Schedule 1 - Table of Major Policy Decisions (Attached)* outlines those decisions or activities which are expressly prohibited by legislation and/or this policy.

5.3.2 Exclusions from Designated Decisions

A decision is excluded from the definition of designated decision if:

- 5.3.2.1 The decision is to enter into a contract, arrangement or understanding (other than a prescribed contract) for the total value of which exceeds whichever is the greater of \$100,000 or 1% of the Council's revenue from rates in the preceding year and:
- relates to the carrying out of works in response to an emergency or disaster within the meaning of *Emergency Management Act 2004*, or under s298 of the *Local Government Act 1999*; or
 - is an expenditure or other decision required to be taken under an agreement by which funding is provided to the council by the

Commonwealth or State Government or otherwise for the council to be eligible for funding from the Commonwealth or State Government; or

- relates to the employment of a particular CWT employee (other than the CEO); or
- is made in the conduct of negotiations relating to the employment of CWT employees generally, or a class of CWT employees, if provision has been made for funds relating to such negotiations in the budget of the council for the relevant financial year and the negotiations commenced prior to the election period; or
- relates to a Community Wastewater Management Systems scheme that has, prior to the election period, been approved by the council;

5.3.2.2 The decision relates to the suspension of a CEO for serious and wilful misconduct.

5.3.3 Consideration of Major Policy Decisions

5.3.3.1 The determination as to whether any policy decision is major will be made by the CEO.

5.3.3.2 So far as is reasonably practical, the CEO will avoid scheduling major policy decisions for consideration during a Caretaker Period and will ensure that such decisions are either:

- a) Considered by Council prior to the Caretaker Period; or
- b) Scheduled for determination by the incoming Council.

5.3.3.2 Any person who is unsure whether a particular decision falls within the operation of this clause should consult the General Manager Business and Community Services.

5.3.3.3 All items listed within a Council agenda during the Caretaker Period will be assessed by the CEO for compliance with this policy.

5.4 Public Consultation during the Caretaker Period

5.4.1 Mandatory Public Consultation

Any mandatory public consultation as required by legislation relating to local government can be undertaken during the Caretaker Period. Public consultation that is not legislatively mandated and relates to a topical or contentious issue is subject to approval of the CEO prior to its commencement.

5.4.2 Approved Public Consultation

If public consultation has been approved by the CEO:

5.4.2.1 The result of that consultation will not be reported to Council until after the completion of the Caretaker Period, i.e. to the incoming Council.

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- 5.4.2.2 Approved consultations will avoid express or implicit links to the election.
- 5.4.2.3 The CEO reserves the right to postpone a consultation at any time during the Caretaker Period if he/she comes to the view that the issue may affect voting.

5.4.3 Publicity Campaigns

- 5.4.3.1 During the Caretaker Period, publicity campaigns (other than for the purpose of conducting and promoting the election) will be avoided wherever possible.
- 5.4.3.2 Any publicity campaign that is considered necessary must be approved by the CEO.
- 5.4.3.3 Approved publicity during the Caretaker Period will be restricted to communicating normal activities and initiatives.

5.4.4 Considerations for the Chief Executive Officer in Granting Approvals

When the CEO has discretionary approval under this policy, the CEO will have regard to the following criteria:

- Whether the decision is 'significant';
- The urgency of the issue;
- The possibility of financial repercussions or other consequences both for the current Council and the incoming Council if the decision is deferred;
- The nature of the decision, i.e:
 - Will it be controversial?
 - Will it provoke considerable public interest?
 - Will it provoke considerable media attention?
- The public interest.

5.5 Publications during the Caretaker Period**5.5.1 Elected Members' campaign material**

- 5.4.1.1 Elected Members' campaign materials must not purport that the material originates from, or is authorised by Council and/or CWT (e.g. by the use of Council logos).

5.5.2 Council Publications

- 5.5.2.1 CWT will publish election material, as required by the relevant acts, including (but not limited to) material in a range of media that:
 - provides information about the elections;
 - promotes public participation in the elections;
 - seeks candidate nominations;
 - is information relating to those candidates who are standing within each area/ward;

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- the conduct of the elections; and
- the outcome of the elections.

5.5.2.2 Council publicity and communications, not related to the elections, will be restricted to promoting normal council activities and services.

5.5.2.3 Council publications produced before a Caretaker Period but which contain material that could be used in connection with the elections, other than strictly relating to the election process, will not to be circulated or displayed during the Caretaker Period.

5.5.2.4 While Council is required by s131 of the *Local Government Act 1999* to prepare, adopt and put on public display a copy of its Annual Report before November 30 of each year, during the Caretaker Period the Annual Report will not contain material that could be regarded as overt electioneering or that inappropriately promotes individual Elected Members.

5.5.2.5 During the Caretaker Period, information from an individual Elected Member or articles written by Elected Members will be excluded from Talking Points. The edition immediately following the election will contain information on the new Council in lieu of individual Elected Member comment.

5.5.3 Council Website

5.5.3.1 Any information which refers to the elections which is made available on the website, including on social media, will only relate to the election process by way of information, education or publicity as required by legislation or as directed by the ECSA.

5.5.3.2 During a Caretaker Period, new material which is precluded by this policy or legislation will not be placed on the CWT website or on social media.

5.5.3.3 During the Caretaker Period, information provided about Elected Members will be restricted to names, contact details, titles and their membership on Council Committee(s) or other bodies as a Council representative.

5.6 Elected Member Attendance at Events and Functions during the Caretaker Period

5.6.1 Events Staged by External Bodies

5.6.1.1 Elected Members may continue to attend events and functions staged by external bodies during a Caretaker Period (see Council Policy - Elected Members Gifts, Benefits and Hospitality).

5.6.1.2 Elected Members appointed to community groups, advisory groups and other external organisations as representatives of the CWT must not use their attendance at meetings of such groups to either recruit assistance with electoral campaigning or to promote their personal or other candidate's electoral campaigns.

City of West Torrens Policy - Elections Period Caretaker Policy

- 5.6.1.3 Unless there is a requirement to do so, Elected Members will not be appointed to positions on external bodies or authorities during the Caretaker Period.

5.6.2 **Council Events and Functions**

- 5.6.2.1 Council events and functions held during the Caretaker Period will be reduced to only those essential to the operation of the Council. These events and functions should not in any way be associated with any issues considered topical or relevant to the election.
- 5.6.2.2 All known candidates are to be invited to Council organised events and functions during the Caretaker Period.

5.6.3 **Addresses by Elected Members**

- 5.6.3.1 Elected Members may continue to make speeches related to Council business at events staged by external bodies during the Caretaker Period, however, the speech must not have any political reference which may be construed as giving a sitting Member any advantage.
- 5.6.3.2 Elected Members who are also election candidates must not give speeches or keynote addresses, other than short welcome speeches, at Council organised or sponsored events and functions during a Caretaker Period.

5.6.4 **Publication of Promotional Material**

- 5.6.4.1 Any material concerning a Council organised or sponsored function or event which is to be published or distributed during the Caretaker Period must be consistent with clause 5.5 of this policy.

5.7 **Council Resources**

5.7.1 **General**

- 5.7.1.1 Council resources must not be used to assist any candidate's campaign during the Caretaker Period.
- 5.7.1.2 The Administration will ensure due propriety is observed in the use of all Council resources and CWT employees are required to exercise appropriate discretion in that regard.
- 5.7.1.3 In circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, such use must be referred to the CEO for approval.
- 5.7.1.4 Elected Members must not, in any way, exert undue influence over the timing of works or the delivery of Council services that may result in political gain for electoral purposes.
- 5.7.1.5 Elected Members must not use their position as a member of Council or information obtained in their role as an Elected Member to, directly or indirectly, gain an advantage for themselves or for another person as serious criminal penalties apply under s254 of the *Criminal Law Consolidation Act 1935* and s62(3) and 62(4) of the *Local Government Act 1999*. Any alleged breaches will be reported to the OPI as

required by the *ICAC Act 2012* and the Directions and Guidelines for Public Officers.

5.7.2 Expenses Incurred by Elected Members

- 5.7.2.1 Reimbursement (or payment) of Elected Member expenses during the Caretaker Period will only apply to those costs that have been incurred in the performance of normal Council duties and approved by the CEO.
- 5.7.2.2 Reimbursements will not be provided for election campaign expenses or for expenses that could be perceived as being related to a candidate's election campaign.

5.7.3 Council Branding and Stationery

- 5.7.3.1 Elected Members should ensure that their Council business cards are used only for purposes associated with the normal role as an Elected Member in servicing their electorate. They must not be used for, or linked in any way, to a candidate's election campaign.
- 5.7.3.2 Council logos, stationery, or other CWT branding, must not be used for, or linked in any way, to a candidate's election campaign.
- 5.7.3.3 Elected Members' business cards must not be used in a manner that supports their election campaign or other election purpose.
- 5.7.3.4 During the Caretaker Period, Elected Members must ensure that any publications bearing their name will not include their position title, i.e. Cr John Smith. Preferred use would be John Smith, Councillor for the City of West Torrens.

5.7.4 Council Equipment and Facilities

- 5.7.4.1 Equipment and facilities provided to Elected Members for the purpose of conducting normal Council business such as, but not limited to, telephones, photocopiers, internet connections, must not be used for campaigning purposes.
- 5.7.4.2 Elected Members who have Council funded services, such as mobile phones, landlines, iPads, and internet connections must only use these Council resources for normal Council business and must not be used to assist them in their, or others, election campaign(s).
- 5.7.4.3 Any use of Council funded equipment or facilities for election campaigns could result in an allegation of misconduct or corruption under the *ICAC Act 2012*.

5.7.5 CWT Employees

- 5.7.5.1 CWT employees will continue to provide the normal level of support to the Mayor and Elected Members during the Caretaker Period.
- 5.7.5.2 Elected Members must not ask CWT employees, including in their private capacity, to undertake any tasks directly or indirectly connected to an election campaign.

5.7.5.3 Any Elected Member involved with requesting assistance from a CWT employee with election campaigning may be in breach of the Code and s252 of the *Criminal Law Consolidation Act 1935* and could be subject to a complaint to the OPI.

5.7.5.4 CWT employees who assist an Elected Member in relation to their election campaign may be in breach of the Code of Conduct for Council Employees and s251 of the *Criminal Law Consolidation Act 1935*. Such behaviour could result in a complaint to the OPI.

5.7.6 Correspondence

5.7.6.1 General correspondence addressed to Elected Members will be answered in the usual manner. However, Elected Members will sign only the necessary minimum of correspondence during a Caretaker Period.

5.7.6.2 Correspondence in relation to significant, sensitive or controversial matters should be signed by the CEO. Replies will be prepared in a manner to protect Council from any perceptions of political bias.

5.8 Access to Council Information

5.8.1 Information and Briefing Materials

5.8.1.1 All candidates can access any information that is publicly available and can be provided within reasonable resource limits.

5.8.1.2 Elected Members retain their statutory right to access Council information relevant to the performance of their function as Elected Members. However, this access should be exercised with caution and be limited to matters that the Council has under active consideration.

5.8.1.3 Any information that the Council holds, other than that determined by the CEO to be relevant to informing the public about the conduct of an election, must not be used for election purposes. Any improper use will be a breach of the Code of Conduct and may be a breach of section 62(3) of the *Local Government Act 1999* and s251 of the *Criminal Law Consolidation Act 1935*.

5.8.2 Information Request Register

5.8.2.1 An Information Request Register will be maintained by the CEO during the Caretaker Period. This register will be a public document that records all the requests for information made by candidates, and the response given to those requests, during the Caretaker Period.

5.8.2.2 If information requests are made by candidates directly to a CWT employee, other than a member of the Management Team, the CWT employee will advise the candidate that the request will be transferred to the relevant General Manager.

5.8.2.3 Any requests for information not publicly available, or that require excessive use of resources, will be managed in accordance with the *Freedom of Information Act 1991*.

5.9 Media and Communications

5.9.1 Media Advice

- 5.9.1.1 The CWT Media and Events department will continue promoting normal council business which has been endorsed or is supported by Council and/or the CEO during the Caretaker Period. Publications should be written in a way that does not result in a perception that the publication favours a particular candidate or group of candidates.
- 5.9.1.2 Media advice will not be provided to candidates or Elected Members in relation to election issues or in regard to publicity that involves individual Elected Members.
- 5.9.1.3 Any requests for media advice or assistance by Elected Members during the Caretaker Period will be referred to the CEO. If satisfied that advice sought by an Elected Member during the Caretaker Period is not for personal gain the CEO may authorise the provision of a response to such a request.

5.9.2 Media Releases / Spokespersons

- 5.9.2.1 While in Caretaker Mode, if it is necessary to identify a spokesperson, other than the CEO, the CEO will nominate an appropriate spokesperson.

5.9.3 Elected Members and Media

- 5.9.3.1 Elected Members must not use their position or their access to Council resources to gain media attention in support of, or to the detriment of, their own or any other candidate's election campaign. To do so, would be in breach of the Code and s251 of the *Criminal Law Consolidation Act 1935* and, and be subject to a complaint to the OPI.
- 5.9.3.2 Press releases or other such media statements will not feature any photograph, quote or name of Elected Members during the Caretaker Period
- 5.9.3.3 To ensure Elected Members are afforded the same opportunities as other candidates, individual Elected Members may make statements as candidates in the election provided that they are clearly communicated as personal opinions and do not undermine the standing of the Council in the community.
- 5.9.3.4 Elected Members may refer to adopted Council policies or decisions but there should be a clear distinction between the adopted Council position and any political commentary the candidate may wish to make.
- 5.9.3.4 During the Caretaker Period, Elected Members must ensure that any publications bearing their name will not include their position title, i.e. Cr John Smith. Preferred use would be John Smith, Councillor for the City of West Torrens.

5.9.4 CWT Employees

- 5.9.4.1 During the Caretaker Period, no CWT employee other than the CEO (or a nominee of the CEO) may make any public statement(s).

- 5.9.4.2 Any CWT employee that breaches the provisions of this policy could be subject to investigation for misconduct in accordance with the *ICAC Act 2012*.

5.10 Equity in Assistance to Candidates

5.10.1 Candidate Assistance and Advice

- 5.10.1.1 Any assistance and advice provided to candidates, as part of the conduct of the election, will be provided equally to all candidates.
- 5.10.1.2 The Administration will liaise with ECSA to confirm dates for candidate information sessions to be held prior to the opening of nominations and during the nomination period.

5.10.2 Election Process Enquiries

- 5.10.2.1 All election process enquiries from candidates will be directed to the Returning Officer, or where the matter is outside the responsibilities of the Returning Officer, to the Council Contact Officer or Council Liaison Officers.

5.11 Complaints and Grievances

5.11.1 Alleged Breaches of the Local Government (Elections) Act 1999

- 5.11.1.1 Allegations of breaches of the [Local Government \(Elections\) Act 1999](#) should be made to the ECSA.
- 5.11.1.2 Allegations of breaches of the [Local Government \(Elections\) Act 1999](#), made to the CEO, will be referred to ECSA.

5.11.2 Alleged Breaches of Part 2 of the Code of Conduct for Council Members (refer clauses 2.17 to 2.25)

- 5.11.2.1 Complaints or grievances that allege the behaviour of an Elected Member during the Caretaker Period constitutes a breach of *Part 2 - Behavioural Code of the Council Members Code of Conduct* must be submitted, in writing to the CEO detailing the clauses alleged to have been breached and relevant evidence.
- 5.11.2.2 On receipt of such a complaint, the CEO will assess whether the complaint is vexatious or frivolous. If the CEO finds that the complaint is vexatious and/or frivolous then the matter will not be investigated and the complainant advised, in writing, accordingly.
- 5.11.2.3 If the CEO determines the complaint is not vexatious or frivolous he/she will ensure a full investigation is undertaken which could include referral to an external investigator.
- 5.11.2.4 In the event the investigation confirms that Part 2 of the *Council Members Code of Conduct* has been breached the CEO will, in line with clause 2.24 of the Code of Conduct, ensure a report into the matter is presented to a public meeting of Council (within three weeks of receipt of the investigation outcome report in the instance that the investigation has been undertaken by an external body).

City of West Torrens Policy - Elections Period Caretaker Policy

5.11.2.5 Following consideration of this report, Council may by resolution and in accordance with clause 2.25 of the Code:

- Take no action
- Pass a censure motion in respect of the Council Member
- Request a public apology, whether written or verbal
- Request the Elected Member to attend training on the specific subject found to have been breached
- Resolve to remove or suspend the Elected Member from a position within the Council (not including the Member's elected position on Council
- Request the Elected Member to repay monies to Council.

5.11.3 **Alleged Breaches of Part 3 of the Code of Conduct for Council Members**

5.11.3.1 Allegations that constitute a breach of Part 3 of the Code during the Caretaker Period can be made to the CEO, the Ombudsman, the OPI or the ECSA (if it relates to a breach of clause 3.8 of the Code regarding campaign donations).

5.11.3.2 Any such allegation must be made in writing and provide tangible evidence.

A public officer who makes a complaint to the OPI must have regard to Section 11 of the [*Directions and Guidelines for Inquiry Agencies, Public Authorities and Public Officers*](#) issued by the ICAC.

5.11.3.3 In accordance with the Code, the CEO will refer any allegation that constitutes a breach of Part 3 of the Code to the Ombudsman for investigation in accordance with s263 of the *Local Government Act 1999*.

5.11.3.4 The CEO will ensure, in accordance with the provisions contained within the Code, that a report from the Ombudsman which finds an Elected Member has breached Part 3 of the Code is presented to a public meeting of Council.

City of West Torrens Policy - Elections Period Caretaker Policy

SCHEDULE 1 - Table of Major Policy Decisions

MAJOR DECISIONS		
Proposed Decision	Status/Comment	Who this Impacts?
Entering into a contract (other than a prescribed contract) with a total value exceeding either \$100,000 or 1% of Council's rate revenue (based on the preceding financial year figures), whichever is the greater, in a Caretaker Period pursuant to Section 56 of the <i>Local Government Act 1999</i> .	This is considered a major policy decision in the best interest of accountability and transparency. Under normal operations, this decision can only be carried out by the Council or via a position with delegated powers.	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
Entering into a contract with a total value exceeding \$100,000 where Section 56 of the <i>Local Government Act 1999</i> has been declared to apply to Council by the CEO.	Restricted unless approval is granted by the Minister pursuant to Section 57 of the <i>Local Government Act 1999</i> , or the decision falls within the scope of Section 57(4).	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
Entering into a lease if the rent payable by the lessee at any time exceeds \$100,000.	Restricted unless approval is granted by the Minister pursuant to Section 57 of the <i>Local Government Act 1999</i> , or the decision falls within the scope of Section 57(4).	<ul style="list-style-type: none"> • Council • CEO and Executive • Delegated Officers
The appointment or dismissal of a CEO in a Caretaker Period or where Section 56 of the <i>Local Government Act 1999</i> has been declared to apply to Council by the CEO.	Restricted. Only in the case of suspected serious or wilful misconduct by the CEO can the Council act to suspend the current CEO. An acting CEO may be appointed with a formal appointment to be made after the completion of the election.	<ul style="list-style-type: none"> • Council • CEO Review Panel
The variation of the CEO's remuneration in a Caretaker Period.	Restricted	<ul style="list-style-type: none"> • Council • CEO Review Panel
The execution of an irrevocable decision that has significant impacts on the Council, Council area or Community.	Restricted unless approval is granted by the CEO.	<ul style="list-style-type: none"> • Council • CEO and Executive
Any other significant decision not specified above which will bind the incoming Council. This includes the awarding of grant funding.	Restricted unless approval is granted by the CEO.	<ul style="list-style-type: none"> • CEO

Objective ID - A2092543

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Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the controlled version.

17.4 2018 LGA Annual General Meeting - Notices of Motion and Appointment of Delegates Brief

This report provides notice of the 2018 Local Government Association Annual General Meeting to be held on Friday 26 October 2018 at the Adelaide Entertainment Centre, 98 Port Road Hindmarsh.

RECOMMENDATION(S)

It is recommended to Council that:

1. The voting delegates to the LGA Annual General Meeting be Mayor Trainer and Deputy Mayor Vlahos (proxy).
2. The recommended process for the lodgement of Notices of Motion for the October 2018 Local Government Association Annual Meeting, contained within this report, be approved.
3. Council authorises the Chief Executive Officer to finalise the wording of any Notices of Motion and submit them to the LGA.

Introduction

The Local Government Association (LGA) has advised of its upcoming 2018 Annual General Meeting (AGM) to be held on Friday 26 October 2018 at the Adelaide Entertainment Centre, 98 Port Road Hindmarsh and is calling for Notices of Motion (Motions) for the AGM (**Attachment 1**).

Discussion

Voting Delegates

The LGA has advised that the nominated Council voting delegates as notified for the 2018 LGA Special General Meeting held in July 2018 will remain the same unless Council advises otherwise. In accordance with Council's resolution that the delegate and proxy to future LGA AGMs and OGMs be the Mayor and the current Deputy Mayor, Mayor Trainer and Deputy Mayor Vlahos (proxy) were nominated at that time. The LGA has requested that they receive notification of the voting delegates prior to Friday 12 October 2018.

Notices of Motion

The LGA is calling for Motions for the AGM which must be received by close of business on Friday 14 September 2018.

Therefore, and in line with previous practice, it is recommended that the process outlined below be followed if Elected Members wish to lodge Motions for the November 2018 LGA AGM:

1. Draft Motions to be provided to the Chief Executive Officer (CEO) by **Friday 10 August 2018**.
2. Administration to discuss the draft Motions with the relevant LGA Policy Officer, ensuring that issues of concern are not raised elsewhere, as required by the LGA.
3. Draft Motions to be presented to the **Tuesday 4 September 2018** Council Meeting for approval.
4. The CEO to subsequently finalise the wording of any Motions to facilitate changes of a practical nature without the need to refer back to a formal meeting of Council.
5. Administration to provide approved Motions to the LGA by close of business on **Friday 14 September 2018**.

The Administration recognises that the timeframes are tight however, these have been imposed on Council by the LGA. The timeframes need to be adhered to in order to ensure Council has ample opportunity to consider submitted Motions and for them to be received and considered by the LGA in time for inclusion in the AGM Agenda.

Conclusion

The LGA has advised of its upcoming AGM on Friday 26 October 2018 and is calling for Notices of Motion and voting delegates for the meeting.

Attachments

1. LGA Circular 27.4 2018 LGA Annual General Meeting



Local Government Association of South Australia

2018 LGA Annual General Meeting - Notices of Motion and Appointment of Delegates - Circular 27.4

To	Chief Executive Officer Corporate Services Staff Elected Members Governance Officers	Date	2 July 2018
Contact	Astrid Crago Email: astrid.crago@lga.sa.gov.au		
Response Required	Yes		
Summary	The 2018 LGA Annual General Meeting will be held on Friday 26 October at the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh. Notices of Motion may now be submitted by member councils by 14 September 2018. Councils are also required to advise of new, or confirm existing voting delegates, for the meeting.		

In preparation for the Annual General Meeting to be held in October, this Circular provides information to member councils about notices of motion and voting delegates.

Notices of Motion

Pursuant to Clause 25 of the current [LGA Constitution](#) "Any ordinary member may give the LGA notice of a motion it proposes to move at a General Meeting." Notices of Motion must be received by the LGA no later than 42 days prior to the meeting. A completed [2018 LGA Annual General Meeting - Council Notice of Motion form](#) is due by COB Friday 14 September 2018.

Members are encouraged to seek assistance and advice from the LGA on the development of proposed notices of motion prior to submission. This can include advice on endorsed policy positions, current projects, resource implications and any other relevant factors in support of a motion.

Late notices of motion on urgent matters may be submitted, however, member councils are reminded that Clause 25.5 of the current LGA Constitution provides for the absolute discretion of the LGA President to determine whether or not a late notice of motion should be dealt with at this meeting or at the following general meeting (ie. April 2019).

Voting Delegates

Clauses 36 & 37 of the current LGA Constitution outline the qualifications regarding the appointment of voting delegates. Member councils may appoint voting delegates by completing and returning the [2018 LGA Annual General Meeting - Appointment of Council Delegate form](#) by COB Friday 12 October 2018. The Constitution provides that the appointment of a delegate may be a standing appointment unless contrary advice is provided. This means that unless contrary advice is provided to the LGA, the nominated voting delegate for a member council is the same as the person who was voting delegate for the most recent LGA meeting of members (ie. the Special General Meeting of 13 July 2018). If not completing the form to appoint a new voting delegate, please confirm via lgasa@lga.sa.gov.au that the existing voting delegate will continue as the voting delegate at the Annual General Meeting.

In summary forms/advice should be emailed to the LGA at lgasa@lga.sa.gov.au as follows:

- **Notices of Motion: Friday 14 September 2018**
- **Voting delegates: Friday 12 October 2018**

For further information contact Astrid Crago, Administration Coordinator at astrid.crago@lga.sa.gov.au.

17.5 LGFA Annual General Meeting 2018

Brief

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

RECOMMENDATION(S)

It is recommended to Council that:

1. The Local Government Finance Authority be advised that Council has no motions for the upcoming Annual General Meeting.
2.be appointed as Council's representative to the Annual General Meeting.

Introduction

The Local Government Finance Authority (LGFA) has advised of its upcoming 2018 Annual General Meeting (AGM) to be held on Friday 26 October 2018 at the Adelaide Entertainment Centre, 98 Port Road Hindmarsh. The LGFA is calling for notices of motion and the appointment of a Council representative for the AGM (**Attachment 1**).

Discussion

The AGM of the LGFA will be held on Friday 26 October 2018 at the Adelaide Entertainment Centre, 98 Port Road Hindmarsh. The meeting will coincide with the AGM of the Local Government Association (LGA), with the commencement time being 10.40am.

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

As the meeting of the LGA will also be held on Friday 26 October 2018, it is suggested that the same person be appointed to represent City of West Torrens on the Association and the Authority. Mayor Trainer and Deputy Mayor Vlahos (proxy) have been nominated as the voting delegates to the LGA AGM in another report presented to Council in this agenda.

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

Conclusion

The LGFA has advised of its upcoming AGM on Friday 26 October 2018 and is calling for notices of motion and the appointment of a Council representative for the meeting.

Attachments

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



TO: Chief Executive Officers
Secretaries - Regional Associations

FROM: Chief Executive Officer

RE: Annual General Meeting – Friday 26 October 2018

Advance notice is hereby given that the Annual General Meeting of the Local Government Finance Authority of South Australia will be held on Friday 26 October 2018, in the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh SA 5007. This meeting will again coincide with the Annual General Meeting of the Local Government Association of S.A. with the commencement time being 10.40am.

1. Appointment of Council Representative

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

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

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

A form is attached for your convenience to notify us of your representative. (Appendix 1)
Please return same to this Authority no later than Friday 17 August 2018.

2. Nominations for Members of the Board

We draw your attention to Section 7(1)(a) of the Local Government Finance Authority of South Australia Act 1983 regarding membership of the Board which provides:-

" (a) two are persons elected in accordance with the rules of the Authority;"

and to Section 8(1) which provides:-

"8. (1) Subject to this section, a representative member of the Board holds office for a term of two years commencing on the first day of January in the year next succeeding the year in which he or she was elected or appointed."

Kindly note that in accordance with the Rules of the Authority if more than two persons are nominated an election for two representative members will again be determined by postal ballot. The successful candidates will be declared elected at the Annual General Meeting.

Local Government Finance Authority
Of South Australia
Suite 1205 147 Pirie Street
ADELAIDE SA 5000
P: 08 8223 1550 F: 08 8223 6085
www.lgfa.com.au
ABN: 80 189 672 209

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Nominations are hereby called to fill the two positions provided by Section 7(1)(a) currently held by Ms Annette Martin (City of Charles Sturt) and by Cr John W Frogley (Councillor City Norwood Payneham & St Peters).

Nominations must be lodged at the Local Government Finance Authority of South Australia office not later than 17 August 2018.

For information we advise that Section 7 (2) of the LGFA Act states:-

"At least one member of the Board must be a woman and at least one member must be a man"

Our current gender status is 4 men and 2 women, 1 vacancy.

Councils may wish to consider nominating a candidate of each sex.

A nomination form is attached for your convenience. (Appendix 2)

Those councils nominating a Member or Officer may wish to forward separately a brief résumé of their nominee which will later be circulated to all Councils with the Agenda and Ballot Paper (if a ballot is required).

A résumé form in the REQUIRED FORMAT is attached for this purpose. (Appendix 3)

3. Notice of Motion

The Rules of the Authority in relation to Annual General Meeting procedures require that a Notice of Motion specifying the resolution which is to be proposed has been given in writing to the Chief Executive Officer not less than forty two days prior to the meeting and to comply with this Rule, it is necessary for Notices of Motion to be submitted to the Local Government Finance Authority of South Australia office on or prior to Friday 17 August 2018.

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

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

A copy of the appropriate form is attached for your convenience. (Appendix 4)



PAUL SLATER
CHIEF EXECUTIVE OFFICER

3 July 2018

Appendix 1

APPOINTMENT OF COUNCIL REPRESENTATIVE**LOCAL GOVERNMENT FINANCE AUTHORITY OF SOUTH AUSTRALIA****2018 ANNUAL GENERAL MEETING**

I advise that Mayor / Chairperson / Councillor / Officer / or any other person
is appointed Council Representative to the Local Government Finance Authority of South Australia.

Council Name	
Council Delegate (Full Name)	Mayor / Chairperson / Councillor / Officer
Delegate Home Address	
Name of Chief Executive Officer	
Signature of Chief Executive Officer	

Please return completed Appointment of Council Representative Form to admin@lgfa.com.au
by CLOSING DATE: **Friday 17 August 2018**

(or post to Local Government Finance Authority of SA, Suite 1205, 147 Pirie Street, Adelaide SA 5000)

Appendix 2

NOMINATION FORM

PURSUANT to a Resolution duly passed

The
(Name of Council)hereby nominate
(Full Name)

of

being a Member or Officer of a Council for election to the Board of the Local Government Finance Authority of South Australia as provided by Section 7(1)(a) of the Local Government Finance Authority Act 1983.

Date this day of 2018

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

and I the person nominated hereby agree to accept such nomination

.....
(Signature of Candidate)Please return completed Nomination Form to admin@lgfa.com.au
by CLOSING DATE: **Friday 17 August 2018**

(or post to Local Government Finance Authority of SA, Suite 1205, 147 Pirie Street, Adelaide SA 5000)

Appendix 3

RÉSUMÉ FORM

Name	
Address	
Telephone	
Email	
Age (Optional)	
Occupation	
Current Employer	
Qualifications	
Current Position in Local Government: Mayor / Chairman / Councillor / Other	
Name of Council	
Period in Local Government	
Other Committees / Bodies of Local Government Involvement: Past Present	

Please return completed Resume Form to admin@lgfa.com.au by CLOSING DATE: **Friday 17 August 2018**

(or post to Local Government Finance Authority of SA, Suite 1205, 147 Pirie Street, Adelaide SA 5000)

Appendix 4

NOTICE OF MOTION**2018 ANNUAL GENERAL MEETING**

NAME OF COUNCIL:

NOTICE OF MOTION:

.....

REASON:

.....

.....

.....

.....

SUGGESTED ACTION:

.....

.....

.....

.....

Please return completed Notice of Motion Form to admin@lgfa.com.au
by CLOSING DATE: **Friday 17 August 2018**

(or post to Local Government Finance Authority of SA, Suite 1205, 147 Pirie Street, Adelaide SA 5000)

17.6 2018 LGA Roads and Works Conference

Brief

The 2018 Local Government Association Roads and Works Conference will be held at Barossa Arts and Convention Centre in Tanunda on Thursday 30 and Friday 31 August 2018.

RECOMMENDATION

It is recommended to Council that:

1. Subject to confirmation, Council approves the attendance of Cr/sat the Local Government Association Roads and Works Conference being held in Tanunda on 30 and 31 August 2018 at Barossa Arts and Convention Centre.
2. Expenses be reimbursed in accordance with Council policy.
3. Subject to their confirmation, Council approves the attendance of the spouses/partners of attending Elected Members and further, consistent with Council policy, that costs, other than air fares or other travel costs, be met by Council.

Or

The report be received.

Introduction

The 2018 Local Government Association (LGA) Roads and Works Conference will be held Thursday 30 and Friday 31 August 2018 at Barossa Arts and Convention Centre in Tanunda.

Discussion

The LGA Roads and Works Conference is held in South Australia every year.

The topics for discussion include:

- Road safety
- Barossa's big infrastructure project
- Access to RAVRAT
- Road planning and construction
- Black spot road funding
- Waste and recycling
- Vegetation and recreation
- Site tour - Nuriootpa flood project

The draft Program is attached for Members' information (**Attachment 1**).

The total conference package is \$550 + GST and includes the Pre Conference Reception (Wednesday 29 August 2018) at Lambert Estate, morning teas, lunches and the official Conference Dinner (Thursday 30 August 2018) at the Château Tanunda Winery.

Tanunda is approximately a 90 minute drive from Adelaide. Accommodation is approximately \$120-130 per night with early booking to secure the best available rooms and rates.

Attachments

1. **2018 LGA Roads and Works Conference - Draft Program**

Draft

2018 LGA Roads and Works Conference

Barossa Arts and Convention Centre, 130 Magnolia Road, Tanunda

Draft Program

Thursday 30 August

Time	Session
8.30am	Registrations / marquee opens
9.00am	Official opening and welcome to the Barossa Mayor Bob Sloane, The Barossa Council
9.10am	LGA President's Welcome
9.20am	Address from the Minister for Transport, Infrastructure and Local Government and Minister for Planning Hon Stephan Knoll MP
9.50am	Road safety Gabby O'Neill, General Manager, Road Safety, DPTI
10.20am	Platinum day sponsor
10.25am	Morning tea
11.10am	Major sponsor
11.15am	Keynote address Big data - unlocking smarter infrastructure Glen Beckett, General Manager, LGAQ <i>Councils already collect a lot of information, yet often there are barriers that make it difficult to put much of this information to work for the benefit of the council and the community. Big data can help councils build smarter infrastructure, and smarter infrastructure means better communities.</i>
12.00pm	The Big Project Martin McCarthy, CEO, The Barossa Council <i>The Big Project is the Barossa region's largest and most ambitious community infrastructure project. It's about producing a masterplan that pulls together current recreation, sports and culture plans, filling in the gaps, and then aiming high to deliver it.</i>
12.30pm	Major Sponsor
12.35pm	Lunch
1.35pm	Major Sponsor
1.40pm	Assessing heavy vehicle access to the road network – access to RAVRAT Matthew Bereni, State Technical Leader, ARRB <i>Councils will have access to RAVRAT by the time of the conference. The presentation will discuss RAVRAT capability and use and integration into the NHVR road managers portal.</i>

Draft

2.10pm	Vegetation and recreation <ol style="list-style-type: none"> Roadside vegetation management and the approach the Eyre Peninsula is taking. Damian Windsor, District Council of Tumby Bay Managing trees as assets Allan Harvey, City of Burnside
3.10pm	Major Sponsor
3.15pm	Afternoon tea
3.50pm	Site tour - Nuriootpa flood project Matt Elding, The Barossa Council
5.00pm	Close

Friday 31 August

Time	Session
8.30am	Registrations / marquee opens
8.50am	Welcome to day 2 Mayor Bob Sloane, The Barossa Council
9.00am	Regional road planning and getting road construction fit for purpose <i>Three presentations leading to an interactive panel - building on last year's bitumen session.</i>
10.00am	Transformation Andrew Haste, CEO, LGA Procurement <i>Achieving value for money in the procurement space.</i>
10.30am	iResponda App Scott Loechel, Manager, LG Emergency Management Operations, LGA <i>App to assist with emergency response.</i>
10.45am	Platinum Day sponsor
10.50am	Morning tea
11.20am	Major sponsor
11.25am	Black spot road funding Amit Dua, DPTI and Richard Dodson, Light Regional Council <i>Developing a case for funding is not that hard!</i>
11.55am	Sustainable procurement How the local government sector can help solve the recycling crisis by driving demand for recycled products.
12.25pm	Major sponsor
12.30pm	Business card draws Official close of the 2018 Conference
12.45pm	Lunch

17.7 Australian Airports Association National Conference 2018

Brief

This report provides notice of the Australian Airports Association (AAA) National Conference which is being held in Brisbane from Monday 12 to Friday 16 November 2018.

RECOMMENDATION(S)

It is recommended to Council that:

1. Subject to their confirmation and re-election at the November 2018 elections, Council approves the attendance of Cr/s at the Australian Airports Association (AAA) National Conference being held from Monday 12 to Friday 16 November 2018 in Brisbane.
2. Expenses be reimbursed in accordance with Council Policy; and
3. Subject to their confirmation, Council approves the attendance of the spouses/partners of attending Elected Members and further, consistent with Council policy, that costs, other than air fares or other travel costs, be met by Council.

or

The report be received.

Introduction

The 2018 Australian Airports Association (AAA) National Conference is being held from Monday 12 to Friday 16 November 2018 in Brisbane. A copy of the Conference program snapshot is attached for Member's information at **Attachment 1**.

Discussion

The Conference is the pre-eminent aviation conference and exhibition in the Asia Pacific Region and is expected to attract over 600 delegates from all over Australia.

The Conference provides an excellent networking opportunity as well as the opportunity for delegates to discuss the latest trends and get the latest information on emerging issues in the aviation industry.

Cost of registration for days 1 and 2 for AAA Members is \$1,695 (Early Bird Rate until Friday 27 July 2018) and includes breakfasts, lunches, morning and afternoon teas, Networking Events, and the AAA Airport Industry Awards and Gala Dinner on the Wednesday night. Registration after 28 July is \$1,995. If a delegate is not re-elected at the November 2018 elections, a substitute delegate may attend in his or her place.

The approximate cost of airfares is \$400 to \$600 return with early booking and accommodation is approximately \$190 to \$280 per room per night dependent on availability.

Attachments

1. 2018 AAA National Conference Program



AUSTRALIAN
AIRPORTS
ASSOCIATION

AUSTRALIAN AIRPORTS
ASSOCIATION

NATIONAL CONFERENCE BRISBANE 18

13-16 NOV

650 +
ATTENDEES

80 +
EXHIBITION
BOOTHS

60 +
SPEAKERS



PROGRAM AND REGISTRATION

AMPLIFY YOUR BRAND AT THE LARGEST AIRPORT EVENT IN AUSTRALIA



WELCOME FROM THE AAA NATIONAL CHAIRMAN

WELCOME TO THE AAA NATIONAL CONFERENCE 2018

THE 2018 AAA NATIONAL CONFERENCE OFFERS A STRONG PROGRAM INCLUDING A GREAT MIX OF AUSTRALIAN AND INTERNATIONAL PRESENTERS.

The program has been carefully designed to be relevant to all business areas of airports. In keeping with the successful format of previous years, Day 2 will feature a concurrent stream focusing specifically on issues relevant to regional airports. This year, the Commercial Stream will return, featuring content on airport retail and property development.

Networking opportunities are a key part of the AAA National Conference, offering delegates the opportunity to network with industry leaders and provide lasting memories.

On behalf of the AAA, our partners and our exhibitors, we look forward to seeing you at the 2018 AAA National Conference in Brisbane.

Guy Thompson
National Chairman
AAA



INVITATION FROM THE CHIEF EXECUTIVE OFFICER

IT GIVES ME GREAT PLEASURE TO INVITE YOU TO BECOME PART OF THE AUSTRALIAN AIRPORTS ASSOCIATION'S (AAA) NATIONAL CONFERENCE 2018.

The 2018 AAA National Conference is the pre-eminent aviation conference and exhibition in the Asia-Pacific Region and this year is expected to attract over 640 delegates from all around Australia.

This year's event will be held in Brisbane. The program has a heavy focus on sustainability, technology, security, customer and commercial aspects of the aviation industry. It also has increased content relevant to Regional Council Mayors, councillors and CEOs as well as the traditional Airport Manager related content.

The Industry Exhibition will run from Wednesday to Friday this year, allowing the opportunity to network with both existing and potential partners and industry suppliers.





The AAA National Conference will offer more ways than ever to connect with all sectors of the aviation industry. We look forward to seeing you in Brisbane in November at the AAA National Conference and Exhibition.

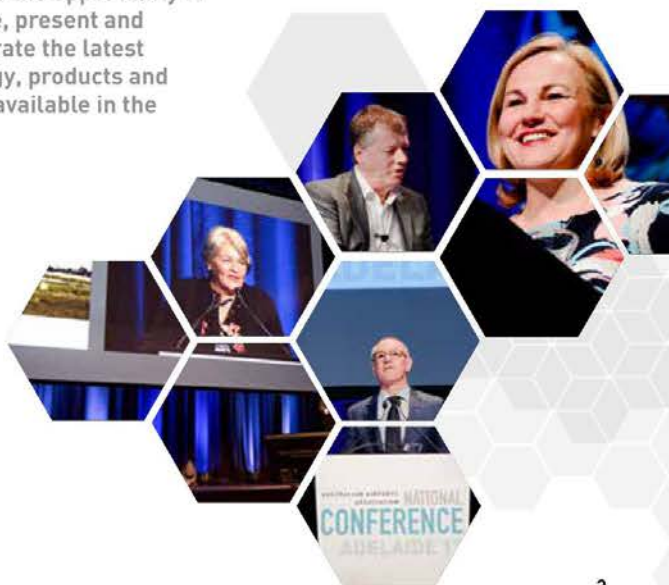
Caroline Wilkie
CEO, AAA

CONFERENCE PROGRAM SNAPSHOT

DAY ONE Tuesday 13 November	0715-0845	Women in Airports Breakfast
	0915-1730	National Conference Sessions
		Major Airport Stream Commercial Stream
	1900-2200	Welcome Drinks and Networking Event – Howard Smith Wharves Rivershed
DAY TWO Wednesday 14 November	0800-1700	INDUSTRY EXHIBITION OPEN
	0800-0900	Light Breakfast in the Industry Exhibition Space
	0900-1600	National Conference Sessions
		Major Airport Stream Regional Stream
	1600-1630	The AAA Annual General Meeting
DAY THREE Thursday 15 November	0800-1800	INDUSTRY EXHIBITION OPEN
	0800-0900	Light Breakfast in the Industry Exhibition Space
	0900-1600	National Conference Technical Forum Sessions
	1600-1800	Networking Drinks in the Industry Exhibition Space
	1900-2200	In Conversation with Anh Do – Brisbane Convention and Exhibition Centre
DAY FOUR Friday 16 November	0800-1530	INDUSTRY EXHIBITION OPEN
	0800-0900	Light Breakfast in the Industry Exhibition Space
	0900-1600	National Conference Technical Forum Sessions

HIGHLIGHTS FOR 2018

-  The Industry Exhibition runs from the Wednesday to the Friday of National Conference, offering you the opportunity to meet with industry suppliers.
-  The Commercial Stream is returning to the program for 2018.
-  2018 offers exhibitors and delegates the biggest Industry Exhibition the AAA National Conference has ever delivered!
-  The new Knowledge Lab in the exhibition offers exhibitors the opportunity to showcase, present and demonstrate the latest technology, products and services available in the industry.



SOCIAL NETWORKING FUNCTIONS

TUESDAY 13 NOVEMBER

0715-0845
Brisbane Convention and
Exhibition Centre

Women in Airports Breakfast



Guest Speaker: Sarah Renner CEO Hobart Airport

The Women in Airports Breakfast is a relaxing, sit-down breakfast featuring an inspiring guest speaker. The purpose of this breakfast is to recognise the women in the airport industry in both leadership and aspiring to leadership roles. This is one of the highlights of the Conference and offers an engaging and informative speaker for 2018 and a great opportunity to network.

AMADEUS

Partner

TUESDAY 13 NOVEMBER

1900-2200
Howard Smith Wharves
Rivershed

Welcome Drinks and Networking Event

Join us for a cocktail reception on the iconic Brisbane River at Brisbane's newest event space. Enjoy the views of the bridge and city landscape while eating and sampling the Howard's Wharf onsite brewed beer.

Howard Smith Wharves is a heritage-listed wharf on the Brisbane River at Boundary Street, Brisbane City and Fortitude Valley, City of Brisbane, Queensland, Australia. It was built from circa 1934 to circa 1940. It is also known as Brisbane Central Wharves. The 3.5-hectare (8.6-acre) site is culturally and historically significant and is one of the last undeveloped riverfront locations in Brisbane.



WEDNESDAY 14 NOVEMBER

1900-2300
Brisbane Convention and
Exhibition Centre

AAA National Airport Industry Awards and Gala Dinner

The AAA National Airport Industry Awards acknowledge organisations and individuals achieving excellence within Australia's airport industry. The Gala Dinner will provide the perfect platform at which to present these prestigious awards and celebrate the success of the recipients and of the 2018 Conference.



Special Guest MC: Mary Coustas

Mary Coustas is a Logie Award winning actress and writer who has entertained Australian audiences with her versatile comedic and dramatic performances on TV, film and stage. Mary is also an experienced, warm and humorous keynote speaker, moderator and MC who is guaranteed to connect with community and corporate audiences at any event or occasion.

Mary first captured the imagination of her fans in the late 1980s when she, along with her co-stars Nick Giannopoulos and Simon Palomares, created Wogs Out Of Work. The groundbreaking theatre show explored the issue of racism and stimulated discussions in the country that had never been had before. The show toured nationally over three years, becoming Australia's highest grossing non-musical theatre show.



Partners



THURSDAY 15 NOVEMBER

1900-2200
Brisbane Convention and
Exhibition Centre

In Conversation with Anh Do



The final evening function of the Conference will allow delegates to relax and network.

Anh Do is without doubt one of Australia's most talented and in demand keynote speakers and entertainers. He has hosted his own shows including 'Anh Does Vietnam', 'Anh's Brush with Fame', and his Olympic special, 'Made in China with Anh Do'. Anh authored the award-winning autobiography *The Happiest Refugee*, and has made regular appearances on 'Thank God You're Here', 'Spicks and Specks', 'Rove', 'Dancing with the Stars' and 'The Footy Show'. An extraordinary comedian and speaker, he has entertained, motivated and impacted the lives of thousands and thousands, young and old, at community and corporate events in Australia and throughout the world.

Anh Do arrived in Australia aged two, on an eight metre fishing boat with 47 other Vietnamese refugees cramped in like sardines. Anh was sick from de-hydration, water had run out days prior, and one person had already died.

Despite a challenging start, by the time he was 30 years old, Anh Do held a Bachelor of Business and a Bachelor of Law and had been voted Winner – Comedian of the Year. An accomplished writer, actor, and film producer, he has also been recognised as the Winner – NSW Triple J Raw Comedy Champion and received the Winner – Thank God You're Here Trophy. In 2010 he published his autobiography, *The Happiest Refugee*. A talented cook and artist, he used his skills to develop television shows 'Anh Does Vietnam' and 'Anh's Brush with Fame'.

Anh Do's ups and downs, trials and tribulations, difficulties and successes as a refugee over three decades makes for an incredible and amazing inspirational tale that has audiences gripped with emotion one minute and howling with laughter the next. The result is always a room transformed. From language difficulties to divorcing parents, from being broke to being bullied, from becoming a lawyer to becoming Comedian of the Year ... Anh uses all his life's experiences to entertain and inspire.



Networking Partner



"THE GALA DINNER
AND SIT DOWN WITH
DARREN LEHMAN
WAS AMAZING, GREAT
ATMOSPHERE."

2017 Delegate Feedback



2018 NATIONAL CONFERENCE PARTNERS



Airport Partner



Platinum Partner



Platinum Partner



Networking Partner



Premium Partner



Premium Partner



Gold Partner



Gold Partner



Knowledge Space Partner



Networking Partner



Silver Partner



Women in Airports
Major Partner



Technology Partner



Technology Award Partner



Coffee Station Partner



Resource Partner



Pocket Program Partner



Lanyard Partner



Morning After Bar Partner



Hospitality Partner



Media Partner



Media Partner



Regional Scholarship Partners

2018 NATIONAL CONFERENCE EXHIBITORS



AS OF JUNE 2018

REASONS TO ATTEND THE 2018 AAA NATIONAL CONFERENCE

THE PRE-EMINENT
AVIATION
CONFERENCE AND
EXHIBITION IN
THE ASIA-PACIFIC
REGION.

KEY BENEFITS OF ATTENDING THE AAA NATIONAL CONFERENCE

1. **HEAR** the latest innovations in airport technology.
2. **LEARN** about the latest developments in best practice principles in the industry.
3. **DISCOVER** ways to increase non-aeronautical revenue at airports of all sizes.
4. Hear from industry about the **NEWEST ADVANCES** in airfield pavements and lighting.
5. Learn about the **LATEST** safety products, practices and principles and how to apply them at your airport.
6. **NETWORK** with industry leaders, professionals and stakeholders.

REGISTRATIONS
ARE NOW OPEN

<https://airportsconference.asn.au/registration>

CLICK
HERE

The poster features a background of overlapping, wavy, translucent shapes in shades of blue, green, and purple. A blue diagonal banner in the top left corner contains the text "NOMINATIONS ARE NOW OPEN". In the center, a blue circular seal with a serrated edge contains the text "AAA NATIONAL AIRPORT INDUSTRY AWARDS" and "2018". On the left side, the word "AWARDS" is written vertically in large, bold, grey capital letters.

AWARDS

**AAA NATIONAL AIRPORT
INDUSTRY AWARDS AND
GALA DINNER**

**WEDNESDAY 14 NOVEMBER 2018
7.00PM PLAZA BALLROOM,
BRISBANE CONVENTION AND
EXHIBITION CENTRE**

Celebrate and honour
contributions and achievements
made by AAA members during
2017-2018

awards@airports.asn.au


AUSTRALIAN
AIRPORTS
ASSOCIATION

KEYNOTE SPEAKERS



SARAH RENNER

CHIEF EXECUTIVE OFFICER, HOBART AIRPORT

When: Tuesday 13 November
0715-0845, Women in Airports Breakfast

Sarah commenced her career as a commercial pilot after completing a Bachelor of Aviation degree. Following this, Sarah joined Melbourne Airport, building her career in increasingly senior roles over 17 years, including Head of Operations and Airfield Manager, culminating in the Executive Planning and Development role delivering Terminal 4.

Before joining Hobart Airport as CEO, Sarah was the Executive General Manager for ISS Facility Services accountable for the Aviation and Transport business portfolio for Australia.



THE HON MICHAEL MCCORMACK MP

DEPUTY PRIME MINISTER AND MINISTER FOR
INFRASTRUCTURE AND TRANSPORT

When: Tuesday 13 November
0915-0945, Main Stage

Michael was elected as The Nationals' Member for Riverina on 21 August 2010. Following the 2013 Federal Election, Michael was appointed Parliamentary Secretary to the Minister for Finance and in September 2015 he was then appointed Assistant Minister to the Deputy Prime Minister. In this role, Michael worked alongside then Nationals' Leader and Deputy Prime Minister, the Hon Warren Truss, in the administration of regional development programmes.

Following the announcement of Mr Truss' retirement in February 2016 Michael became the Assistant Minister for Defence and after the 2016 Federal Election, Michael was appointed to the Ministry as the Federal Small Business Minister – advocating for the nation's 3.2 million small businesses.

On 26 February 2018, Michael became the 14th Leader of The Nationals and the 18th Deputy Prime Minister of Australia.



DR. HUGH BRADLOW

PRESIDENT OF THE AUSTRALIAN ACADEMY OF TECHNOLOGY
AND ENGINEERING, DIGITAL FUTURIST

**WILL YOU CONQUER DIGITAL DISRUPTION OR
WILL IT CONQUER YOU?**

When: Tuesday 13 November
0945-1015, Main Stage

Hugh S. Bradlow is President of the Australian Academy of Technology and Engineering, a body which elects the best minds in technology to its Fellowship and then commits them to developing strategies which will turn Australia into a world leading technology economy.

With a 22-year career at Telstra Corporation, he is the Chief Scientist (in which role he acted as a "forward scout" looking at the longer-term technology directions and technology disruption that will impact Telstra and its customers)

PETER HARPER

EXECUTIVE VICE PRESIDENT, HOTELS AND HOSPITALITY
GROUP AUSTRALASIA, JLL PROPERTY AUSTRALIA

When: Tuesday 13 November
1145-1215, Commercial Stream

Peter is primarily responsible for the marketing and divestment of accommodation real estate throughout the primary and secondary markets of Australia's southern states. Having worked across Australasia's various hotel investment markets (Australia, New Zealand, Pacific Islands) Peter has a transactional track record spanning budget to luxury accommodation properties, island resorts and major portfolios.

**ROB SHARP**

GROUP EXECUTIVE, VIRGIN AUSTRALIA AIRLINES
VIRGIN AUSTRALIA AIRLINES UPDATE

When: Wednesday 14 November
0930-1000, Major Airport Stream

Rob is an experienced senior aviation executive, having held a number of executive positions in the Australian airline industry over the past 20 years. Rob has a wealth of commercial expertise including specialist experience in operating in a multi-brand environment, is backed by strong operational credentials and has a track record of innovation.

**THE HON ANTHONY ALBANESE MP**

SHADOW MINISTER FOR TRANSPORT AND INFRASTRUCTURE,
SHADOW MINISTER FOR CITIES, SHADOW MINISTER FOR
TOURISM

When: Wednesday 14 November
1000-1030, Major Airport Stream

Anthony has represented the Inner West of Sydney as the Federal Member for Grayndler since 1996. He is currently the Shadow Minister for Infrastructure, Transport, Cities and Regional Development and the Shadow Minister for Tourism.

Anthony was named Infrastructure Minister of the Year in 2012 by London-based publication *Infrastructure Investor* and in 2010 was named Aviation Minister of the Year for producing Australia's first ever Aviation White Paper. Anthony believes strongly in the need for the government to invest in infrastructure and transport in our cities and regions to ensure our growing communities are productive, liveable and sustainable.



**" A GREAT CONFERENCE WITH A
GREAT CROSS SECTION OF SPEAKERS,
THANK YOU."**

2017 Delegate Feedback



GREG HOOD

CHIEF COMMISSIONER AND CHIEF EXECUTIVE OFFICER,
AUSTRALIAN TRANSPORT SAFETY BUREAU

When: Thursday 15 November
0900-0930, Technical Forum

Greg Hood is the Chief Commissioner of the Australian Transport Safety Bureau (ATSB)—Australia's national transport safety investigation agency. Greg has almost 40 years' experience in the transport industry, beginning his career as an air traffic controller in the Royal Australian Air Force (RAAF). Greg has since had a wide range of operational, training and leadership roles across the civil aviation industry.

INTERNATIONAL SPEAKERS



JEAN-PIERRE DEVOS

FIRST COMMISSIONER, FEDERAL POLICE BELGIUM
THE BRUSSELS AIRPORT ATTACK

When: Wednesday 14 November
0830-0900, Major Airport Stream

First Commissioner Jean-Pierre Devos has more than 25 years' police experience. Since February 2017 he has been working as an intelligence officer/analyst at the headquarters of the Federal Police of Belgium. Previously he was the commander of the daily police unit (patrolling team) at Brussels National Airport. He was one of the first on the scene after the attack on Brussels National Airport in March 2016.



CATHERINE MAYER

VICE PRESIDENT, SITA
ENGAGING WITH THE CUSTOMER

When: Tuesday 13 November
1115-1145, Main Stage

Catherine is the primary liaison for SITA with airport industry organisations, ensuring SITA's availability and support for committees, conferences and industry missions. She is an active participant in Airports Council International (ACI), including serving as Chairman of the ACI World Business Partners (WBP) Board and becoming the first non-airport member to be appointed as an observer to the ACI World Governing Board (2006/2011).

WELCOME DRINKS AND NETWORKING EVENT

TUESDAY 13 NOVEMBER
1900-2200
HOWARD SMITH WHARVES
RIVERSHED

**ADB
SAFEGATE**
Networking Partner

Join us for a cocktail reception on the iconic Brisbane River at Brisbane's newest event space. Enjoy the views of the bridge and city landscape while eating and sampling the Howard's Wharf onsite brewed beer.

Howard Smith Wharves is a heritage listed wharf on the Brisbane River at Boundary Street, Brisbane City and Fortitude Valley, City of Brisbane, Queensland, Australia.

THE FINAL EVENING FUNCTION WILL ALLOW DELEGATES TO RELAX AND NETWORK.

THURSDAY 15 NOVEMBER
1900-2200 BRISBANE
CONVENTION AND EXHIBITION
CENTRE



IN CONVERSATION WITH **ANH DO**

Anh Do is without doubt, one of Australia's most talented and in demand keynote speakers and entertainers. He has hosted his own shows including 'Anh Does Vietnam', 'Anh's Brush with Fame', and his Olympic special, 'Made in China with Anh Do'.

An extraordinary comedian and speaker, he has entertained, motivated and impacted the lives of thousands and thousands, young and old, at community and corporate events in Australia and throughout the world.

From language difficulties to divorcing parents, from being broke to being bullied, from becoming a lawyer to becoming Comedian of the Year. Anh uses all his life's experiences to entertain and inspire. Anh always has audiences gripped with emotion one minute and howling with laughter the next. The result is always a room transformed.

Fulton Hogan
Networking Partner

DAY ONE TUESDAY 13 NOVEMBER 2018

MAIN STAGE

0715-0845	WOMEN IN AIRPORTS BREAKFAST Sarah Renner, Chief Executive Officer, Hobart Airport
0700-0900	REGISTRATION
	KEYNOTE PRESENTATIONS
0900-0915	Welcome and Overview of AAA Activities Guy Thompson, National Chairman, Australian Airports Association
0915-0945	The Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure and Transport
0945-1015	Will you Conquer Digital Disruption or Will it Conquer You? Dr. Hugh Bradlow, Digital Futurist
1015-1045	Gert-Jan De Graaff, Chief Executive Officer, Brisbane Airport Corporation
1045-1115	MORNING TEA IN THE INDUSTRY EXHIBITION
1115-1145	Engaging with the Customer Catherine Mayer, Vice President, SITA
1145-1215	Melbourne Airport Lyell Strambi, Chief Executive Officer, Melbourne Airport
1215-1345	LUNCH IN THE INDUSTRY EXHIBITION
1345-1430	Panel - Future Trends in Terminal Technologies - Big Data, Blockchain Chair: Stuart Rattray, General Manager Technology, Sydney Airport David Blackwell, Executive General Manager - Customer Service, Adelaide Airport Beau Tydd, General Manager Technology and Innovation, Queensland Airports Limited Paul Sankey, Aviation Vice President Asia, AECOM
1430-1515	Panel - Using Data to Drive Airport Performance Chair: Cally Ward, Senior Aviation Business Consultant, Airbiz Travis Jones, Head of Security, Melbourne Airport Stephen Goodwin, General Manager - Operations, Brisbane Airport
1500-1530	AFTERNOON TEA IN THE INDUSTRY EXHIBITION
1530-1600	Shane Carmody, Chief Executive Officer and Director of Aviation Safety, CASA
1600-1630	Redefining our Understanding of the Traveller Matthew Abbott, Regional Aviation Sector Leader, Woods Bagot
1630-1715	Panel - It's all About the Passenger Experience! Chair: Sally Fielke, General Manager Corporate Affairs, Sydney Airport Kevin Brown, Chief Executive Officer, Perth Airport Marion Charlton, Chief Operating Officer, Gold Coast Airport Peter Pallot, Chief Executive Officer, Sunshine Coast Airport Geoff Culbert, Chief Executive Officer, Sydney Airport
1900-2200	WELCOME DRINKS AND NETWORKING EVENT - HOWARD SMITH WHARVES RIVERSHED

DAY ONE TUESDAY 13 NOVEMBER 2018 COMMERCIAL STREAM

1045-1115	MORNING TEA IN THE INDUSTRY EXHIBITION
	COMMERCIAL STREAM
1115-1145	Ben Gill, Head of Digital and Marketing, Retail, The GPT Group
1145-1215	Australasian Airport Hotel Market Overview Peter Harper, Executive Vice President, Hotels and Hospitality Group Australasia, JLL Property Australia
1215-1245	Airport Commercial Revenues in the Time of the Digital Shopper Andrew Warrender, Head of Commercial - Terminals, NT Airports
1245-1345	LUNCH IN THE INDUSTRY EXHIBITION
1345-1415	The T2 Reconfiguration Project - Revamping your Retail and F&B Offering within the Same Footprint Kate McCreery-Carr, Chief Operations Officer, Cairns Airport Tracey Groves, Chief Commercial Officer - Retail, Transport and Property, North Queensland Airports
1415-1500	Panel - Airport Retail Chair: David Blackwell, Executive General Manager - Customer Service, Adelaide Airport Glyn Williams, General Manager, Retail, Sydney Airport Andrew Gardiner, Chief of Retail, Melbourne Airport Richard Barker, General Manager of Retail and Commercial, Auckland Airport Andrew Brodie, General Manager Airline and Retail Management, Brisbane Airport Corporation
1500-1530	AFTERNOON TEA IN THE INDUSTRY EXHIBITION
1530-1615	Ground Transport - The Future Lorie Argus, Chief of Parking and Ground Transport, Melbourne Airport
1615-1715	Panel - Airport Property Development Chair: Linc Horton, Head of Property, Melbourne Airport Ross Baynes, Director, Property, NT Airports John Tormey, General Manager Commercial Businesses, Brisbane Airport Corporation Richard Snow, Head of Property, Canberra Airport Carl Bruhn, Executive General Manager Property and Infrastructure, Queensland Airports Limited
1900-2200	WELCOME DRINKS AND NETWORKING EVENT - HOWARD SMITH WHARVES RIVERSHED

**" THE 2017 NATIONAL CONFERENCE
WAS THE FIRST THAT I HAD ATTENDED SINCE
2004 DUE TO OTHER WORK PRIORITIES /
ADVENTURES. IT WAS GREAT TO BE ABLE TO
CATCH UP WITH SOME OLD FACES, AND
TO HEAR THE CURRENT ISSUES AFFECTING
AIRPORTS AROUND THE COUNTRY."**

2017 Delegate Feedback



15

DAY TWO WEDNESDAY 14 NOVEMBER 2018

MAIN STAGE

0800-0830	REGISTRATION AND LIGHT BREAKFAST IN THE INDUSTRY EXHIBITION
	KEYNOTE PRESENTATIONS
0830-0900	The Brussels Airport Attack Jean-Pierre Devos, First Commissioner, Intelligence Officer, Analyst, Federal Police Belgium
0900-0930	The Hon Angus Taylor MP, Minister for Law Enforcement and Cybersecurity
0930-1000	Virgin Australia Airlines Update Rob Sharp, Group Executive, Virgin Australia Airlines
1000-1030	The Hon Anthony Albanese MP, Shadow Minister for Transport and Infrastructure, Shadow Minister for Cities, Shadow Minister for Tourism
1030-1100	MORNING TEA IN THE INDUSTRY EXHIBITION
	MAJOR AIRPORT STREAM
1100-1130	Nick Marinelli, Chief Executive Officer Australia, Fulton Hogan
1130-1215	Panel - Hot Topics in Aviation Chair: George Wood, Chief Executive Officer, LEK Greg Fordham, Chief Executive Officer, Airbiz Jason Harfield, Chief Executive Officer, Airservices Australia Sarah Renner, Chief Executive Officer, Hobart Airport Chris Mills, Chief Executive Officer, Queensland Airports Limited Dr Warren Mundy, Chief Economist, Australia Airports Association
1215-1245	Managing Global Passenger Growth at the Airport and Beyond – How the Industry is Catering to the next Generation of Travellers Andre De Morais, Senior Manager, Corporate Strategy APAC, Amadeus
1245-1345	LUNCH IN THE INDUSTRY EXHIBITION
	MAJOR AIRPORT STREAM
1345-1415	Transforming the Melbourne Airport Business Simon Gandy, Chief of Aviation, Melbourne Airport
1415-1445	Hugh Wehby, Chief Operating Officer, Sydney Airport
1445-1515	The Green Airport Evolution Ken Conway, Manager, Aviation, Environment and Sustainability, Airbiz
1515-1600	Panel: Community Engagement Chair: Tom Ganley, Chief Financial Officer and Company Secretary, NT Airports Rachel Crowley, Head of Corporate Affairs, Brisbane Airport Sally Fielke, General Manager Corporate Affairs, Sydney Airport Jai McDermott, Executive Corporate and Public Affairs, Melbourne Airport Brenton Cox, Executive General Manager Finance & Corporate, Adelaide Airport
1600-1700	DRINKS IN THE INDUSTRY EXHIBITION
1600-1630	AAA AGM
1900-2300	NATIONAL INDUSTRY AWARDS AND GALA DINNER - PLAZA BALLROOM, BRISBANE CONVENTION AND EXHIBITION CENTRE

DAY TWO WEDNESDAY 14 NOVEMBER 2018 REGIONAL STREAM

1030-1100	MORNING TEA IN THE INDUSTRY EXHIBITION
	REGIONAL STREAM
1100-1145	<p>Panel - Realising the Potential of Regional Airports</p> <p>Chair: Simon Bourke, Policy Director, Australian Airports Association</p> <p>Bill Burke, Chief Executive, Mildura Airport</p> <p>Dennis Chant, Chairman, Sunshine Coast Airport</p> <p>Dennis Martin, Airport Manager, Coffs Harbour Airport</p> <p>Brian Joiner, General Manager - Whitsunday Airports and Commercial Infrastructure, Whitsunday Regional Council</p>
1145-1230	<p>Satellite Based Augmentation System [SBAS] – The Benefits for Regional Airports</p> <p>Ken Allcott, Airfield Planning Manager, Sydney Airport</p>
1230-1345	LUNCH IN THE INDUSTRY EXHIBITION
	REGIONAL STREAM
1345-1415	<p>The AAA Regional Pavement Airport Practice Note Overview</p> <p>Dr. Greg White, Director, Airport Pavement Engineering Specialists</p>
1415-1445	<p>Initiatives and Innovation – The Alice Springs Tennant Creek Journey</p> <p>Dave Batic, General Manager, NT Airports Alice Springs</p>
1445-1530	<p>Panel - Regional Airport Route Development</p> <p>Chair: Jim Parashos, Head of Aviation Business Development, Brisbane Airport</p> <p>Peter Cock, Chief Executive Officer, Newcastle Airport</p> <p>Cally Ward, Senior Consultant, Airbiz</p> <p>Oliver Lamb, Managing Director, Ailevon Pacific Aviation Consulting</p> <p>Lindsay Mason, Corporate Services Manager, Narrabri Shire Council</p>
1530-1600	<p>Redeveloping to Grow Revenues and Create a Distinctive Experience at a Regional Airport</p> <p>Michael Cullen, Commercial and Business Development Manager, Launceston Airport</p>
1600-1700	DRINKS IN THE INDUSTRY EXHIBITION
1600-1630	AAA AGM
1900-2300	NATIONAL INDUSTRY AWARDS AND GALA DINNER - PLAZA BALLROOM, BRISBANE CONVENTION AND EXHIBITION CENTRE



DAY THREE THURSDAY 15 NOVEMBER 2018

0800-0845	REGISTRATION AND LIGHT NETWORKING BREAKFAST IN THE INDUSTRY EXHIBITION
	KEYNOTE PRESENTATIONS
0845-0900	Welcome Guy Thompson, Chairman, Australian Airports Association
0900-0930	How Airports Can Practically Assist the ATSB During an Incident Greg Hood, CEO and Chief Commissioner, Australian Transport Safety Bureau
0930-1000	The Transformation of the Recreational Aircraft Sector Neil Schaefer, Innovation and Improvement Coordinator, Recreational Aviation Australia (RAAus)
1000-1045	Hot Topics Panel - Drones Chair: Simon Bourke, Policy Director, Australian Airports Association Luke Gumley, Branch Manager Remotely Piloted Aircraft Systems (RPAS), CASA Phil Swinsburg, Managing Director, Unmanned Systems Australia Jarrad Warwick, Strategic Business Development Manager, APAC
1045-1115	MORNING TEA IN THE INDUSTRY EXHIBITION
1115-1145	A Collaborative Approach Towards Airfield Infrastructure Delivery Jared Feehely, Airside Operations Supervisor, Gold Coast Airport Nathan Spek, Project Manager, Gold Coast Airport
1145-1215	Brisbane Airport's Reconciliation Action Plan - Achievements and Learnings Two Years into the Journey Wendy Weir, Environment and Sustainability Manager, Brisbane Airport
1215-1300	Hot Topics Panel - Airport Operations Chair: Stephen Goodwin, General Manager - Operations, Brisbane Airport Katie Cooper, Head of Aviation Operations, Melbourne Airport Rob Porter, General Manager, Mackay Airport Guy Thompson, Chief Operations Officer, Perth Airport
1300-1400	LUNCH IN THE INDUSTRY EXHIBITION
1400-1430	Emergency Management Katie Cooper, Head of Aviation Operations, Melbourne Airport
1430-1500	Incident Investigations - Directing a Positive Approach and "Just Culture" Shona Cameron, National Health, Safety, Environment and Quality Adviser, ISS Facility Services
1500-1530	Asset Management - Keep it Simple and Reap the Benefits Murray Erbs, Chair National Asset Management Strategy Australia, IPWEA Australasia
1530-1600	The Airport Asset Management Framework Michael Kennedy, Principal Policy Officer, Transport Strategy and Reform, Department of Transport WA
1600-1800	NETWORKING DRINKS IN THE INDUSTRY EXHIBITION
1900-2200	EVENING NETWORKING FUNCTION IN CONVERSATION WITH ANH DO - BRISBANE CONVENTION AND EXHIBITION CENTRE



DAY FOUR FRIDAY 16 NOVEMBER 2018

0800-0900	LIGHT NETWORKING BREAKFAST IN THE INDUSTRY EXHIBITION
0900-0930	How Does an Enterprise GIS System Centralise the Management of all Aviation, Operations and Business Data for Efficient Decision Making? Steve Appleby, Digital Director, AECOM Australia Alex Pavlickovski, Asset Performance Manager, Melbourne Airport
0930-1000	Skilling the Future Aviation Workforce Greg Spence, Asset Performance Manager, Australian Industry Standards
1000-1030	Airfield Ground Lighting Technical Presentation ADB Safegate
1030-1100	Rob Walker, Executive Manager Stakeholder Engagement, CASA
1100-1130	MORNING TEA IN THE INDUSTRY EXHIBITION
1130-1200	Wildlife Strikes: What Your Airport Needs to Know to Keep it Out of the Courts Phil Shaw, Managing Director, Avisure Richard Robinson, Director, R2A Due Diligence Engineers
1200-1230	Wildlife Hazard Management Case Study – Wellington Airport Matthew Palliser, Head of Operations, Wellington Airport
1230-1330	LUNCH IN THE INDUSTRY EXHIBITION
1330-1400	The Impact of Bond Strength on the Performance of Wearing Courses on Airfield Infrastructure Nicky Williams, Senior Airports Engineer, Fulton Hogan Laszlo Petho, Pavements Manager, Fulton Hogan
1400-1430	The Melbourne Airport Quick Set Concrete Trial Luc Ramalinga, Airfield Manager, Melbourne Airport
1430-1500	Asphalt Reinforcement with Polyester Grids and Practical Experience in Airfields Zehra Kaya, National Business Manager Roads & Pavements, HUESKER Australia
1500-1530	Performance Based Airfield Runway Projects – An International Perspective Jasper van de Wal, Airfield Design Manager, Unihorn BV
1530-1600	The Benefits of Runway Grooving Philip Zuzelo, President, Cardinal International Grooving and Grinding LLC
1600	CLOSE

**"A GREAT CONFERENCE WITH
A GREAT CROSS SECTION OF
SPEAKERS, THANK YOU."**

2017 Delegate Feedback



19

REGISTRATION RATES

	EARLY BIRD*	STANDARD*	LATE*	GROUP*
	Closes Friday 27 July	Applies from Saturday 28 July	Applies from Saturday 27 Oct	Applies from the fourth registration from the one organisation
DAYS 1 TO 4 - AAA NATIONAL CONFERENCE 13–16 November 2018				
Airport Member	\$2495	\$2795	\$2995	\$1995
Corporate Member	\$2995	\$3295	\$3495	\$2495
Non-Member	\$3995	\$3995	\$4195	
DAYS 1 & 2 - AAA NATIONAL CONFERENCE 13–14 November 2018				
Airport Member	\$1695	\$1995	\$2195	\$1295
Corporate Member	\$1950	\$2295	\$2495	\$1595
Non-Member	\$2995	\$2995	\$3195	
DAYS 3 & 4 - AAA NATIONAL CONFERENCE TECHNICAL PROGRAM 15–16 November 2018				
Airport Member	\$1295	\$1695	\$1895	\$1295
Corporate Member	\$1950	\$2195	\$2395	\$1595
Non-Member	\$2995	\$2995	\$3195	
DAYS 1 TO 3 - AAA NATIONAL CONFERENCE 13–15 November 2018				
Airport Member	\$1995	\$2495	\$2695	\$1695
Corporate Member	\$2495	\$2795	\$2995	\$2115
Non-Member	\$3595	\$3595	\$3795	
DAYS 2 TO 4 - AAA NATIONAL CONFERENCE 14–16 November 2018				
Airport Member	\$1995	\$2495	\$2695	\$1695
Corporate Member	\$2495	\$2795	\$2995	\$2115
Non-Member	\$3595	\$3595	\$3795	
NETWORKING FUNCTION TICKETS				
Women in Airports Breakfast, Tuesday 0715–0845			\$75 per additional ticket	
Howard Smith Wharves Networking and Welcome Reception, Tuesday 1900–2200			\$130 per additional ticket	
AAA National Gala and Awards Dinner, Wednesday 1900–2300			\$200 per additional ticket	
In Conversation with Anh Do, Thursday 1900–2200			\$130 per additional ticket	

* all rates include GST

STANDARD REGISTRATION CLOSING FRIDAY 26 OCTOBER

REGISTRATIONS RECEIVED AFTER FRI 26 OCTOBER WILL INCUR A LATE FEE OF \$200 TO COVER ADDITIONAL ADMINISTRATION COSTS.

REGISTER HERE

<https://airportsconference.asn.au/registration>

CLICK HERE

REGISTRATION ENQUIRES

P: +61 7 3398 8788

E: AAABrisbane@nectarcc.com.au



The Visit Brisbane site offers many ideas and options if you would like to extend your stay in Brisbane.

What's on in Brisbane: Exhibitions, Festivals and Events

Each year in Brisbane it feels like our blockbuster events calendar just gets bigger and bigger – and that's because it does. 2018 is delivering a mammoth line up of world-class art exhibitions, sporting matches, live theatre, immersive festivals and more.

Explore the Brisbane Region

Brisbane is a city for the senses; walking under impossibly blue skies around this foot-friendly city opens up a world of experiences. A well-planned series of paths and bridges connects the city centre to South Bank, as well as many of our urban villages that tease the river's edge as it bends the city, its parks and gentle skyscrapers.

Arts and Entertainment

One thing is certain – Brisbane is a hotbed of cultural and creative offerings, festivals and events. Exclusive blockbuster exhibitions and inspiring theatre productions sit alongside independent and emerging local performances, outdoor cinema, street art and intimate gallery and performance spaces.

Eat & Drink

Food and drink is something we take seriously in Brisbane – whether it's a steak at a pub, a great coffee or a five-star degustation. Our year-round outdoor climate and abundance of fresh produce mean we often eat al fresco-style, and our menus feature delicious locally sourced ingredients.

Brisbane Region Tourist Attractions

Spend your free time exploring our scenic mountains, expansive lakes, lush rainforest, sandy beaches, nearby islands, wineries, breweries, farms and towns. The regions include the Scenic Rim, Somerset and Lockyer Valley have no shortage of waterfalls, lookouts and mountains to climb, while Moreton Island is the place to feed wild dolphins and snorkel around an old ship—wreck.



www.visitbrisbane.com.au

ACCOMMODATION



**DISCOUNTED
ACCOMMODATION HAS
BEEN SECURED IN
BRISBANE FOR DELEGATES
ATTENDING THE AAA
NATIONAL CONFERENCE.
ACCOMMODATION IS
ORDERED BY DISTANCE
TO THE BRISBANE
CONVENTION AND
EXHIBITION CENTRE.**

1 - NOVOTEL SOUTH BANK



38 Cordelia St, South Brisbane

Distance from BCEC:
5min walk, 100m

Parking: Undercover parking available,
charges apply

Breakfast: Additional \$25pp

Wi-Fi: Included for Accor members

Standard Room: \$275/night

Superior Room: \$325/night

2 - RYDGES SOUTH BANK



9 Glenelg Street, South Bank

Onsite hotel at BCEC:
5min walk, 180m

Parking: From \$40 per vehicle, per
night

Breakfast: Additional \$30pp

Wi-Fi: Complimentary

Queen Room: \$279/night

Twin Room: \$279/night

Deluxe Queen Room: \$299/night

Deluxe Twin Rooms: \$299/night

Junior Suite: \$339/night

King Suite: \$359/night

Deluxe King Suite: \$390/night

3 - EMPORIUM HOTEL



267 Grey Street, South Bank

Distance from BCEC:
10min walk, 650m

Parking: Valet parking available
at \$45 per vehicle, per night

Breakfast: Additional \$36pp

Wi-Fi: Complimentary

Vista King Suite: \$299/night

River City Twin: \$339/night

4 - ARENA APARTMENTS



9 Edmondstone St, South Brisbane

Distance from BCEC: 10min walk, 1km

Parking: Complimentary on
site car parking

Breakfast: Not included, each
apartment has a kitchen or
many cafes nearby

Wi-Fi: Complimentary

One Bedroom Apartment: \$165/night

Two Bedroom Apartment: \$209/night



5 - SWISS-BELHOTEL BRISBANE



218 Vulture Street, South Brisbane

Distance from BCEC:
15min walk, 1.2km

Parking: From \$27 per night
Breakfast: Additional from \$8-\$27pp
Wi-Fi: Complimentary

Superior City View Room: \$229/night
Superior River Room: \$249/night

6 - IBIS STYLES HOTEL



40 Elizabeth Street, Brisbane

Distance from BCEC:
20min walk, 1.4km

Parking: Undercover parking
available at a cost in surrounding area
Breakfast: Free continental
breakfast available
Wi-Fi: Complimentary

Standard Queen Room:
\$155/night

7 - MERCURE NORTH QUAY



85/87 North Quay, Brisbane

Distance from BCEC: 20 min walk,
1.6km

Parking: From \$36 via Secure
Parking – validate your ticket
at the hotel reception
Breakfast: Additional \$20pp
Wi-Fi: Complimentary

Superior City View: \$175/night

**DUE TO LIMITED
AVAILABILITY
WE ENCOURAGE
DELEGATES TO BOOK
EARLY TO SECURE
THEIR PREFERRED
ACCOMMODATION
OPTION.**

ACCOMMODATION ENQUIRIES

P: +61 7 3398 8788
E: AAABrisbane@nectarcc.com.au



WHY PARTNER + EXHIBIT

THE AUSTRALIAN AIRPORTS ASSOCIATION NATIONAL CONFERENCE LOOKS AT THE CHALLENGES AND OPPORTUNITIES FACING AUSTRALIA'S AIRPORT SECTOR AND THE WIDER AVIATION INDUSTRY AS A WHOLE.

It provides a **platform for industry** to discuss the **big issues** and share best practice experiences which **deliver results** when attendees return to their airports.

The AAA National Conference provides **maximum exposure** at the only major forum dedicated to the airport sector in Australia. Exhibiting at the AAA National Conference shows your commitment to the future development of the airport sector.

The AAA National Conference **provides direct access to the highly sought after airport audience** in one location and venue, sparing you the need to travel around to meet your future clients and conveniently touching base with your current ones.

The conference provides access to **regional airport managers, regional council representatives, and major airport executives**. Importantly it provides access to those who will use your product and/or services on the ground and who will take the critical information of what you have to offer back to their key decision makers.

The AAA National Conference is organised by and for the airport sector – if you are a part of it, you must be in attendance.

SHOWCASE YOUR COMPANY

“OVERALL, IT WAS A FANTASTIC EVENT. THE EXHIBITION LAYOUT WAS REALLY WELL DONE AND THE INTEGRATION OF NETWORKING EVENTS IN THE EXHIBITION MEANT THAT WE FELT IT WAS A WORTHWHILE INVESTMENT TO BE THERE. THANK YOU.”

2017 Exhibitor Feedback



PARTNER PACKAGES

Partnership is a way to showcase your organisation and show your support for the airport industry.

Partnership affords you access to your target market and exposure to a range of new potential clients.

Packages are flexible so they can be tailored to suit your marketing requirements and budget.

To discuss a tailored package please contact:

Anne Frisch

Marketing and Events Director
Australian Airports Association

M: 0437 178 535

E: AFrisch@airports.asn.au

Download the Partnership and Exhibition Prospectus

airportsconference.asn.au/partnerships

CLICK HERE

CATEGORY	OPPORTUNITY	PRICE (GST Exclusive)	PACKAGES OFFERED	
Premium	Gala Dinner Partners	\$15,000		SOLD
	Gold Partner	\$15,000	1 Remaining	
	Exhibition Networking Lounge Partners	\$12,000		SOLD
	Silver Partner	\$10,000	4 Remaining	
	Regional Stream Partner	\$10,000	1 Offered	
	Conference Registration Partner	\$6,000	1 Offered	
	National Airport Industry Awards		6 Remaining	
	» Commercial	\$6,000		
	» Infrastructure Development	\$6,000		
	» Operations	\$6,000		
	» Customer Experience	\$6,000		
	» Non-Aeronautical Development	\$6,000		
Hospitality	» Technology	\$6,000		SOLD
	» Environmental Management	\$6,000		
	Regional Airport Scholarship Partner	\$2,895	4 Remaining	
	Women in Airports Breakfast – Major Partner	\$10,000		SOLD
	Coffee Station Partner	\$6,000	2 Remaining	
	Lunch Partner	\$4,000	4 Offered	
	Morning After Bar Partner	\$4,000	1 Offered	SOLD
	Women in Airports Breakfast – Event Partner	\$3,000	2 Offered	
	Morning and Afternoon Tea Partner	\$2,000	4 Remaining	
Resource	Technology Partner	\$10,000		SOLD
	Delegate Satchel Partner	\$6,000		SOLD
	Pocket Program Partner	\$4,500		SOLD
	Delegate Lanyard Partner	\$4,000		SOLD
	Session Chair Drop Partner	\$3,000	4 Offered	
	Satchel Insert Partner	\$3,000	4 Offered	
Advertising	Full Page Ad in Program	\$4,000	3 Offered	
	Half Page Ad in Program	\$2,500	2 Offered	

2018 INDUSTRY EXHIBITION TRANSFORMED

INDUSTRY EXHIBITION DATE CHANGE

The Industry Exhibition will this year be on Days Two to Four – maximising access to the decision makers attending the Technical Program.

CONNECTION HUB

The Industry Exhibition will offer designated areas where delegates can network, recharge devices and access the free wi-fi along with networking and airport lounges.

KNOWLEDGE LAB

The new Knowledge Lab in the exhibition offers exhibitors the opportunity to showcase, present and demonstrate the latest technology, products and services available in the industry.

WHY EXHIBIT?

1. Reach Key Decision Makers

Have access to the most senior representatives from regional and major airports.

2. Receptive Audience

Industry professionals attend the AAA National Conference and the Industry Exhibition to learn, network and purchase.

3. Enhance Relationships

Generate new leads and cement established relationships with a visible presence.

4. Gain a Competitive Advantage

The AAA National Conference is the largest airports conference in the Asia-Pacific with 640+ attendees.

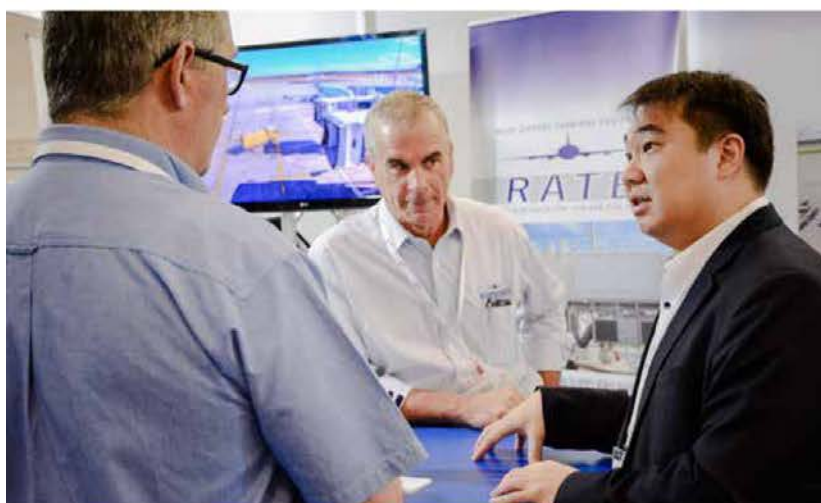
5. Industry Exhibition Floorplan

The new floorplan provides maximum visibility and traffic flow allowing delegates the opportunity to easily find you. The Conference App enables the opportunity to organise meetings and conversations prior to the Industry Exhibition opening.



EXHIBITION

A highlight of the AAA National Conference is always the Exhibition. The 2018 Conference Exhibition will once again be an area where delegates will gather and interact with members of the airport industry.



2017 Industry Exhibition

WEDNESDAY 14 TO FRIDAY 16 NOVEMBER 2018

A light breakfast, morning, afternoon tea and lunch will all be served in the Exhibition hall, which offers constant exposure to delegates and a very attractive marketing opportunity for exhibitors. Exhibitors are encouraged (at their own expense) to find novel and unique ways to attract delegates at their booths such as golf putting, car racing machines, popcorn machines and photo booths etc.

This year the Exhibition in Brisbane will be limited to 100 booths, which based on the popularity of the Exhibition in Adelaide, are expected to sell out fast.

BOOTH ALLOCATION

Major, Gold and Silver Partners that receive priority placement will be allocated their booths in the first instance and the remainder of the booths will be assigned in order of date of confirmation (based on receipt of the completed Acceptance Form and payment).

EXHIBITION HOURS*

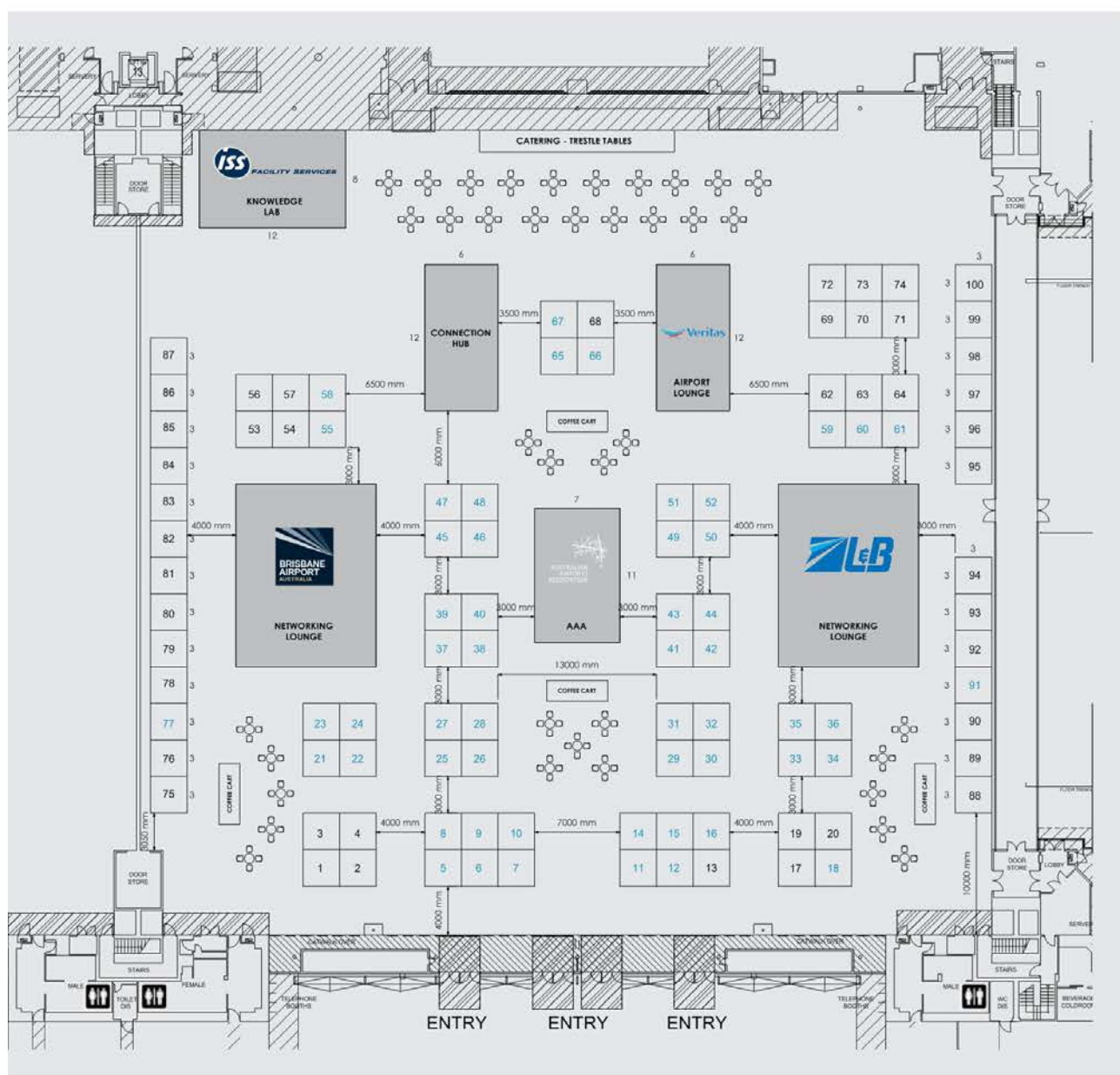
Wednesday 14 November	0800-0900	Light Breakfast in the Industry Exhibition
	1045-1115	Morning Tea in the Industry Exhibition
	1245-1345	Lunch in the Industry Exhibition
	1600-1700	Drinks in the Industry Exhibition
Thursday 15 November	0800-0845	Light Breakfast in the Industry Exhibition
	1030-1100	Morning Tea in the Industry Exhibition
	1245-1345	Lunch in the Industry Exhibition
	1530-1600	Afternoon Tea in the Industry Exhibition
	1600-1800	Networking Drinks in the Industry Exhibition
Friday 16 November	0800-0900	Light Breakfast in the Industry Exhibition
	1100-1130	Morning Tea in the Industry Exhibition
	1230-1330	Lunch in the Industry Exhibition

*Please note times may change.

2018 EXHIBITION FLOOR PLAN

BRISBANE CONFERENCE AND EXHIBITION CENTRE

■ SOLD ■ AVAILABLE



EXHIBITION BOOTH PACKAGES INCLUDE:

The Exhibition package now includes what we refer to as 'Exhibitor Passes' which provide access to the exhibition for days 2-4, the evening reception on the Tuesday evening and includes all catering in the exhibition.

**FOR EXHIBITION
BOOTH PACKAGES**
CONTACT AAA EVENTS AT
events@airports.asn.au
02 6230 1110

STANDARD EXHIBITION BOOTH

- 3m wide by 3m deep by 2.4m high back and side walls.
- Company name on quality fascia on all open sides.
- One 4-amp general purpose power outlet (additional requirements may be ordered).
- Two x 120-watt LED spotlights.
- » Your organisation included in the exhibitor listing in the Program and Exhibition Guide including contact details, company logo and product/service description.
- » The Welcome Drinks and Networking event on 13 November, and all catering in the Exhibition space.
- » Two Exhibitor Passes for Days 2 to 4.
- » Exhibition opportunity for Delegate Passport this is optional for exhibitors.

DOUBLE EXHIBITION BOOTH

- 6m wide by 3m deep by 2.4m high back and side walls.
- Company name on quality fascia on all open sides.
- Two 4-amp general purpose power outlet (additional requirements may be ordered).
- Four x 120-watt LED spotlights.
- » Your organisation included in the exhibitor listing in the Program and Exhibition Guide including contact details, company logo and product/service description.
- » The Welcome Drinks and Networking event on 13 November, and all catering in the Exhibition space.
- » Four Exhibitor Passes for Days 2 to 4.
- » Exhibition opportunity for Delegate Passport this is optional for exhibitors.
- » Listing in the Conference App including contact details and a brief description (80 words maximum) of products and services. Link to company website.

EXHIBITION	BOOTH
3m wide x 3m deep (9m ²)	\$5,500
6m wide x 3m deep (18m ²)	\$11,000
Additional space	\$500 per m ²

All prices are GST-exclusive.
Larger booth sizes are available (POA above 20m²). A surcharge of 10% on total value applies to shared spaces.

ADVERTISING PACKAGES – LIMITED AVAILABILITY

Advertising packages are exclusively offered to AAA National Conference Partners, Exhibitors and Conference delegates.



FULL PAGE \$4,000
3 OFFERED

One full page colour advertisement in the Conference Program (partner to provide artwork).

ART: 210mm (w) X 297mm (h)
+ 3mm bleed



HALF PAGE \$2,500
2 OFFERED

One half page colour advertisement in the Conference Program (partner to provide artwork).

ART: 210mm (w) X 148.5mm (h)
+ 3mm bleed



SATCHEL INSERT \$3,000
4 OFFERED

One A4 insert (maximum four pages) or promotional item (subject to approval by the organising committee) included in the Conference satchels.

CONTACT DETAILS

Anne Frisch
Marketing and Events Director
Australian Airports Association
M: 0437 178 535
E: AFrisch@airports.asn.au



AAA NATIONAL CONFERENCE TERMS AND CONDITIONS

APPLICATION AND PAYMENT:

To confirm your acceptance, please complete the acceptance form attached with this prospectus and return to the contact details on the form. On receipt and after approval by the committee, a tax invoice for payment of 50% deposit will be forwarded for payment. As spaces are strictly limited, returning an acceptance form does not guarantee a place as a Sponsor/Exhibitor. Sponsorship and exhibition packages are not considered confirmed until a 50% deposit of total costs is received. Should the deposit not be received within 21 days of invoice, the package will be released for re-sale.

On receipt of the 50% deposit your sponsorship package will be confirmed, and a letter outlining the sponsorship agreement and specifications regarding artwork for logos and advertisements, delivery details for signage and satchel inserts etc. Final payment of 50% is due Friday 21 September 2018. A tax invoice will be sent to you. Should final payment not be received by 14 days after this date, the package will be released for re-sale and the deposit not returned. Booths will be allocated based firstly on sponsorship level and then order of receipt of acceptance form and deposit for exhibitors at the discretion of the organising committee. Should your preferred sites be unavailable, you will be contacted for another preference.

ACCEPTANCE AND ALLOCATION

The Australian Airports Association reserves the right to accept or reject any application for sponsorship at its absolute and unfettered discretion with the return of any deposit paid.

Sponsorship and exhibition packages, which may be limited in number, will be generally allocated to those organisations that apply earliest. Allocation of sponsorship packages and booths regardless of the preference indicated, and alteration of the floor plan is at the discretion of Australian Airports Association whose decision will be final.

CANCELLATION POLICY

If the event is cancelled by the Australian Airports Association less than 12 months prior to the scheduled date, the Sponsor/Exhibitor is entitled to a 100% refund. If the event is rescheduled by the organiser, and the Sponsor/Exhibitors can reasonably demonstrate their inability to participate they will be entitled to a full refund.

In the case of your cancellation of sponsorship or exhibition booth or space, notification in writing must be sent to events@airports.asn.au, and the Australian Airports Association reserves the right to retain monies paid in full unless resolved.

CONSEQUENTIAL DAMAGE

The Australian Airports Association will not be liable for any indirect or consequential damages arising out of a breach of this Exhibition/Sponsorship contract.

DETAILED REQUIREMENTS AND DUE DATES

The Conference Organiser's requirements regarding the artwork for logos and advertisements, specifications and delivery details for signage, arrangements for static display, delivery of satchel inserts or other arrangements will be sent to you in a confirmation letter at a later date with relevant due dates. Logos will be requested in .jpg and .eps format, high-resolution 300dpi. Should an alternative format be received, the Conference Organisers cannot be held responsible for the quality of the logos displayed in any of the promotional material. In the event that materials, information or artwork required by the Conference Organiser are not received by the designated due date, their use for their intended purpose cannot be guaranteed. The value of these entitlements will not be refunded if this is the case.

EXCEPTIONAL CIRCUMSTANCES

The Australian Airports Association and Conference Organiser reserve the right to change the venue and duration if exceptional circumstances demand. In the event of a change of venue and/or duration, the agreement to participate will remain in force as long as the Sponsor/Exhibitor is informed at least one month before the planned Conference. The Australian Airports Association and Conference Organiser will use reasonable endeavours to remedy the impact of exceptional circumstances.

EXHIBITOR DISPLAY RULES

- » The Australian Airports Association and Conference Organiser shall determine the hours during which the Sponsor/Exhibitors shall be conducted and hours of access for Exhibitors including variations of such times as shall be necessary.
- » The Exhibition booth or space is to be fully manned and operational and removal or change any of the areas will not commence, until after the exhibition closes.
- » No advertising material such as banners or brochures, are allowed outside the designated booth area. Under no circumstances are brochures to be placed in common areas such as where catering is provided or lounge areas. If found this will be removed.
- » Excessive noise that inconveniences other exhibitors or the Conference will not be allowed.
- » The Australian Airports Association and Conference Organiser will be the judges as to whether there is an annoyance.
- » No obstruction of any form in the aisles and walkways.
- » While companies are encouraged to pursue novel methods of attracting people with their stand, practices disadvantaging other companies or detracting from the Exhibition will be discouraged.

The Sponsor/Exhibitor will acknowledge that the Australian Airports Association, Brisbane Convention Centre, and the exhibition hire company will not be responsible for any loss or damage to the exhibitor's property and that all exhibitor material and equipment is the sole responsibility of the exhibitor.

PARTNERSHIPS (Referenced and used for 2018 Sponsorship Opportunities)

Nothing contained in the Agreement will be deemed to constitute a partnership further than the 2018 AAA National Conference Partnership/Sponsorship agreement. The terminology of Partnership is in name only and does not represent any joint venture or agency relationship between you and Australian Airports Association, and you must not do anything where you will, in any way, be represented that you are a partner of the Australian Airports Association, further than the 2018 AAA National Conference in Brisbane.

RESPONSIBILITY

The Australian Airports Association and Brisbane Convention Centre accept no responsibility for any act, accidents, omissions on the part of service providers, the accuracy or content of any written or oral statements by speakers in connection with this event, delay, damage, personal injury or death.

The Sponsor/Exhibitor is responsible for all personal injury or damage to property arising in connection with the Exhibitor display area, howsoever caused. The Sponsor/Exhibitor will indemnify the Organisers in respect of any claim and demands in respect thereof. The Sponsor/Exhibitor must take out adequate insurance in respect of all such claims.

Australian regulators require all Sponsor/Exhibitors to have adequate Public and Product Liability insurance cover based on a limit of indemnity to the value of \$10 million or above. This refers to damage or injury caused to third parties/visitors on or in the vicinity of an exhibition stand or space. Sponsor/Exhibitors will need to be able submit their Public Liability Insurance Certificate upon request.

REGISTRATIONS

Sponsor/Exhibitors are not permitted to attend Conference sessions or social functions unless the relevant tickets are offered as part of the particular sponsorship or exhibition package. However, should Sponsor/Exhibitors wish to attend the Conference as a delegate or attend social functions, the appropriate registration form must be completed and forwarded to the Conference Organisers together with the applicable registration fee. Specific Sponsor/Exhibitors registration forms will be sent out at a later date.

SPONSORSHIP AND EXHIBITION PACKAGES

Please refer to the sponsorship packages in the Sponsor and Exhibition Proposal document. Any variations to the description of each package must be as agreed in writing with the Conference Organiser. Sponsorship and exhibition entitlements will not commence until the acceptance form and deposit is received by the Conference Organiser.

UNAVOIDABLE OCCURRENCES

In the event that the Conference/Exhibition is cancelled or delayed through no fault of The Australian Airports Association, Conference Organiser and the Venue Manager, including but not limited to fire, flood, labour disputes, natural disasters, acts of God(s), civil disorders, riots, insurrections, work stoppages, slow downs or disputes, or other similar events then the Exhibitor/Sponsor shall not be entitled to any refund or claim for any loss of damage.

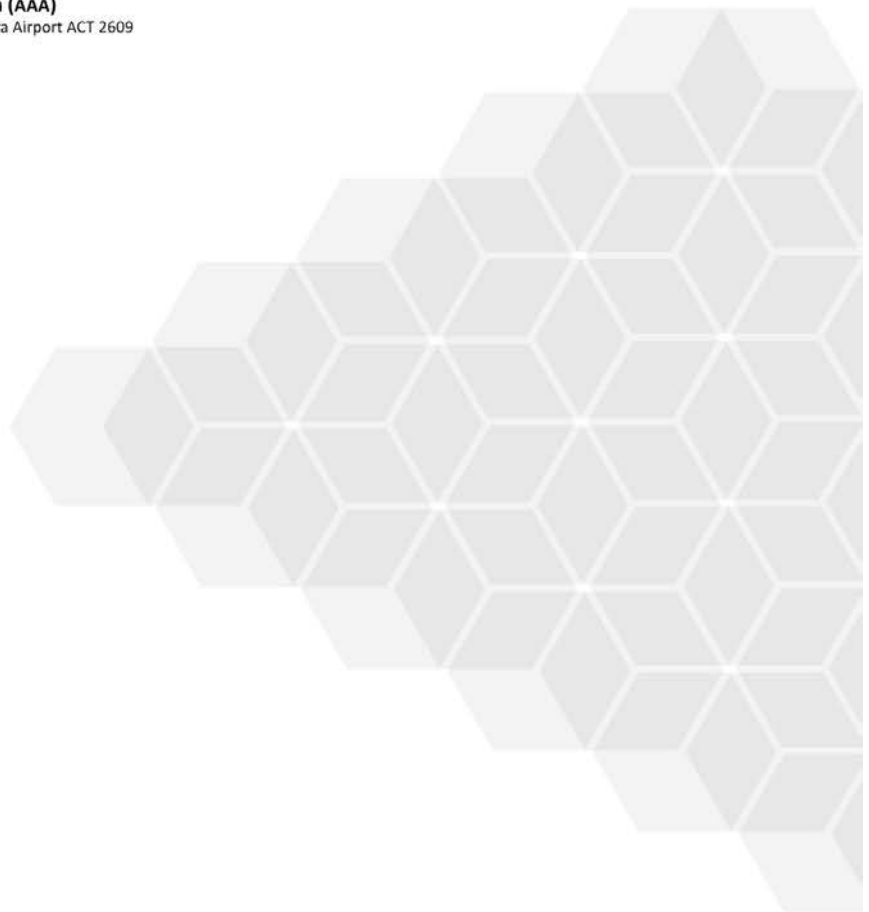
VENUE

The Sponsor/Exhibitor and the servants, agents, contractors and invitees of the Sponsor/Exhibitor are also to observe the rules, regulations and procedures as prescribed by Brisbane Conference and Exhibition Centre.



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18 LOCAL GOVERNMENT BUSINESS

18.1 Local Government Circulars

Brief

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

RECOMMENDATION(S)

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

Discussion

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

The indices attached for Members' information in this report are numbers 26 and 27.

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 26 and 27



Local Government Association of South Australia

26.1 Fuel Tax Credits – Is your Council or Subsidiary claiming its due?

LGA Procurement is pleased to offer a service to all SA Council's & Subsidiaries for the review and collection of any outstanding Fuel Rebates and Fuel Subsidies that may be available. Recent reviews have seen a Regional Council obtaining a \$150,000 rebate, another receiving \$22,000 and a large metropolitan council receiving just over \$30,000 that was then used to fund a project that had not been budgeted for.

26.2 Indexation of fees and charges set by legislation, 2018-19

Most Local Government fees and charges set by statute have been increased, with effect from 1 July 2018, by an indexation factor of approximately 2 per cent.

26.3 Mobile Phone Base Station Deployment Industry Code - released for Public Comment

The revised version of the Mobile Phone Base Station Deployment Code has been released for public comment.

26.4 2018 Model Financial Statements - Approved

The Minister for Local Government, Stephan Knoll, MP, has approved the Model Financial Statements for 2018 and these are available on the LGA website

26.5 Entries are now open for 2018 SA Climate Awards and local councils are encouraged to apply.

The SA Climate Leaders Awards celebrate exemplar initiatives that address the impacts of climate change in South Australia by individuals, the community, business and government. Nominations close 30 August 2018.

26.6 Reminder to register - 2018 Local Government Communications Conference

Don't forget to register for the LGA's inaugural Local Government Communications Conference. Registrations are filling up fast, further information can be found in this Circular.

26.7 LGA model Rates Notice 2018-19

The LGA's model Rates Notice for 2018-19 is now available. Details are provided in this Circular and on the LGA website.

26.8 Healthy Active By Design - new website launched

The Heart Foundation has launched a new website 'Healthy Active By Design' that showcases features of the built environment that can make it easier for Australians to be more active and improve their heart health.

26.9 Special General Meeting - Friday 13 July

The Local Government Association is holding a Special General Meeting on Friday 13 July to discuss the State Government's proposed rate capping legislation. Further information about the meeting can be found in this Circular.

27.1 Future-proofing the South Australian apprenticeship and traineeship system

Stakeholder advice is being sought to determine what is working well and what isn't within the current system. Read the discussion paper, provide feedback and register for engagement opportunities. Insights gathered throughout this discussion will inform the Commission's advice to government. Access the necessary information within this circular.

27.2 CWMS Conference - 27 July 2018

The one day conference will present information for managing, governing, costing, operating and maintaining community wastewater management systems (CWMS).



Local Government Association of South Australia

27.3 Postgraduate Access

Highly skilled postgraduates are being offered through the Australian Postgraduate Research (APR) Intern to conduct 3-5 month internships on projects of strategic value. This circular contains more.

27.4 2018 LGA Annual General Meeting - Notices of Motion and Appointment of Delegates

The 2018 LGA Annual General Meeting will be held on Friday 26 October at the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh. Notices of Motion may now be submitted by member councils by 14 September 2018. Councils are also required to advise of new, or confirm existing voting delegates, for the meeting.

27.5 Indigenous Business Trade Fair - Adelaide - Friday 27 July 2018

The Department of the Prime Minister and Cabinet and Supply Nation are pleased to offer a series of Indigenous Business Trade Fairs across the country.

27.6 Special meeting of the LGA Board - 4 July 2018 - Agenda available

The LGA Board will meet on Wednesday 4 July 2018 at LG House, 148 Frome Street, Adelaide. The agenda is now available and this circular provides a list of reports to be considered at the meeting.

27.7 LGA model "rise and fall" clause for recyclables processing contracts

The LGA has been working to support councils in managing the impacts of China's National Sword Policy on the provision of waste services. This work has included developing a model "rise and fall" clause for recyclables processing contracts. The LGA is now seeking feedback on the concept and methodology of the clause.

27.8 Cash Advance Debenture Rate

Chapter 10 of the Local Government Act 1999 (Rates & Charges), includes use of the Cash Advance Debenture Rate. The LGA has been advised by the Local Government Finance Authority (LGFA) that the Cash Advance Debenture Rate as at 1 July 2018 is 3.6%.

27.9 LG Professionals, SA Community Managers Network Conference

Beyond the Buzz: Local Government's role in Community Wellbeing'. A Community Managers Network Conference designed specifically for staff working in or leading community development and community services. Registrations now open and closing on 27 August 2018

27.10 Stormwater Management Authority consultation on revised Stormwater Management Fund Guide for Applicants

The Stormwater Management Authority has produced a revised Stormwater Management Fund Guide for Applicants (revised Guide) and is seeking LGA approval of the revised Guide. The LGA welcomes any feedback from member councils on the form or substance of the revised Guide by 15 August 2018.

27.11 LGA Special General Meeting - 13 July 2018 - Program and Agenda available

The Local Government Association is holding a Special General Meeting on Friday 13 July to discuss the State Government's proposed rate capping legislation (Local Government (Rate Oversight) Amendment Bill 2018).

28.1 LGA Information Paper on the committee and corporate structures available to councils

An LGA Information Paper regarding the committee and corporate structures which can be established by councils is now available on the LGA member website.

19 MEMBER'S BOOKSHELF

Nil

20 CORRESPONDENCE

Nil

21 CONFIDENTIAL**21.1 Appointment of the Brownhill Keswick Creek Stormwater Subsidiary Board****Reason for Confidentiality**

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

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

RECOMMENDATION

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 Appointment of the Brownhill Keswick Creek Stormwater Subsidiary Board, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3) (a) because the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicants which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council.
2. At the completion of the confidential session the meeting be re-opened to the public.

21.2 Proposed lease arrangements - 240 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

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 21.2 Proposed lease arrangements - 240 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 it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible lease arrangements and/or price for the surplus lease space at the facility. In addition, Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of Council's commercial position may severely prejudice Council's ability to secure the best commercial outcome for its community and consequently, Council considers the disclosure of this information 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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1 MEETING OPENED**2 PRESENT****3 APOLOGIES****Leave of Absence****Committee Members:**

Cr Garth Palmer

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the Finance and Regulatory Committee held on 19 June 2018 be confirmed as a true and correct record.

6 COMMUNICATIONS BY THE CHAIRPERSON**7 QUESTIONS WITH NOTICE**

Nil

8 QUESTIONS WITHOUT NOTICE**9 MOTIONS WITH NOTICE**

Nil

10 MOTIONS WITHOUT NOTICE

11 FINANCE AND REGULATORY REPORTS

11.1 Creditor Payments

Brief

This report tables a schedule of creditor payments for June 2018.

RECOMMENDATION

The Committee recommends to Council that the schedule of creditor payments for June 2018 be received.

Discussion

A schedule of creditor payments totalling \$5,030,428.27 (\$5,351,117.43 in May 2018) is attached for the information of Elected Members. Notable items include:

- A payments to LCS Landscapes of \$519,979.64 for the redevelopment of Weigall Oval (refer ref. no. 278);
- A payment to Solo Resource Recovery for both waste collection and disposal for May 2018 of \$438,036.04 (refer ref. no. 425);
- A payment to SEM Civil Pty Ltd of \$427,086.90 for road and stormwater upgrades in George Street (refer ref. no. 414);
- A payment to the Department of Environment, Water and Natural Resources of \$345,765.25 for the quarterly NRM levy (refer ref. no. 151);
- A payment to Top Coat Asphalt Contractors Pty Ltd of \$284,568.55 for road works in various locations (refer ref. no. 483);
- A payment to Norman Waterhouse Trust Account of \$225,078.20 for the purchase of property at 362A Henley Beach Road, Lockleys (refer ref. no. 329);
- A payment to Infor Global Solutions (ANZ) Pty Ltd of \$137,133.23 for software support maintenance (refer ref. no. 230);
- A payment to Camco SA Pty Ltd of \$123,436.94 for various road and drainage works (refer ref. no. 93);
- Payments to Tudor Civil totalling \$229,015.45 for road works in various locations (refer ref. nos. 497 and 498);
- A payment to Proludic Pty Ltd of \$115,128.04 for the installation of playground equipment at Jubilee Park (refer ref. no. 374);
- Payments to PLOT Works totalling \$128,048.58 for Kings Reserve Wetlands (refer ref. nos. 363 and 364).

Conclusion

A schedule of creditor payments for June 2018 is provided for Elected Members' information and review.

Attachments

1. Creditor payments for the month of June 2018

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
17 JULY 2018

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
1	EFT51371	A Noble & Son Ltd	Depot Supplies	1,465.78
2	EFT51293	Aalee Masaud	Thebarton Community Centre Bond Return	750.00
3	EFT51437	AAPT Limited	Internet Connection	1,730.30
4	060426	Ace Rent a Car	Vehicle Hire	1,155.00
5	EFT51438	Active Ageing SA Inc	Staff Training	240.00
6	EFT51300	Adami's Sand & Metal	Depot Supplies	560.01
7	EFT51191	Adelaide Airport Limited	Refund Rates	778.50
8	EFT51435	Adelaide Airport Limited	Depot Rent	53,533.26
9	060399	Adelaide Bangladeshi Club	Plympton Community Centre Bond Return	500.00
10	EFT51429	Adelaide Belt & Hose Dist Pty Ltd	Vehicle Maintenance	338.08
11	EFT51443	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	1,650.00
12	EFT51198	Adelaide Commercial Building & Property Services	Building Maintenance	1,853.50
13	EFT51100	Adelaide Flagpole Services	Repair Flagpoles	396.00
14	EFT51442	Adelaide Isuzu	Vehicle Maintenance	917.75
15	EFT51188	Adelaide Merchandising	Depot Supplies	220.25
16	EFT51200	Adelaide Safety Supplies Pty Ltd	First Aid Supplies	235.29
17	EFT51299	Adelaide Signs Group Pty Ltd	Depot Supplies	286.44
18	EFT51099	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	17,363.50
19	EFT51426	Adelaide Venue Management	Mendelson Scholarship Catering	3,750.00
20	EFT51433	Adelaide Waste & Recycling Centre	Rubbish Disposal	16,046.15
21	EFT51441	Adelta Legal	Mendelson Allowance	1,337.33
22	EFT51192	Advam Pty Ltd	Transaction Fees	290.29
23	EFT51196	Advanced Plastic Recycling	Depot Supplies	770.00
24	EFT51195	AECOM Australia Pty Ltd	Professional Fees	52,397.68
25	060380	AGL South Australia Pty Ltd	Power	5,815.29
26	060402	AGL South Australia Pty Ltd	Power	2,140.66
27	EFT51430	Air Filter Cleaners	Vehicle Maintenance	172.06
28	EFT51193	Aish Solutions Pty Ltd	Stationery	848.55
29	EFT51145	AJ & CA Mackintosh	Weed Spraying	5,399.90
30	EFT51359	AJ & CA Mackintosh	Weed Spraying	5,121.49
31	EFT51202	All Access Australasia	Library DVD's	1,758.28
32	EFT51301	All Access Australasia	Library DVD's	112.57
33	EFT51431	All Laundry & Linen Pty Ltd	Contract Linen	273.50
34	EFT51295	Allen Press Pty Ltd	Business Cards	1,452.00
35	EFT51296	Allin Towbars Pty Ltd	Vehicle Maintenance	622.00
36	EFT51434	Allsurv Engineering Surveys Pty Ltd	Field Survey	792.00
37	EFT51297	Alsco Pty Ltd	Dry Cleaning	23.86
38	060407	Alysha Jin Jin Vuong	Mendelson Scholarship	4,000.00
39	EFT51201	Amazing Grazers Pty Ltd	Catering	1,560.00
40	EFT51298	Animal Management Services Pty Ltd	Doggy Bags	1,914.00
41	EFT51428	Animal Welfare League SA	Impound Dogs	8,212.00
42	EFT51194	Answering Adelaide Pty Ltd	After Hours Answering Service	803.91
43	EFT51199	API Locksmiths	Keys	94.39
44	EFT51098	Aqua Techniques	Irrigation	1,079.91
45	EFT51432	Artcraft Pty Ltd	Depot Supplies	770.00
46	EFT51189	Arthritis SA	Presentation	200.00
47	060425	Ashdown Ingram Thebarton	Depot Supplies	182.49
48	EFT51103	Asignit Pty Ltd	Software Licence	5,390.00
49	EFT51440	Asset Engineering Pty Ltd	Professional Fees	6,600.00
50	EFT51439	Attorney-General's Department	Expiation Lodgement Fees	19.10
51	EFT51101	Auscontact Association	Membership	770.00
52	EFT51436	Aussie Hire & Events	Marquee Hire	1,000.00
53	EFT51427	Australia Post	Postage	7,951.58
54	EFT51203	Australia Post	Agency Collection Fees	6,668.65
55	EFT51197	Australia Post	Postage	12,702.30

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
17 JULY 2018

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
56	EFT51102	Australian Green Clean	Cleaning	757.83
57	EFT51444	Australian Green Clean	Cleaning	10,741.72
58	EFT51190	Australian Institute of Animal Management	Membership	530.00
59	060381	Australian Institute of Building Surveyors	Staff Training	300.00
60	060393	Australian Outdoor Living	Refund Development Fees	68.00
61	EFT51182	Australian Refugee Assoc	Reimburse Overpayment	240.00
62	EFT51254	BA & KA Paterson	Building Maintenance	1,895.30
63	EFT51521	BA & KA Paterson	Building Maintenance	4,037.00
64	EFT51104	Back Centre & Specialty Seating	Office Furniture	1,860.00
65	EFT51205	Badge A Minit	Name Badges	138.60
66	060438	Bangladesh Medical Society of SA	Thebarton Community Centre Bond Return	500.00
67	EFT51109	Banh Mi Cafe	Catering	128.90
68	EFT51445	Barcode Direct	Library Supplies	748.00
69	EFT51310	Baseball SA	Library Holiday Program	400.00
70	EFT51308	Battery World Hilton	Batteries	1,711.95
71	EFT51448	BBB Advisory	Professional Fees	8,360.00
72	EFT51446	BCE & CJ Electrical	Electrical	16,790.73
73	EFT51206	BDO Audit (SA) Pty Ltd	Auditors	6,600.00
74	EFT51304	Best Masonry Bricks & Pavers Pty Ltd	Pavers	28.11
75	EFT51550	Better Impact Australia Pty Ltd	Subscription	345.00
76	EFT51311	Bianco Walling Pty Ltd	Depot Supplies	187.00
77	EFT51207	Big Design & Construction Services	Depot Supplies	514.47
78	EFT51307	Blade Assurance and Advisory	Audit Committee Allowance	844.80
79	EFT51242	Bob May Workplace Emergency Training	Staff Training	220.00
80	EFT51204	BOC Limited	Depot Supplies	328.43
81	EFT51303	BOC Limited	Depot Supplies	461.19
82	EFT51106	Body Corporate Physiotherapy Pty Ltd	Professional Fees	1,735.25
83	060394	Bonasera Pools	Refund Development Fees	107.00
84	EFT51419	Bonnie Williams	Library Workshop	100.00
85	EFT51360	Bucher Municipal Pty Ltd	Vehicle Maintenance	1,785.18
86	EFT51107	Buckford Illumination Group Pty Ltd	Lighting	24,778.78
87	EFT51302	Bunnings Building Supplies Pty Ltd	Maintenance Supplies	298.17
88	EFT51105	Bureau of Meteorology	Flood Alert Monitoring Contribution	4,238.00
89	EFT51305	Business SA	Staff Training	712.80
90	EFT51208	Cabcharge Australia Pty Ltd	Cab Fares	410.39
91	EFT51449	Cabcharge Australia Pty Ltd	Cab Fares	828.76
92	EFT51455	Calypso Tree Co Pty Ltd	Tree Maintenance	1,265.00
93	EFT51450	Camco SA Pty Ltd	Roadworks	123,436.94
94	060397	Cancelled		
95	EFT51372	Cancelled		
96	EFT51454	Carvosso Constructions & Building Services	Building Maintenance	12,870.00
97	EFT51111	Cash Security Services Pty Ltd	Banking	568.70
98	EFT51183	Caterina Zamfir	Thebarton Community Centre	500.00
99	060403	Central Adelaide Local Health Network	Food and Enviro Testing	169.40
100	060441	Chong Khoo	Library Workshop	419.00
101	EFT51113	Chris Sale Consulting Pty Ltd	Professional Fees	1,650.00
102	060414	Christo Pyromallis	Mendelson Scholarship	4,000.00
103	EFT51184	Chryso Costa	Thebarton Community Centre	500.00
104	060411	Chrystal Marie Read	Mendelson Scholarship	4,000.00
105	EFT51320	Chubb Fire & Security Ltd	Security	6,424.07
106	EFT51461	Chubb Fire & Security Ltd	Security	7,060.04
107	EFT51425	Cielo Luib	Thebarton Community Centre Bond Return	1,000.00
108	EFT51316	City Circle Newsagents	Library Magazines	50.34
109	060382	City of West Torrens Petty Cash	Petty Cash	2,594.25
110	060427	City of West Torrens Petty Cash	Petty Cash	3,105.45

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
17 JULY 2018

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
111	EFT51185	City Realty	Refund Overpaid Rates	228.10
112	EFT51526	Claire Richards	Library Workshop	300.00
113	EFT51459	Cleanaway Pty Ltd	Rubbish Disposal	610.06
114	EFT51460	Cleanaway Pty Ltd	Rubbish Disposal	613.91
115	EFT51457	Cleanaway Pty Ltd	Rubbish Disposal	408.92
116	EFT51458	Cleanaway Pty Ltd	Rubbish Disposal	658.90
117	EFT51294	Cleo Chang	Thebarton Community Centre Bond Return	500.00
118	EFT51452	Clever Patch Pty Ltd	Library Supplies	939.76
119	EFT51463	Click Promos	Promotional Products	1,606.15
120	EFT51209	CMI Hino	Purchase Vehicle	88,234.86
121	EFT51451	CMI Hino	Vehicle Maintenance	2,260.80
122	EFT51319	CMI Toyota	Vehicle Maintenance	84.15
123	EFT51314	Combined Fire Systems Pty Ltd	Fire Safety	171.60
124	EFT51318	ComWide Radio Services Pty Ltd	Vehicle Maintenance	242.77
125	060439	Connie Nirta	Thebarton Community Centre Bond Return	500.00
126	EFT51116	Continuum Care Australia Pty Ltd	Home Support Services	1,085.37
127	EFT51115	Control Track Pty Ltd	Software	5,500.00
128	EFT51313	Cooke Precast Concrete	Depot Supplies	986.70
129	EFT51456	Copyright Agency Limited	Licence Renewal	3,803.01
130	EFT51315	Cornes Toyota	Vehicle Maintenance	503.20
131	EFT51211	Corporate Health Group Pty Ltd	Medical	330.00
132	EFT51322	Corporate Health Group Pty Ltd	Medical	424.40
133	EFT51117	Corporate Platters	Catering	145.00
134	EFT51323	Corporate Platters	Catering	1,392.00
135	EFT51462	Corporate Platters	Catering	141.00
136	EFT51112	Creative Cardboard Company	Plant Carry Packs	3,039.30
137	EFT51321	Cyndan Chemicals	Depot Supplies	1,849.27
138	EFT51422	Cyndy Broekers Consulting	Thebarton Community Centre Bond Return	410.00
139	EFT51325	Daimler Trucks Adelaide	Vehicle Maintenance	2,607.31
140	EFT51121	Dallas Equipment	Contractor	7,359.00
141	EFT51215	Dallas Equipment	Contractor	1,870.00
142	EFT51327	Dallas Equipment	Contractor	3,536.50
143	EFT51469	Dallas Equipment	Contractor	8,773.00
144	EFT51120	Daly Pressure Cleaner Repairs	Depot Supplies	805.00
145	060404	Daniel Bigirimana	Mendelson Scholarship	4,000.00
146	EFT51532	Daniels Health Services Pty Ltd	Sharps Containers	93.61
147	EFT51212	Databasics Pty Ltd	Licence Renewal	4,900.50
148	EFT51351	David Cronin	Library Program	295.00
149	EFT51130	David Giersch	Reimburse Volunteer Expenses	23.36
150	EFT51324	Department for Communities and Social Inclusion	Recruitment	116.60
151	EFT51214	Department of Environ, Water & Natural Resources	NRM Levy	345,765.25
152	EFT51267	Department of Planning, Transport and Infrastructure	Schedule 7 Fees	24,621.29
153	EFT51406	Department of Planning, Transport and Infrastructure	Street Lighting / Vehicle Searches	21,054.17
154	EFT51326	Design Flow Consulting Pty Ltd	Professional Fees	5,126.00
155	EFT51453	Diane Cannan	Reimburse Volunteer Expenses	29.20
156	EFT51286	Dimitrios Makris	Refund Overpaid Rates	1,245.50
157	EFT51287	Dimitrios Makris	Refund Overpaid Rates	1,245.50
158	EFT51467	Direct Mix Concrete Sales	Concrete	9,452.99
159	EFT51468	Disa Landscapes	Roadworks	1,214.57
160	EFT51119	Diverse Australia	Library DVD's	238.50
161	EFT51466	dormakaba Australia Pty Ltd	Building Maintenance	5,342.70
162	EFT51420	Downer EDI Works Pty Ltd	Asphalt	1,991.55
163	EFT51404	DWS Advanced Business Solutions	DBA Support	1,650.00
164	060436	Eco Habitat Design	Refund Development Fees	185.00
165	EFT51186	Elaine Magias	Art Competition Prize	2,500.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
17 JULY 2018

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
166	EFT51471	ELB Equipment	Depot Supplies	297.31
167	EFT51392	Electoral Commission of SA	Electoral Roll Periodic Review	2,773.50
168	EFT51367	Elizabeth Moran	Audit Committee Allowance	1,536.00
169	060434	Ellen Dawson	Junior Development Grant	200.00
170	EFT51518	Emma Pursche	Reimburse Expenses	260.01
171	EFT51290	Eric Fusil	Refund Overpaid Rates	449.00
172	EFT51216	Esar Home Care	Home Support Services	687.29
173	EFT51470	Esar Home Care	Home Support Services	748.58
174	EFT51123	Expressions SA Pty Ltd	Newspapers	165.60
175	EFT51219	FE Technologies Pty Ltd	Stationery	7,066.40
176	EFT51472	Finsbury Green	Printing	493.20
177	EFT51220	Fleet Complete Australia Pty Ltd	Support	625.02
178	EFT51475	Fleet Complete Australia Pty Ltd	Support	545.93
179	EFT51474	Flightpath Architects Pty Ltd	Heritage Advisory Services	3,722.13
180	EFT51125	Football Federation of SA Inc	Camden Oval Soccer Pitch Contribution	29,474.50
181	EFT51124	Forpark Australia (SA)	Playground Equipment	2,508.00
182	EFT51218	Forpark Australia (SA)	Playground Equipment	1,290.85
183	EFT51328	Forpark Australia (SA)	Playground Equipment	297.00
184	EFT51473	Forpark Australia (SA)	Playground Equipment	3,245.00
185	EFT51221	Fragglerocc Pty Ltd	Roadworks	12,716.00
186	EFT51330	Fragglerocc Pty Ltd	Roadworks	3,168.00
187	EFT51476	Fragglerocc Pty Ltd	Roadworks	4,752.00
188	EFT51217	Frank Siow Management Pty Ltd	Professional Fees	14,330.25
189	060392	Gail Woodbridge	Refund Dog Registration	20.00
190	EFT51225	Galpins	Auditors	18,810.00
191	EFT51336	Garden City Plastics	Depot Supplies	203.85
192	EFT51312	Gardner Denver Industries Pty Ltd	Plant Purchase	19,327.00
193	060421	General Plasterboard Repairs	Refund Permit Fee	24.00
194	EFT51481	Genpower Australia Pty Ltd	Generator Service	1,477.58
195	EFT51223	G-Force Building & Consulting	Building Maintenance	1,595.00
196	EFT51128	GGC Earthmovers Pty Ltd	Concrete Recycling	6,960.31
197	EFT51341	Gleam Team Domestic Services	Home Support Services	211.94
198	EFT51335	GLG GreenLife Group Pty Ltd	Verge Mowing	11,358.62
199	EFT51340	Grace Records Management (Aust) Pty Ltd	Records Storage	4,585.68
200	EFT51227	Green Options	Turf Maintenance	1,408.00
201	EFT51339	Green Options	Turf Maintenance	9,680.00
202	EFT51337	Green Steel Supplies Pty Ltd	Depot Supplies	1,382.55
203	EFT51224	Green Team Shred-Safe	Paper Recycling	275.00
204	EFT51478	Green Team Shred-Safe	Paper Recycling	5,148.00
205	EFT51132	Greenan Painters	Painting	2,834.00
206	EFT51129	Greene Eden Watering Systems Pty Ltd	Irrigation	23,794.10
207	EFT51332	Greenhill Engineers Pty Ltd	Professional Fees	3,854.40
208	EFT51222	Greening Australia (SA) Ltd	Purchase Plants / Landscaping	11,874.65
209	EFT51131	Greenway Turf Solutions	Depot Supplies	4,504.50
210	EFT51484	Greenway Turf Solutions	Depot Supplies	968.00
211	EFT51485	GRH Supplies	Depot Supplies	26,747.69
212	EFT51334	GS Civil	Footpath Works	4,611.75
213	EFT51480	GS Civil	Footpath Works	14,880.31
214	EFT51344	Hancock & Just Wheel Alignment	Vehicle Maintenance	1,213.89
215	EFT51133	Hays Specialist Recruitment (Aust) Pty Ltd	Temp Staff	5,630.52
216	EFT51228	Hays Specialist Recruitment (Aust) Pty Ltd	Temp Staff	5,808.96
217	EFT51342	Hays Specialist Recruitment (Aust) Pty Ltd	Temp Staff	3,367.30
218	EFT51486	Hays Specialist Recruitment (Aust) Pty Ltd	Temp Staff	5,653.07
219	EFT51136	Health & Immunisation Management Services	Temp Immunisation Staff	5,741.53
220	EFT51490	Health & Immunisation Management Services	Temp Immunisation Staff	170.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
17 JULY 2018

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
221	EFT51487	Hender Consulting	Temp Staff	5,830.00
222	EFT51347	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	1,364.50
223	EFT51488	Hilton Hemz	Clothing Alterations	45.00
224	EFT51135	Hoban Recruitment	Temp Staff	134.51
225	EFT51229	Hoban Recruitment	Temp Staff	134.51
226	EFT51346	Hoban Recruitment	Temp Staff	134.51
227	EFT51489	Hoban Recruitment	Temp Staff	134.51
228	EFT51232	Independent Fuels Australia Pty Ltd	Fuel	16,467.13
229	EFT51230	Indigeflora Nursery	Plants	5,573.43
230	EFT51127	Infor Global Solutions (ANZ) Pty Ltd	Software Support	137,133.23
231	EFT51376	Infor Public Sector User Forum	Staff Training	825.00
232	EFT51349	Innovative Window Films	Vehicle Maintenance	130.00
233	EFT51235	Institute of Public Works Engineering Aust Ltd	Publications	1,123.66
234	EFT51492	Institute of Public Works Engineering Aust Ltd	Staff Training	715.00
235	EFT51233	Institute of Public Works Engineering Aust SA Div Inc	Memberships	1,419.00
236	EFT51234	Internode Pty Ltd	Internet Connection	317.47
237	EFT51348	Internode Pty Ltd	Internet Connection	998.95
238	EFT51405	ISS Facility Services Aust Limited	Cleaning	3,695.51
239	060447	Jack McArdle	Junior Development Grant	100.00
240	EFT51345	James Hay	Reimburse Expenses	60.00
241	EFT51168	Jane Strange	CAP Member Allowance	1,528.37
242	EFT51354	Jasol Australia	Cleaning Chemicals	2,628.91
243	EFT51306	Jason Bury	Reimburse Expenses	60.00
244	060424	Jaydeep Singh	Thebarton Community Centre Bond Return	1,000.00
245	EFT51353	JB HI-FI Solutions	Electrical Goods	618.47
246	EFT51352	JCB Construction Equipment Australia	Plant Maintenance	193.80
247	EFT51350	Jeffries Garden Soils	Mulch	899.10
248	EFT51226	Jerry Durnin	Reimburse Volunteer Expenses	118.40
249	EFT51140	Jet Couriers (Adelaide) Pty Ltd	Couriers	312.40
250	EFT51355	Jet Couriers (Adelaide) Pty Ltd	Couriers	435.59
251	EFT51138	JF Mobile Catering	Catering	2,745.00
252	060413	Jiayi Victoria Litten	Mendelson Scholarship	4,000.00
253	060423	John Bouras	Refund Parking Expiation	65.00
254	EFT51498	John Kruger	Photography	750.00
255	EFT51554	John McGregor	Refund Overpaid Rates	500.00
256	EFT51139	Jones Lang LaSalle Infrastructure Advisory Pt Ltd	Professional Fees	5,769.55
257	EFT51137	JPE Design Studio Pty Ltd	Professional Fees	25,729.00
258	060435	K Sisios	Refund Development Fees	304.93
259	060422	KA Fewster	Refund Vacant Land Rebate	186.05
260	060415	Kane Daniel Edward Valente	Mendelson Scholarship	4,000.00
261	EFT51496	Kelley Jones Lawyers	Legal Fees	8,591.14
262	EFT51497	Kellogg Brown & Root Pty Ltd	Professional Fees	57,612.50
263	EFT51141	Kemps Credit Solutions	Debt Collection	31,217.21
264	EFT51238	Kennards Hire Traffic	Plant Hire	400.00
265	060409	Kenneth Do	Mendelson Scholarship	4,000.00
266	EFT51274	Kerry Taylor	Reimburse Volunteer Expenses	51.85
267	060450	KESAB Environmental Solutions	Thebarton Community Centre Bond Return	1,000.00
268	EFT51237	Kone Elevators	Lift Maintenance	1,237.50
269	EFT51495	Kone Elevators	Lift Maintenance	1,239.94
270	EFT51356	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	2,470.80
271	EFT51108	Kym Strelan	Home Advantage Program	601.00
272	EFT51309	Kym Strelan	Home Advantage Program	1,101.25
273	060401	Lakeisha Sheffield	Junior Development Grant	200.00
274	EFT51358	Land Services Group	Searches	1,020.60
275	EFT51239	Lane Print & Post	Printing	6,594.51

**ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
276	EFT51357	Laserworks	Depot Supplies	148.50
277	060400	Lauren Young	Junior Development Grant	100.00
278	EFT51499	LCS Landscapes	Landscaping	519,979.64
279	EFT51144	Lencrow Forklifts Pty Ltd	Plant Maintenance	470.57
280	EFT51143	LG Solutions Pty Ltd	Software	4,730.00
281	060446	Lily Underwood	Junior Development Grant	500.00
282	EFT51241	Living Turf	Turf Management	6,490.00
283	EFT51142	Local Government Association of SA	Staff Training	858.00
284	EFT51240	Lost Pets of South Australia Inc	Animal Microchipping	396.00
285	060395	Luca Ventura	Junior Development Grant	200.00
286	EFT51447	Lynette Bacchus	Reimburse Expenses	150.00
287	060389	Lynn Thompson	Reimburse Volunteer Expenses	29.20
288	EFT51503	M & B Civil Engineering Pty Ltd	Roadworks	66,618.44
289	EFT51366	Macspred Pty Ltd	Depot Supplies	485.76
290	EFT51149	Maps Consulting Services Pty Ltd	Transportation Consulting	14,843.40
291	EFT51423	Marija Anemouri	Thebarton Community Centre Bond Return	420.00
292	060398	Marilena Tripodi	Compost Bin Rebate	50.00
293	060383	Mario & Marie Industrial Rag	Depot Supplies	396.00
294	EFT51150	Mark Bowman Consulting Pty Ltd	Professional Fees	5,148.00
295	EFT51317	Mary Caputo	Reimburse Volunteer Expenses	14.80
296	EFT51151	Maskell Civil Earthworks Pty Ltd	Roadworks	16,193.10
297	EFT51365	Materne Pennino Hoare Architects	Professional Fees	24,618.00
298	EFT51243	Maughan Thiem	Vehicle Maintenance	1,122.44
299	EFT51146	Maxima Group Training	Temp Staff	3,156.35
300	EFT51363	Maxima Group Training	Temp Staff	3,703.31
301	EFT51176	Maxima Tempskill	Temp Staff	34,871.41
302	EFT51413	Maxima Tempskill	Temp Staff	6,158.53
303	EFT51544	Maxima Tempskill	Temp Staff	15,321.59
304	060408	Maxwell Lee Baker	Mendelson Scholarship	4,000.00
305	EFT51270	Mayor John Trainer	Mayoral Allowance	6,603.00
306	EFT51148	McArthur (SA) Pty Ltd	Temp Staff	695.70
307	EFT51244	McArthur (SA) Pty Ltd	Temp Staff	1,511.80
308	EFT51364	McArthur (SA) Pty Ltd	Temp Staff	1,712.48
309	EFT51500	McDougall & Vines	Heritage Advices	2,000.00
310	EFT51147	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	1,608.95
311	EFT51502	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	1,217.02
312	EFT51247	Message4U Pty Ltd	Software	414.88
313	EFT51245	Metal Fabricators Pty Ltd	Depot Supplies	5,589.10
314	EFT51152	Metropolitan Tree Growers Pty Ltd	Trees	8,151.00
315	EFT51501	Mile End Office Furniture	Furniture	3,007.00
316	060449	Mindfulness Works Aust Ltd	Thebarton Community Centre Bond Return	500.00
317	EFT51289	MJ & RD Whitford	Refund Overpaid Rates	416.00
318	EFT51361	Modern Teaching Aids Pty Ltd	Library Supplies	1,044.80
319	EFT51362	Morestel Powder Coaters	Depot Supplies	352.00
320	EFT51246	Mt Compass Sand & Loam	Depot Supplies	2,628.46
321	EFT51368	Murray Street Metro Pty Ltd	Rubbish Disposal	115.50
322	060444	Nadia Schilling	Compost Bin Rebate	35.00
323	EFT51370	Nelson Locksmiths Pty Ltd	Locks	2,476.20
324	EFT51248	Neverfail Springwater Ltd	Spring Water	74.80
325	EFT51505	News Limited	Advertising	18,529.58
326	060386	Nick Roussianos	Reimburse Volunteer Expenses	210.60
327	EFT51154	Nora Robinson	Reimburse Volunteer Expenses	91.98
328	EFT51506	Norman Waterhouse Lawyers	Legal Fees	3,785.80
329	EFT51504	Norman Waterhouse Trust Account	Property Settlement	225,078.20
330	060448	Northern Volunteering	Thebarton Community Centre Bond Return	480.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
331	EFT51153	Norwood Screen Printers Pty Ltd	Clothing	860.20
332	060384	NP Vietnamese Books	Library Magazines	136.67
333	EFT51155	Oaklands Road Mower Centre	Mower Repairs / Purchases	3,302.00
334	EFT51249	Oaklands Road Mower Centre	Mower Repairs / Purchases	899.00
335	EFT51507	Oaklands Road Mower Centre	Mower Repairs / Purchases	506.00
336	EFT51157	Oakwood Recreation	Footpath Works	2,200.00
337	EFT51511	Oakwood Recreation	Footpath Works	19,432.60
338	EFT51510	Objective Corporation Limited	Software Support	36,449.60
339	EFT51513	Option [a] Pty Ltd	Signage	8,811.00
340	EFT51156	Orana Australia Ltd	Home Advantage Program	1,614.43
341	EFT51508	Orana Australia Ltd	Home Advantage Program	1,611.83
342	EFT51158	Order-In Pty Ltd	Milk	48.45
343	EFT51375	Order-In Pty Ltd	Milk	97.05
344	EFT51514	Order-In Pty Ltd	Milk	48.60
345	EFT51251	Origin Energy Electricity Limited	Power	13,163.57
346	EFT51374	Origin Energy Electricity Limited	Power	13,893.19
347	EFT51512	Origin Energy Electricity Limited	Power	87,803.07
348	060416	Origin Energy Services Ltd	Gas Supply	282.79
349	EFT51250	Our Earth Pest Control	Pest Control	913.00
350	EFT51253	P & J Sons Building Maintenance	Home Support Services	187.50
351	EFT51378	P & J Sons Building Maintenance	Home Support Services	286.00
352	EFT51516	Packwise	Depot Supplies	665.50
353	EFT51421	Pardeep K Singh	Thebarton Community Centre Bond Return	160.00
354	EFT51494	Pauline Koritsa	Reimburse Expenses	371.78
355	EFT51369	PayTec Technology That Counts	Support	438.68
356	EFT51281	Pegi Williams Book Shop	Library Books	13.50
357	EFT51114	Peter Catford	Reimburse Volunteer Expenses	36.85
358	060410	Peter James McCarthy	Mendelson Scholarship	4,000.00
359	EFT51162	Planning Institute of Australia	Membership	621.00
360	EFT51164	Platters Plus Catering Pty Ltd	Catering	466.80
361	EFT51380	Platters Plus Catering Pty Ltd	Catering	425.40
362	EFT51524	Platters Plus Catering Pty Ltd	Catering	938.00
363	EFT51377	PLOT Works	Reserve Development	114,682.92
364	EFT51520	PLOT Works	Reserve Development	13,365.66
365	EFT51163	PMP Distribution	Distribution	1,374.71
366	EFT51424	Pop Club SA	Thebarton Community Centre Bond Return	500.00
367	060417	Powerdirect Pty Ltd	Power	310.47
368	EFT51379	Pro Bitumen Pty Ltd	Roadworks	9,402.28
369	EFT51523	Pro Bitumen Pty Ltd	Roadworks	2,640.00
370	060385	Proactive Lifestyle & Fitness	Workshop	120.00
371	060428	Proactive Lifestyle & Fitness	Workshop	240.00
372	EFT51159	Professional Linemarking Pty Ltd	Linemarking	3,572.80
373	EFT51252	Professional Linemarking Pty Ltd	Linemarking	4,714.60
374	EFT51519	Proludic Pty Ltd	Playground Equipment	115,128.04
375	EFT51161	Pump Technology Services (SA) Pty Ltd	Pump Maintenance	280.50
376	EFT51383	Raeco International Pty Ltd	Library Supplies	135.30
377	060405	Rahul Malhotra	Mendelson Scholarship	4,000.00
378	EFT51166	Raising Literacy Australia	Staff Training	440.00
379	EFT51165	Rawtec Pty Ltd	Professional Fees	13,612.50
380	EFT51527	Recreational Concepts Australia Pty Ltd	Playground Equipment	2,310.00
381	EFT51255	Redman Solutions Pty Ltd	Software Support	20,535.24
382	EFT51231	Redstack Pty Ltd	Subscription	6,716.60
383	EFT51382	Reece Pty Ltd	Irrigation	984.48
384	EFT51388	Refreshing Memories	Library Supplies	628.91
385	EFT51385	Rentokil Initial Pty Ltd	Pest Control	3,434.52

**ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
386	EFT51381	Rentokil Tropical Plants	Indoor Plant Hire	615.61
387	060406	Revania Kalini Pillay	Mendelson Scholarship	4,000.00
388	EFT51187	Richard Maurovic	Art Competition Prize	10,000.00
389	EFT51387	Ricoh Australia Ltd	Copy Charges	4,668.71
390	060442	Roads Corporation	Vehicle Searches	310.20
391	EFT51384	Roadside Services & Solution	Depot Supplies	80.58
392	EFT51258	Roofdex Pty Ltd	Home Support Services	671.22
393	EFT51256	Roofing Constructions	Building Maintenance	2,657.60
394	EFT51257	Rundle Mall Plaza Newsagency	Library Magazines	636.75
395	EFT51386	Rundle Mall Plaza Newsagency	Library Magazines	251.95
396	EFT51525	Rundle Mall Plaza Newsagency	Library Magazines	228.14
397	EFT51288	S & I Lattas	Refund Overpaid Rates	508.45
398	EFT51262	SA Irrigation & Landscaping Pty Ltd	Irrigation	15,046.42
399	EFT51264	SA Pathology	Water Testing	338.80
400	060387	SA Power Networks	Power	30,445.80
401	060418	SA Power Networks	Power	2,066.75
402	060431	SA Water	Water	4,140.00
403	EFT51403	SA Window Cleaning Pty Ltd	Window Cleaning	544.50
404	EFT51263	SABRENet Ltd	Roadworks	2,838.00
405	EFT51528	SAI Global Limited	Standards	92.96
406	EFT51397	Sam Christodoulou	Professional Fees	550.00
407	060391	Sandra Mashado	Junior Development Grant	200.00
408	EFT51394	Sassafras Agencies Pty Ltd	Depot Supplies	295.39
409	EFT51479	Scott Griffin	Library Workshop	385.00
410	060433	Sean Downie	Compost Bin Rebate	37.47
411	EFT51170	Seed Consulting Services	Professional Fees	5,500.00
412	EFT51172	Seek Limited	Advertising	560.73
413	EFT51402	Seek Limited	Advertising	373.82
414	EFT51533	SEM Civil Pty Ltd	Roadworks	427,086.90
415	060419	Sensis Pty Ltd	Yellow Pages Listing	30.68
416	060437	Sento Sesay	Thebarton Community Centre Bond Return	380.00
417	EFT51509	Shannon Lopez	Reimburse Expenses	150.00
418	060388	Shelving & Racking Australia	Shelving	4,435.20
419	EFT51398	Shield Fire Systems	Fire Safety	1,677.39
420	060429	Shirley Sampson	Reimburse Volunteer Expenses	58.40
421	EFT51390	Smart Systems SA Pty Ltd	Repairs	104.50
422	EFT51393	Solitaire Automotive	Vehicle Maintenance	871.35
423	EFT51259	Solo Resource Recovery	Rubbish Removal	66.00
424	EFT51389	Solo Resource Recovery	Rubbish Removal	252.56
425	EFT51529	Solo Resource Recovery	Garbage Collection & Waste Disposal	438,036.04
426	EFT51531	Source Separation Systems Pty Ltd	Kitchen Caddies	1,622.15
427	EFT51395	South Australian Amateur Football League Inc	Irrigation	605.00
428	EFT51110	Southern Cross Protection	Patrol Service	284.58
429	EFT51210	Southern Cross Protection	Patrol Service	6,985.77
430	EFT51260	Southfront	Professional Fees	16,269.00
431	EFT51400	Space Down Under	Depot Supplies	1,144.00
432	EFT51530	Spark Furniture Pty Ltd	Park Furniture	1,584.00
433	EFT51399	Specialty Fasteners	Depot Supplies	45.80
434	EFT51173	Spray Shop	Depot Supplies	147.00
435	EFT51391	Spurling Electrical	Electrical	4,270.00
436	EFT51555	SSA	Plympton Community Centre Bond Return	726.30
437	EFT51167	St John Ambulance Australia SA Inc	First Aid Training	189.00
438	EFT51401	Staysafe (SA) Pty Ltd	Security	130.55
439	EFT51169	Streamline Plumbing SA Pty Ltd	Plumbing	2,334.38
440	EFT51535	Streamline Plumbing SA Pty Ltd	Plumbing	22,669.36

**ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
441	060412	Stuart James Taeuber	Mendelson Scholarship	4,000.00
442	EFT51537	Studio Flamenco	Library Workshop	400.00
443	EFT51285	Studiosity Pty Ltd	Subscription	7,645.00
444	EFT51265	Stumpy Stumps	Grind Stumps	550.00
445	EFT51536	Stumpy Stumps	Grind Stumps	750.00
446	EFT51261	Suburban Transport Services	Taxi Fares	1,025.75
447	060430	SUEZ Recycling & Recovery Pty Ltd	Rubbish Removal	786.78
448	EFT51396	Sunny Industrial Brushware	Sweeper Brooms	3,806.00
449	EFT51329	Susan Ainslee Frazer	Reimburse Volunteer Expenses	128.48
450	EFT51171	Susan Bates Consulting	Professional Fees	5,225.00
451	EFT51534	Sync Cabling Solutions Pty Ltd	Lighting	14,300.00
452	EFT51292	TAE Aviation Pty Ltd	Refund Overpayment	53.60
453	EFT51272	Tafe SA	Staff Training	1,320.00
454	060396	Taj Kite	Junior Development Grant	200.00
455	EFT51411	Taking Care of Trees	Tree Maintenance	1,125.00
456	EFT51542	Taking Care of Trees	Tree Maintenance	2,632.50
457	EFT51273	Taylor Cullity Lethlean	Professional Fees	3,734.50
458	EFT51410	TC Advantage	Depot Supplies	7,293.00
459	EFT51546	TechInSA	Licence to Occupy	1,533.97
460	EFT51276	Telelink Business Systems Pty Ltd	Communications	305.17
461	EFT51541	Telelink Business Systems Pty Ltd	Communications	2,999.11
462	060390	Telstra	Telephone	54.45
463	060420	Telstra	Telephone	5,191.46
464	060432	Telstra	Telephone	7,928.55
465	060443	Telstra	Telephone	1,032.14
466	EFT51213	The Department for Correctional Services	Litter Collection	990.00
467	EFT51126	The Fruit Box Group Pty Ltd	Milk	346.20
468	EFT51331	The Fruit Box Group Pty Ltd	Milk	158.70
469	EFT51477	The Fruit Box Group Pty Ltd	Milk	13.40
470	EFT51338	The Good Guys	Electrical Goods	155.00
471	EFT51483	The Good Guys	Electrical Goods	570.00
472	EFT51522	The Paper Bahn	Stationery	7,978.36
473	EFT51517	The Personnel Risk Management Group	Security Checks	127.60
474	EFT51515	The Proteus Leadership Centre	Staff Training	598.00
475	EFT51373	The Workwear Group Pty Ltd	Corporate Wardrobe	2,365.01
476	EFT51545	Think Human	Professional Fees	12,925.00
477	EFT51175	TNPK Staff Pty Ltd	Temp Compliance Staff	2,145.00
478	EFT51407	TNPK Staff Pty Ltd	Temp Compliance Staff	9,758.10
479	EFT51134	Tom Howard's Crash Repair Service	Vehicle Maintenance	440.00
480	EFT51268	Tom's Car Wash	Vehicle Maintenance	1,564.00
481	EFT51174	Tonkin Consulting	Professional Fees	792.00
482	EFT51266	Tonkin Consulting	Professional Fees	6,969.60
483	EFT51409	Top Coat Asphalt Contractors Pty Ltd	Roadworks	284,568.55
484	EFT51543	Torrens Safety	Depot Supplies	3,266.89
485	EFT51538	Total Construction Surveys Pty Ltd	Survey and Setout	3,415.50
486	EFT51333	Totally Workwear Richmond	Safety Clothing	1,018.32
487	EFT51236	Tracey Beaumont	Catering	756.00
488	EFT51493	Tracey Beaumont	Catering	945.00
489	EFT51291	Tracy Rafanelli	Refund Overpaid Rates	389.55
490	EFT51412	Tradies Workwear	Safety Clothing	5,120.47
491	EFT51539	Transponder Technologies	Depot Supplies	990.00
492	EFT51275	Tree Care Machinery	Depot Supplies	918.75
493	EFT51540	Tree Care Machinery	Depot Supplies	263.20
494	EFT51269	Treevolution Arboricultural Consultants Pty Ltd	Professional Fees	3,850.00
495	EFT51408	Trims	Clothing	339.30

**ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
496	EFT51271	Triple Cherry Coffee	Coffee Supplies	500.00
497	EFT51118	Tudor Civil	Roadworks	117,700.00
498	EFT51464	Tudor Civil	Roadworks	111,315.45
499	EFT51548	Unicard Systems Pty Ltd	Cards	84.70
500	EFT51177	Urban Development Institute of Aust SA	Membership	1,650.00
501	EFT51178	UrbanVirons Group Pty Ltd	Tree Maintenance	28,600.00
502	EFT51277	UrbanVirons Group Pty Ltd	Tree Maintenance	2,299.00
503	EFT51547	UrbanVirons Group Pty Ltd	Tree Maintenance	3,009.60
504	EFT51465	Vanessa Davidson	Reimburse Expenses	150.00
505	EFT51482	Vanessa Green	Reimburse Expenses	1,621.98
506	EFT51180	Veolia Environmental Services	Rubbish Removal	281.38
507	060445	Victoria Costanzo	Junior Development Grant	200.00
508	EFT51491	Victoria Hammond	Reimburse Volunteer Expenses	43.80
509	EFT51179	Vili's	Catering	473.12
510	EFT51278	Vili's	Catering	236.56
511	EFT51549	Vili's	Catering	236.56
512	EFT51279	VIP Commercial Cleaning Melrose Park	Window Cleaning	100.00
513	EFT51181	Wallmans Lawyers	Staff Training	165.00
514	EFT51122	Walls That Talk	Stationery	88.00
515	EFT51416	Wavesound Pty Ltd	Library Supplies	663.30
516	EFT51417	WAX Design Pty Ltd	Professional Fees	5,126.00
517	EFT51283	Web Safety Pty Ltd	Clothing	542.09
518	EFT51552	Web Safety Pty Ltd	Clothing	18,071.55
519	EFT51415	Western Youth Centre	Partnership Agreement	11,747.18
520	EFT51418	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	7,608.94
521	EFT51551	Wholesale Plants and Products Pty Ltd	Plants	222.75
522	060440	Women's Safety Services SA	Thebarton Community Centre Bond Return	120.00
523	EFT51282	Word Cafe	Advertising	1,100.00
524	EFT51280	Workcomp Pty Ltd	Recruitment	484.00
525	EFT51284	Worlds Best Specialised Cleaning	Graffiti Removal	5,201.90
526	EFT51343	WR Haslam	Audit Committee Allowance	782.00
527	EFT51553	WSP Australia Pty Ltd	Professional Fees	1,232.00
528	EFT51414	Wurth Australia	Depot Supplies	1,098.92
529	EFT51160	Zagarine Paxinos	Reimburse Volunteer Expenses	33.25
				\$ 5,030,428.27

11.2 Property Leases

Brief

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

RECOMMENDATION(S)

The Committee recommends to Council that the report be received.

Introduction

This report provides information on the property lease payments that are overdue, pursuant to the requirements of a Council resolution of 21 June 2016.

Discussion

The following lease amounts have been invoiced and were overdue as at 30 June 2018. A comparison is provided with the situation as at 31 March 2018 and 31 December 2017.

Debtor	As at 31 Dec 2017	As at 31 Mar 2018	As at 30 Jun 2018	Variance
Weslo Holdings	31,019.43	0.00	33,714.63	33,714.63
West Torrens Birkalla Soccer Club	0.00	0.00	2,043.74	2,043.74
Total	\$31,019.43	\$0.00	\$35,758.37	\$35,758.37

Weslo Holdings

The outstanding amount includes electricity reimbursements, one lease instalment for the premises at 164-166 South Road and Thebarton Theatre hire charges.

West Torrens Birkalla Soccer Club

The balance outstanding represents a SA Water reimbursement.

Conclusion

The report provides information on the property lease payments that are overdue, in response to a Council resolution on 21 June 2016.

Attachments

Nil

11.3 Regulatory Services Activity Report

Brief

This report provides information on the activities of the Regulatory Services Department for the three months to 30 June 2018

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

Details are provided each quarter on activities of Regulatory Services for the information of Council.

Discussion

Parking Expiations

Parking Enforcement Report Fines Waived and Warnings Issued 2017/18 Financial Year

Grounds	Year to 31 Mar 2018	3 Months to 30 Jun 2018	Year to Date Total	%
Parking Fines Waived				
- Compelling humanitarian grounds	38	5	43	5.8
- Unavoidable offence	71	64	135	18.1
- Technical, trivial or petty	249	23	272	36.4
- Defective notice	140	45	185	24.8
- Administrative error	31	3	34	4.6
- Other	58	20	78	10.4
Totals	587	160	747	100.0
Reason	Year to 31 Mar 2018	3 Months to 30 Jun 2018	Year to Date Total	%
Warnings Issued				
- Proximity to intersection - minor	6	2	8	1.1
- Not angle/parallel park; Footpath/Verge	31	6	37	5.0
- Part driveway/ramp blocked	30	13	43	5.8
- Permits Incorrectly Displayed	21	1	22	2.9
- Motorist moved on	83	52	135	18.1
- Other	23	22	45	6.0
Totals	194	96	290	100.0

Microchipping Day

A microchipping day was held on Saturday 2 June 2018 at the City of West Torrens. The cost to have an animal microchipped was \$10.00. Bags containing the new legislation requirements and treats for the dogs and cats were handed out by Council Compliance Officers.

Prior to the event, 17 per cent of registered dogs were not microchipped. There is still 13 per cent of the registered dogs still required to be microchipped. As at 1 July 2018 all dogs and cats are required to be microchipped, unless they have a signed exemption from their veterinarian.

Animal	Number
Cats	130
Dogs	356
Rabbit	1
Unknown	1
Total microchipped	488
Already microchipped	20
Overall Total	508
Area	Number
CWT	346
Other council areas	142
Total	488



As resolved by Council on 19 June 2018, following the success of the dog and cat microchipping event, another microchipping day is being organised in the Memorial Garden for Saturday 25 August 2018.

Waste Education

Lockleys Early Learning Centre

On 4 June the Waste Education Officer met with staff from the centre to discuss the reducing waste and improving recycling at the Centre. The current bin systems were reviewed. Staff were advised of the support and resources that Council could give including the provision of a waste and recycling session for staff so that they are better able to teach the children. 6 kitchen caddies and a supply of compostable liner bags together with bin signage for internal and external bins were provided.

Thebarton Senior College

On 7 June, as part of the World Environment Day Expo, a session on 'Resource Recovery: What and Why?' to the teachers and another session was conducted for the students.

Torrensville Primary School

In June the Waste Education Officer delivered over 3 consecutive weeks to Year 2, 3 & 4 students on Waste and Recycling/Resource Recovery as part of the curriculum topic Sustainability. Total of approximately 100 students attended.



Waste Audit

Rawtec and Dynamic 3E were engaged to complete an audit of the City of West Torrens' kerbside three-bin system. The audit sampled each of the seven wards. Total 105 bins were collected. The bins collected per each ward - 15 bins general waste bins, 15 comingle recycling bins and 15 food and garden organics bins.

The audit was undertaken from 7 May 2018 to 18 May 2018 with the final report being submitted on 20 June 2018.



Waste and recycling materials collected was delivered to the Adelaide Waste and Recycling Centre, North Plympton. It was stored in labelled piles before auditing. Dynamic 3E sorted and weighed the material based on material type. A complete report from the 'Kerbside Bin Audit 2018' has been forwarded to all Elected Members.

Conclusion

Details are provided quarterly on the activities of Regulatory Services for the information of Council.

Attachments

1. Regulatory Services Activity Report Data

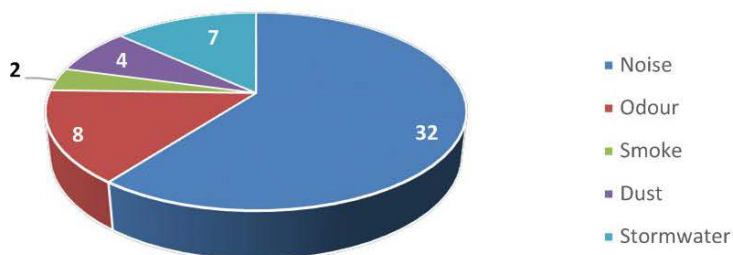
ENVIRONMENTAL HEALTH April - June 2018**Environmental Nuisance****Total Inspections****YTD**

2017/18 = 201

2016/17 = 149

Quarter

2017/8 = 53

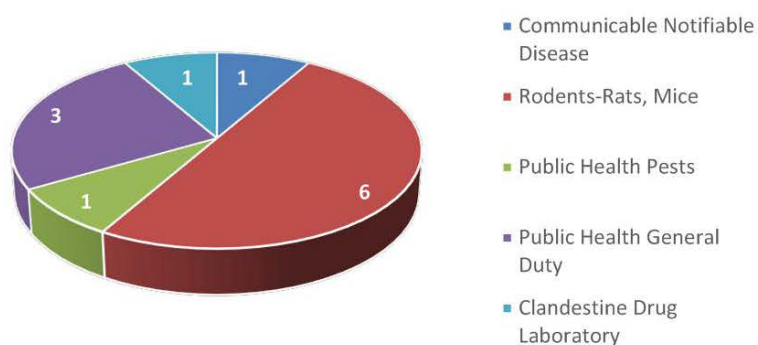
**Public Health****Total Inspections:****YTD**

2017/18 = 160

2016/17 = 121

Quarter

2017/8 = 12

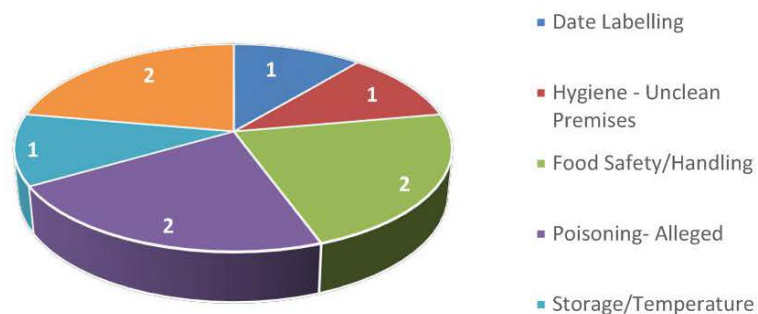
**Food****Total Inspections:****YTD**

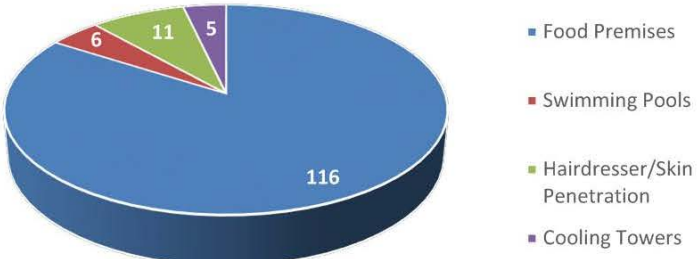
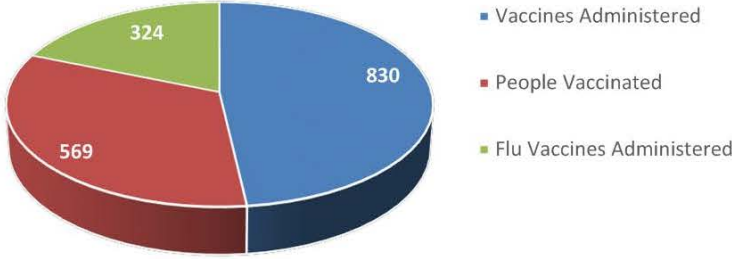
2017/18 = 63

2016/17 = 54

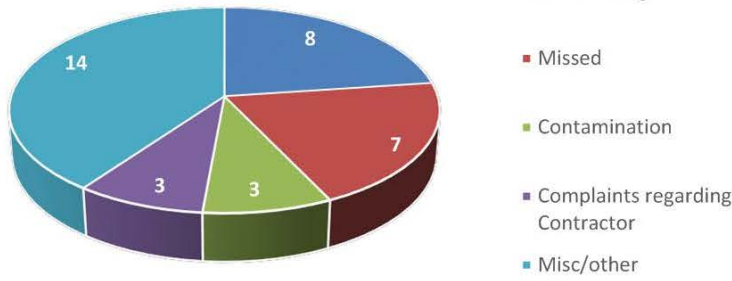
Quarter

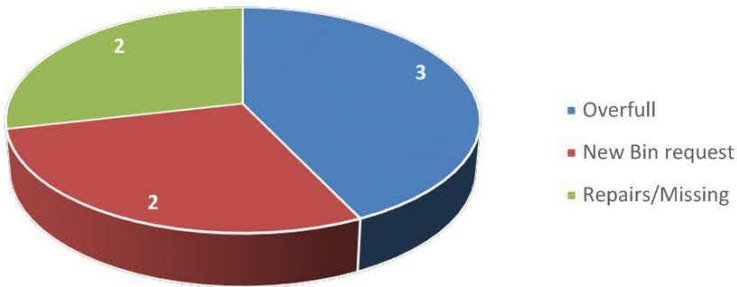
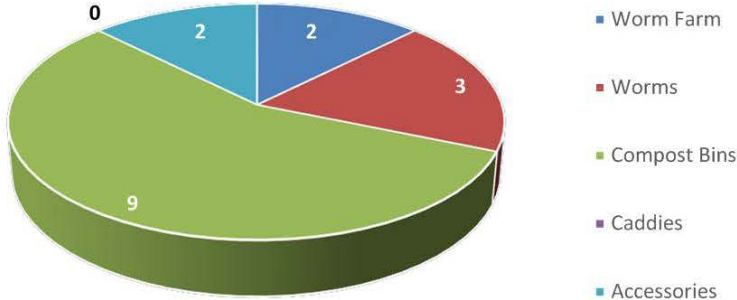
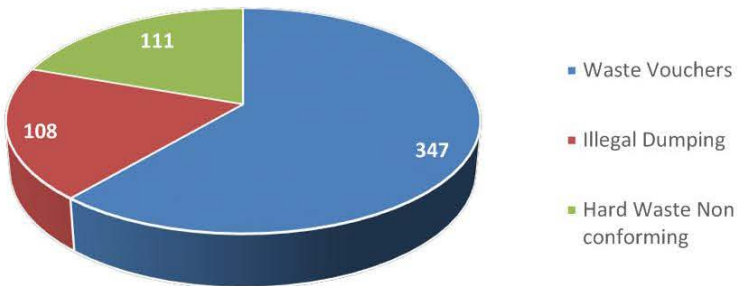
2017/18 = 9

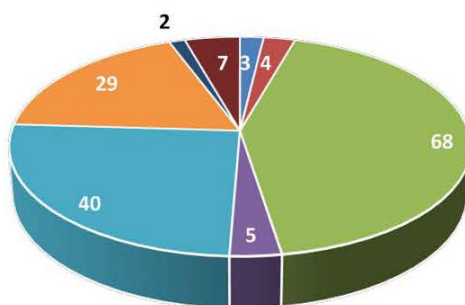
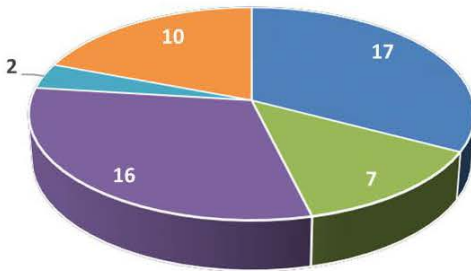
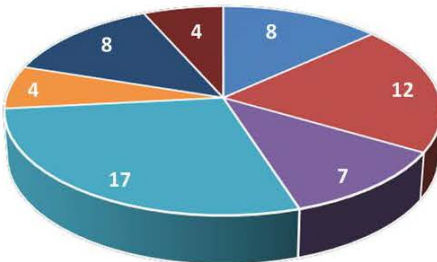


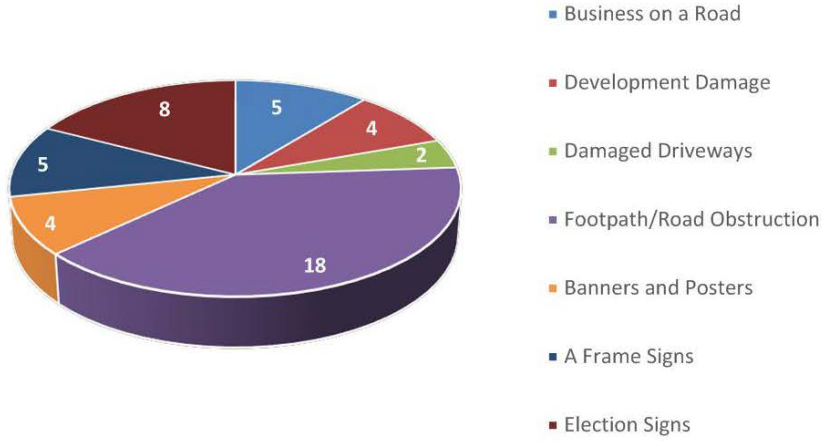
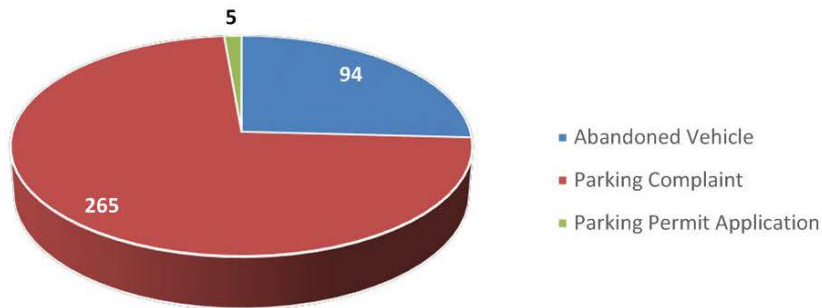
Routine Inspections Total Inspections: YTD 2017/18 = 407 2016/17 = 524 Quarter 2017/18 = 138	 <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Food Premises</td> <td>116</td> </tr> <tr> <td>Swimming Pools</td> <td>6</td> </tr> <tr> <td>Hairdresser/Skin Penetration</td> <td>11</td> </tr> <tr> <td>Cooling Towers</td> <td>5</td> </tr> </tbody> </table>	Category	Count	Food Premises	116	Swimming Pools	6	Hairdresser/Skin Penetration	11	Cooling Towers	5
Category	Count										
Food Premises	116										
Swimming Pools	6										
Hairdresser/Skin Penetration	11										
Cooling Towers	5										
Total Vaccines Administered: YTD 2017/18 = 2,593 2016/17 = 4,263 Quarter 2017/8 = 830	 <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Vaccines Administered</td> <td>830</td> </tr> <tr> <td>People Vaccinated</td> <td>569</td> </tr> <tr> <td>Flu Vaccines Administered</td> <td>324</td> </tr> </tbody> </table>	Category	Count	Vaccines Administered	830	People Vaccinated	569	Flu Vaccines Administered	324		
Category	Count										
Vaccines Administered	830										
People Vaccinated	569										
Flu Vaccines Administered	324										

Waste Management

WASTE MANAGEMENT April - June 2018													
Waste Bins Total Inspections: YTD 2017/18 = 148 2016/17 = 159 Quarter 2017/18 = 35	 <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Left on Verge</td> <td>8</td> </tr> <tr> <td>Missed</td> <td>7</td> </tr> <tr> <td>Contamination</td> <td>3</td> </tr> <tr> <td>Complaints regarding Contractor</td> <td>3</td> </tr> <tr> <td>Misc/other</td> <td>14</td> </tr> </tbody> </table>	Category	Count	Left on Verge	8	Missed	7	Contamination	3	Complaints regarding Contractor	3	Misc/other	14
Category	Count												
Left on Verge	8												
Missed	7												
Contamination	3												
Complaints regarding Contractor	3												
Misc/other	14												

<p>Reserve & Street Bins</p> <p>Total Inspections:</p> <p>Total Inspections:</p> <p>YTD 2017/18 = 33 2016/17 = 42</p> <p>Quarter 2017/18 = 7</p>	 <table border="1"> <caption>Reserve & Street Bins Inspection Results</caption> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Overfull</td> <td>3</td> </tr> <tr> <td>New Bin request</td> <td>2</td> </tr> <tr> <td>Repairs/Missing</td> <td>2</td> </tr> </tbody> </table>	Category	Count	Overfull	3	New Bin request	2	Repairs/Missing	2				
Category	Count												
Overfull	3												
New Bin request	2												
Repairs/Missing	2												
<p>Food Waste Program Rebates</p> <p>Total rebate given since 1 July 2017 = \$1,087</p> <p>YTD 2017/18 = 41 2016/17 = 19</p> <p>Quarterly number of rebates = 16</p>	 <table border="1"> <caption>Food Waste Program Rebates</caption> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Worm Farm</td> <td>2</td> </tr> <tr> <td>Worms</td> <td>3</td> </tr> <tr> <td>Compost Bins</td> <td>9</td> </tr> <tr> <td>Caddies</td> <td>0</td> </tr> <tr> <td>Accessories</td> <td>2</td> </tr> </tbody> </table>	Category	Count	Worm Farm	2	Worms	3	Compost Bins	9	Caddies	0	Accessories	2
Category	Count												
Worm Farm	2												
Worms	3												
Compost Bins	9												
Caddies	0												
Accessories	2												
<p>Illegal Dumping Program</p> <p>Access to waste disposal options and illegal dumping site inspections</p> <p>YTD 2017/18 = 2,464 2016/17 = 2,602</p> <p>Quarter 2017/18 = 566</p>	 <table border="1"> <caption>Illegal Dumping Program Results</caption> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Waste Vouchers</td> <td>347</td> </tr> <tr> <td>Illegal Dumping</td> <td>108</td> </tr> <tr> <td>Hard Waste Non conforming</td> <td>111</td> </tr> </tbody> </table>	Category	Count	Waste Vouchers	347	Illegal Dumping	108	Hard Waste Non conforming	111				
Category	Count												
Waste Vouchers	347												
Illegal Dumping	108												
Hard Waste Non conforming	111												

COMPLIANCE April - June 2018	
Dogs	
Total Inspections: YTD 2017/18 = 646 2016/17 = 718 Quarter 2017/18 = 158	 <ul style="list-style-type: none"> Attack on Animals Attack on Humans Wandering at Large Lost Dog Barking Dogs Not Registered Harrass Humans Create Nuisance
Other Animals	
Total Inspections: YTD 2017/18 = 227 2016/17 = 177 Quarter 2017/18 = 52	 <ul style="list-style-type: none"> Number of Dogs on Property Cats creating a nuisance Other Animals Creating a nuisance Bees on Public Land Eurpean Wasp Nest Sighting
Environment	
Total Inspections: YTD 2017/18 = 310 2016/17 = 441 Quarter 2017/18 = 60	 <ul style="list-style-type: none"> Pick up Syringes Environment - Unsightly Yard Litter and Dumping Overhanging Branches Private property Council Tree Damage Enviro Contamination Backyard Burning

<p>Roads & Footpaths</p> <p>Total Inspections:</p> <p>YTD 2017/18 = 268 2016/17 = 285</p> <p>Quarter 2017/18 = 62</p>	 <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Business on a Road</td> <td>5</td> </tr> <tr> <td>Development Damage</td> <td>4</td> </tr> <tr> <td>Damaged Driveways</td> <td>2</td> </tr> <tr> <td>Footpath/Road Obstruction</td> <td>18</td> </tr> <tr> <td>Banners and Posters</td> <td>4</td> </tr> <tr> <td>A Frame Signs</td> <td>5</td> </tr> <tr> <td>Election Signs</td> <td>8</td> </tr> </tbody> </table>	Category	Count	Business on a Road	5	Development Damage	4	Damaged Driveways	2	Footpath/Road Obstruction	18	Banners and Posters	4	A Frame Signs	5	Election Signs	8
Category	Count																
Business on a Road	5																
Development Damage	4																
Damaged Driveways	2																
Footpath/Road Obstruction	18																
Banners and Posters	4																
A Frame Signs	5																
Election Signs	8																
<p>Parking</p> <p>Total Inspections</p> <p>YTD 2017/18 = 1,309 2016/17 = 1,144</p> <p>Quarter 2017/18 = 364</p>	 <table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>Abandoned Vehicle</td> <td>94</td> </tr> <tr> <td>Parking Complaint</td> <td>265</td> </tr> <tr> <td>Parking Permit Application</td> <td>5</td> </tr> </tbody> </table>	Category	Count	Abandoned Vehicle	94	Parking Complaint	265	Parking Permit Application	5								
Category	Count																
Abandoned Vehicle	94																
Parking Complaint	265																
Parking Permit Application	5																

11.4 Service Centre Activity Report

Brief

This report provides information on activities within the Service Centre for the fourth quarter of the 2017/18 financial year.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

The objective of the Council's Service Centre is to "*provide quality and excellence in service to those contacting Council*". To achieve this, key performance indicators (KPI's) have been established to measure call volumes, abandonment rates, service levels and cash transactions taken. In addition, any abnormal or major events / projects that impact on KPI's are reported.

Discussion

In the fourth quarter for 2017/18 the Service Centre successfully integrated the use of technology into the roles of Service Centre staff to enable responses to be provided to customer enquiries via social media channels including Facebook, Twitter and Instagram, in addition to Live Chat and SMS.

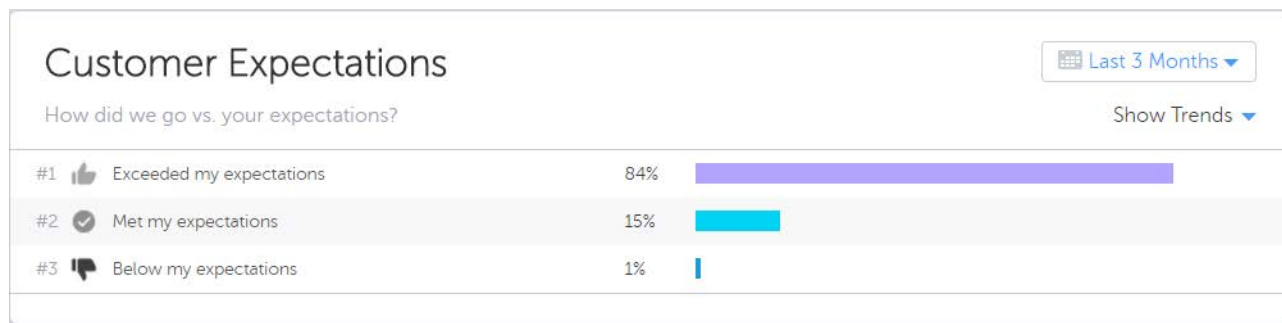
The Service Centre performed consistently well against set KPIs during April, May and June, although the month of April saw a combination of unplanned events, mostly staffing related, which had a cumulative impact on results. Overall though there has been a significant improvement compared to the previous two quarters, as shown below:

	Second Quarter	Third Quarter	Fourth Quarter
Abandoned Call Rate	4.9	3.9	3.5
Average Queue Time (seconds)	116.7	51	37.7

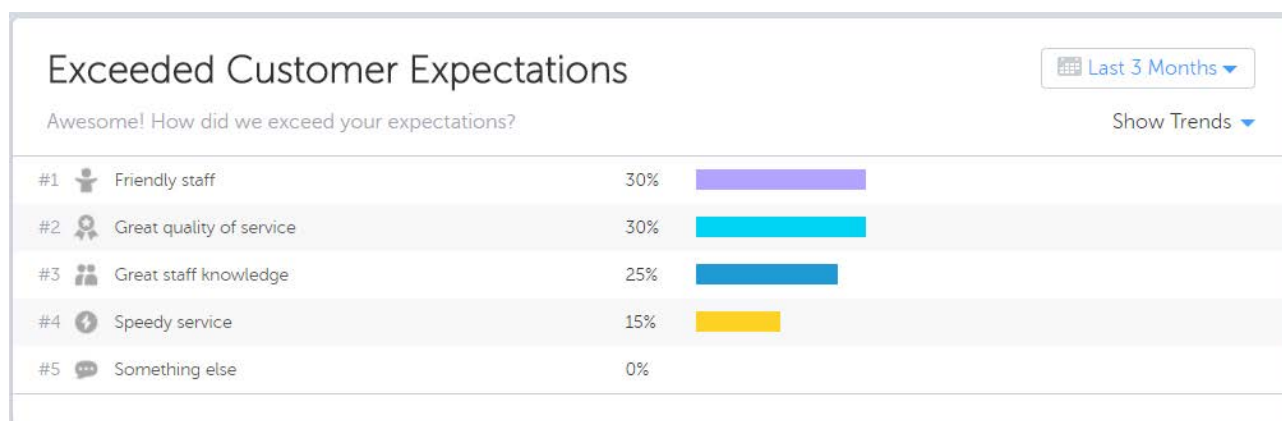
With our volume of webchats increasing we have continued to multi-skill additional staff members in the new contact channels to enable great flexibility with rostering and a more improved service to our customers

The Service Centre introduced an upfront automated system (IVR) to manage and triage hard waste and missed bin collections enquiries. This now provides customers with an option to 'press 1' to divert to Solo directly as these calls can only be responded to by Solo. This new system provides a more streamlined process for the customer to be transferred immediately rather than remain on hold at the Service Centre.

Our service at the front counter has continued to receive very positive ratings from customers, with 93 per cent rating the service as 'awesome' and 84 per cent indicating that their expectations were exceeded.



Customers indicated that their expectations were exceeded in the following areas;



We have received good insight from customers which we have used to further upskill our staff from comments on their experience such as;

Exceeded Customer Expectations Awesome! How did we exceed your expectations? 🏆 Great quality of service	Customer Expectations How did we go vs. your expectations? 👍 Exceeded my expectations
ANYTHING ELSE YOU'D LIKE US TO KNOW? Brilliant way to start my day with positive happy staff:	
Exceeded Customer Expectations Awesome! How did we exceed your expectations? 🏆 Great quality of service	Customer Expectations How did we go vs. your expectations? 👍 Exceeded my expectations
ANYTHING ELSE YOU'D LIKE US TO KNOW? I observed your staff dealing with difficult customers and was very impressed with their compassion	

Exceeded Customer Expectations

Awesome! How did we exceed your expectations?



Speedy service

Customer Expectations

How did we go vs. your expectations?



Exceeded my expectations

ANYTHING ELSE YOU'D LIKE US TO KNOW?

Treated me with courtesy a pleasant smile and a quick solution.

City of West Torrens customers are continuing to enjoy our web chat channel with over 90 per cent rating their experience a 5/5 and leaving some great feedback including:

- *It certainly saved me from driving to your office. Excellent service.*
- *I came across this by accident when searching for a contact phone number. Great initiative, instant service. Well done*
- *What a delight, customer service 'on fleek'*
- *All good very quick and prompt response so much better than voice messages*
- *This is a GREAT service! Way better than sitting on hold on the phone.*
- *Super helpful and responsive.*
- *Very friendly and pretty much made my day! Thanks.*
- *Excellent service and very helpful - unusual to find these days so well worth commenting on. Many thanks*

The most significant areas of contact for customers that contacted us via phone during this quarter were:

- Compliance related enquiries (3,043)
- Planning enquiries (3,040)
- Finance (2,368)

The table below demonstrates the contact centres performance against the KPIs that have been established for the phone channel for this quarter including the volume of contacts for the multimedia channels.

	Benchmark KPI	April 2018	May 2018	June 2018	Total/Avg Q4 2017/18
Calls offered (Volume)		5,304	6,038	4,843	16,185
Abandoned Call Rate	3%	4.5	2.6	3.4	3.5
Queue Time (seconds)	30	35	36	42	38
Grade of Service (Call Response Level)	>80%	79	86	84	83
Call Handling Time	< 5 minutes	3.35	3.35	3.36	3.35

Web Chats offered		329	355	320	1,004
SMS Offered		38	44	41	123
Emails offered		162	194	166	522
Outbound Call Backs		179	99	103	381
City Watch (processed by SC)					1,880
Call Resolution Rate	> 80%	14,406			89%

* calls offered (volume) includes abandoned calls and direct internal calls to the Service Centre for the period 1 April 2018 to 30 June 2018

** calls offered includes customer call back requests from business and after hours

The month of April had some flow-on staffing issues from March, but this has improved in May and June.

Solo has had intermittent issues with their phone lines being down for a number of days during May and June which has caused an impact on our service delivery.

The Service Centre call volume has reduced by 5.7 per cent according to statistics from the same time the previous year. However, our total contact inclusive of all our multichannel has increased by 3.8 per cent in comparison to last year.

The Service Centre have significantly improved its **resolution rate** when dealing with customers enquiries.

A call is determined resolved by the Service Centre when:

- They have been able to provide information to a customer without transferring a call
- Processed a payment
- Raised a customer request
- If a customer asks to speak to a person by name and the CSO is able to transfer them

A call is determined unresolved by the Service Centre if we have required another department to handle the enquiry.

Department	Email - Department contact unavailable	Transferred Call	Resolved
Building	20	32	463
City Assets	47	21	440
City Operations	42	21	1,057
Community Development	57	160	1,143
Compliance	18	50	2,945
Environmental Health	7	15	220
Finance	9	80	2,273
Human Resources	5	5	50
Information Services	3	13	87
Library	3	6	135
Office of Mayor & CEO	4	13	71
Planning	141	197	2,183

Service Centre	5	11	1,529
Strategy & Business	19	19	101
Waste Management	7	51	1,560
WHS & IM			1

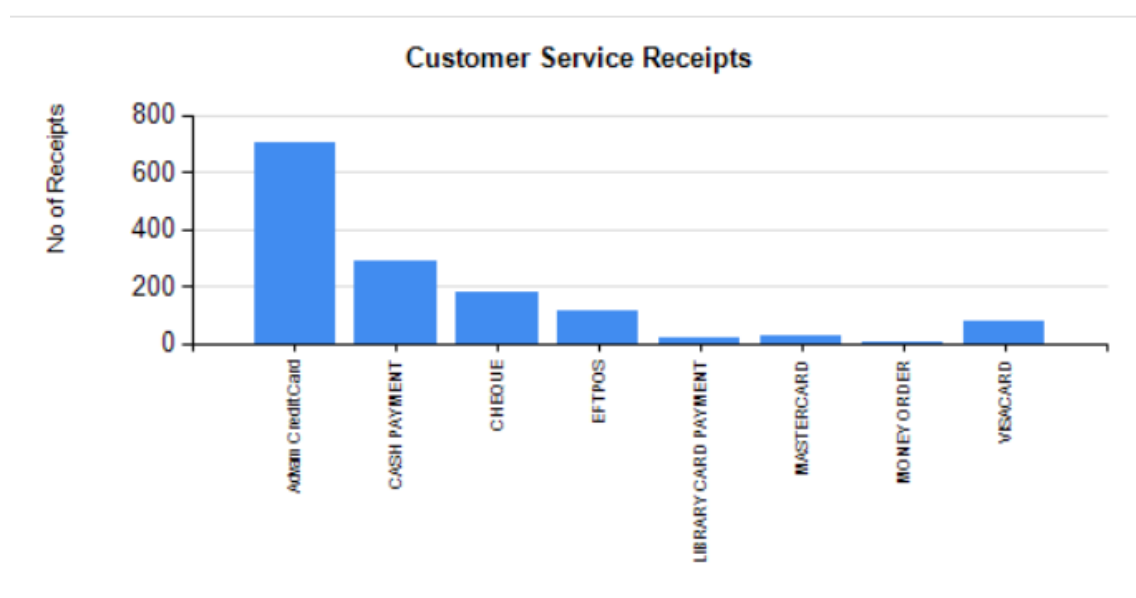
The following information shows the Service Centres total receipting for the fourth quarter:

Customer Service Receipts

Advan Credit Card	CASH PAYMENT	EFTPOS	LIBRARY CARD PAYMENT	MONEY ORDER	MASTERCARD	CHEQUE	VISACARD	Total
707	290	115	19	2	24	180	77	1414

Customer Service Percentage of Total Receipts

16.96 %



The Service Centre have also been significantly involved in training and development of the Dog and Cats Online database in preparation for the go live date in July. Staff have been upskilled to assist our customers on how to 'self-serve' through the database as well as assisting via our other contact channels.

The Service Centre team recently graduated from a program focused on developing their skills as 'Frontline Entrepreneurs'. The outcome of this training was to move beyond a transactional approach with our customers to shift from transactional to a 'value add' customer experience.

As frontline entrepreneurs:

- We are the face of the CWT brand - all that it stands for & all that it aspires to be
- We are the Custodians of Customer Services across the organisation
- We take ownership of the issue on behalf of Council - regardless of the problem.
- We are informed and take ownership for being informed.
- We lead by example
- We go beyond the transaction to provide a complete solution
- We aim to win (achieving a good outcome, converting unhappy Customers etc)
- We meet the same service quality standard and service experience across all formats - face to face, phone, SMS and online.
- We are engaged but emotionally neutral to the situation
- We are self aware
- We commit to continuously improving
- We look for opportunity: 1) to build value in the transaction 2) to build value in the CWT Brand 3) in the relationship with the Customer

Build Value in the Transaction

Building Value in the transaction means:

- Going beyond the transaction (complete solution)
- High service experience across all formats
- Consistent information across all Customers by all of the team
- Offering additional information related to their enquiry (value add) eg bins, educating about other items that can go into green bin, about hard rubbish collection.
- Streamlining the process for the Customer - removing steps in the process which the Customer shouldn't have to perform or doesn't need to know
- Advocating for the Customer
- No hard stops - solution focused
- Proactively calling internal department to check status on a work order if it appears to be slow or lapsed

Build Value in the City of West Torrens Brand

Building Value in the City of West Torrens Brand means:

- Selling the experience of dealing with the City of West Torrens
- Delivering on the Council values
- Recognising opportunities to broaden understanding of Council services and proactively on-selling Council services eg what's happening in the CWT such as events
- Recognising and promoting relatable services eg children, immunisation programs, libraries
- Recognising new Customers (new resident, new business) and offering / educating about relevant services eg for a new business, small business services available, for new resident waste collection

Build Value in the Relationship

Building Value in the relationship means:

- Using Customer name appropriately
- Taking an interest - engaging with Customer
- Trusting and being trustworthy
- Human face - demonstrating empathy when required
- Personal touch "How's your weekend?"
- Provide a personal point of reference: "My name is.."

The Service Centre Team Leader delivered a presentation to various South Australian council's at the Infor SA Roundtable conference during June. This has resulted in a number of Council's expressing interest in a site visit to see the work that the Service Centre has been doing with the telephony technology and service improvements area. It has been commented that other councils see us as leading edge in this space, particularly with the full integration of multi channels within the contact centre. This has also included interest from Brisbane City Council.

A 'Voice of the Customer' survey was recently conducted by Customer Service Benchmarking Australia during March/April where 100 customers were surveyed in relation to their recent experience with the City of West Torrens. The results of the survey have been analysed and incorporated in to a broader project focussed on the development of a robust Customer Experience Framework.

This is being formed under a strategic development approach that simultaneously builds customer knowledge, staff capabilities and organisational capacity to deliver consistently, reliably and professionally via all human and non-human channels.

Customer experience is not owned by one specialist part of the business, all staff can have an impact upon what sort of customer experience is created. It is not limited to human interactions but encompasses all the touchpoints and interactions a customer has with us, including digital channels, systems and processes. Work on the development of this framework will continue in to 2018/19.

Conclusion

This report provides an overview of the key activities of the Service Centre for the fourth quarter of the 2017/18 financial year.

Attachments

Nil

12 MEETING CLOSE

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

Cr Garth Palmer

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the Strategy and Community Committee held on 19 June 2018 be confirmed as a true and correct record.

6 COMMUNICATIONS BY THE CHAIRPERSON**7 QUESTIONS WITH NOTICE**

Nil

8 QUESTIONS WITHOUT NOTICE**9 MOTIONS WITH NOTICE**

Nil

10 MOTIONS WITHOUT NOTICE

11 STRATEGY AND COMMUNITY REPORTS

11.1 Planning and Design Code Technical Paper Consultation Response

Brief

This Report provides information on the technical discussion paper released by the Department for Planning and Infrastructure entitled, 'South Australia's Planning and Design Code, How Will it Work?'

RECOMMENDATION

The Committee recommends to Council that the feedback contained in this report be approved and submitted to the Department of Planning Transport and Infrastructure as its feedback on the 'South Australia's Planning and Design Code, How Will it Work?' Technical Discussion Paper.

Introduction

As part of the Planning Reform, the Department of Planning, Transport and Infrastructure (DPTI) is releasing a number of technical discussion papers explaining the principles and mechanics of a particular aspect of the new planning system and seeks feedback on these.

The latest document that DPTI has released is a technical discussion paper entitled: 'Planning and Design Code, How Will it Work?' (Paper) (**Attachment 1**).

Discussion

The Paper has been considered by the Administration and the following feedback to DPTI is proposed:

Section Title: The Planning and Design Code – how will it work? (Page 6)

'The Planning, Development and Infrastructure Act 2016 requires that the first generation of the code be implemented across the entirety of the state by July 2020.'

Proposed Response to this section:

While the timeline of July 2020 is not unreasonable, consideration should be given to the practicality of the implementation nearer the due date to ensure that the policies can be implemented effectively to produce the desired comes.

Section Title: A new Planning and Design Code (Page 7)

'The state's planning policies and rules need to be delivered in a more contemporary, consistent and understandable way. This was a central recommendation from the Expert Panel for Planning Reform.'

There are a number of core considerations that the code's structure and format need to ensure and support, including that:

- Significant and important local characteristics can be recognised.

Key learnings that can be taken from other systems to inform the development of our Code:

- *Important local characteristics are recognised judiciously as a mark of significance.*
- *Assessment criteria based on performance outcomes (for qualitative "on merit" assessment) and, where possible, acceptable (Deem to Satisfy) standards that provide unambiguous, often quantitative solutions to manage an issue (where the solution is widely accepted to address the issue).*
- *Clear assessment pathways that ensure the level of assessment is appropriate to the complexity and type of development proposed, and that provide clarity around processes and assessment requirements.'*

Proposed Response to this section:

There is an understandable desire for consistency in planning policy across all council areas, however this should not be at the expense of local characteristics in distinct areas of local character. It is noted that the Planning and Design Code will be supportive of local character, which is appropriate for future development in the Council area.

Council concurs with the principle of a performance-based assessment criteria, providing for unambiguous assessment outcomes to be achieved through the Planning and Design Code process.

Section Title: How will the planning and design code be developed? (Page 10)

'The Code will be developed in four stages as follows:

- 1. Investigation and drafting, research to inform Code development.*
- 2. Testing and engagement on the Discussion Papers.*
- 3. Consultation on policy.*
- 4. Implementation, applying the Code to geographical areas through the Code amendment process.*

Each of these stages requires engagement and input from local governments, industry bodies, professionals, community groups, educational institutions and other interesting parties according with the Community Engagement Chart.'

Proposed Response to this section

Council is of the firm view that community consultation is paramount in any decision making activity design to shape land uses or development that will, or may, affect or the locality of the ratepayers and residents.

Open and transparent decision making, must not only *be done*, but must **be seen** to be done. Local residents are the ones that know their areas best and their input is vital to inform any decisions made on any changes to the geographical areas to which planning policy is applied.

Council awaits the Practical Direction and online tool kit of the Community Engagement Charter to be prepared by the Commissioner with great anticipation.

Section Title: What will the Planning and Design Code include? (page12)

'The Code will provide a clear performance-based approach to planning, focusing on policies and rules that address scale, form and design of buildings and their relationship to the public realm as well as providing for tailored and defined land uses.

The Code can be expected to be a blend of conventional zoning where land use is the driver (such as in primary production zones) and form-based zones where a greater emphasis on built form and public realm is required.

Improved assessment pathways:

- Accepted and exempt development will remain, neither of which will require planning consent.
- Performance assessed development will still require 'on merit' assessment.
- The system allows for a Performance Assessed development to have elements that have Deemed-to-Satisfy solutions, which, if met, will be taken to have been granted planning consent.
- Non-complying development has been removed from the system. There are three types of Impact Assessed Development – by identification in the Code, identification by the Development Regulations, and as declared by the Minister.

It is also proposed that development types be allocated to assessment pathways based on their intensity and level of impact, and that the planning policies identified for assessment are commensurate with the development type's complexity.'

Proposed Response to this section:

The City of West Torrens has complexities in its nuanced policy areas which are in place to preserve the unique character of localities, provide for historical conservation and restrain densities to support the desired character of an area.

These areas are distinct from the zones and policy areas in the Council area which aim to act as a catalyst for higher density and a new forms of built form where increased densities are encouraged.

The Paper indicates that the form-based Code will enable a stronger emphasis on the design of buildings, the way buildings interact with the public realm and neighbouring built form in the local context. The development of, and conversion to the Planning and Design Code needs to ensure that at a minimum existing character and density provisions are carried over 'like for like' to ensure a similar outcome to current policy is achieved, thereby providing for the established and future desired outcomes for City of West Torrens.

Performance assessed development may include elements that have 'deemed to satisfy' solutions, which if met, will be taken to have been granted planning consent. This may produce a less than optimum design outcome, as the merit assessed components will not allow amendments to the 'deemed to satisfy' components as part of negotiating better design outcomes. Currently, all elements of merit-assessed development are assessed on-merit. Assessing officers undertake a holistic assessment of development which allows some concessions between elements (within reason) to achieve a more optimum design and development outcome.

A process of acquiring deemed to satisfy 'ticks' for an application may boost applicants' expectations of approval, by creating an unfortunate dynamic that indicates an approvals process rather than an assessment process. To maintain the integrity of policy and the founding principles of an assessment system there should be a point at which a development that includes a greater percentage of merit-assessed elements (compared with deemed to satisfy elements) is ineligible for 'deemed to satisfy' 'ticks'.

Section Title: What will the Planning and Design Code look like? (page 18)

'The Code will be a comprehensive set of planning rules for development assessment and become the single reference point for development assessment throughout South Australia.

The policies, rules and classifications will be structured within the Planning and Design Code as:

- Zones
- Overlays
- Subzones
- General Development Policies
- Land Use Definitions and Land Use Classes
- Assessment Tables.

The three spatial layers used in the Code will principally be used to regulate land use and built form, and each is proposed to be used in a particular manner.

There is no weighting within or between policy levels, except in regard to overlays, which will deliver state interest policy.

Zones: Local variations cannot be included within a zone. Any variation to a zone is achieved through the application of an overlay or subzone.

Overlay: Local variations to an overlay will not be permitted.

Subzones: Subzones can be created for areas where there is an exceptional unique difference from the zone to warrant the need for additional policy. The policies in the 'parent' zone will still apply except where varied through the application of any additional policies introduced by the subzone.

It is important to note that the new performance-based approach will require local context to be considered concerning the impacts of a development proposal and will require design to respond to its context. Subzones will therefore not be applied to create policy to reflect individual local context.

General Development Policies: Only General Development Policies linked to a development type listed in an Assessment Table can be applied to the assessment of a development.

Land use definitions and land use classes. A clear understanding of the Code's terminology and the accompanying instruments such as Regulations and practice directions will assist in ensuring that development policy, assessment pathways and other elements such as public notification are included in the new system with clarity, accuracy and certainty.

Assessment Table: The Assessment Table will be a crucial new feature of the Code.'

Proposed Response to this section:

Due to the unique attributes and character localities in West Torrens, it is envisaged that there will be a requirement to use subzones available in the Design Code to support future development.

However, clarity is required on the meaning of the statement in the paper, "subzones will therefore not be applied to create policy to reflect individual local context". If the application of the subzones is restricted this will have a significant impact on the ability to maintain the special uniqueness of localities in West Torrens.

Council firmly believes that the Planning and Design Code must allow scope for local character to be retained, whether this is through subzones, overlays or the inclusion of desired character statements. The absence of desired character statements may make it difficult to improve an area where the existing prevailing character does not match with the policy intent for the area.

The ability to use overlays will be useful to identify issues that apply locally but also affect other regions, such as hazards related to development near the airport or flooding.

Items that may be identified using a 'Hazard' overlay include aircraft noise (ANEF), building heights (OLS) and airport runway Public Safety Zones (PSZ) if, or when, the Federal Government progresses draft Guideline I.

Furthermore, areas subject to riverine flooding and coastal inundation may also be included on a hazard overlay- or a separate overlay specific to flooding and specifying Finished Floor Levels or design techniques to accommodate natural flow of waters.

Thus far, there are limited mechanisms identified in the new system to fulfil the ambitions provided for in the Planning Strategy in relation to increasing tree canopy.

Climate change impacts or heat mapping data may also be incorporated in an overlay which identifies areas where tighter restrictions may apply to significant and regulated tree removal and/or maintaining, replacing and improving any existing tree canopy. (Notwithstanding planting a tree and removal any tree/s, except where designated as 'significant' or 'regulated', is not development).

Section Title: How will the Planning and Design code be structured? (page 23)

'Zones, subzones, overlays and General Development Policies will all share a common structure, based around the following components as required:

- Desired Outcomes
- Assessment Criteria
- Procedural Matters
- Assessment Table

Procedural matters

Referrals

Referrals will be for direction and only where policy thresholds are exceeded.

Notifications

Public notification and appeal rights requirements are set out in the PDI Act and determined by the Category of Development.'

Proposed Response to this section:

As the only referrals to be retained in the Planning and Design Code are those that are currently directional, i.e. 'for direction', the removal of any referrals "for regard" will create a gap in a source of knowledge and guidance for development assessment.

The Code will be required to cater for this void and provide this type of information. This would mean that the only time certain State Government agencies interact with the Development process is up front when the Code is being written. This is likely to have the effect of removing that subject matter expertise from the process and relying on planning generalists to assess against convoluted policy which is likely to become quickly outdated.

It also means that agencies would become out of touch with how the policy is being applied, and therefore limit the ability for them to suggest relevant policy changes to meet the needs of community and development industry as industry knowledge and development trends evolve.

Public notifications in the Code are determined by the Category of Development. With indications that fewer developments will require public notification, the opportunity to draw on the wealth of local knowledge and how development may affect an area is lost. The element of being surprised by development also leads to considerable issues that may not occur when people are simply informed about what is happening in their local areas.

Council firmly believes that the general public will feel as though they are not being consulted on development in their locality using this method to determine the trigger for public notification.

Section Title: How will the Planning and Design code work? (page 26)

'The ePlanning portal will host and operate the Code. It will allow applicants to lodge, monitor and receive decisions on development applications online at any time.'

Proposed Response to this section:

In-principle, Council supports the notion of an electronic system for lodgement of applications and providing information as a desired way to address development assessment. However, Council wonders what provisions have been made for those that are not computer literate and/or do not have access to up-to-date compatible software? Will it fall to Local Government, yet again, to pick up the bill for assisting the general public with their electronic lodgements in a blatant cost shifting exercise?

Councils will then be charged the privilege to access the system for which they already contributed funds.

Furthermore, there are outstanding concerns regarding the ownership and responsibility for data on the system, data migration, and integration with Council systems, records management and Freedom of Information requests.

Council is of the firm view that by instigating a new electronic lodgements system, the State Government must make a commitment to ensuring that the service and operation provided is an improvement of what is in place currently. Sufficient funds must be allocated to the ongoing maintenance of this system and security of data and applicant details. Cutting edge technology tends to quickly become superseded, and Council will be loath to find out their contributions have been wasted on a system or platform that will no longer be supported in a couple of years' time with further funds sought to upgrade the system/platform.

It would seem that a fully-integrated online portal would present opportunities for cost effective, instantaneous and automated notifications of neighbouring property owners. Perhaps public notifications can be re-visited in this new light. The system could be capable of advising neighbouring residents and/or property owners of proposed development in an effort to improve consultation. This would allow greater participation in the assessment process, if only at the International Association for Public Participation (IAP2) level of "Informing" nearby residents and/or property owners.

It is acknowledged that there may be a requirement to modify the statutory obligations in the new system to provide for a mechanism of this type.

If there is an error in the E-Planning system which results in the assessing authority relying on that information to make a decision which is subsequently challenged, who is responsible for the cost of any proceedings?

Keeping the Planning and Design Code Current (page 28)

'The PDI Act allows for a wider range of persons or entities to undertake amendments to the Code compared to the current system – including:

- *the Commission (on its own initiative or at the request of the Minister)*
- *agencies*
- *the Department of Planning, Transport and Infrastructure (DPTI) Chief Executive*
- *a joint planning board*
- *infrastructure providers*
- *councils*
- *private land owners.*

In instances where statutory consultation on the Regional Plan has included clear detail on the proposed change, then a direct Code amendment without further consultation may be made.'

Proposed Response to this section:

Zone changes have financial implications for councils that must plan for hard and social infrastructure to accommodate different land use types and increased densities. Therefore, the ability for a number of other entities to propose changes to the Code concerns Council.

Council considers that community consultation should be foremost when considering land use zoning changes. The Planning and Design Code permits land use changes to be implemented well after community consultation has taken place (through the process of developing a high level Regional Plan).

Furthermore, what role does Council play in these processes when the changes are initiated by an alternate/alien entity? The general public will naturally contact Council for information due to their knowledge of the previous system. However, if an alternate entity is progressing the DPA/ Code change, will they also administer the communications and consultation required with the public?

If Council is still required to provide administrative resourcing to fulfil communications needs and/or progress any administration of changes to the Code regarding zone changes in a localised area, this may unreasonably impact Council which is of great concern as the connection between the community consultation and the community involved in the change may have been lost over time. Furthermore, many members of the general public find it difficult to engage with high level planning concepts and only take an interest when they can see how a plan will directly affect their local area.

Amendments to the Planning and Design Code can be initiated by a number of stakeholders with consultation undertaken by the relevant entity. If a Council wishes to undertake an amendment to the Planning and Design Code and the amendment may affect policy that applies in areas outside that council, is the council responsible for consulting with stakeholders in any other affected council areas? If so, this will place an unreasonable financial and resource burden on that council. If not, how will other affected areas be consulted?

Clarification is sought on whether the provisions of the Precinct Planning legislation still active and if so, what role might they play into the future?

Conclusion

This report presents a proposed response to DPTI's technical discussion paper, 'South Australia's Planning and Design Code, How Will it Work?' for Council's consideration and approval prior to submission to DPTI.

Attachments

1. Planning and Design Code, How Will it Work



SOUTH AUSTRALIA'S PLANNING AND DESIGN CODE - HOW WILL IT WORK?

Technical Discussion Paper
For Consultation



saplanningportal.sa.gov.au



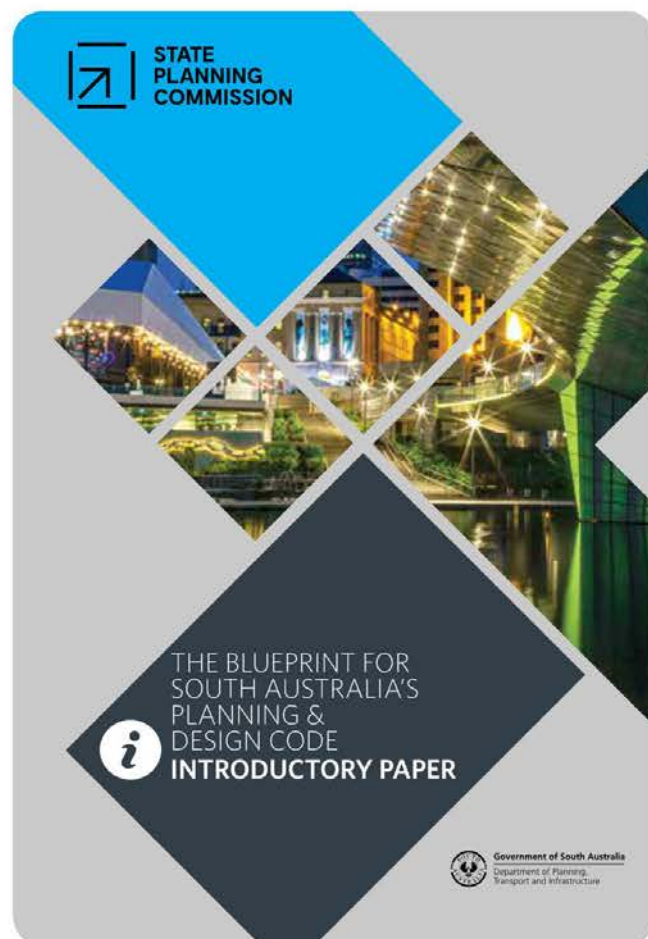
THE BLUEPRINT FOR SOUTH AUSTRALIA'S PLANNING AND DESIGN CODE

In March 2018, the State Planning Commission (the Commission) released *The Blueprint for South Australia's Planning and Design Code Introductory Paper* (pictured right). It provides the first formal introduction to the Planning and Design Code (the Code) and its work program. It also sets the scene for a series of discussion papers and engagement opportunities to inform development of the Code.

The Introductory Paper can be downloaded from the SA Planning Portal at: www.saplanningportal.sa.gov.au

The discussion papers fall into two series - Policy and Technical. Together, these papers will make up the Blueprint for South Australia's Planning and Design Code.

This document is the first of the technical discussion papers. It seeks to build understanding of how the Code will work and how users of the system can expect to interact with it. It draws upon research and experiences from across Australia and focuses on the form and structure of the Code; the governing rules and principles for preparing the Code; the ePlanning dimensions of the Code; and the Code's relationship with other planning instruments.



The Planning and Design Code – How will it work?



BENEFITS OF THE PLANNING AND DESIGN CODE

Benefits of the Planning and Design Code:

- ✓ A single reference point for state planning and design rules

The Code will consolidate South Australia's 72 Development Plans into one clear planning rulebook for the state.

- ✓ Consistent planning rules to improve certainty in decision making

The Code will enable improved consistency of all development assessment and decisions.

- ✓ Standardised interpretation of legislation will improve assessment and reduce delays

The Code will streamline zones and policy to drive a faster and more efficient development assessment process.

- ✓ Online delivery of the Code provides assessment authorities with only the rules they need

The new ePlanning Portal will automatically determine which planning rules apply to a development application for the assessment authority, saving time and improving consistency.

- ✓ Flexibility to deal with local issues, while ensuring consistency for other issues

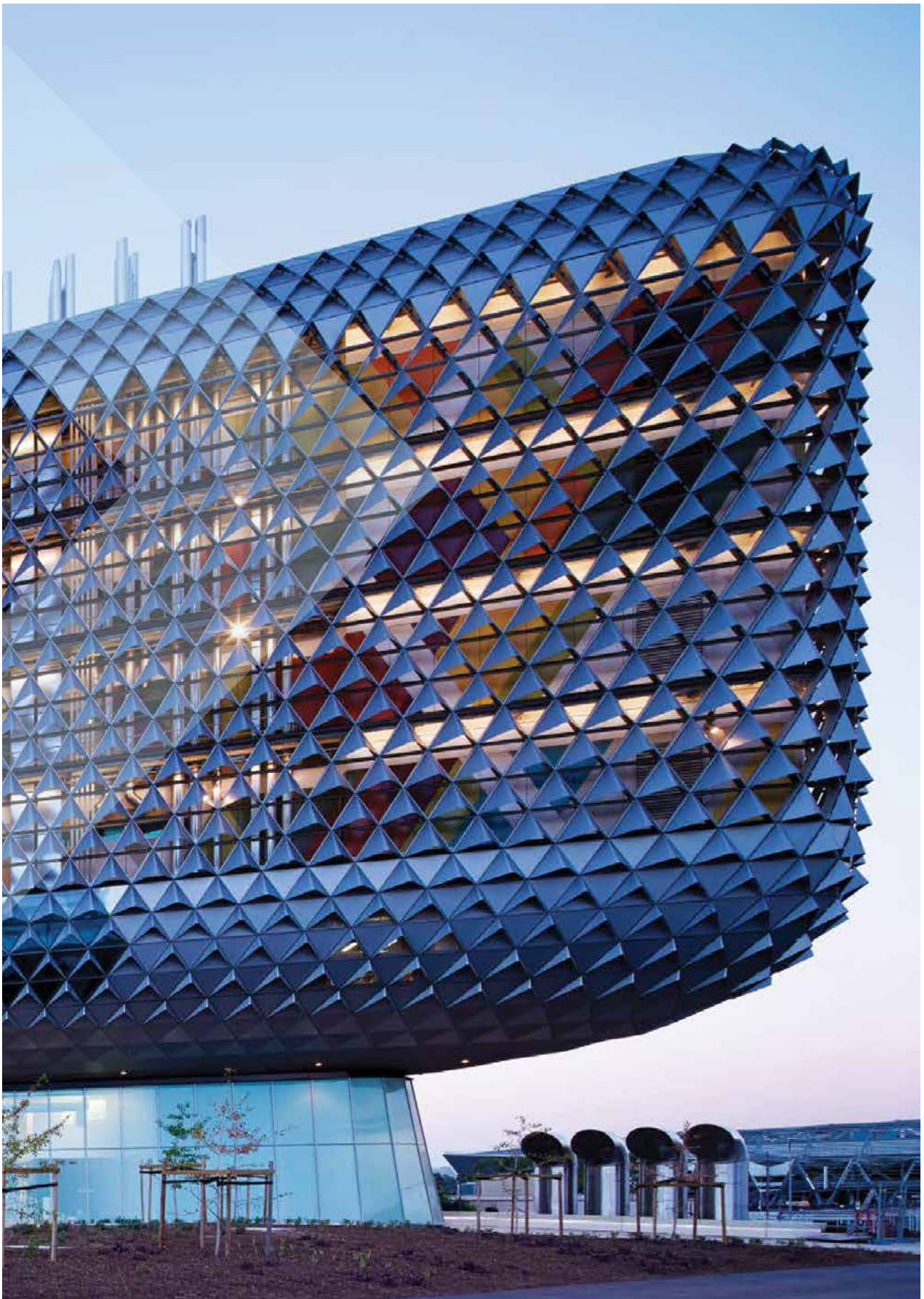
Performance-based planning supports consistent policy while allowing decision makers to respond to local context. There will also be a set of Design Guidelines providing advice on best practice design elements and the principles of good design.

- ✓ Significant reduction in paperwork

The online application of the Code will significantly shift our planning system toward paperless operation, reducing the time-consuming flow of physical information.

- ✓ Reduces costs and delays in updating development plans

The Code will be administered centrally and electronically, with amendments implemented more efficiently and consistently.



The Planning and Design Code – How will it work?



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Photos throughout this document are courtesy of the Department of Planning, Development and Infrastructure, the South Australian Tourism Commission, Renewal SA, AILA and City of Adelaide.

THE PLANNING AND DESIGN CODE

– HOW WILL IT WORK? DISCUSSION PAPER

Since the enactment of parts of the *Planning, Development and Infrastructure Act 2016* (the PDI Act), the State Government, the Minister for Planning, and the State Planning Commission have been working through a range of reforms to improve South Australia's planning system.

A cornerstone of the new system is the state-wide Planning and Design Code (the Code). The Code will consolidate the planning rules contained in South Australia's 72 Development Plans into one rulebook. Coupled with an ePlanning solution, the Code will make it simpler and easier for anyone to access planning rules, thereby enabling a more efficient and useable planning system.

The Code will resolve key issues with the current system as identified by the Expert Panel for Planning Reform in 2014, which it described below:

'With more than 2,500 zone combinations spread across 23,000 pages of policy, maps and tables in the state's current 72 Development Plans, the volume of regulation in South Australia's system is unsustainable. It results in planning rules that are unusable, highly variable and out of date, and makes it difficult for many people to meaningfully interact with the planning system. This causes confusion and downstream delays in assessment, resulting in deferred investment, unnecessary development costs, and a lack of community confidence in assessment decisions.'

It is little surprise that users of the planning system find it hard to locate or understand the rules that affect them most.'

This paper has been prepared with practitioners in mind, introducing detailed aspects of the Code. Information such as the Code's operational framework, content requirements as stipulated in the PDI Act and some emerging methodology on writing and translating policy content is presented to encourage feedback from interested parties.

Planning, Development and Infrastructure Act 2016 requires that the first generation of the Code be implemented across the entirety of the state by July 2020. Delivery of this landmark reform in this timeframe requires significant and ongoing collaboration across all sectors. This discussion paper has been prepared to provide information and invite questions and feedback about how the Code will operate and affect you, so that it can be built with future users in mind.

You can provide feedback on this paper via:

- SA Planning Portal: Visit the Have Your Say webpage and lodge a submission at http://www.saplanningportal.sa.gov.au/have_your_say
- Email: DPTI.PlanningEngagement@sa.gov.au
- Post: PO Box 1815, Adelaide SA 5001

The Planning and Design Code – How will it work?



A NEW PLANNING AND DESIGN CODE

The state's planning policies and rules need to be delivered in a more contemporary, consistent and understandable way. This was a central recommendation of the Expert Panel for Planning Reform, along with a number of other key recommendations including, the need for:

- A single state-wide set of planning rules should be provided to see more consistent planning rules across the state. This would ensure locations that are similar have the same rules applying to them, irrespective of council area.
- Zones and overlays with both merit-based and complying provisions and standards.
- Updates to policy should flow automatically across the state through the use of online systems.
- Code and planning schemes seamlessly linked online rather than being replicated in multiple documents.

There are a number of core considerations that the Code's structure and format need to ensure and support, including that:

- It achieves consistency of planning rules, so that locations that are similar have the same rules applying to them, irrespective of council area.
- Issues of state importance can be readily incorporated and consistently applied.
- Significant and important local characteristics can be recognised.
- It provides a higher degree of certainty for the more common types of development.
- It provides increased flexibility in design that can better respond to local context for larger and higher impacting types of development.
- It needs to be maintained so that it remains contemporary and able to readily respond to emerging trends or issues.
- It can be delivered digitally so that the system can be easily accessed anytime, anywhere.



7

There has been a focus in recent years to improve planning systems across Australia, to make them simpler to use, easier to understand and more effective at guiding the delivery of sustainable, liveable places.

Investigation and review of these planning systems and the instruments of other state jurisdictions was therefore undertaken to determine what works well, and importantly perhaps not so well, outside South Australia.

While our system, like all others, is unique, there are some key learnings that can be taken from other systems to inform the development of our Code:

- Schemes that are the easiest to navigate have a clear hierarchy of policy with few levels or tiers – such as a primary zone coupled with overlays or similar to embody and express state interests or specific policy outcomes that apply across broader areas.
- Important local characteristics are recognised judiciously as a mark of significance.
- A focus on the use of standardised zones and policy – achieved by mandating key aspects of schemes that provide for improved understanding of the basic forms of development that can be expected in a locality and the key issues that need to be addressed.
- A clear ‘line of sight’ between state interests at the strategic level through to the detail and application of policy for assessment purposes in the Code.
- Assessment criteria based on performance outcomes (for qualitative ‘on merit’ assessment) and, where possible, acceptable (Deemed-to-Satisfy) standards that provide unambiguous, often quantitative solutions to manage an issue (where the solution is widely accepted to address the issue).
- The use of performance outcomes that are comparatively attractive to encourage innovation and diversity.
- Clear assessment pathways that ensure the level of assessment is appropriate to the complexity and type of development proposed, and that provide clarity around process and assessment requirements.
- Clear identification of development not requiring any kind of approval.
- Interactive spatial information resources (maps) operated via an online planning portal that enhance the accessibility and legibility of planning information.
- Referral of applications generally only when they relate to a state interest and exceed related policy allowances.
- Clear identification of development that requires notification.
- In instances where ePlanning exists, policy drives the delivery information technology – not the other way around.

The Planning and Design Code – How will it work?



What does ePlanning mean for the Code?

EPlanning will dramatically alter the way planning rules are stored, retrieved and maintained in South Australia. It also offers the potential to dramatically enhance the collection of data regarding development and assessment outcomes.

Digital storage of the 'Code Library' (the complete set of rules that are available for application across the whole of the state) in a single central database that can be readily accessed through the SA Planning Portal will mean:

- All rules are held in the portal, and can be easily accessed online.
- All maps are held in the portal, and can be easily accessed online.

Currently, retrieval of the planning rules relevant to a kind of development at a particular location is a manual process resulting in different users reaching differing outcomes in respect to what rules are relevant to a development. The use of ePlanning will remove the potential for such inconsistency and deliver the rules and procedures (including level of assessment, notification requirements and referrals) that apply to a development application transparently, consistently, and instantly, irrespective of location or the kind of development proposed.

EPlanning will also enable changes to policy (through a Code amendment process) to flow automatically to wherever the policy applies across the state minimising delays and costs. This is unlike the current system where Development Plans are updated individually, which has led to policy fragmentation over time.

Online delivery will also continue the 'one-stop-shop' ideal by providing a single portal for users that is accessible 24 hours a day, seven days a week, so that information can be delivered consistently and transparently. The single system also enables data and information to be much more easily and readily collected, so that the performance of the system will be clearer, and therefore provide greater visibility to any changes that may be necessary. The Code, or parts of the Code, will still be able to be printed via the SA Planning Portal. For instance:

- A council could retrieve and print all of the parts of the Code Library that apply to its area.
- A developer could retrieve and print the content of a particular zone.
- A home owner who is considering undertaking some kind of development (e.g. building a new shed or a dwelling addition) could print the rules that are applicable to their proposed development.

For more information on ePlanning refer to the SA Planning Portal at http://www.saplanningportal.sa.gov.au/planning_reforms/new_planning_tools/eplanning

HOW WILL THE PLANNING AND DESIGN CODE BE DEVELOPED?

The Code will be developed in four stages as follows:

1. Investigation and drafting – research to inform Code development
2. Testing and engagement on the Discussion Papers
3. Consultation on policy
4. Implementation – applying the Code to geographical areas through the Code Amendment Process.

Each of these stages requires engagement and input from local governments, industry bodies, professionals, community groups, educational institutions and other interested parties in accordance with the Community Engagement Charter (which clearly seeks early engagement on policy considerations).

The first two stages will inform the policies that make up the zones, subzones and overlays within the Code Library. The existing South Australian Planning Policy Library (SAPPL), which is the foundation for most Development Plans in South Australia, will be used as the reference point for this drafting process. In addition, reviews of all of the 72 Development Plans will identify any other important policies not in the SAPPL. The combination of these provides a comprehensive foundation for all of the important planning policies and rules that currently apply across the state and need to be captured.

The first generation of the Code will largely be a consolidation of the intent of the current policy environment (informed by the review of the SAPPL and the state's Development Plans). Substantial policy reform elements are not proposed to be included in the first generation of the Code (unless explicitly identified and progressed by the Commission through its Policy Discussion Papers), or where a council is leading a change to its area.

These zones, subzones and overlays will then be applied geographically across South Australia through Code Amendment Processes.

The timing of and how you can get involved in these steps is outlined at the end of this document.

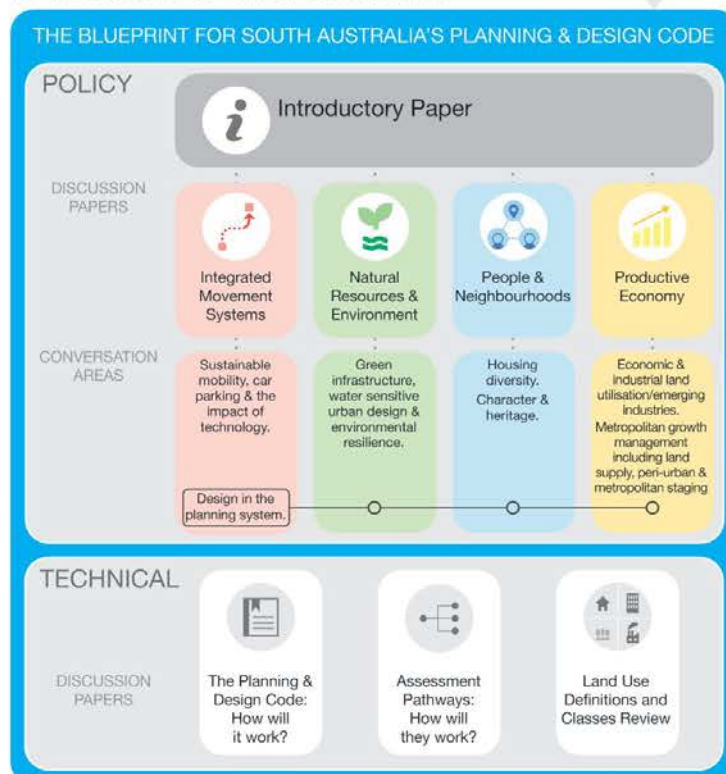
The Planning and Design Code – How will it work?



1. INVESTIGATION & DRAFTING



2. TESTING & ENGAGEMENT



3. STATUTORY CONSULTATION



TESTING

4. IMPLEMENTATION



WHAT WILL THE PLANNING AND DESIGN CODE INCLUDE?

The following provides an overview of the key features of the Code:

A new performance-based planning system

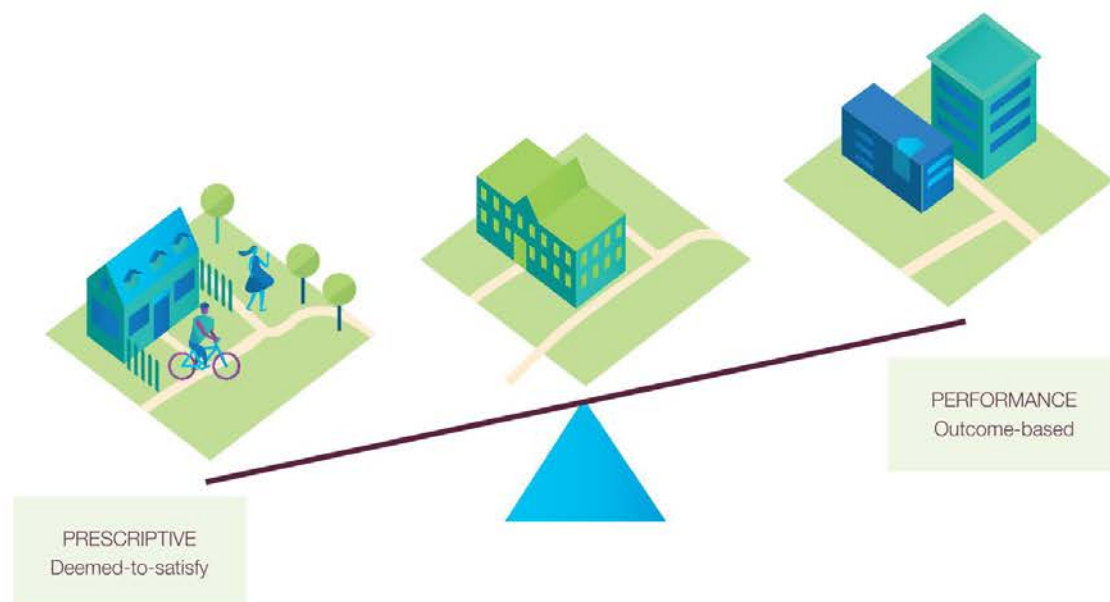
The Code will provide a clear performance-based approach to planning, focusing on policies and rules that address scale, form and design of buildings and their relationship to the public realm as well as providing for tailored and defined land uses.

This performance-based approach will include measurable performance requirements (termed assessment criteria) against which applications will be assessed.

Performance outcomes are, by definition, qualitative and for this reason require subjective evaluation of potential impacts of a development proposal. This provides greater flexibility to explore different design

solutions that can better respond to a location's context and places a greater emphasis on built form through a form-based approach, wherever this is important. However, it should be noted that a more form-based performance approach won't necessarily be suitable in every circumstance. Some zones will have a greater emphasis on land use suitability, such as in heavy industry or primary production zones.

The inclusion of Deemed-to-Satisfy policy provides a mechanism to readily approve low risk and minor development expected for an area thereby ensuring the system provides certainty for lower scale development, while qualitative performance outcomes allow design flexibility to achieve the desired outcomes for more intense and larger scale development. This is illustrated in the following diagram:



The Planning and Design Code – How will it work?



The learnings from interstate tell us that it is important to achieve the correct balance in this mix i.e. performance-based assessment criteria are set correctly so that they are attractive when compared to the more routine Deemed-to-Comply, achieve good design outcomes, encourage continued innovation and avoid homogeneous development. However, care needs to be taken with 'acceptable solutions' to avoid less desirable design outcomes.

A focus on design

A number of Australian jurisdictions are also moving to form-based codes. Instead of areas being divided into zones based on land uses, areas are defined by zones that indicate suitable density and form of development. This approach enables a stronger emphasis to be placed on the design of buildings and the way buildings interact with the public realm and neighbouring built form (local context). This is in contrast to conventional zoning's focus on the segregation of land uses and the control of development intensity through abstract and sometimes uncoordinated parameters (e.g. floor area ratios, minimum allotment sizes, parking ratios), to the neglect of achieving an integrated built form.

As mentioned above the Code can be expected to be a blend of conventional zoning where land use is the driver (such as in primary production zones) and form-based zones where a greater emphasis on built form and public realm is required. This could include locations where the desired built form outcome is strongly tied to the existing context and form (e.g. character, the space between the buildings, building size and proportions, and building height), or where the desired outcome is transformational such as the high street part of a mixed use corridor infill zone. In this instance the policy would need to clearly articulate the future form in relation to height, setbacks, active ground uses and so on. This approach responds to the need for the planning system to be less reliant on the separation of land uses as the driver for zoning in relevant locations, and places a greater emphasis on form and design particularly as we shift to a new urban form in some places.

Improved assessment pathways

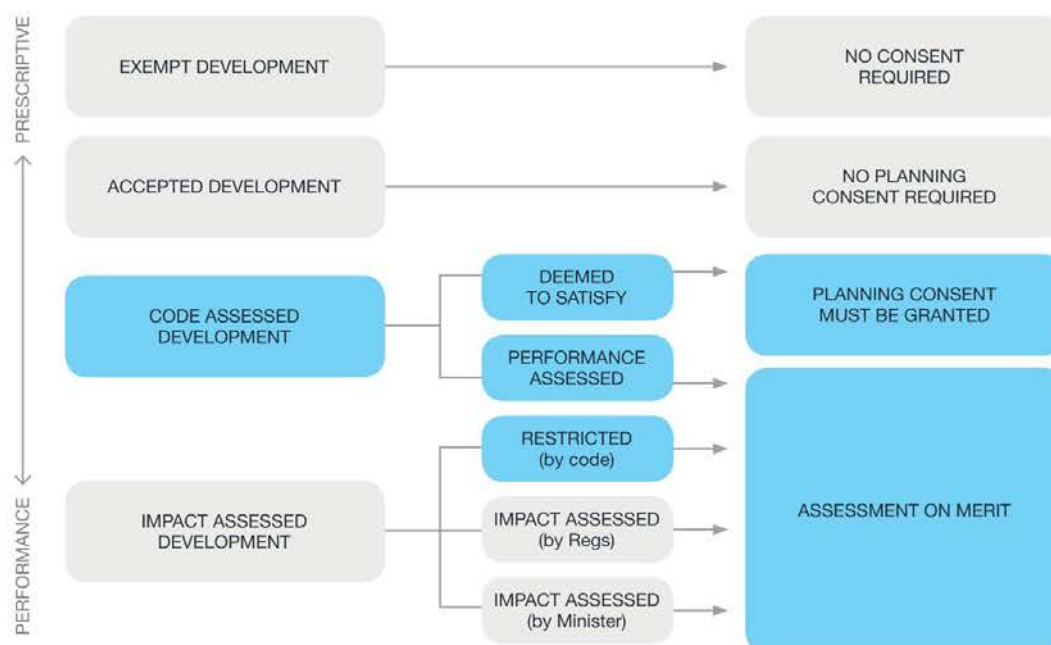
For planning consent, development may be categorised into four Categories of Development (often referred to as 'assessment pathways') as set out under the PDI Act. These assessment pathways have been better tailored to respond to the impacts of a development, and will be clearly embedded in the Code and Regulations.

Assessment pathways will be identified by the ePlanning system, as informed by the Code (in relation to Code assessed development) and the Regulations (for activities outside those that will be Code assessed). This will mean that assessment

pathways are consistently applied, and not open to interpretation. This is important as a number of procedural and process matters depend on the assessment pathway – including determining the relevant assessing authority, level of notification, and the assessment process.

The new assessment pathways will be explored further and in more detail in the dedicated *Assessment Pathways – How will they work? Discussion Paper*.

Until then, a snapshot of the new assessment pathways is provided below.



The Planning and Design Code – How will it work?



This diagram also highlights a number of similarities and differences when compared to the current system:

- Accepted and exempt development will remain, neither of which will require planning consent.
- Performance assessed development will still require 'on merit' assessment.
- The system allows for a Performance Assessed development to have elements that have Deemed-to-Satisfy solutions, which, if met, will be taken to have been granted planning consent.
- Non-complying development has been removed from the system.
- There are three types of Impact Assessed Development – by identification in the Code, identification by the Development Regulations, and as declared by the Minister.

It is also proposed that development types be allocated to assessment pathways based on their intensity and level of impact, and that the planning policies identified for assessment are commensurate with the development type's complexity. For example, minor development such as a dwelling addition could be expected to have a 'Deemed-to-Satisfy' assessment pathway (subject to relatively few rules relating to basic form and functional requirements), while an apartment building would be performance assessed so its interface impacts on neighbouring properties and the streetscape can be evaluated in the location's context.

This concept of scalability is illustrated in the following diagram:



Consistency with state strategic directions

The Code must align with both State Planning Policies and Regional Plans.

The State Planning Policies (SPPs) will identify the high-level planning priorities of the state and respond to current and future opportunities and challenges. These are an integral part of the system and is consistent with interstate planning systems that have some form of guiding state level policy.

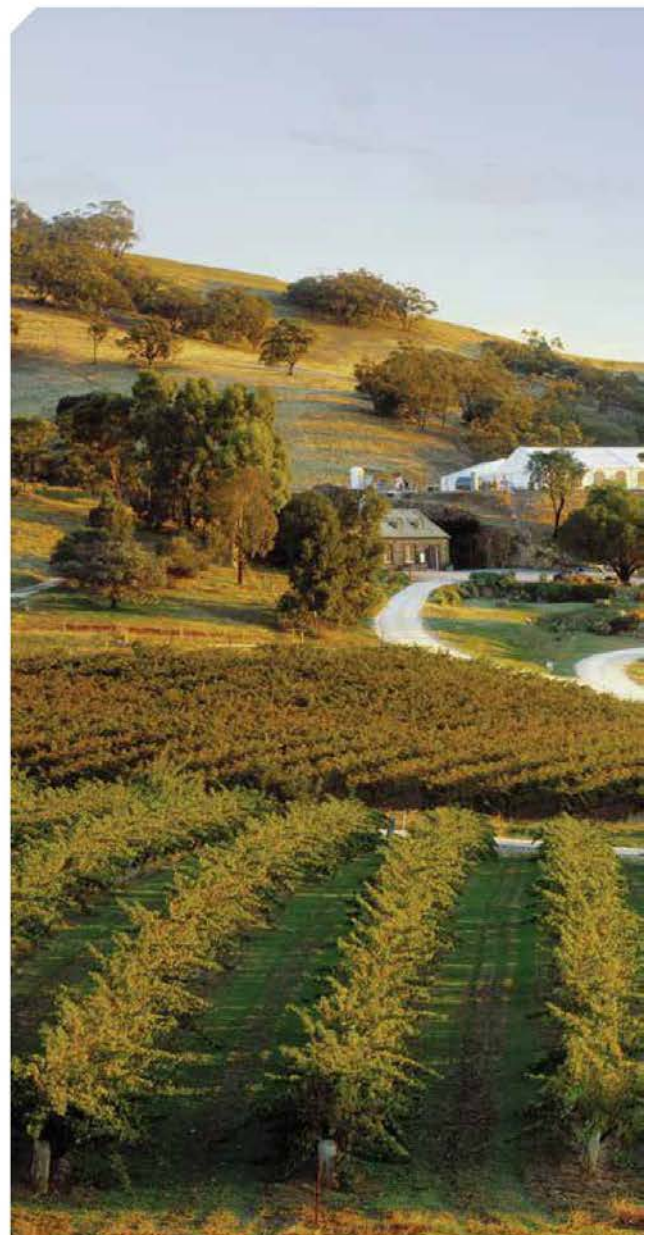
The Commission has commenced preparation of the SPPs, which are expected to be released for consultation in mid-2018. The SPPs will need to be in place before formal consultation on the Code Library occurs.

Notably, unlike other states, SPPs are not used in assessment and provide high level direction in the system.

Regional Plans will provide a long-term vision (15 to 30 years) for a region and include provisions for the integration of land-use, transport infrastructure and the public realm. *The 30-Year Plan for Greater Adelaide – 2017 Update*, along with the other volumes of the *South Australian Planning Strategy* will serve as the state's Regional Plans until new Regional Plans are developed.

Both the SPPs and Regional Plans will inform the directions for policy content in the Code as it is developed and will be a key ingredient in the transition process from the current 72 Development Plans to the Code. In the future, changes to these will be a trigger for the Code to be considered for amendment.

For more information on State Planning Policies and Regional Plans, please refer to the *Blueprint for South Australia's Planning and Design Code Introductory Paper* on the SA Planning Portal.



The Planning and Design Code – How will it work?



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WHAT WILL THE PLANNING AND DESIGN CODE LOOK LIKE?

The Code will be a comprehensive set of planning rules for development assessment and become the single reference point for development assessment throughout South Australia.

The policies, rules and classifications will be structured within the **Planning and Design Code** as:

- Zones
- Overlays
- Subzones
- General Development Policies
- Land Use Definitions and Land Use Classes
- Assessment Tables.

The three spatial layers used in the Code will principally be used to regulate land use and built form, and each is proposed to be used in a particular manner. No other spatial layers will be able to be introduced. General Development Policies will be called up through the ePlanning system based on a development type, but generally will relate to the functional requirements of the development such as private open space, car parking etc.

The use of these three spatial layers, plus additional General Development Policy modules, picks up key features of interstate Codes that have worked well.

There is no weighting within or between policy levels, except in regard to overlays, which will deliver state interest policy (and may include the need to seek specialist agency advice through referral), and therefore take precedence over zones, subzones and General Development Policies (which effectively become part of the zone through the Assessment Table).

Zones

Zones are the primary organising layer of the Code. All land within South Australia will be included within a zone.

Zones set out policies and rules primarily relating to the land use, land use intensity and built form characteristics (such as building setbacks and height) that are anticipated for an area – in effect outlining ‘what’ can happen in an area.

Zones will also identify envisaged land uses and the relevant assessment criteria, as well as procedural matters (including Categories of Development [assessment pathways], public notification requirements and, where relevant, referrals).

Local variations cannot be included within a zone. Any variation to a zone is achieved through the application of an overlay or subzone. The standardisation of zones is a key feature of many interstate systems and add to the legibility and simplicity of the system.

The Planning and Design Code – How will it work?

**ZONES**

- Principal organising layer.
- Applied consistently across the state.
- Zone policy will relate to spatial attributes (e.g. built form and character, land envelopes) and identify suitable uses.
- Assessment Table

SUBZONES

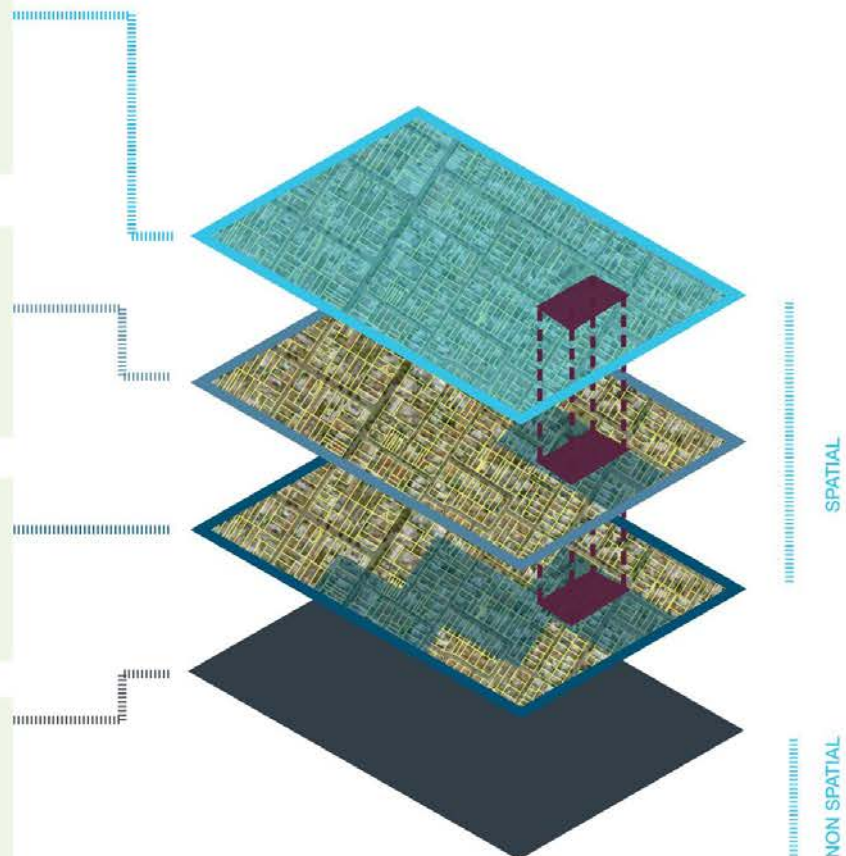
- Enables variation to policy with a zone.
- Variations may reflect local characteristics.
- Intent of the zone must still be achieved.

OVERLAYS

- Mechanism for state interests, such as bushfire, flooding and watershed.
- Can be applied to span multiple zones.

GENERAL MODULES

- Function use and development policies also provided at zone level, based on the type of development.



Overlays

Overlays address defined issues applying to any zone or subzone, identifying areas where there is a particular sensitivity to development (e.g. a heritage place), a constraint on land or development outcomes (e.g. bushfire risk), or where a particular opportunity or outcome for development is sought.

Overlays are the primary mechanism to spatially express State Planning Policies and are the mechanism to pick up planning issues of state interest. Referrals can largely be expected to be contained in overlays where specialised assessment expertise is required to protect a matter of state interest.

A secondary use for overlays may also be to achieve a particular policy outcome that is found in more than one zone (e.g. locationally specific design policy, such as for a 'high street', that applies across a number of different zones could be achieved through use of an overlay).

Overlays can add or remove envisaged development types (including altering the assessment pathway) as well as the policies and rules applying to development types.

- Overlays are pre-eminent and cannot be varied by a zone or subzone.
- More than one overlay may apply to a single location area.
- Local variations to an overlay will not be permitted.
- Certain overlays (e.g. those relating to state interests) may trigger referrals to other agencies/government departments. Under the new system referrals will be for direction, and generally only where the intent of an overlay's policies is not met and therefore warrant the referral agency's consideration.

Subzones

Subzones can be created for areas where there is an exceptional unique difference from the zone to warrant the need for additional policy. The policies in the 'parent' zone will still apply except where varied through the application of any additional policies introduced by the subzone.

- A Subzone may incorporate a local variation, or variations (within defined parameters), to reflect a clearly special unique attribute or characteristic, provided it does not conflict with the Desired Outcome(s) of the zone. If it is different to the parent zone's Desired Outcomes then a different zone would be required.
- Subzones will be consistent with the zone's land use intent or desired outcomes.
- A Subzone can change the assessment pathway for a development type from Deemed-to-Satisfy to Performance Assessed (but not to Restricted). This will accommodate those instances where an element of a development requires 'on merit' consideration in the subzone area.

It is important to note that the new performance-based approach will require local context to be considered concerning the impacts of a development proposal and will require design to respond to its context. Subzones will therefore not be applied to create policy to reflect individual local context. In addition, as overlays may be used to pick up policy issues that are found in multiple locations, it is anticipated that the need for Subzones will be substantially reduced.

With this in mind, feedback from councils and stakeholders through the transition to the Code will be imperative to identify any important unique local characteristics that warrant application of a subzone.

The Planning and Design Code – How will it work?



General Development Policies

While zones outline 'what' can occur in an area, General Development Policies broadly relate to 'how' a development should occur. These policies will address the functional requirements for a development type or class, e.g. car parking and open space for a two-storey dwelling in a residential zone. This separation of 'what' and 'how' is a feature of a number of interstate schemes in different forms and is considered to add to the legibility of these schemes.

Only General Development Policies linked to a development type listed in an Assessment Table (discussed later in this paper) can be applied to the assessment of a development.

Land use definitions and land use classes

Implementing a digital platform where policy information is gathered and distributed electronically places greater emphasis on the role of land use definitions and the need for clarity and certainty.

A clear understanding of the Code's terminology and the accompanying instruments such as Regulations and practice directions will assist in ensuring that development policy, assessment pathways and other elements such as public notification are included in the new system with clarity, accuracy and certainty.

Moving towards a digital platform where policy information is gathered and distributed electronically places greater emphasis on the role of land use definitions and the need for clarity and certainty. A review of land use definitions is therefore underway and will consider:

- What definitions are working well in the current planning system.
- What improvements or adjustments could be made to better reflect today's development trends.
- What gaps or major areas of conflict exist with the current definitions.
- Long standing case law.

Land Use Definitions may be grouped by:

Land use classes: The PDI Act facilitates the establishment of land use classes, which comprise the grouping of land uses with similar impacts and spatial requirements to determine whether a change of use application is necessary. The investigation of land use definitions will need to reconcile the relationship between land use for planning consent and land use for building rules consent (where no change of land use for planning consent purposes may still constitute a change of building class).

Nesting: Refers to the grouping of land use definitions into common umbrella terms to determine assessment pathways for the consistent processing of applications. This is principally a mechanism to reduce word content and simplify Code writing.

Land use definitions and land use classes are linked with general policies and rules for the purpose of development assessment and are linked to assessment pathways which determine the relevant authority. They will also be used as the basis for listings of development types in Assessment Tables.

In the first generation of the Code it is unlikely that land use classes will feature much, as the implications of activities in a land use class not requiring development approval (i.e. not requiring planning or building approval) for a change of land use need to be carefully considered.

In addition to land use definitions, the Code could provide definition around terminology that is used in policy – such as adjacent, directly adjacent – to ensure that these terms are used consistently.

Assessment Table

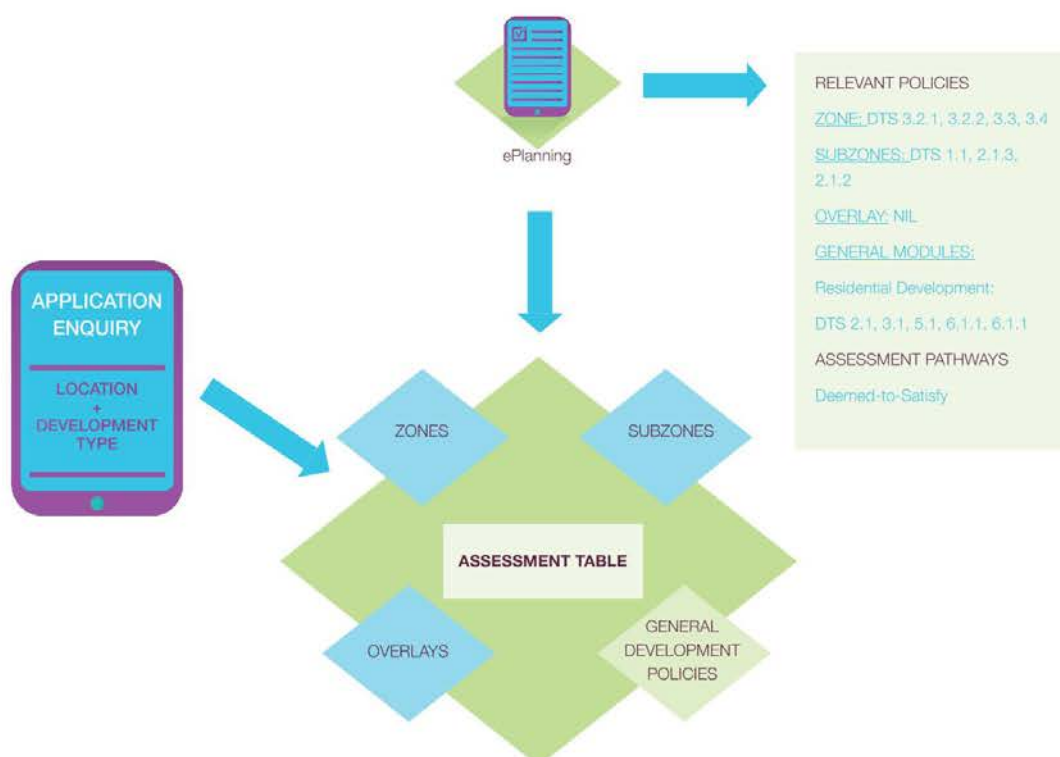
The Assessment Table will be a crucial new feature of the Code. It will be the organising feature that brings together all the various parts of the Code and enables them to be delivered digitally. These tables have been successfully used in some interstate Codes (notably Queensland) as a mechanism to link types of development to assessment pathways and relevant assessment criteria. In the new Code they will perform this task and also act as the mechanics or 'sign posts' for the ePlanning system.

Assessment Tables will only be contained in zones and will comprise a matrix that assigns development types to the Categories of Development (assessment pathways) and identifies the assessment criteria that

are applicable to each development type. Only the assessment criteria that are identified can be applied to a development type – there will be no discretion to call up additional policies.

The list of development types and assessment pathways will be similar to the lists that many zones in Development Plans currently contain, i.e. the identification of complying development, generally envisaged land uses/activities and non-complying uses. The Assessment Table will contain 'land use suitability' information consistently in one place in a zone.

The diagram below illustrates how the Assessment Table will bring together the various elements through the ePlanning system.



The Planning and Design Code – How will it work?



HOW WILL THE PLANNING AND DESIGN CODE BE STRUCTURED?

Zones, subzones, overlays and General Development Policies will all share a common structure, based around the following components as required:

- **Desired Outcomes**
- **Assessment Criteria**
- **Procedural Matters**
- **Assessment Table (described on page 22)**

Desired Outcomes

Desired Outcomes will outline the broad objectives, purpose and envisaged form of development to describe the essential desired future character for a zone. A similar approach is followed in the Queensland and Tasmania where each zone has a defined purpose and stipulates this purpose as part of the assessment criteria thereby providing a high level direction if there is a need to interpret policy.

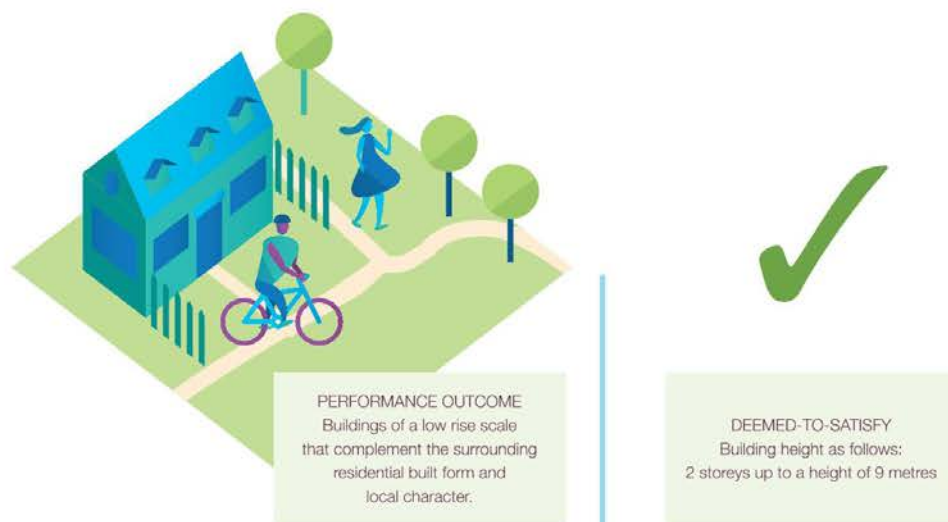
As Desired Outcomes will primarily provide broad guidance in relation to land use and built form intensity allowances, it is anticipated that General Development Policy Modules will typically not need to contain desired outcomes. Overlays will be able to modify these (as required), and any subzones will also need to be consistent.

Assessment Criteria

Performance Outcomes – These will be the performance-based policy used clearly to describe the outcome sought in relation to a particular issue. Performance outcomes should align with the Desired Outcomes.

Deemed-to-Satisfy Criteria – These are the measurable criteria deemed to achieve a performance outcome. For this reason, a Deemed-to-Satisfy criteria will be required to have an associated performance outcome and will be assigned where the impact issues are understood and are able to be addressed through accepted prescriptive criteria. As a result, not all performance outcomes will have a Deemed-to-Satisfy solution.

The following diagram is an illustrative example of a performance outcome and an associated Deemed-to-Satisfy solution:



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Procedural matters

Some development types in certain circumstances will be required to be referred to a prescribed body/person, undergo consultation, or be subject to a design review process. Zones, overlays and subzones will contain the 'trigger points' for these as relevant.

Referrals

Agency referrals will still be required for certain development types. The Code will provide information on the relevant referral required and this will usually be listed at zone level or within the overlays. Referrals will be for direction and only where policy thresholds are exceeded.

This will work differently to the current system where there are a relatively high number of referrals to agencies for 'regard' i.e. the assessing authority still makes the final decision based on the Development Plan policy. In the new system these will disappear, and referrals will typically be triggered where specialist agency advice is essential and policy intent is not met.

Notification

Public notification and appeal rights requirements are set out in the PDI Act and determined by the Category of Development.

Referrals and notification requirements prescribed in the PDI Act are as follows:

Category of Development	Referral	Notification	Appeal Rights
Exempt (Development approval not required)	X	X	N/A
Accepted (Planning approval not required)	X	X	N/A
Code Assessed – Deemed-to-Satisfy (Planning approval must be granted)	X	X	N/A
Code Assessed – Performance Assessed	Only for certain development in specified locations (e.g. Bushfire affected) or for specific land uses (activities of major environmental significance), as prescribed in the Regulations.	Notification of adjoining land owners together with a notice on the subject site. The Code can specify where certain developments do not require notification.	Applicant appeal only.
Impact Assessed – Code Restricted	Only for certain development in specified locations (e.g. Bushfire affected) or for specific land uses (activities of major environmental significance).	Notification of adjoining land owners, others affected, together with public notice and a notice on the subject site.	Applicant appeal to representor or third party appeal.
Impact Assessed – Minister or Regulations	Regulations prescribe persons and bodies for referrals. The Minister may also require referral to other bodies or persons, as prescribed in the Regulations.	Notification of adjoining land owners, others affected, together with public notice and a notice on the subject site. The Minister may also require additional consultation.	No appeal rights.

The Planning and Design Code – How will it work?



Code Drafting Principles

The PDI Act aims to introduce simple, clear and easy to understand planning policy to improve legibility and provide greater consistency in interpretation and application. With this in mind, the following 10 guiding principles are proposed to set the foundation for the format and content of the Code:

1. Code policies are the key development assessment tool and address only those matters that require development approval under the PDI Act. This will mean all of the Code's content must be directly applicable to development assessment.
2. Code policies do not reproduce other guidelines, standards, information or issues more appropriately managed under other legislation.
3. The Code does not contradict the National Construction Code.
4. Code policies guide the 'point in time' assessment of a planning application. They do not seek to control the ongoing management of a land use (which is more appropriately managed in a licensing arrangement or compliance with the relevant Development Approval and conditions).
5. Code policies implement the State Planning Policies and Regional Plans (including any subregional parts).
6. Code policies are clearly worded, concise and easily understood, and provide consistency in interpretation and application.
7. Code policies do not contradict each other.
8. General Development Policies are written once: the same policy will not be repeated in a different General Development Policy Module. If a policy is relevant to a development type, then it will be called up through a Zone Assessment Table.
9. Code policies use consistent terminology.
10. Procedural matters (including Deemed-to-Satisfy, referrals and notifications) are principally based on measurable criteria.

HOW WILL THE PLANNING AND DESIGN CODE WORK?

The ePlanning portal will host and operate the Code. It will allow applicants to lodge, monitor and receive decisions on development applications online at any time. It will also provide assessing authorities with the relevant policies from the Code that apply to a development application. Therefore, it is critical that we develop the Code in a way that enables digital functionality.

Under the current system, an assessing authority determines which policies from a council's Development Plan are relevant to a development application. This allows varying interpretations on which policies are relevant and can affect the consistency of planning decisions. An electronic system will remove this process, and bring all relevant policies within zones, subzones and overlays to the attention of the assessing authority.

This is a significant improvement to the current system. It also means an applicant or interested person can access the planning portal to instantly receive the relevant planning rules (if any) for a particular development type at a specified location, from a dwelling extension in a residential zone to a

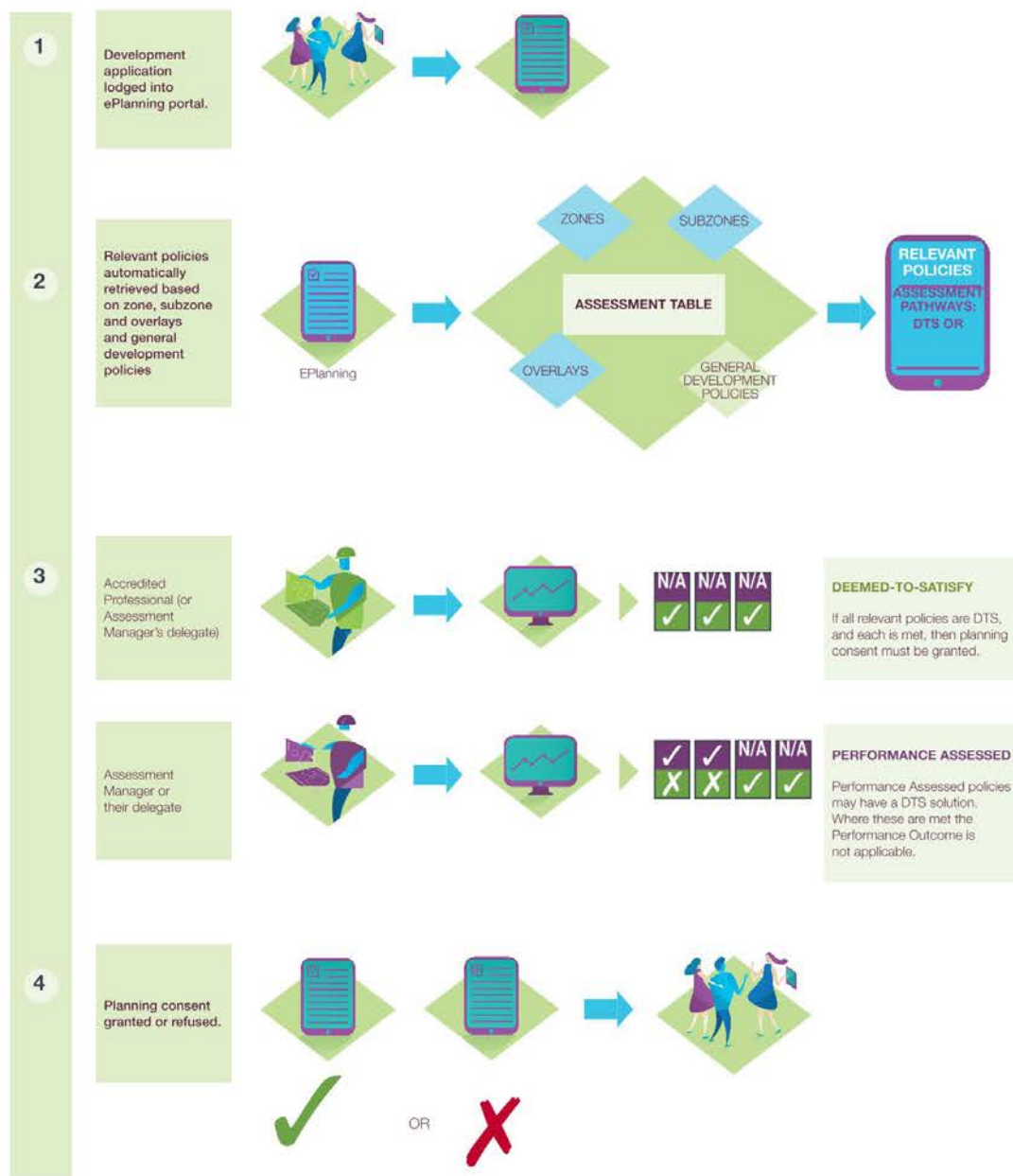
new multi-storey mixed use development in an urban corridor zone.

The diagram on the following page illustrates how the Code will operate within ePlanning for development applicants and assessing authorities:

- Applicants lodge their development application electronically.
- The Assessment Table automatically identifies the relevant policies within the Code Library based on the type and location.
- The system determines the assessment pathway and assessing authority and notifies the authority of the pending application.
- Once the authority makes a decision, the applicant receives electronic notification of the outcome.

Note: this diagram is for illustrative purposes only. It does not show the actual stylisation or interface of the ePlanning portal or the Planning and Design Code.

The Planning and Design Code – How will it work?



KEEPING THE PLANNING AND DESIGN CODE CURRENT

In order to maintain its relevance, a regular process for modernising the policy suite is proposed, similar to that used to update the Building Code.

Role of the Commission

Under the PDI Act, the Commission will be responsible for preparing and maintaining the Code and will therefore have an important role in ensuring the Code is contemporary and responsive to emerging trends. The Code will therefore be the subject of regular review.

The Commission will consider broad strategic issues influencing the planning process on an annual (or possibly bi-annual) basis. This is an inherent role of the Commission, to ensure updated planning policy is delivered reflecting strategic goals and targets. Furthermore, updates or Code amendments to future policy contained in the Code will be ongoing as new technologies and lifestyles influence the way we wish to live and work.

This process could comprise:

1. Call for Amendments
2. Consideration and drafting of Amendment/s
3. Consultation
4. Implementation.



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Who can initiate changes to the Code?

The PDI Act allows for a wider range of persons or entities to undertake amendments to the Code compared to the current system – including:

- the Commission (on its own initiative or at the request of the Minister)
- agencies
- the Department of Planning, Transport and Infrastructure (DPTI) Chief Executive
- a joint planning board
- infrastructure providers
- councils
- private land owners.

This will enable the Code to be more readily and efficiently updated, particularly where important proposals may sit outside council or Ministers priorities or capacity. Any proposal to amend the Code still requires the agreement of the Minister (which may include conditions), and only after receiving advice from the Commission.

As is the case currently, councils will be able to seek funding for amendment processes from private parties with an interest in the change(s) being sought. In these instances the State Planning Commission must still be consulted on the proposed changes.

The Planning and Design Code – How will it work?



What is the amendment process and how is it different from a Development Plan Amendment?

Once the Minister has agreed to a proposal to initiate a Code amendment, the person or entity can prepare the draft proposal.

After a draft has been prepared, the proposal will be progressed through consultation, which must be undertaken in accordance with the Community Engagement Charter. Consultation will be undertaken by the relevant entity or person, with the exception of amendments undertaken by infrastructure providers and private land owners in which case oversight will be provided by the DPTI Chief Executive. If the proposal has specific impact on a particular piece or pieces of land, then the owner/occupier of the land, as well as owner/occupier of adjacent land, must be given notice. The Commission may also specify additional persons or bodies that need to be consulted.

The exception to this process will be for amendments to zone boundaries or application of an overlay where it is consistent with a specific recommendation of the relevant Regional Plan. In instances where statutory consultation on the Regional Plan has included clear detail on the proposed change, then a direct Code amendment without further consultation may be made.

The Community Engagement Charter provides flexibility to adapt engagement activities to suit the individual case. For instance, it is likely that the extent of the proposed change; its likely impacts; and the size of the community affected will determine the extent of the engagement e.g. the extension of an Employment Zone over a few allotments would require more targeted and simplified engagement (quicker) than rezoning over a number of streets.

After consultation has finished a report will be written for the Minister regarding the consultation undertaken.

The Minister is responsible for adopting the amendment (with changes if required) and will publish the amendment on the SA Planning Portal.

The amendment process will be described in the portal so that information on any amendment will be readily accessible as it progresses.

A Practice Direction will be prepared by the Commission to guide all aspects of the Code amendment process in detail, and ensure it is undertaken consistently.

NEXT STEPS

The *Blueprint for South Australia's Planning and Design Code Discussion Papers* (Policy and Technical) will be released progressively, with each available for public comment and accompanied by opportunities for industry and community engagement.

The Introductory Paper was released by the Commission in March 2018.

Policy Discussion Papers

Four Policy Discussion Papers will be released over the coming months:

- Integrated Movement Systems
- Environment and Natural Resources
- People and Neighbourhoods
- Productive Economy.

Policy Conversation Areas

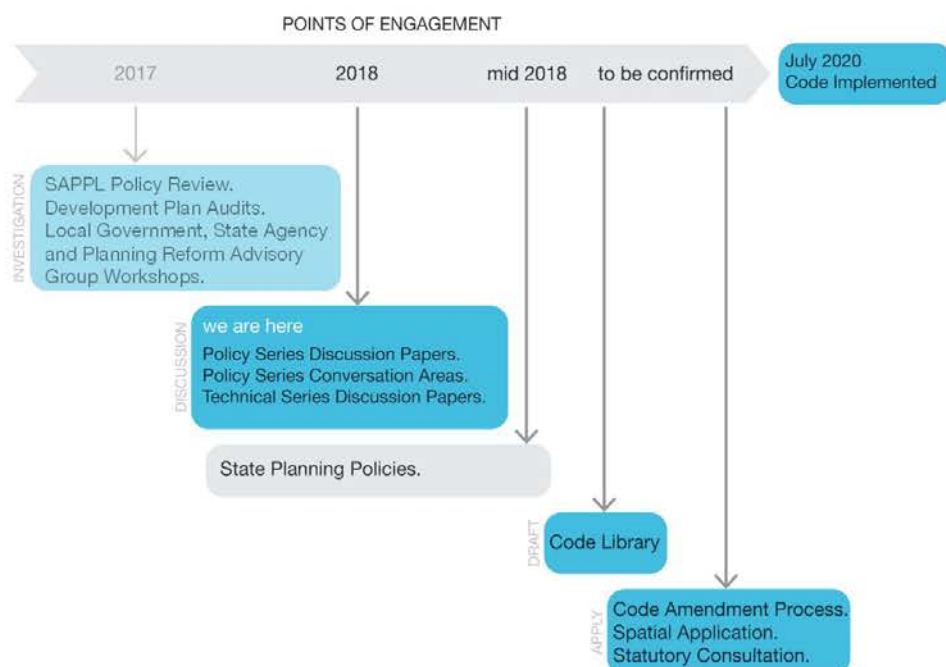
The Policy Conversation Areas will work through some of the more significant policy issues that will be a focus for reform in mid-2018 and onwards. These will be aligned to one or more of the Policy Discussion Papers and will be a key part of their engagement process.

Technical Discussion Papers

There are three Technical Discussion Papers as follows:

- *The Planning and Design Code – How will it work?* – this document
- *Assessment Pathways – How will they work?*
- *Land Use Definitions and Classes Review – What are they?*

These papers will be available for download and public comment in the coming months. Other technical papers will also be prepared to support the development of the new planning system.



The Planning and Design Code – How will it work?



The PDI Act requires the first generation of the Code to be implemented across the state by July 2020. Delivery of this landmark reform in this timeframe requires significant and ongoing collaboration across all sectors. This discussion paper has been prepared to provide information and invite questions and feedback about how the Code will operate.

We invite you to participate and share your opinions as we shape and progress development of the Code.

Your feedback is encouraged via:

- **SA Planning Portal:** Visit the Have Your Say webpage and lodge a submission at http://www.saplanningportal.sa.gov.au/have_your_say
- **Email:** DPTI.PlanningEngagement@sa.gov.au
- **Post:** PO Box 1815, Adelaide SA 5001

HOW YOU CAN GET INVOLVED

We invite you to participate and share your opinions as we shape and progress development of the Code.

For further details about the engagement process and to get involved visit:

saplanningportal.sa.gov.au



Government
of South Australia

Department of Planning,
Transport and Infrastructure

11.2 Development Plan Review Template 1 Response

Brief

This report provides information, and a recommended response to be provided to DPTI, on the Development Plan Review to guide the conversion of the current West Torrens Council Development Plan to the Planning and Design Code.

RECOMMENDATION

The Committee recommends to Council that:

1. In accordance with the request from the Department of Planning Transport and Infrastructure, *Template 1 - Development Plan Review* be populated with the proposed response provided in **Attachment 3** of the Agenda Report and submitted to the Department of Planning Transport and Infrastructure.
2. The CEO be authorised to approve any minor additions or changes of an editorial nature required prior to final submission to DPTI.

Introduction

In October 2017 representatives from the Department for Planning Transport and Infrastructure (DPTI) met with the Administration to discuss the draft Collaborative Work Program (CWP) and how DPTI intended to support Council's transition to the new planning system.

A CWP was drafted with principles to guide the collaboration between DPTI and the Administration. It was DPTI's intention that Council (or delegated staff) would sign up to a CWP which would guide the working relationship between DPTI and Council.

However, Council resolved not to formally endorse the CWP Agreement. However, it was recognised that in order to have any influence on the future of the West Torrens Council Development Plan (DP), work would need to be undertaken to guide DPTI's decision-making on the future of the council's DP.

DPTI then requested that Council undertake a review of the current West Torrens Council Development Plan by the end of 2017, guided by questions posed in DPTI's "Template 1" (**Attachment 1**) to inform the development of Planning and Design Code Theme Papers.

In recognition of the need to involve Council in formulating the response to the Development Plan Review, the Administration persistently sought a review workshop for Elected Members led by key DPTI personnel. The requested workshop was delayed and rescheduled several times by DPTI who cited the lack of availability of key DPTI staff and then the State Election in March 2018.

Eventually, DPTI led a workshop on Thursday 14 June which was well attended by Elected Members. The feedback received during the workshop is captured and where appropriate has been included in the feedback on the Development Plan Review (**Attachments 2 & 3 respectively**).

Discussion

Since the end 2017, while awaiting the opportunity for Elected Members to have input through a DPTI workshop, the Administration continued to progress a draft review of the Development Plan in liaison with DPTI's Planning and Design Code Transition Manager.

The Development Plan Review responds to DPTI's Template 1- which states:

"The intent of the review is to identify policy duplication, policy that works well or may need updating, policy of unique and local nature and major policy gaps...
Fine-grained writing of policy will be a subsequent stage of the Code development process."

In formulating the Development Plan Review Summary, the Administration referred to all Development Plan feedback collated in Council's systems and liaised with members of the Administration who are most affected by any anomalies in the Development Plan which complicate assessment processes. This feedback also drew upon experiences of ERD Court Appeals and modern interpretation of policy, some of which has not been updated for decades.

The response highlights background work and research undertaken through the (CWT internal) PDI Working Groups and innovative projects undertaken by the Administration such as the Open Space for Higher Density Structure Plan project which is currently in progress.

Many other councils made the decision to undertake the Development Plan review at an Administration level only, without significant involvement of their Elected Representatives. However, this was not considered to be the best approach at West Torrens given the current investment by Members in planning policy and the changes occurring in the area resulting from planning and planning policy decisions.

The workshop on the 14 June, led by DPTI, provided an opportunity for the Elected Members to input feedback into the Development Plan review focussing on what is currently working well, what isn't working well and what needs review.

Key Issues identified through the workshop were captured under the following 10 broad headings:

- Issues associated with height such as solar panel overshadowing, overlooking, bulk and quality of design
- Open space/greening requirements
- Heritage and character areas
- Transport, cars and parking
- Public notification
- Opportunities to update policy/zoning
- Hazards/overlay suggestions
- Urban corridor issues such as waste collection, car parking requirements and storage limitations
- Infill issues such as size of allotments, battle-axe development, incremental erosion of on street car parking spaces and tree canopy
- Additional matters to be raised with DPTI outside the scope of this exercise.

It is acknowledged that not all feedback heard at the workshop is included in the proposed Development Plan Review response. In those instances it is more appropriate for the feedback, of a fine-grain or technical nature, to be input through other mechanisms. One example is through the Planning & Design Code technical working groups, such as the Mixed Use and Medium Density working group at which CWT is represented.

Next Steps

The Preliminary Strategic Analysis (DPTI's Template 2) is a longer term exercise to help set the path for conversations between Council and DPTI throughout 2018 and beyond regarding spatial application of standard policy modules.

DPTI's initial expectations of how Template 2 may be applied to the first iteration of the Planning and Design Code may have been somewhat scaled-back since the concept was first introduced to councils at the end of 2017. In recent times, DPTI has suggested that, except where there is intent to change, the majority of zones in Development Plans are likely to be carried over 'like for like' in the first iteration of the Planning and Design Code.

Completion of Template 2 is an opportunity to guide the future growth of, and any desired changes to, spatial application of zoning within West Torrens Council area as we move into the new system. It is anticipated that the Administration will liaise with DPTI to undertake the future work required to complete Template 2. A report will be submitted to Council for endorsement at a future date.

Conclusion

A response is proposed to DPTI's request for a Council Review of the Development Plan.

Attachments

1. **DPTI's Template 1 - Development Plan Review (Guide)**
2. **Record of DPTI Elected Member Workshop Thursday 14 June 2018**
3. **Development Plan Review Summary v. 5 July 2018**



Initiation Pack

Template 1 Development Plan Review

Development Plan Review

This template has been prepared to guide councils through their preliminary review of existing planning policy. This early review is an important first step in the collaborative process with councils to assist with the development of the new Planning and Design Code (the Code).

It is intended this exercise will be undertaken as a high-level review using the current South Australian Planning Policy Library (SAPPL) as the reference point for the Code. Acknowledging that councils know their Development Plans best, this exercise is an opportunity for councils to identify and put forward fundamental challenges, issues, gaps and opportunities that currently exist in planning policy. Fine-grained writing of policy will be a subsequent stage of the Code development process.

For those councils whose Development Plan has not been converted to the SAPPL content, an extra level of consideration will need to be brought to this exercise. This will take the form of a high-level comparison of the existing Development Plan structure against the SAPPL. Identification of policy within these Development Plans that does not have comparable content within the SAPPL will be important.

The intent of this review is to identify policy duplication, policy that works well or which may need updating, policy of a unique and local nature and major policy gaps. The information received from councils will provide important context for the development of the Code and feed into the development of the first iteration of Code Theme Papers.

[Greater Adelaide Councils](#) – policy directions should seek to align with the strategic directions of *The 30-Year Plan for Greater Adelaide - 2017 Update* (Refer to [Information Sheet 3](#))

[Councils in regional South Australia](#) – please refer to the relevant volume of the Planning Strategy for South Australia and other strategic plans (Refer to [Information Sheet 5](#))

For further information, please contact your Transition Manager or refer to the following:

- [Information Sheet 1: Getting Started](#)
- [Information Sheet 2: Introducing the Code Themes](#)

Note: All of the information sheets are also accessible via the [Council Connect](#) discussion forum.

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Government of South Australia
Department of Planning,
Transport and Infrastructure

ISSUE DATE: 06/10/17

1. The Code will seek to identify opportunities to streamline and reduce the number of zones available, where appropriate. Therefore the Department is seeking to work with individual councils to undertake a preliminary review of their existing Development Plan zones. Please identify using the table format below zones that have common policy intent that could potentially be consolidated.

For Development Plans that have not been converted to SAPPL please use this table to identify equivalent / matching SAPPL Zones.

Current Zone (plus SAPPL Equivalent)	Policy Intent	Envisaged Development Types	Comments

2. Has your council experienced any challenges or issues with the application of SAPPL content? This question is most relevant to councils with a Development Plan converted into the SAPPL format.

Module	Challenge	Comments
General		
Zone		
Policy Area / Precinct		
Other (Tables, Mapping etc)		

- 3 Identify policy in your Development Plan that sits outside of SAPPL but should be considered for transition to the Code (this could be in relation to local characteristics or more general policy).

For example:

- *Are there any zones, policy areas or general / council-wide policy modules that do not form part of the SAPPL that should be considered for migration into the Code for potential broad application?*

For example the Capital City Zone in the City of Adelaide Development Plan and policy guiding tourist accommodation in Coastal Conservation Zone in the Kangaroo Island Council Development Plan.

- 4 Are there any fundamental or major gaps within the SAPPL content or your Development Plan? Which, if any, of these should be priorities for attention?

For example:

- *Is there sufficient policy regarding aged care accommodation in the SAPPL?*
- *Do relevant strategic directions, such as those contained in The 30-Year Plan Update or council's strategic directions report, highlight emerging and/or priority planning policy challenges that are not addressed by the SAPPL?*
- *Have recent investigations been undertaken in regard to these challenges or gaps to inform initiatives aimed at addressing the gap?*

- 5 Please provide any other high-level policy issues that should be considered in the development of the Planning and Design Code library.

For example:

- *buffers required for specialised infrastructure.*

Record of Elected Member input from DPTI Workshop Thursday 14 June 2018**Residential Policy Feedback:**

- Additional car parking on street associated with infill:
 - Insufficient garage widths
 - Insufficient street widths
 - Driveway angles
 - Take account of prohibited. Parking
 - Storage for boat trailers campervans etc. associated with ageing demographic
- Waste/garbage bins on site-
 - Bin placement
 - Waste truck access
 - Loss of recycling with private contractors
- Open space needs to be calculated per head rather than per allotment in infill situations
- Height prescription

Question!

How do we implement the required setback from Brownhill Creek- could this be through an overlay?

Industry and Employment Policy Feedback:

- Balancing existing uses with zones that don't contemplate them
- Buffer Zones between Residential and Industry (concerns re: noise etc to residents)
- Traffic movements for Industry and turning circles for B-doubles
- Adelaide Airport Traffic flow (whole perimeter)

How the following are/are not addressed in the current Development Plan process:

- Airport Public Safety Zones
- AAL Obstacle Limitation (heights)
- Overlays
- Airport Noise
- Airports policy in general
- Noise attenuation

This page is feedback recorded by the facilitator from the pages at the front of the room

Record of Elected Member input from DPTI Workshop Thursday 14 June 2018

General Height Issues & Urban Corridor Development

- Height limits should be 'not negotiable'! / Height means height!
- Height limits should be 'not negotiable'! / Performance based development: quantitative measure --such as parking and height cannot be discounted.
- Overshadowing and lack of notification to residents
- Protect solar panels
- Housing Diversity DPA/ Urban Corridor Zone policy is resulting in poor development parking, bins, allotment sizes.
- High Rise developments include 20-60 units with only 60 car parks... how do we fit in all required servicing such as rubbish, stormwater, car parks and open space?
- Designs should incorporate a place for garbage bins to be off the street.
- Seek better design outcomes/Encourage Design Review referrals for Medium Density Housing
- Urban Corridor interface controls/ needs address direct overlooking
- Review Residential building heights in Policy Area 18 + 19 (medium density)
- Require internal storage for residents.

Issues of Infill

- Keep more street trees when infill occurs
- Require sufficient off-street parking to meet current and increased demand from Urban Infill.
- Infill: where only 1 house was previously, now it is possible to add 2 or more which means the average number of cars has risen from 2-4 cars minimum. Where do they park?
- Definition of 'group dwelling' vs 'hammerhead allotment' causes issues for assessment and development assessment processing (in character areas).
- Don't want 2 storey development on battle axe allotments.
- Residential allotment sizes are too small - minimum means MINIMUM! Current development is well below minimum allotment sizes.
- Requirement for more landscaping
- Increased residential density provisions which trigger reduced allotment sizes relating to Local - - Centres (currently set at allotments within 400metres of a Centre Zone), should be concentrated only within 200m.
- Industrial/Residential interface requires additional policy consideration.

Open Space- public and private

- Private open space must be really OPEN SPACE - and useable, not paved courtyards
- Private open space minimum 10%
- Open space must be really open space and useable
- Increase Open Space/ green space % in infill [some areas currently deprived of open space]
- Areas currently underserviced for open space require public open space contributions.
- Put open space/ovals in the Community Zone

Heritage + Character

- Leave Heritage areas as is!! (= Heritage 'working well') (e.g. Mile End)
- Any applications for Heritage demolition should be assessed by CAP
- Heritage Areas are important + character areas.
- Heritage and character areas interface with other zones/uses/ Development around character areas should have regard to the character of the areas.

The preceding 2 pages of notes are from the workshop table brainstorming activity

Record of Elected Member input from DPTI Workshop Thursday 14 June 2018

Transport, Cars and Parking

- Sufficient Off-street car parking to meet current increased demand.
- Car Parking is a key issue particularly in Plympton, Thebarton, Mile End, Ashford and Keswick
- Lack of efficient public transport in whole of city [Mon-Fri, Sat-Sun = WORSE!]
- Garages are too narrow/small for (some) modern cars (e.g. SUVs)
- Road linkages identified through the ITLUP across the Airport should be implemented.
- Truck movements in residential areas/ interface areas.
- Opportunity/constraint of employee parking close to city areas

Public Notification

- Better consultation/Notification to adjoining residents / Category 2 for multi-storey development in residential areas/ Lack of notification to residents
- Placing Development "notice of intent" on site as part of consultation or notification process so neighbours know what is planned for the site (like Victoria) [good]
- Natural justice and fairness should be considered in how public notification is applied to- for development of 2 storeys or more on boundaries in residential areas.
- Lack of Notification is seen as a lack of respect.
- If it is worth y of being assessed by CAP- it should be consulted (neighbours should be notified).
- 2 storey+ development in transit areas should be notified (public notification)

Hazards/ Overlays

- Flooding- particularly Brownhill/Keswick Creek setbacks - not allow buildings close to levy banks.
- Flooding Overlays based on CWT data!
- Aircraft Noise 'code' needs to have better guidance
- Incorporate Heat Mapping and climate change considerations in planning policy (overlay possibility)

Other

- Business area amenity needs to be enhances by screening and landscaping
- More offices okay in Commercial Zone/ Urban Corridor Zone more opportunities for offices.
- Area South of Airport is suitable for Industry.

Additional Matters raised with DPTI during the session

- Community Engagement Charter - concerns there were minimal changes to the draft in response to consultation feedback, before the final version (primarily need for public consultation on development applications).
- What happens with DPAs if a policy change is needed now in advance of the P& D Code?
- How can we get a fix to the Glandore policy anomaly?
- Achieving certainty for important things.
- The strategic review of Development Plans.

The preceding 2 pages of notes are from the workshop table brainstorming activity

Template 1- Development Plan Review Summary

Review of the West Torrens Council Development Plan

Preamble

It is understood from documents and guidance provided by DPTI that the intent of this review is limited to identifying only policy duplication, policy which may need updating, major policy gaps, policy that works well, and, policy of a unique and local nature.

Council is aware that at the time the Development Plan Review was requested, fine-grained writing of policy was identified to take place at a subsequent stage of the Code development process.

The review herein applies the principles set out in the following two Guide documents prepared by DPTI to assist councils and planning professionals to interpret and improve planning policy in Development Plans.

Department of Planning Transport and Infrastructure, Guide, Desired Character Statements:

This guide provides specific advice on the preparation of Desired Character Statements in the context of adopting the Better Development Plans (BDP) Modules, now contained in the South Australian Planning Policy Library (SAPPL).

Department of Planning Transport and Infrastructure, Guiding Principles for Drafting Development Plan Policy:

This guide provides advice on the guiding principles. The guiding principles set the foundation for drafting planning policy. They ensure the strategic link between the relevant volume of the South Australian Planning Strategy (in the case of metropolitan councils the relevant document is the *30 Year Plan for Greater Adelaide 2017 Update*) and Development Plans. They support Development Plans in their role as practical development assessment tools which are positive and directive and provide certainty to the community and development industry.

Discussion

It is understood that the information received from councils is intended to provide context for the development of the new Planning and Design Code which is now well underway.

On Thursday 14 June, representatives from DPTI led a workshop with members of West Torrens Council to identify input into the Development Plan Review. A copy of the comments compiled at the workshop is attached and where relevant individual points have been highlighted throughout the Development Plan Review Summary.

The content on the following pages summarises the review of the West Torrens Council Development Plan (version consolidated 6 February 2018), considering the five themes:

1. Identified Policy Duplication
2. Policy that needs updating/ Challenges & Issues with SAPPL content
3. Unique policy of a local nature that may be suited to a sub-zone within the code/
Policy that works well
4. Major Policy Gaps
5. Other high-level policy issues for the Planning and Design Code Library to address.

1. Identified Policy Duplication

The following recommendation affects Commercial Zone Policy areas and precincts:

Arterial Road Policy Area 1
 Precinct 1 Intersection
 Precinct 2 Richmond Road
 Precinct 3 Sir Donald Bradman Drive (Mile End)
 Precinct 5 South Road (Mile End)
 Precinct 4 South Road (Keswick)
 Precinct 6 South Road (Mile End South)
 District Commercial Policy Area 2
 Local Commercial Policy Area 3

Recommended Response 1.1

Consolidate all the Commercial Zone policy areas, including precincts, into the Zone, as they have similar themes and objectives, with the exception of the Office Park Policy Area 4, which is a unique form of commercial land use.

Note: Some parts of the Local Commercial Policy Area 3 may be more appropriately zoned as Neighbourhood Centre Zone. Relevant localities will be further identified through 'Template 2' spatial identification of zones.

The following recommendation affects Neighbourhood Centre Zone Policy Areas:

Hilton Policy Area 11
 Novar Gardens Policy Area 13
 Richmond Policy Area 14
 Tennyson Street Policy Area 15
 Thebarton Policy Area 16

Recommended Response 1.2

Consolidate policy areas listed above into the Neighbourhood Centre Zone which offers a general approach to this type of land use, as the policies have similar objectives and themes.

The following recommendation refers to provisions in the Residential Zone:

Recommended Response 1.3

The Residential Zone format has been altered from the SAPPL template. The Zone is divided amongst policy areas.

If policy areas are incorporated into the Residential Zone, the policy provisions will need to be incorporated into the Zone.

The zone includes site setbacks using a unique formula which is not described in the SAPPL template. The formula has potential to create excessive setbacks which would be better assessed on merit with individual cases.

PDC: 14 Development should ensure that sunlight to solar panels of existing buildings is maintained for a minimum of 2 consecutive hours between 9.00am and 3.00pm on 22 June. The winter solstice is the 21 June.

Affordable Housing

PDC: 15: Development should include a minimum 15 per cent of residential dwellings for affordable housing.

Clarify the type of development this clause applies to: Residential development.

The current policy states:

PDC: 16 Affordable housing should be distributed throughout the zone to avoid over-concentration of similar types of housing in a particular area.

This PDC is difficult to assess and control as individual developments are assessed independently of one another, in addition the word coupling of "residential dwellings" is a redundant tautology.

Note: delegations for subdivisions are not consistent across the council area as they require a variation on a parameter (minimum allotment sizes) which does not exist in many policy areas.

The following recommendation affects Residential Zone Medium Density Policy Areas:

Medium Density Policy Area 18
Medium Density Policy Area 19

Recommended Response 1.4

Medium density Policy Areas 18 and 19 have similar aims and could be combined - although any increased height provisions need to be suitable to the context (e.g. only in areas where road widths and/or adjacent open space can easily accommodate the additional height.) Furthermore, transition subzones should be included at the edge of the zone where it is nearby character and heritage area interfaces, provisions should not only relate to height (which can create perverse outcomes where fat infill development meets height provisions but leave a lot to be desired when it comes to design and site coverage matters.

In some cases skinnier taller buildings may be appropriate where this includes improved:

- * design and presentation to the street and neighbouring properties,*
- * open space provision on the site*
- * provisions for waste management, domestic storage and adequate car parking.*

The current policy of, increased density provisions within 400 metres of Centre Zones could be reduced to (initially) concentrate increased infill in closer proximity to Centres (200 metres) as a spatially mapped subzone to reduce ambiguity, and improve transparency of applicable policy. This will also allow for identification of anomalies where this clause may be encouraging densities in industry interface areas with sub-optimal outcomes.

*Furthermore, in the absence of a spatially mapped sub-zone that conforms to allotment boundaries, additional clarification is required in the policy as to how this policy should be applied. As an example, the rationale behind the 400metres radial distance which would determine whether the intent of the policy is being applied to the **location** of the dwelling's front door, or the **allotment generally**. Case law suggests that this should only apply where there is **contiguous pedestrian access** to the nearby centre, to allow the 400 metre to equate with walking distance as distinct from being within 400metres "as the bird flies" when there are physical barriers such as a river with no pedestrian crossing in the vicinity.*

Medium Density Policy Area 18

Density for dwelling per hectare (40 to 60) differ from the recent Urban Corridor Zone Policy (45 to 70).

The site setbacks for the Policy Area are taken from the Residential Zone and have the potential to restrict development of 3 and 4 storey buildings by requiring generous side setbacks.

Medium Density Policy Area 19

Density for dwelling per hectare (40 to 60) differ from the recent Urban Corridor Zone Policy (45 to 70).

The site setbacks for the Policy Area are taken from the Residential Zone and have the potential to restrict development of 3 storey buildings by requiring generous side setbacks. Medium density yields as defined in Policy Area 18 and Urban Corridor Zone cannot be achieve by a minimum site area of 270 square metres.

The minimum rear setback, fixed at 6 metres (regardless of the height of the building), is not practical for medium density. The Residential Zone generally allows a 3 metre setback for a single storey dwelling, while side setbacks in the Zone are incrementally increased with height.

The location of '400m from a centre zone' is somewhat problematically applied randomly to a circular measurement from a Centre Zone without accounting for physical barriers to pedestrian linkages between the subject dwelling and the relevant centre zone).

Further details described above in general Residential section.

The following recommendation affects Residential Zone Low Density Policy Areas:

Low Density Policy Area 20

Low Density Policy Area 21

Recommended Response 1.5

The objectives of Low Density Policy Area 20 and Policy Area 21 are similar and could be consolidated into the overarching Residential Zone, forming a baseline for metropolitan allotment sizes and requirements for a metropolitan residential zone.

Low Density Policy Area 20

Desired Character: Garages and carports will be located behind the front facade of buildings, should read dwelling.

Question the rationale of the site areas (300 - 340 m²) as Residential Code is available in areas in the zone.

Low Density Policy Area 21

Question the rationale of the site areas (300 - 420 m²) as Residential Code is available in areas in the zone. The placement of the areas for the zone requires review, for example, the land in front of the approach to the airport runway (where a potential Public Safety Zone may apply in future) may be appropriate to be low density Residential Policy Area 21. (This may be looked at further through Council's response to Template 2.)

PDC 3 and 4: refer to an average site area per dwellings for residential flat buildings- which are not an envisaged type of development in this Policy Area.

PDC 4: 300m² site area for row and detached. Frontage for detached and row 9 metres. A site area of 300m² with a 9 metre frontage is excessive for row dwellings and effectively renders them a non-viable development option.

The following recommendation affects Residential Zone Character Policy Areas:

Ashford Character Policy Area 22

Cowandilla / Mile End East Character Policy Area 23

Glandore Character Policy Area 24

Lockleys Character Policy Area 25

Novar Gardens Character Policy Area 26

Thebarton Character Policy Area 27

Torrensville Character Policy Area 28

Recommended Response 1.6

All the Character Policy Areas in the Residential Zone could be consolidated into the zone as they have similar Objectives and Desired Character Statements. If necessary, a subzone or precinct could be added for a particular character in a locality.

Ashford Character Policy Area 22.

Desired Character: Allotments will vary in size from low density to very low density, with wide frontages. Subdivision will reinforce the existing allotment pattern of wide and deep allotments, which is a significant positive feature of the policy area.

It would be problematic to assess deep, wide, pattern and 'complimentary to building styles' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

There is evidence of the pattern changing.

Parameters of allotment size and frontage are required.

Setbacks should be referred to the zone.

Cowandilla / Mile End East Character Policy Area 23.

Desired Character: Allotments will vary in size from low density to very low density, and are generally deep, with narrow frontages to main streets. Subdivision will reinforce the existing allotment pattern of narrow and deep allotments, which is a significant positive feature of the policy area.

It would be problematic to assess 'deep, narrow, pattern and complimentary to key character elements of building styles' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

There is evidence of the pattern changing.

There is potential conflict between the pattern of subdivisions and the parameters of PDC 3: Land division should create allotments with an area of greater than 270 square metres east of Bagot Avenue and 340 square metres west of Bagot Avenue.

Parameters of allotment size and frontage are required.

Setbacks should be referred to the zone.

The Policy area contains Residential Code areas, which is inconsistent with the Desired Character.

Glandore Character Policy Area 24

Desired Character: Allotments will be very low density and are deep and wide. Subdivision will reinforce the existing allotment pattern which is a significant positive feature of the policy area.

It would be problematic to assess 'deep, wide, pattern and complimentary to the key character elements of building styles' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

There is evidence of the pattern changing.

Parameters of allotment size and frontage are required.

The Policy area contains Residential Code areas, which is inconsistent with the Desired Character.

Lockleys Character Policy Area 25

Desired Character: Allotments will be very low density with wide street frontages and even deeper side boundaries. Subdivision will reinforce the existing allotment pattern which is a significant positive feature of the policy area.

It would be problematic to assess 'very low density, wide, even deeper, pattern and complimentary to the key character elements of building styles' without an effective policy

trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

There is evidence of the pattern changing.

Parameters of allotment size and frontage are required.

Setbacks should be referred to the zone.

Albeit that the Policy area does not contain any State or Local Places or Contributory item, there are a number of dwellings built circa 1920.

The historical value of the built form could be investigated to evaluate whether The Historical Conservation Area overlay may be more appropriate.

Novar Gardens Character Policy Area 26

Desired Character: Allotments will be very low density and will be relatively square, with comparatively wide frontages. The consistency of this allotment pattern is a significant positive feature of the policy area, which subdivision will reinforce.

It would be problematic to assess 'very low density, square and wide allotments' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

The Desired Character requires clarity with troublesome statements such as, "all new development is complementary to the predominant low and wide single storey detached dwellings on wide".

Fencing under 2.1m is not development and should not be included in the character statement if it cannot be assessed under the Act (Reg, Schedule 3).

Parameters of allotment size and frontage are required.

Setbacks should be referred to the zone.

Thebarton Character Policy Area 27.

Desired Character: Allotments will vary in size considerably from medium to very low density. Some allotments have rear access vehicle parking via service laneways, reducing the number of garages and carports visible in the main streets. Due to the variance in allotment sizes, subdivision will reinforce the existing allotment pattern in the immediate locality.

The desired character requires clarity.

It would be problematic to assess allotment patterns in the 'immediate locality' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

There is evidence of the pattern changing.

The desired character promotes row dwellings, however a minimum allotment of 270 square metres is not practicable for that type of development.

Fencing under 2.1m is not development and should not be included in the character statement as it cannot be assessed under the Act (Reg, Schedule 3).

Parameters of allotment size and frontage are required.

The Policy Area contains Residential Code areas, which are inconsistent with the Desired Character and have potential to erode the character of the area over time.

Torrensvile Character Policy Area 28.

Desired Character: Allotments will vary in size from low to very low density with wide street frontages and even deeper side boundaries. Subdivision will reinforce the existing allotment pattern which is a significant positive feature of the policy area.

It would be problematic to assess 'very low density, wide, even deeper, pattern and complimentary to the key character elements of building styles' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

Clarity is required in the Desired Character statement of "two storey buildings designed in a manner that is complementary to the single storey character".

*Parameters of allotment size and frontage are required.
There is evidence of the pattern changing.*

The following recommendation affects Residential Zone Conservation Policy Areas:

Elton Street Conservation Policy Area 29
Mile End Conservation Policy Area 30
Richmond Conservation Policy Area 31
Rose Street Conservation Policy Area 32
Torrensvile East Conservation Policy Area 33

Recommended Response 1.7

Consolidate into the SAPPL Historical Conservation area in the General section of the Development Plan and include a brief statement on each precinct where required - include in Historic Conservation Zone Overlay.

Improvements in the way in which existing character is assessed could assist to maintain the existing prevailing character and/or reinforce the desired heritage elements to be retained. This should not only be limited to architectural styles, but include minimum allotment sizes, layout, setbacks and identified heritage contributory items.

Elton Street Conservation Policy Area 29.

Desired Character: Allotments are at low to very low density and are generally deep, with wide frontages to main streets. Subdivision will reinforce the existing allotment pattern which is a significant positive feature of the Policy Area and there will be no shared driveways. *It would be problematic to assess new development against statements such as, 'generally deep and patterns' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.*

PDC 3: Development to the principal frontage of the allotment should be single storey, except where there may be dormer windows facing the street.
Clarity is required as dormer windows may not be a desirable outcome.

PDC 5: Land division may only occur where there is an accompanying application for dwellings that are consistent with the desired character statement for the policy area. *This encourages built form and land division applications to be independent of one another during development assessment and not combined.*

Mile End Conservation Policy Area 30.

Desired Character: Allotments are at low to very low density and are generally deep, with narrow frontages to main streets. Subdivision will reinforce the existing allotment pattern which is a significant positive feature of the Policy Area and there will be no shared driveways. *It would be problematic for development assessment to assess new development against statements such as, 'generally deep and patterns' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.*
A PDC is required to describe how rear lane way access is to be managed in development.

PDC 4: Development to the principal frontage of the allotment should be single storey, except where there may be dormer windows facing the street.
Clarity is required, as dormer windows may not be a desirable outcome.

PDC 5: Land division may only occur where there is an accompanying application for dwellings that are consistent with the desired character statement for the policy area.

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This allows for the application of built form and land division to be independent of one another during development assessment and not dependent.

Richmond Conservation Policy Area 31

The Desired Character refers to medium to low density with little clarity of the future direction of the locality. The locality appears to be weak in historical content yet the majority of the area is contributory items.

PDC 5: Land division may only occur where there is an accompanying application for dwellings that are consistent with the desired character statement for the policy area.
This encourages built form and land division applications to be independent of one another during development assessment and not combined.

Rose Street Conservation Policy Area 32.

The Desired Character of the policy area requires a description of the established historical charter to give direction for new development.

PDC 3 Development assessment is referred to State Heritage (Schedule 3 Clause 5), which is a State heritage referral matter.

PDC 4: Development to the principal frontage of the allotment should be single storey, except where there may be dormer windows facing the street.
Clarity is required, as dormer windows may not be a desirable outcome.

PDC 5: Land division may only occur where there is an accompanying application for dwellings that are consistent with the desired character statement for the policy area.
This allows for the application of built form and land division to be independent of one another during development assessment and not dependent.

Torrensville East Conservation Policy Area 33.

Desired Character: Allotments are at low to very low density and are generally deep, with narrow frontages to main streets. Subdivision will reinforce the existing allotment pattern which is a significant positive feature of the Policy Area and there will be no shared driveways.

It would be problematic to assess new development against statements such as, 'generally deep and patterns' without an effective policy trigger to assess development on its merits and an (updated) Desired Character Statement or similar policy device.

PDC 3: Development to the principal frontage of the allotment should be single storey, except where there may be dormer windows facing the street.
Clarity is required, as dormer windows may not be a desirable outcome.

PDC 5: Land division may only occur where there is an accompanying application for dwellings that are consistent with the desired character statement for the policy area.
This encourages built form and land division applications to be independent of one another during development assessment and not combined.

2. Policy that needs updating/ Issues with SAPPL content:

The following recommendation affects Commercial Zone Policy Areas and Precincts:

Arterial Road Policy Area 1
Precinct 1 Intersection
Precinct 2 Richmond Road
Precinct 3 Sir Donald Bradman Drive (Mile End)
Precinct 5 South Road (Mile End)

Precinct 4 South Road (Keswick)
Precinct 6 South Road (Mile End South)

District Commercial Policy Area 2
Local Commercial Policy Area 3
Office Park Policy Area 4

Recommended Response 2.1

The Policy requires revision to reflect contemporary commercial development. In its current form the policy is restrictive and reduces the opportunity for future commercial growth. For example, Precinct 2 Richmond Road; includes allotment adjacent to Richmond Road from Elton Road to Marion Road and is adjacent to a recently establish Urban Corridor Zone which permits building heights of 6 storeys. The policy focuses on building heights (2 to 3 storeys) and certain types of commercial land use whereas the policy should integrate with surrounding zones.

The concept plans maps for the zone, require updating to reflect the development that has taken place since the policy was put in place, and direct future development. Policy includes residential development, where the mixed use policy module may be more appropriate.

Review non-complying items, such as advertising and advertising hoarding for the Commercial Zone!

Precinct 2 Richmond Road requires updating to complement the adjacent new Urban Corridor Zone.

A concept plan map and a contemporary vision for the locality currently shown as Office Park Policy Area 4 may assist in driving the development of the remaining (50%) vacant policy area.

The following recommendation affects Community Zone Policy and Precinct Areas:

Recreational Policy Area 5.
Precinct 7 Mile End

Recommended Response 2.2

The policy describes the present development, however it should seek a visionary approach for future development in the locality derived from the current Community aspirations outlined in the City of West Torrens Community Plan.

Lockleys and Camden Oval and many community parks have being omitted from Recreational Policy Area 5.

The following recommendation affects District Centre Zone Policy and Precinct Areas:

Brickworks Policy Area 6
Kurralta Park Policy Area 7

Recommended Response 2.3

The policy refers to the envisaged development of the past. The policy now needs to consider the existing development and incorporate this into the vision for the future of the locality.

Brickworks Policy Area 6

PDC 8 requires correcting as a dwelling / apartment with 2 bedrooms has two minimum internal floor areas. PDC 19 requires clarity and identified purpose as it may result in extraordinary chimney heights.

The Concept Plan for Kurralt Park Policy Area 7 is obsolete. Furthermore, the Policy Area is now adjacent to an Urban Corridor Zone (perversely residential) and should reflect and integrate with the new current policies.

The following recommendation affects Industry Zone Policy:

Netley Policy Area 9

Recommended Response 2.4

The Concept Plans for Netley Policy Area 9 require updating as they describe the development that has taken place, rather than where and in what form future development should be directed.

The policy should reflect the strategic direction of Council for industry in the locality.

PDC 7: No building should exceed 12 metres in overall height. *Review policy rationale to limit the building height in the Industrial Zone.*

PDC 11: A landscaped buffer strip of at least 3 metres in width should be provided along all road frontages and along at least one side boundary.

The policy limits industrial development by reducing usable site area, but attempts to improve public realm presentation; a balanced approach to assessment would consider both elements.

Infrastructure Policy Area 8.

PDC 1: Land use, recreation facility.

PDC 2: A recreation facility should not be developed where they are likely to impair the operation of the Glenelg Sewage Treatment Works.

The above PDC's conflict, clarity is required in the policy rationale as to why a recreation facility has been introduced to this policy area.

Netley Policy Area 9.

The policy could be consolidated into the Industry Zone, as this locality does not exclusively lend itself to businesses allied to aviation industries.

PDC 4: Buildings should not exceed 10 metres in height

Review policy rationale to limit the building height in the Industrial Zone.

Mixed Use Policy Area 10.

The policy is supporting light industry, factory and residential activities which is an obsolete concept (the artisan). Amalgamate with an adjoining zone where appropriate.

PDC 1 Land use. Home based industry.

Note a dwelling is non-complying development.

Review the rationale for non-complying items for the zone:

Landfill that constitutes solid waste disposal required to be licensed as a waste depot under the Environment Protection Act 1993.

Motor race track where it is located within the Infrastructure Policy Area 8.

Supported accommodation within the Infrastructure Policy Area 8.

The following recommendation affects Neighbourhood Centre Zone Policy Areas:

Hilton Policy Area 11

Novar Gardens Policy Area 13

Recommended Response 2.5

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The current Council Community and Open Space Plan should be reflected in the spatial planning and policy for the part of the pivotal Neighbourhood Centre Zone, currently defined as: Hilton Policy Area 11. Policy described in Novar Gardens Policy Area 13 is obsolete, and does not reflect a non-complying development that took place in 1998, which will change the nature of future developments.

PDC 1: Land use, dwelling in conjunction with non-residential land use.

Non-complying, except; above non-residential land use, unnecessarily restricts the typology of future developments

Marleston Policy Area 12

The Desired Character of the Policy area refers to the existing development and land use. Clear direction for future development is required outlining a vision for the future.

PDC 2: The maximum gross leasable retail floor space within the Policy Area should be in the order of 1500 square metres.

Correct the description; maximum (absolute) gross leasable... in the order (approximate).

Richmond Policy Area 14

The Policy area contains unrelated land uses which are not necessarily servicing the locality such as an accountancy practice and a vehicle crash repair workshop.

The Desired Character lacks clear direction for future development. It prescribes a maximum total gross leasable retail floor space of 2,500 square metre and then envisions supermarket and bulky goods outlet. The restrictive floor area and envisaged development are in conflict for contemporary development.

PDC5 (f): provide landscaping area measuring no less than 3 metres in width.

This is excessive for the allotments and is not practical and/or implemented. However, it is acknowledged that some policy requiring a commitment to vegetation of the site for amenity and tree canopy maintenance purposes would be beneficial.

Tennyson Street Policy Area 15

The Policy is site specific. The main site is the Tennyson Medical and Conference Centre. The smaller northern site contains an electrical wholesaler and residential accommodation. The Policy seeks land use to cater for the needs of the surrounding area. The current land use does not address the policy, it is lined to a District Centre Zone.

The concept plan of the Tennyson Street Neighbourhood Centre does not represent the development on the main site. The policy needs to consider the current development and set direction for future development.

The following recommendation affects Local Centre Zone:

Recommended Response 2.6

The rationale supporting the Local Centre Zone requires investigation to include a contemporary approach so the localities will survive and service the local areas.

PDC 1 land use, the following forms of development are envisaged in the zone:

advertisement

Advertising is non-complying for the zone (with exceptions).

PDC 4. Each centre should contain a convenience shop such as a super delicatessen or mini-mart, selling a range of convenience goods and operating extended hours.

The PDC presents with difficulties for assessment, such as the definition of a shop, as a super delicatessen or mini-mart and that each centre should contain one.

PDC 6 Retail development (including buildings, access, public spaces, car parking, and service areas and landscaping) should not occupy more than 90 per cent of the zone. *Examine the rationale for this PDC and clarify how assessment is to be done if retail development can only occupy 90 per cent of the zone.*

Review the rationale for non-complying items:

Bus station

Hall

Telecommunications facility above 30 metres in height.

The following recommendation affects the Urban Corridor Zone:

Recommended Response 2.7

The inclusion of concept plans for the Urban Corridor Zone would assist in promoting the desired development and the relationship with overlays such as the Historical Conservation area, Heritage Contributory Items, State and Local Heritage Places, Character Areas and public open space.

In addition, this would aid the spatial application of transition zones which ameliorate the impact of multi-storey development on nearby (but not necessarily directly adjacent), lower density and character residential areas (e.g. a prime example being Glandore, for which Council has submitted an SOI to make changes to Policy).

Density numbers are unique to this policy, mix of medium density (45-70 dwellings per hectare) and high density (70-200 dwellings per hectare) residential development. Consistency in the Development Plan is required.

Desired Character: Guidance, direction and clarity is required in some of the statements such as; overlooking, overshadowing and noise impacts will be moderated through careful design. Impacts on adjoining zones where development is lower in scale and intensity will be minimised through transition of building heights and setbacks, judicious design.

*PDC 5: Table High Street Policy Area 35, minimum net density, **70** dwellings per hectare, should read **45** dwellings as the Desired Character states, "Development will take place at medium densities".*

Assessing officers also recommend more discretionary assessment is required, therefore 'should' is the preferred directional term, rather than "will".

PDC7 (a): Buildings should maintain a pedestrian scale at street level, and should: (a) include a clearly defined podium, or street wall with a parapet, and a maximum building height of 2 storeys from natural ground level.

Clarity and direction is required as there are many alternative techniques to achieve pedestrian scale.

PDC16 (c): Correct winter solstice from 22 June to 21 June.

Boulevard Policy Area 34.

Desired Character:

Direction, guidance and clarity required for the following:

Development will take place at medium and high densities, at a scale that is proportionate to the width of Port Road and Anzac Highway respectively....

..... landscaping to contribute to a more open landscaped character.

High Street Policy Area 35.

Correction in the Desired Character is required:

Development will take place at medium density.....Should read high density as the minimum and maximum yield listed are the same; 70 dwellings per hectare. In addition, the use of the term "will" should be revised.

Transit Living Policy Area 36.

The introduction of a concept plan in interpretation of the Desired Character's vision would add clarity in achieving the aims of the policy.

Business Policy Area 37.

Desired Character:

Clarity required in the Desired Character statement; large buildings between 3 to 6 storeys in height will occur.

The following recommendation affects the Open Space Zone:

Recommended Response 2.8

PDC 9: No infrastructure associated with adjoining development should intrude into the zone.

Clarity is required for this PDC, as encroachment is part of the assessment process.

The following recommendation affects the Urban Renewal Zone

Recommended Response 2.9

Desired Character: A vibrant and rejuvenated, medium density neighbourhood, offering diverse residential, affordable housing and mixed use housing choice as well as employment opportunities in close proximity to public transport, services and the River Torrens Linear Park.

There are issues for development assessment in assessing employment opportunities, clarity and guidance is required.

Taller buildings up to 3 storeys and development achieving a net residential density of around 35 to 65 dwellings per hectare.

The yield rate is not consistent with other zones in the development plan.

Development in the zone will proceed based on the ability of stormwater related public infrastructure to accommodate the anticipated additional demands being placed on it. Anticipated upgrades of stormwater infrastructure may need to be provided in order to meet future demands created by new, infill development.

Clarity and guidance is required for what is expected in development assessment and stormwater management.

Additional environment protection clauses are complex and potentially cost prohibitive to implement for individual domestic scale development. A procedural matter has been written into policy which is problematic to enforce.

Further challenges such as this are likely if 'for regard' referrals are removed, and responsibility for administering the requirements of agency referrals revert to 'generalist' planners to assess.

3. Unique local policy that may be suited to a sub-zone within the P&D Code:

District Centre Zone:

Brickworks Policy Area 6.

The locality incorporated in the policy area contains the State Heritage Place of the brick kiln and chimney and the Thebarton Bioscience Precinct, which require policy that reflects their character and situation, and therefore may be suited to a sub-zone within the code.

Industry Zone:

Infrastructure Policy Area 8.

The Policy ensures the ongoing function of the waste water treatment plant, while maintaining the amenity of the locality, and therefore may be suited to a sub-zone within the code.

Neighbourhood Centre Zone:

Hilton Policy Area 11.

The policy is specific on the cohesive development of the three types of land use, retail, civic, office-commercial.

The policy is required to achieve the building heights, desired setbacks for defined streets and the envisaged land use for the locality and therefore may be suited to a sub-zone within the code.

4. Major Policy Gaps:**Adelaide Shores Zone:**

Pursuant to the Development Regulation 2008 Schedule 10 Clause 10, for assessing developments at the West Beach Recreational Reserve, the relevant authority is the State Commission Assessment Panel.

A connection is required between the West Beach Trust's Master Plan and the planning policy of the City of West Torrens regarding strategic planning and land use of the surrounding areas.

Note: the West Beach Recreation Act 1987, requires the nomination of one person by the City of West Torrens to be a member of the Trust.

Airfield Zone:

Pursuant to the Airports Act 1996 (Australian Government, Department of Infrastructure, Regional Development and Cities) all development on the leased federal airport is subject to a planning framework in the Act. As part of the planning framework, airports are required to prepare a Master Plan that incorporates an Environment Strategy. The Master Plan is a 20 year strategic vision for the airport site which is renewed every five years. The Master Plan includes future land uses, types of permitted development, and noise and environmental impacts. The Minister for Infrastructure and Regional Development is the relevant authority.

Communication is required between the Adelaide Airport regarding their Master Plan and the City of West Torrens so the City's strategic planning and land use of the surrounding areas can complement the Master Plan.

The Building near Airfields policy (General Section) addresses aircraft noise at the time of development assessment which requires the correlation between the Australian Noise Exposure Forecast (ANEF) and the Australian Standard AS2021.

(The AS2021 Australian standard Objective (1.2) is to provide guidance to local authorities on siting and construction of new buildings against aircraft noise intrusion. Clause 1.3 is to determine whether AS 2021 applies to a building site and Clause 2.3.3 is whether it is unacceptable to build on a site).

The Development Plan could draw attention to this potentially problematic issue earlier in the assessment process via a spatial overlay relating to the potential hazards associated with building near the State's primary airport.

Coastal Marina Zone:

The Zone is unique to the locality and the West Beach Trust.

The Trust develops its own strategic plan and is governed by the West Beach Recreation Act 1987.

The Zone may not be addressing the strategic intent of the West Beach Trust's initiatives of developing a new master plan to support precinct integration, connectivity and a place making strategy to integrate and connect the precinct.

Coastal Open Space Zone:

As above.

Table of MAJOR Gaps

Identified Gap	What has triggered the issue?	Available Research/ investigations/ information, to address gap
Planning Near Airports	As a result of CWT converting the Development Plan to the SAPPL modules (BDP Conversion and General DPA, consolidated 18 August 2011). Also recently proposed NASF guidelines regarding the Federal approach to planning for Public Safety Zones around Airports.	<ul style="list-style-type: none"> • Impending results of CWT Experiences of Aircraft Noise Survey (distributed to more than 3000 targeted property owner/resident respondents). • CWT input to Federal Government's consultation on Public Safety Zones. • Adelaide Airport Master Plan. *Further research of world best practice may be required. *Consideration of alternate freight airport plans proposed for Murray Bridge and whether that location could sustain additional Passenger Terminal and commercial passenger services without compromising the business model of the Adelaide Airport.
Employment Lands	First identified CWT Strategic Directions Report 2008	<ul style="list-style-type: none"> • Employment Lands Analysis Project undertaken by Property and Advisory on behalf of CWT.
Tourism and Disruptive Technologies	As a result of modern changes that cause concern for traditional business models - disrupters such as: Air B n' B, Uber, Share-bike schemes, food trucks etc. and how these uses can be accommodated without negatively impacting on and/or being unfairly advantaged over traditional land uses- and ensuring equitable physical access for people of all abilities in the public realm.	<ul style="list-style-type: none"> • WALGA - WA Local Government Association's Local Government and Tourism Discussion Paper (and subsequent recommendations) • LGA currently undertaking research into food trucks. (CWT input into previous food truck consultation - which indicates ways in which preferred (or approved) food truck locations would ideally be mapped and included in the Development Plan/Planning and Design Code.

Identified Gap	What has triggered the issue?	Available Research/ investigations/ information, to address gap
Climate Change	Refer specific items below.	• Refer specific items below.
Stormwater Provisions in Development Plan / P & D Code Policy	<p>First identified in CWT Strategic Directions Report 2008:</p> <p>The proposed Urban Stormwater DPA was to incorporate (among others) urban stormwater and Water Sensitive Urban Design provisions and hazard risk/flood mapping into Council's Development Plan, along with identifying any suitable opportunities for increased densities and Infill development.</p> <p>Council's current flood mapping in the Development Plan is from 2003 and is severely outdated.</p> <p>An impending 'crunch point' for stormwater management infrastructure CWT (and indeed broader metropolitan Adelaide) approaches, as existing infrastructure comes to the end of its natural service life.</p> <p>Intensification of urban development adds pressure on the asset in its current condition.</p> <p>Changes required over the next 5-20 years as a result of staged implementation of measures that address flooding along the Brown Hill and Keswick Creek system will mean it is imperative there are mechanisms to be able to <u>promptly update flood mapping data in the Planning and Design Code to reflect the mitigated actual threat of flooding in parts of CWT.</u></p>	<p>Investigations/ Available Research:</p> <ul style="list-style-type: none"> • Water Sensitive SA project is effectively writing the framework for Stormwater policy (DPTI representatives are associated with the Steering Committee). • More up-to-date flooding data for CWT is available. <p>Additional information:</p> <ul style="list-style-type: none"> • By having greater retention at the lot level, there is potential to ameliorate impacts on the council stormwater system asset, provide environmental benefits (less pollution / less peak flow) and economic benefit to the end user of the detained (tank) water as it can be used on-site rather than potable water / mains supply for some activities. • Larger minimum rain water tank sizes be required for all new development, that these be plumbed into the development to draw down on the water supply. This approach needs to be simple and consistent. • In some areas there will still be a requirement for a local variation to the standard State overlay, (for example Lefevre Peninsula where there are specific risks related to sea level rise and pumping of stormwater). • The proposed approach needs to be enforceable – council needs to be empowered (and resourced) to audit and enforce the provisioning of rainwater / stormwater infrastructure within the development boundary so that the infrastructure can inform greater stormwater management plans. • The use of 'permeable paving' needs to be better researched, especially in relation to reactive clay soils and footing design

Identified Gap	What has triggered the issue?	Available Research/ investigations/ information, to address gap
		<ul style="list-style-type: none"> • Opportunity to incorporate permeable paving into areas adjacent to deep soil zones and green infrastructure requires further investigation.
Open Space	As a result of increased infill in the inner metropolitan areas and inadequate open space contribution funds.	<ul style="list-style-type: none"> • Open Space for Higher Density Development - project funded by DPTI Open Space and Places for People funding in partnership with Council funds.
Tree Canopy	In Response to 30 Year Plan for Greater Adelaide 2017 Update: Tree Canopy Targets	<ul style="list-style-type: none"> • Open Space for Higher Density Development - project co-funded by DPTI Open Space and Places for People funding and CWT. • Actions and research for CWT's (pending) Urban Tree Strategy.
Healthy Cities	<p>First identified in CWT Strategic Directions Report 2008.</p> <p>This DPA was suggested to examine our current regulatory environment with respect to Council's commitment to a healthy community and environment.</p> <p>The matter continues to be of importance due to growing impact of ill-health to the State's economy - compounded as a result of ageing population; increase in conditions such as diabetes and dementia; increase in lone-person households and rates of depression and mental ill-health. (Social connections can be a protective factor.)</p> <p>The cost of ill-health to the state is showing no signs of easing. The role that the design of housing and the built environment plays in providing opportunities for, not only incidental physical activity, but access to daylight, adequate ventilation, and trees for oxygen and shade,</p>	<ul style="list-style-type: none"> • Research from the Active Living Coalition and recently released, evidence-based, best practice examples from Heart Foundation- which includes policy examples • Feedback received through Council's Community Plan • Health-related strategies and actions with land use implications which have been endorsed through Council's Open Space and Public Place Plan. • Actions arising from Council's Public Health Plan. • Actions arising from the draft Disability Access and Inclusion Plan (and future update) • Recommendations in relation to climate change adaptation and the built environment as a result of Western Adelaide Region AdaptWest project. • Urban Heat Mapping which identifies and prioritises areas where population is most vulnerable. • Recommendations relating to pedestrians, cycling and other active transport modes from the Integrated Transport and Land Use Plan.

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Identified Gap	What has triggered the issue?	Available Research/ investigations/ information, to address gap
	meaningful engagement in communities and other preventative factors which reduce or minimise the incidences of mental ill-health are becoming increasingly known.	
Protecting Character Areas	As a result of development which exploited an anomaly in the CWT Development Plan (as a result of policy introduced through the Housing Diversity DPA re: height limits abutting Character Area).	Glandore Character Protection DPA Statement of Intent documents.

5. Other High Level Policy Issues for inclusion in Planning and Design Code:

- Buffers required for specialised infrastructure
- Setbacks associated with overland flooding and natural creek lines/coastal inundation
- Open space requirements calculated per person rather than per new allotment.
- Principle of future desired character which conflicts with the existing prevailing character.
- Protection of solar panels.
- How to achieve tree canopy targets when infill is eroding the existence of trees on private property, and limiting the space available on verges through incremental addition of driveways.
- Continued protection of heritage conservation and character areas + consider policy which considers how surrounding development interfaces with these areas.

11.3 Employment Lands Analysis Project Output

Brief

This report presents the Employment Lands Analysis Project and provides information on ways in which the information can inform a number of Council projects and activities.

RECOMMENDATION

The Committee recommends to Council that the Employment Lands Analysis Project report be endorsed and used as information to inform key strategic projects, strategies and plans.

Introduction

In line with its approved *Strategic Directions Report 2008*:

"...to provide an appropriate range of employment options for the needs of West Torrens residents, both now and into the future."

Council initiated an analysis of employment lands across the city to inform a review of the planning policy provisions for employment related zones in the Development Plan. The outcome of that review is presented to Council for its consideration and approval (**Attachment 1**).

Discussion

Attachment 1 provides an understanding of current and potential economic activities and viability of the existing employment zones in West Torrens. The term 'employment zones' is used to refer to all zones where non-residential and non-community land use prevails. In addition, the project identifies a number of precincts which may feasibly be rezoned for alternate land uses with minimal impact on adjacent land.

The report defines the study area as areas historically associated with industry and commercial uses and divides them into the following precincts:

- Arterial Road precincts:
 - North-Eastern Arterial Roads.
 - Sir Donald Bradman Drive Precinct.
 - South Road Precinct.
 - Richmond Road East Precinct.
 - Richmond Road West Precinct.
 - Anzac Highway Corridor.
- Industrial Precincts:
 - Underdale Torrensville Industrial.
 - Thebarton Industrial Precinct.
 - Mile End South Precinct.
 - Richmond Road Industrial Precinct.
 - Marleston Industrial Precinct.
 - And other precincts such as the Adelaide Airport and Adelaide Shores.

In the report, the whole of West Torrens is assessed for its competitive advantages and strengths, while weaknesses, opportunities and threats are also identified. Key strengths and emerging opportunities identified in the report include industries such as:

- logistics and distribution
- health and aged care
- tourism and education
- agriculture; and
- food export and advanced manufacturing, including the defence industry.

These industries take advantage of West Torrens' ready access to major arterial roads and proximity to some of the State's pre-eminent employment districts (e.g. Adelaide Airport, the CBD and, in particular, the North-Terrace health precinct).

The report analyses each precinct and summarises the current uses and issues in each area. It canvasses current and emerging industrial economies and highlights employment challenges. Development opportunities are investigated by analysing the ratio of the site value to the capital value, and this, combined with the change in land-use that has occurred, identifies how different precincts are performing.

While a "whole of Council" DPA to make changes to employment lands policy is now unlikely to be progressed by DPTI, there is opportunity to consider changes to the spatial application of such policy through the transition to the Planning and Design Code. The Employment Lands Analysis project output means that Council is well-placed to inform any changes through completion of DPTI's 'Template 2' (released as part of the Collaborative Work Program documentation).

The role of local government is to enable, facilitate and elevate economic development. It can provide a strategic vision that identifies, supports and promotes the advantages of their City. Studies have shown that if local government is involved in maintaining and enhancing the economic performance of their local economies, which, in turn, provides prosperity to the members of their community, the local economies respond favourably and provide economic strength to the locality. This, in turn, enhances state-wide economic development.

The responsibility of economic development lies with all spheres of government, however this does not generally translate into practice. For the majority of councils, it is seen as an extra role rather than a typical local government function. This view can often impair the potential to play a positive role in local economic development.

Local government can influence economic development in many areas of its control such as;

- Land-use planning; by providing appropriately zoned and serviced land,
- Infrastructure and assets.
- Supporting business through collaboration and networking.
- Lobbying State and Federal Governments for support.
- Developing strategies, plans and business cases.

Economic development starts locally, therefore the strategies for economic growth need to start locally. As varying localities have special characteristics and the function of local assets is to drive growth, local government has the role of designing and implementing place-based economic solutions.

The project analysis is also suitable to inform development of an imminent Economic Development Strategy and future related Council activities. The last Economic Development Strategic Plan was developed in March 2003.

Conclusion

The report provides information on the future development of employment lands in the City of West Torrens.

The information in this report is powerful to inform Council's strategic conversations with key stakeholders such as industry investors, Adelaide Airport Limited, Federal and State Government.

The report does not attempt to envisage the future of Urban Corridor and Mixed Use Zones. However, it can inform land use planning (such as the review of employment lands) and play a role in guiding the transition of the Development Plan to the Planning and Design Code. Furthermore, it provides an excellent foundation for the development of an Economic Development Strategy.

Attachments

1. Employment Lands Investigation

Employment Lands Investigation

City of West Torrens



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PA1812 | R0182 | April 2018

PROPERTY & ADVISORY



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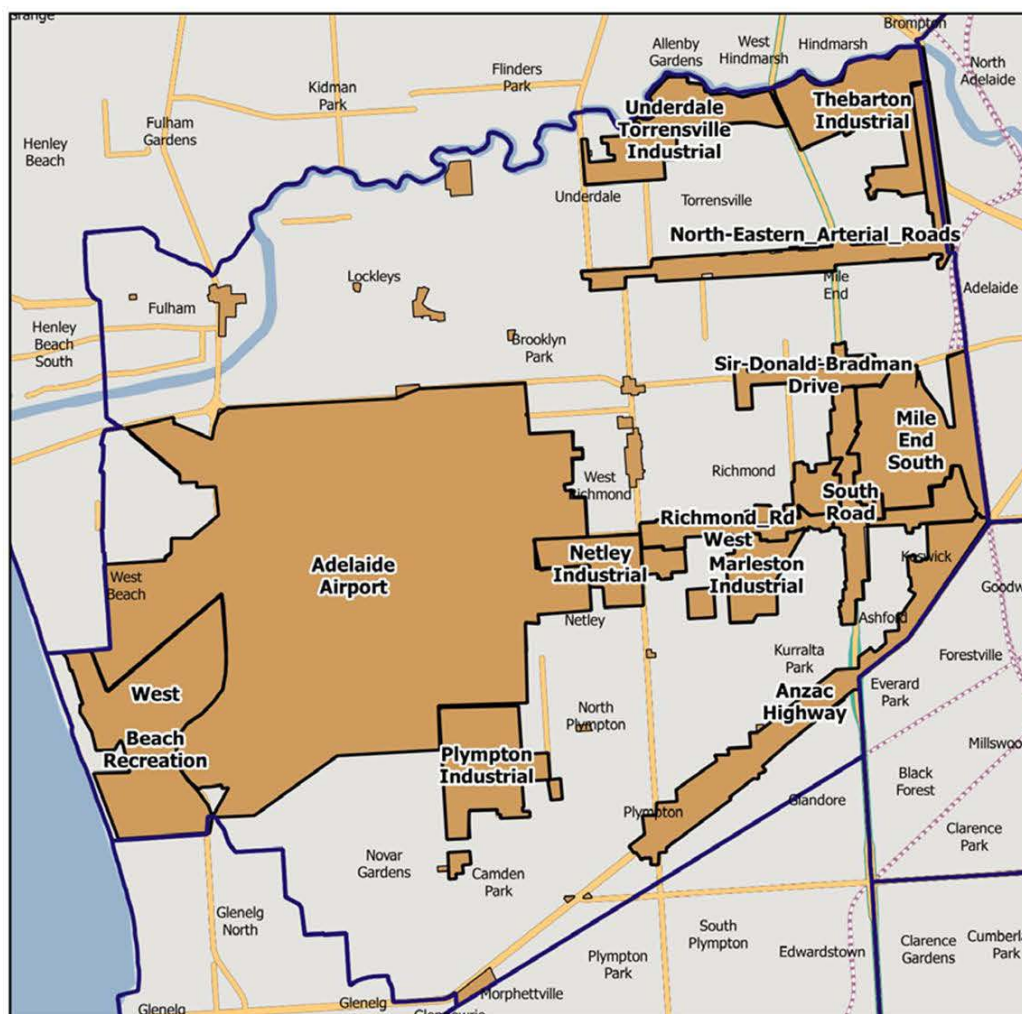
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EXECUTIVE SUMMARY

This report provides a close understanding of the current and potential economic activities and viability of the existing employment zones in the Council area. In this context, 'employment zones' effectively means all zones where non-residential and non-community land uses predominate.

The focus of this current investigation is on 'Employment Lands' in West Torrens, which are broadly defined as areas historically associated with (or zoned for) industry and commercial uses. The report analyses the Study Area as precincts, defined and described on the basis of location and dominant use, as per the map below:





The identified precincts are summarised as follows:

ARTERIAL ROAD PRECINCTS:

North-Eastern Arterial Roads – Council's vision for these two stretches of arterial road is for mixed use development of up to 4 – 8 storeys. To date, no such development has occurred in the zone and older low scale development of 1 – 2 storeys predominates.

- the dominant land uses in the north-eastern arterial roads are residential, retail and commercial, with a smaller component of industrial property;
- residential uses have grown substantially in the past decade whilst retail, industrial and commercial uses have diminished; and
- other land uses have remained fairly static.

Sir Donald Bradman Drive Precinct - extends from James Congdon Drive at Mile End in the east to Brooker Terrace at Hilton in the west, and is broadly similar in character to Henley Beach Road, with a mix of retail and commercial development.

- the dominant land uses on Sir Donald Bradman Drive are retail and commercial, with a smaller component of public institution (CWT offices) and some industrial; and
- commercial uses have grown in the past decade, while residential and retail uses have both diminished by relatively minor margins.

South Road Precinct - extends from Sir Donald Bradman Drive in the north to the Gallipoli Underpass in the south.

- the dominant land uses along this section of South Road is commercial, together with retail and residential; and
- the past decade has seen an increase in residential and commercial uses within the South Road precinct. An increase in 'vacant residential' may be due to a change in land use codes as a result of road construction.

Richmond Road East Precinct - This precinct covers areas adjacent to Richmond Road in Mile End South and Keswick. It extends from Anzac Highway in the east to South Road in the west. the predominant land uses are industrial and commercial, with a small retail component. The past decade has seen a substantial decrease in industrial properties in the precinct, predominantly being replaced by new commercial development.

Richmond Road West Precinct - covers areas adjacent to Richmond Road in Richmond and Marleston. The dominant land use in Richmond Road West is commercial, with industrial, retail and residential uses also significant.



Anzac Highway Corridor - extends the length of Anzac Highway, from Richmond Road to the Marion Road intersection; all zoned Urban Corridor, with the exception of a District Centre zone (accommodating Coles & K-Mart) at Kurralta Park.

- the dominant land use in the Anzac Highway Corridor is residential, with notable levels of retail and commercial uses also evident; and
- the past decade has seen negligible change in the make-up of this precinct.

INDUSTRIAL PRECINCTS

Underdale – Torrensville Industrial - comprises a region to the immediate south of the River Torrens. Notable is the redevelopment of the Brickworks Market site (zoned District Centre) over the past five years to a modern retail use, with Council retention of the original brickmaking kiln on that site. A large portion of the precinct has recently been re-zoned from 'Industry' to 'Urban Renewal'. The path is set for areas currently dominated by industrial development to now transition to medium density residential development and compatible mixed use development.

Thebarton Industrial Precinct - one of the oldest industrial areas in Adelaide. Analysis identifies a change towards commercial uses and encroachment of residential land uses. The Thebarton Industrial Precinct presents several opportunities for new directions, as it contains such a mix of uses and is closely connected to the Adelaide CBD via Port Road and the associated tram line.

Mile End South Precinct - formerly a location for large scale heavy manufacturing, this precinct has transitioned into a bulky goods locality, together with several modern large scale industrial land uses.

Richmond Industrial Precinct - comprises a relatively small pocket of development bordered by Richmond Road and South Road, and bisected by the old Glenelg railway line. Much of the development in the precinct was extant 50 years ago and is substantially fragmented into a large number of relatively small ownership parcels. The dominant land uses in the Richmond Industrial Precinct are commercial and retail, with some industrial uses and a noticeable residential node. Richmond satisfies a certain commercial demographic, however much of the precinct consists of very old manufacturing buildings that have been there for more than 50 years, and it therefore would be an attractive target for renewal over the next decade or so. Several sectors of the precinct are contained within 'mixed use' policy areas under the Industry zoning.

Marleston Industrial Precinct - comprises three discrete areas to the south of Richmond Road. There are a number of key sites in the precinct, including

- the ETSA depot on the corner of Richmond Road and Grove Avenue;
- the Arnott's plant on Galway Avenue; and
- the former Marleston TAFE college.

The Marleston industrial precinct is quite an old industrial area that should present a range of new development opportunities in forthcoming years. In particular, it is one of the localities



that is well placed to leverage employment opportunities from its proximity to Adelaide Airport.

Netley Industrial Precinct - home to a number of large industrial premises, including the SA Government's Netley depot and the former Griffin Press, now subdivided for multiple tenants. Netley is another locality that can potentially leverage employment opportunities from its proximity to Adelaide Airport. It does not suffer from the fragmentation issues associated with other industrial precincts in West Torrens, however it is relatively small and only accommodates a few landholdings.

Plympton Industrial Precinct - bordered by Morphett Road and Adelaide Airport, with the main access from the city being via Mooringe Avenue from Marion Road. The precinct is zoned Industry. It has largely been developed since the 1960s, with many land uses being low scale light industry.

- the dominant land uses in the Plympton Industrial Precinct are industrial and commercial, together with a small retail component; and
- uses have remained quite stable over the past 10 years, with the only change being the re-classification of the Boral site as 'vacant residential'.

Plympton is also a locality that might potentially leverage employment opportunities from its proximity to Adelaide Airport, particularly if southern airport land is developed for industry and transport connections are put in place between this area and the terminals precinct.

OTHER PRECINCTS

In addition to the above, there are several precincts that are not easily or straight-forwardly categorised, including:

<i>Adelaide Airport:</i>	Adelaide Airport is singularly the most important of all employment land precincts in West Torrens. Future development in accordance with its masterplan (as discussed in Section 2) is integral to the employment future of West Torrens.
<i>Adelaide Shores:</i>	The West Beach area encompasses a major sewerage treatment plant (zoned Industry) and various recreation and tourism uses (zoned Adelaide Shores). The latter use especially provides a significant economic activity node in its own right.
<i>Existing Uses:</i>	Included in the West Torrens employment lands are various freestanding Local Centre, Neighbourhood Centre and Commercial zoned sites, usually tied to a specific land use and not part of West Torrens' main land use fabric.

CURRENT & EMERGING INDUSTRIAL ECONOMY

The employment landscape and industrial land economy in South Australia are in a state of change. While it remains a very significant sector, manufacturing employment peaked in SA in 1990 and has been in steady decline ever since. Between 1990 and 2014, manufacturing employment declined by 39% in South Australia. The decline has been particularly pronounced since 2008 (when Mitsubishi closed its manufacturing operation).



The largest contributors to Gross State Product in South Australia are health care & social assistance, financial & insurance services, manufacturing (despite almost halving in importance over the 20 years), construction and public administration & safety – which between them account for over 35% of economic activity.

The principal growth industry in South Australia is meeting the health and social assistance needs of an ageing population. Indeed, in the five years to 2014, employment growth in this sector accounted for 57% of employment growth in the state¹.

EMPLOYMENT CHALLENGES

The employment landscape has been through enormous change over the last generation through policy shifts and, good or bad, the sweeping away of old paradigms. But now a new set of forces for change is emerging:

- the power of the internet to disrupt existing business models; and
- automation

Needless to say, this has implications for industrial suburbs of West Torrens, which are already feeling the burden of a shift away from manufacturing.

EMERGENT INDUSTRIES

- *Agricultural & Food Exports* - a proportion of the growth in food industry exports is fresh produce that is moved through Adelaide Airport. Premium manufactured produce may also reach overseas markets by this route, presenting an opportunity for increased food manufacturing in close proximity to the point of export.
- *Tourism* - whilst much of this potential growth in the tourism industry is spread statewide, there is clear potential for a heightened proportion of it to be enjoyed by West Torrens, both as a the 'gateway' that the airport represents and also via the servicing of the airport from adjoining industrial suburbs – noting that this function could also be satisfied by development of the substantial areas of the airport itself that are earmarked for industrial development.
- *Logistics & Distribution* - Whilst traditional 'bricks and mortar' retailing is feeling the effects of online competition, opportunities are rising as regards the latter's requirement for transit warehouses and fulfilment centres in suitable locations. Given the dominance of air, road and rail infrastructure in West Torrens, and its centrality within the Adelaide Metropolitan Area, this use is a 'natural fit'.
- *Manufacturing* - Despite the steep decline in traditional manufacturing, this sector remains an important generator of economic activity and jobs. Future successful manufacturing will be characterised by:
 - applied research;
 - medium-high value adding;
 - a global outlook, and a well-defined niche market; and
 - unique skills, with high levels of in-house knowledge and expertise.

¹ Ibid, p. 17.



- *Education* - activity tends to be focussed on the CBD and existing universities. However it is a positive factor in the prospects for those businesses that service the education industry. Notably, CWT hosts Plympton International School - South Australia's first Chinese bi-lingual school.
- *Defence* - some local West Torrens industry is or will have opportunity to be involved in manufacturing and other services that feed into defence projects (and will increasingly do so). Potential exists to liaise with DPC, DSD, State Government more generally and Port Adelaide Enfield Council to identify opportunities.
- *Mining Services*
- *Health and Aged Care* - this 'emerging industry' can be serviced both through the research sector (such as at the Thebarton Technology Precinct) and the production of supplies and consumables for the health and aged care industries. CWT's proximity to NRAH, SAHMRI and the Nursing School may present locational advantages.

THE COMPETITIVE SETTING

Industry can site itself in a variety of locations and, as an inner suburban location, West Torrens is necessarily one of the more expensive such locations in Adelaide. Some industry will choose to locate where land is cheapest, on the urban periphery. Other industry will pay to be located in West Torrens, close to customers, major transport routes, Adelaide Airport and the like.

In the context of emergent industries, significant price and co-location competition will be offered by Tonsley, where the SA Government sees an opportunity to develop high-tech, high value-added industry.

WEST TORRENS SWOT

Strengths: accessibility, directly adjacent to the Adelaide CBD, B-double routes, a ready labour force, topography, a plentiful industrial land supply, City to sea location.

Weaknesses: fragmented ownerships and relatively small site areas, old industrial building stock is quite old, limited connections with Adelaide Airport.

Opportunities: harnessing the changing economic landscape, servicing the changing retail landscape changes, co-locate complementary developments to SAMHRI and NRAH, improved access links to the airport, redevelop and consolidate adjoining industrial properties, harness/exploit the 30 Year Plan.

Threats : Tonsley, relocation of manufacturing to cheap industrial land in Adelaide's north, food exports directly from the northern Adelaide Plains via Edinburgh Airbase, cheaper industrial opportunities interstate.

EMERGENT THEMES

Adelaide Airport - West Torrens should leverage its significant advantage of having Adelaide Airport at its core. Employment areas in West Torrens should seek to complement the airport, taking maximum advantage of proximity and pressing that advantage relative to other employment areas outside West Torrens. Airport-associated land uses should be facilitated wherever possible, particularly as regards those employment areas in close proximity to it,



such as Netley and Plympton. Transport links between the airport and these employment areas, which are currently weak, will foster new development.

Recognise and Accommodate the Decline of Traditional Manufacturing - the implication for areas such as Underdale/Torrensville, Richmond and Plympton is that these areas may transition to other industrial uses, or even residential use, and the Development Plan may need to change to allow this to happen.

'Employment' Doesn't Have to Mean 'Industrial' - There are a number of 'jobs-heavy' fields that do not accord with the traditional view of 'employment', such as aged care and education. Another might be rehabilitation, as large amounts of Federal and State funds start to flow into the NDIS.

Employment precincts should be able to accommodate both traditional industrial uses and these emerging uses as 'industrial' lands transition into broader 'employment' lands.

Manage Residential Interfaces by appropriate regulation, with an appreciation that these are areas in transition away from traditional manufacturing and other industrial uses. Local Government's role in addressing compliance issues of noise, dust and odour and other nuisance has increased recently as their administration is transferred from State Government.



THE CURRENT AND EMERGING RESIDENTIAL LAND ECONOMY IN WEST TORRENS

This section of the report focuses on two distinct sub-markets and addresses:

- firstly, the question of whether or not there is potential or rationale for re-zoning certain industrial lands for residential development; and
- secondly, the potential for, and fostering of mixed use and apartment development in corridors and Centre zones.

INDUSTRIAL ZONES

THEBARTON

There are however specific areas in Thebarton where residential properties currently have a significant presence, including;

- the block bordered by South Road, Ballantyne Street, Brown Street and West Thebarton Road; and
- the block bordered by Dew Street, Maria Street, Albert Street, Chapel Street, Admelia Street and Light Street.

Both these localities are candidates for a similar 'Mixed Use' designation as is currently proposed in the Underdale DPA. Potentially, the precinct centred on Bennett Street could be extended to Osman Place and Dew Street, taking in the currently derelict former Mines and Energy property, although this property includes a large sink hole at its centre which would have to be dealt with in similar fashion to those in Bowden and Brompton.

RICHMOND

There is a residential interface issue on the western edge of this precinct, on Holder Avenue and Milner Road.

The only other residentially prospective section of the precinct is the western enclave facing Richmond Road, which is bordered by residences to the north. However the surrounding zones on Richmond Road are Commercial and Neighbourhood Centre, and a mixed use designation in such an environment would be incongruent without a greater retail presence in the Neighbourhood Centre zone.

MARLESTON

Several areas of Marlestone present residential interface problems and the industrial improvements are somewhat degraded. However, none are compelling candidates for revision of zoning.

The former Marlestone TAFE site is now zoned 'Urban Corridor', allowing for mixed use development up to six storeys in height.

The Arnott's site, which occupies a whole block, is surrounded by residential development on all sides. This may be the subject of future deliberations if Arnott's was ever to vacate, however no specific action is recommended at the present time.

PLYMPTON

Several localities within the Plympton industrial precinct are considered prospective for conversion to residential zoning are:



- the enclave on the corner of Morphett Road and Patricia Avenue, to the south of the main precinct;
- a large expanse consisting of several industrial properties to the south of Mooringie Avenue, bordered by Deeds Road to the west and by residences to the south and east; and
- the large expanse on the corner of Morphett Road and Penong Avenue, occupied predominantly by Freeman Wauchope Timber and National Logistics Services.

In addition to the above, the Boral site on Mooringie Avenue is the site of a proposed developer-funded DPA for residential development.

ARTERIAL ROAD AND CENTRE PRECINCTS

The greatest latent potential for residential uplift in West Torrens is along arterial roads, where the 'Urban Corridor' zone has been created to facilitate mixed use development of medium to high density.

The other arterial road employment lands precincts are not the focus of Council's drive for corridor residential development.

NORTH-EASTERN ARTERIAL ROADS

Port and Henley Beach Roads are a 'clean slate' for the type of development that Council and the State Government wish to encourage. There is considerable scope for redevelopment within the North-eastern corridors precinct, most particularly on James Congdon Drive south of the intersection with Port Road, and on Port Road north of Phillips Street (the Wiggs site).

Along Henley Beach Road, many of the more prospective localities do not have frontage to Henley Beach Road. Opportunities may exist for consolidation of these sites with others fronting Henley Beach Road in order to create larger mixed use development sites.

Prospective sites with Henley Beach Road frontage are generally at the western end of the precinct, including:

- the corner of Henley Beach Road and Allen Avenue, presently the site of an IGA supermarket and strip shops; and
- an area on the northern side of Henley Beach Road to the east of Hardys Road containing predominantly residences and strip shops.

ANZAC HIGHWAY

There are numerous locations within this precinct that are ripe for redevelopment, most notably (working from the east):

- on the northern side of the Highway between Marlestone Avenue and Everard Avenue, Ashford;
- on the northern side of the Highway between South Road and Farnham Road, Ashford;



- on the southern side of the Highway between Beckman Street and Grosvenor Street, Glandore;
- on the northern side of the Highway between Gray Street and K-Mart, Kurralt Park;
- on the southern side of the Highway between Charles Street and Beckman Street, South Plympton;
- both sides of the Highway east of Owen Street, Plympton and West of Wokurna Street, South Plympton;
- adjacent to the southern side of the Anzac Highway/Marion Road intersection; and
- on the northern side of the Highway, east of William Street, Plympton.

CONCLUDING COMMENTS

If there is aspiration at Council to actively encourage (as opposed to passively facilitate) new forms of residential development along these roads, then programmes can be put in place to do so. The forms that such encouragement might take include:

- providing a 'one stop shop' of planning advice and active assistance for developers, prior to submission of a planning application;
- compiling a list of potential local and foreign developers who may be interested in the West Torrens 'Urban Corridor' zones as an investment opportunity, and directly marketing the zones to them as an 'awareness' campaign, utilising the mayor and senior Council figures;
- developing a vision of what Council would like particular focussed sub-precincts to look like in, say, 2030 – 2040, and articulating that vision with use of architectural concept plans and artists' impressions – useful for publicity and direct promotion of the vision to developers;
- initiating a plan for the 'Urban Corridor' zones, identifying the public realm investment required in items such as streetscape, lighting, power-line undergrounding, placemaking and the like. Significant cost does not need to be incurred 'up-front', but developers will be encouraged to see that investment is going to occur, what that investment will comprise and when it is planned to occur;
- focussing on achieving a first apartment development in each Urban Corridor zone, preferably one with impact and the promise of things to come. This would entail identifying key catalyst sites based on the analysis herein and actively cultivating owners' awareness as regards the opportunities their sites present; and
- on a case-by-case basis, potentially providing assistance with funding of preliminaries (such as feasibility studies), based on a business case to Council.



1. INTRODUCTION

The City of West Torrens (West Torrens) is initiating a review of the planning policy provisions for employment-related zones and activities. As a preliminary step, it seeks advice as regards:

- the 'health' of existing employment lands;
- how West Torrens should spatially implement the requirements of the recently updated 30 Year Plan for Greater Adelaide;
- identification of key catalyst sites that could be rezoned for more productive uses with minimal impact on compatible continuing industry uses;
- how to optimise partnerships, business performance and attraction (and retention) of business investment in the area;
- a strategic vision for economic and business development in West Torrens; and
- translating higher order State and regional strategies into local priorities.

The purpose of the analysis herein is to provide the City of West Torrens with a close understanding of the current and potential economic activities and viability of the existing employment zones in the Council area. In this context, 'employment zones' effectively means all zones where non-residential and non-community land uses predominate.

In accordance with our normal practice, we confirm that this report has been prepared for purposes of the City of West Torrens only and, more specifically, for **informing the development of West Torrens' future planning policy**. Property & Advisory accepts no responsibility for any statements herein other than for the stated purpose.

This advice is also confidential to the City of West Torrens. No responsibility is accepted to any third party and neither the whole of this report nor any part of or reference thereto, may be published in any document, statement or circular, nor in any communication with third parties, without our prior written approval of the form and context in which it will appear.



2. BACKGROUND

2.1 ECONOMIC OVERVIEW

Historically, West Torrens has had a high concentration of local regional employment, including significant areas of inner suburban industrial activity and, developed over time, retail and commercial activity in (and out of) a range of centre zones.

The 'greater' City of West Torrens also takes in Adelaide Airport, where direct airport-related activities are increasingly being supplemented with a range of industrial and commercial activities not necessarily allied to airport operations.

Most of these areas of long been zoned for economic use, often for specific employment activities and land uses.

Alongside these historic patterns, there are a number of national and local economic trends which are affecting activities and growth within CWT's employment zones, including:

Local

- an underlying trend towards increased development densities and mixed use development integrated with transit infrastructure;
- increasing demand for competing and supposedly 'higher order' land uses (i.e. commercial or residential) in inner suburban industrial areas;
- increasing pressure for out-of-centre development;
- an increased availability of serviced, connected and affordable land in Adelaide's outer suburban areas – and all the more so given the quantum of space that will be left behind by GMH and its suppliers when vehicle assembly ceases shortly;

National

- transition from manufacturing to warehousing activities as manufacturing increasingly moves overseas – albeit that manufacturing remains a key plank of the local economy;
- continued clustering of like-minded businesses;
- continued demand for large format retail and other specialised activities;
- ongoing consolidation of government services, including health, welfare and schools; and
- changing demographics, including continued growth and an ageing population, leading to demand for new forms of housing.

Global

- structural and technological change in logistics and distribution processes in both manufacturing and retailing;
- increased use of on-line retailing, including integration between online and in-store retailing;



The spatial distribution of employment across the West Torrens LGA is concentrated within certain key areas. These include both areas of office accommodation, major industrial uses and bulky goods retailing in close proximity to the Adelaide CBD, and industrial activities in the northern sector of the LGA close to the River Torrens and between Tapleys Hill Road and Port Road. There are also significant concentrations of employment along the main arterial roads, including Henley Beach Road, Sir Donald Bradman Drive, Marion Road, Richmond Road and South Road. Refer to Figure 2 in Section 3 for a map of the West Torrens employment precincts.

Finally, as noted above, Adelaide Airport comprises some 20% of the Greater West Torrens land area and is a major employment node in its own right. It is also noted that the operator, Adelaide Airport Ltd (AAL), has a strong commercial interest attracting new development to airport land in accordance with the Masterplan described in Section 2.2 below *and* is its own authority when dealing with development applications on airport land.

As to its employment profile, West Torrens has the second highest ratio of jobs to employed residents in Greater Adelaide and was one of only three suburban Councils with more local jobs than local employed residents. In the 2016 Census, the West Torrens workforce stood at 27,748, an increase of 26% since 2001 (see Table 2). Over the same period, the resident population in West Torrens grew at a slower rate of 14.8%, to have 57,901 residents in 2016.

The 2016 Census also identified that the diversity of the West Torrens employment base is quite strong. This provides greater employment choice for residents and should also mean the employment base is less susceptible to volatility due to structural changes affecting specific industry sectors. No industry sector accounts for more than 15% of the West Torrens LGA's workforce and eight industry sectors each account for at least 5% of the total employment base.

The largest sectors of employment in West Torrens at the 2016 Census were as shown in Table 1.

Table 1: 2016 Census Sectors of Employment in West Torrens

Sector	No. of Employees	% of Total Workforce
Health Care and Social Assistance	4,162	15.0%
Retail Trade	2,879	10.4%
Accommodation and Food Services	2,432	8.8%
Education and Training	2,398	8.6%
Public Administration and Safety	2,050	7.4%

Between 2001 and 2016, the sectors that experienced the largest growth and decline in employment were as shown in Table 2.



Table 2: 2001 & 2016 – Employment Sector Growth & Decline in West Torrens

Industry	2001	2016	Change (%)
Health Care and Social Assistance	2,486	4,162	67%
Retail Trade	3,338	2,879	-14%
Accommodation and Food Services	1,261	2,432	93%
Education and Training	1,539	2,398	56%
Public Administration and Safety	973	2,050	111%
Professional, Scientific and Technical Services	N/A	1,961	N/A
Construction	1,064	1,847	74%
Manufacturing	2,959	1,683	-43%
Transport, Postal and Warehousing	1,003	1,312	31%
Administrative and Support Services	N/A	1,082	N/A
Other Services	940	1,082	15%
Financial and Insurance Services	992	996	0%
Inadequately described/Not stated	430	828	93%
Wholesale Trade	1,174	762	-35%
Arts and Recreation Services	586	586	0%
Information Media and Telecommunications	479	528	10%
Rental, Hiring and Real Estate Services	2,383	417	-83%
Electricity, Gas, Water and Waste Services	160	370	131%
Mining	60	216	260%
Agriculture, Forestry and Fishing	144	157	9%
Total	21,971	27,748	26%

Source: ABS Basic Community Profiles, Census 2016 Table G51a; Census 2001 Table B26b

As shown, although the growth in the CWT workforce has been strong over the 15 years, there are some sectors that have grown strongly and some that have declined. The strongest growth is recorded in :

- mining, albeit off a small base, and likely reflecting the trend towards fly in-fly out workers over the time period;
- electricity, gas, water and waste services, again a relatively small sector of the workforce;
- public administration and safety, (i.e. public servants);
- accommodation and food services – reflecting the growth in the services sector as the manufacturing sector declines;
- health care and social services – also a prominent services sector and one that can be expected to grow strongly in the future, as detailed elsewhere herein;
- education and training – partly reflecting public sector employment growth and partly a trend growth in corporate training and workforce development; and
- construction – reflecting substantial spending on infrastructure in the SA economy by State and Federal Governments.



Sectors recording a substantial employment decline over the past 15 years are:

- rental, hiring and real estate services – a significant decline and inexplicable; perhaps a change in ABS definition has occurred since 2001;
- manufacturing – the result reflects the decline in manufacturing industry as discussed in this section and elsewhere in this report; and
- wholesale and retail trade – both these sectors have declined in employment over the past 15 years for a variety of reasons discussed herein.

The sectors that are expected to lose employment between 2017 and 2022 include manufacturing and electricity/gas/water/waste services².

The Adelaide West region can expect a gradual decline in employment in some sectors, particularly those in the industrial areas such as manufacturing.

Furthermore the pull factors of outer suburban areas, as well as the possibility of greenfield development at Adelaide Airport, is expected to see growth in the transport, postal and warehousing sector occurring away from traditional inner suburban locations. Recently-sourced employment numbers at Adelaide Airport itself are difficult to come by, however a 2013 report by the (federal) Department of Infrastructure and Regional Development³ put it at 4,446 in 2011, including 1,944 jobs in transport, postal and warehousing and 1,207 jobs in air and space transport. This figure was an increase of 900 jobs over 2006, so at least the same growth could be postulated for the years to 2018, suggesting a current figure of around 5,500,

The ongoing renewal of South Road, and especially the Torrens to Torrens project, has minimised the locational advantage previously experienced by industrial enterprises in the West Torrens area.

The formation of an Employment Lands Analysis responds to the requirements in the recently passed Planning Development & Infrastructure Act 2016 that Councils move away from a strictly regulatory regime and instead adopt an approach that is more 'facilitative' of urban development.

In this regard, recent policy changes through West Torrens' Housing Diversity Development Plan Amendment (DPA) have gone some way to addressing provision for future residential development – however there has been limited analysis in the last 15 years of how West Torrens can best both facilitate the desired 'urban development' outcomes for its industry and commercial lands, and promote compatible employment retention and growth through spatial policies.

² Commonwealth Government Department of Employment, Industry Employment Projections, 2017

³ Department of Infrastructure and Regional Development; Bureau of Infrastructure, Transport and Regional Economics (2013), 'Employment Generation and Airports'



2.2 LITERATURE REVIEW

This section of the report provides a Summary of Relevant Council documents and Reports, both internal and external.

2.2.1 CITY OF WEST TORRENS - VISION 2025 STRATEGIC DIRECTIONS REPORT

Council's Strategic Directions Report (SDR) – which is effectively a Section 30 Development Plan Review – sets out its strategic direction to the year 2025 and is the 'yardstick' against which this current report measures the strategic alignment of each Employment Lands precinct. The SDR sets out a number of community aspirations, of which Aspiration 6 – 'a vibrant city' – is directly relevant to matters at hand.

It directs five-year strategies to:

- facilitate the revitalisation of key sites and transport corridors into and within the city;
- support the development of key localities that provide a mixture of business, recreational and social opportunities.

The SDR identifies two areas of policy development that are of importance to current investigations, being:

- firstly, activity centres – wherein it notes that DPTI is reviewing activity centre typology and that Council will pause an Activity Centres Review DPA pending that outcome. DPTI has subsequently reviewed activity centres in two stages. The Existing Activity Centres Policy Review DPA was approved by the Minister in April 2016. This DPA brought changes to existing 'centre', 'shopping', 'business' and 'mixed use' zones that:
 - modify zone, policy area, and/or precinct provisions to ensure that any floor space requirements are used only as a guide when assessing development proposals, rather than maximum or minimum thresholds;
 - remove criteria that make shops, offices and consulting rooms a non-complying form of development (such as through floor space 'caps');
 - introduce complying development requirements that promote adaptive re-use of existing buildings; and
 - introduce more consistent off-street parking requirements for development located near high frequency public transport routes, interchanges and stations.

The second stage of DPTI's centres review has not yet been released and

- secondly, an Employment Lands DPA – to which current investigations will contribute. The primary intent of an Employment Lands DPA is to provide an appropriate range of employment options for the needs of West Torrens residents, both now and into the future. The SDR notes that –

*"Much of the industrial land in the city contains older building stock which does not meet current operational requirements, is fragmented and constrained by nearby residential development, or is located on arterial roads or adjacent to centres where there is demand for higher order commercial use."*⁴

⁴ Strategic Directions Report, p. 29.



The SDR cites the Metropolitan Adelaide Industrial Land Strategy (MAILS) in identifying a need for industrial land in the inner suburbs for clean industries and service and trade industries located in close proximity to suppliers and customers. It notes a significant proportion of commercial uses in industrial zones.

As regards City prosperity, the SDR identifies a particular focus on several areas pertinent to matters at hand, including:

- identifying and facilitating the growth of 'Key Activity Centres' within the City, such as Kurralta Park District Activity Centre, Thebarton Speciality Activity Centre and Mile End Bulky Good Activity Centre;
- enabling mixed use development along key corridors throughout the City, and key nodal points in local areas;
- retention of key employment sectors already operating within the City, which include manufacturing, transport, retail and health care & social assistance;
- collaboration with the State Government to support further development of the biotech precinct in Thebarton through the implementation of the jointly developed Thebarton Technology Hub Master Plan;
- acknowledging the changed nature of business operations, supported by constantly evolving technologies; and
- protection of key employment zones, which includes industrial precincts and activities.

In other words, while recognizing the forces of change in the planning sphere and the opportunities that these bring, Council's over-riding strategic direction also specifically recognizes the importance to its community of a vibrant and contemporary local economy, and Council's role in facilitating same.

2.2.2 ADELAIDE AIRPORT MASTER PLAN 2014

Adelaide Airport occupies a central position in West Torrens – as regards both its location and its place in the local economy.

The airport is formally Commonwealth land and its land use planning operates in accordance with a statutorily mandated (and periodically updated) Master Plan which, as noted in Section 2.1 above, is administered by AAL and is therefore outside the regulatory ambit of the City of West Torrens. Nonetheless, the planning *modus operandi* at the airport is such that the Masterplan promulgates zone descriptions which substantially follow the form of zones in the SA Planning Policy Library.

As shown at Figure 1, the Adelaide Airport Masterplan divides the circa 700 Ha site into a series of distinct precincts:

- Runways – being the 'airside' operational areas of the airport;
- Terminals & Business – adjacent the Runways;
- Torrens – west of Tapleys Hill Road;
- Tapleys – predominantly encompassing the Harbour Town site;



- West Beach – east of Tapleys Hill Road;
- Morphett – at the northern end of Morphett Road, adjacent to Novar Gardens and North Plympton; and
- Airport East – at the western end of Richmond Road, adjacent to Netley.

Figure 1: Adelaide Airport Precincts



Source: Adelaide Airport Masterplan, Figure 7.1

The Airport Masterplan 2014 foreshadows a range of new developments on airport land, including:

- by 2019

- expansion of Terminal 1;
- relocation of hangar and freight facilities from Terminals to Airport East;
- an office park;
- a 260-room hotel, which is presently under construction;
- new construction as called for at the Burbridge Business Park; and
- new office/warehousing as called for at the Morphett and Airport East precincts.

The total number of new employees at the airport over the years 2014 – 2019 as foreshadowed by the Masterplan will be 1,245, principally as a result of additional office/warehousing development.



- to 2034

- a new office park development; and
- new office/warehousing as called for at Morphett and Airport East precincts.

It also envisages/anticipates a connection between Richmond Road and Morphett Road.

2.2.3 CITY OF WEST TORRENS RESIDENTIAL & INDUSTRY LAND USE INTERFACE STUDY

In 2013, Connor Holmes undertook an investigation into the interface between Residential and Industry zones in the City of West Torrens – noting that all Industry zones in West Torrens have some level of interface with residential development.

As regards the industrial precincts at Camden Park and Thebarton a review was suggested, with the introduction of a suitable Policy Area or conversion to a Light Industry Zone recommended to assist these locations to transition between industry and residential areas.

Underdale was identified in the report for possible re-zoning to alternative land uses such as residential and/or mixed use.

The report was followed by the Underdale & Torrensville Residential/Industrial Interface DPA Further Investigations Report (2015, URPS).

2.2.4 UNDERDALE & TORRENSVILLE INDUSTRY ZONE ECONOMIC & LAND USE ANALYSIS

In 2016, Jones Lang LaSalle prepared an economic report on part of the Industry Zone in Underdale and Torrensville, as input into the Underdale & Torrensville Residential/ Industrial Interface DPA.

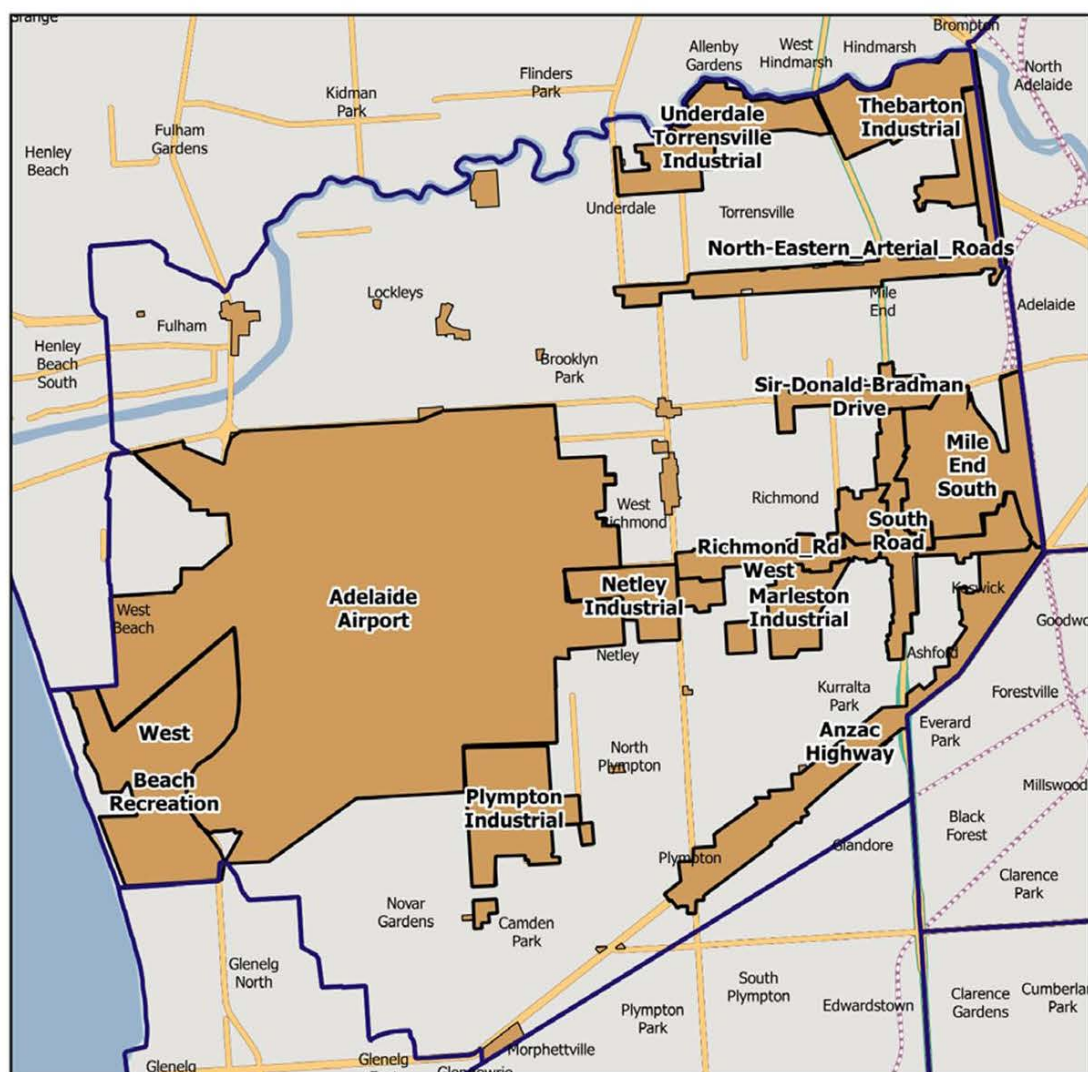
The report generally considered the land use makeup of the precinct in the context of broader market trends. It identified that the precinct is not a “Prime Industrial Area” according to the MAILES classification, and presented arguments for and against re-zoning of the study area.



3. STUDY AREA

The focus of this current investigation is on 'Employment Lands' in West Torrens, which are broadly defined as areas historically associated with (or zoned for) industry and commercial uses. Figure 2 highlights the various components of the Study Area, as defined for purposes of this study and notionally divided and described on the basis of location and dominant use.

Figure 2: Study Area Precincts

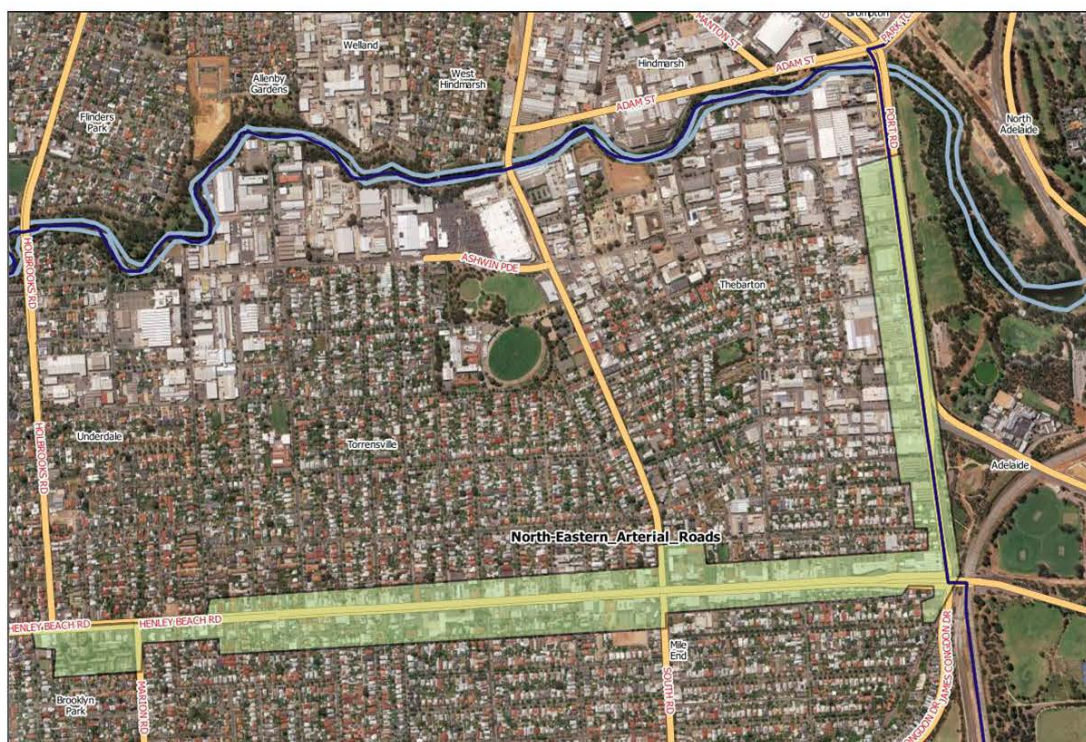




The identified precincts are as follows:

3.1 ARTERIAL ROAD PRECINCTS

3.1.1 NORTH-EASTERN ARTERIAL ROADS



This precinct occupies an area of approximately 68 hectares and essentially comprises the areas fronting both Port Road and Henley Beach Road in the suburbs of Thebarton, Mile End, Cowandilla and Torrensville, and is zoned Urban Corridor. The vision for these two stretches of arterial road is for mixed use development of up to 4 – 8 storeys. To date, no such development has occurred in the zone and older low scale development of 1 – 2 storeys predominates.

Along Port Road, much of this development comprises relatively old industrial premises, together with showrooms and car sales. A noted key site is the Coca-Cola Amatil property, which faces a change of use in the near future with the announcement that production will cease on the site. This is commensurate with the broader, long term trend in Thebarton away from manufacturing industry and potentially towards residential uses, it being an inner suburb with excellent transport links to the Adelaide CBD.

Along Henley Beach Road, there is a mix of commercial, retail and residential development.

Whilst the ground work has been laid for a major transformation in this precinct's character, it is notable that the envisaged development style (corridor mixed use) has not yet been embraced by the market in any inner ring LGA, with the exception of Prospect. Henley Beach Road is a major route to the wider western region and Adelaide Airport and as such has



attracted commercial and showroom land uses that seek out such exposure, and there is as yet no move for residential apartment development to supplant it. Of the two branches to this precinct, Port Road is the more prospective for new residential development. Table 3 illustrates the change in land area attributable to different land uses between 2007 and 2016.

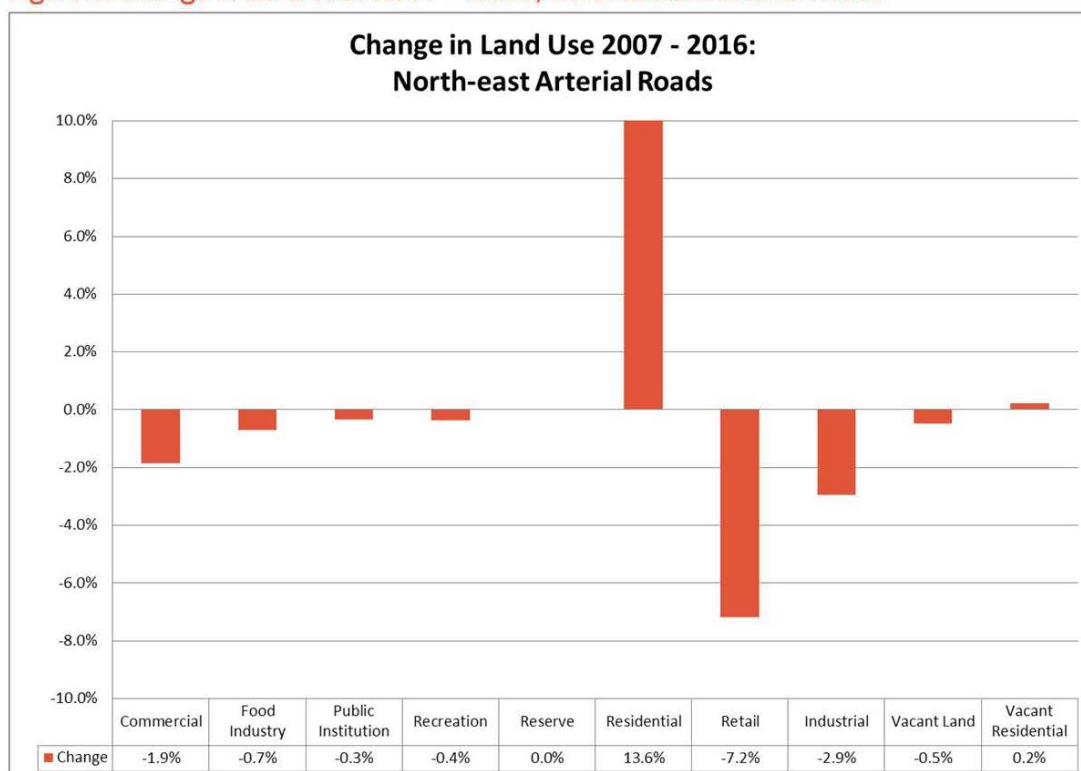
Table 3: Change in Land Uses 2007 – 2016, North-Eastern Arterial Roads

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	15.9%	14.1%	-1.9%
Food Industry	2.8%	2.1%	-0.7%
Public Institution	3.4%	3.0%	-0.3%
Recreation	1.5%	1.1%	-0.4%
Reserve	0.0%	0.0%	0.0%
Residential	33.5%	47.1%	13.6%
Retail	29.1%	21.9%	-7.2%
Industrial	12.3%	9.4%	-2.9%
Vacant Land	1.0%	0.5%	-0.5%
Vacant Residential	0.6%	0.8%	0.2%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 3.

Figure 3: Change in Land Uses 2007 – 2016, North-Eastern Arterial Roads



Source DPTI Land Use Data, 2007/2016

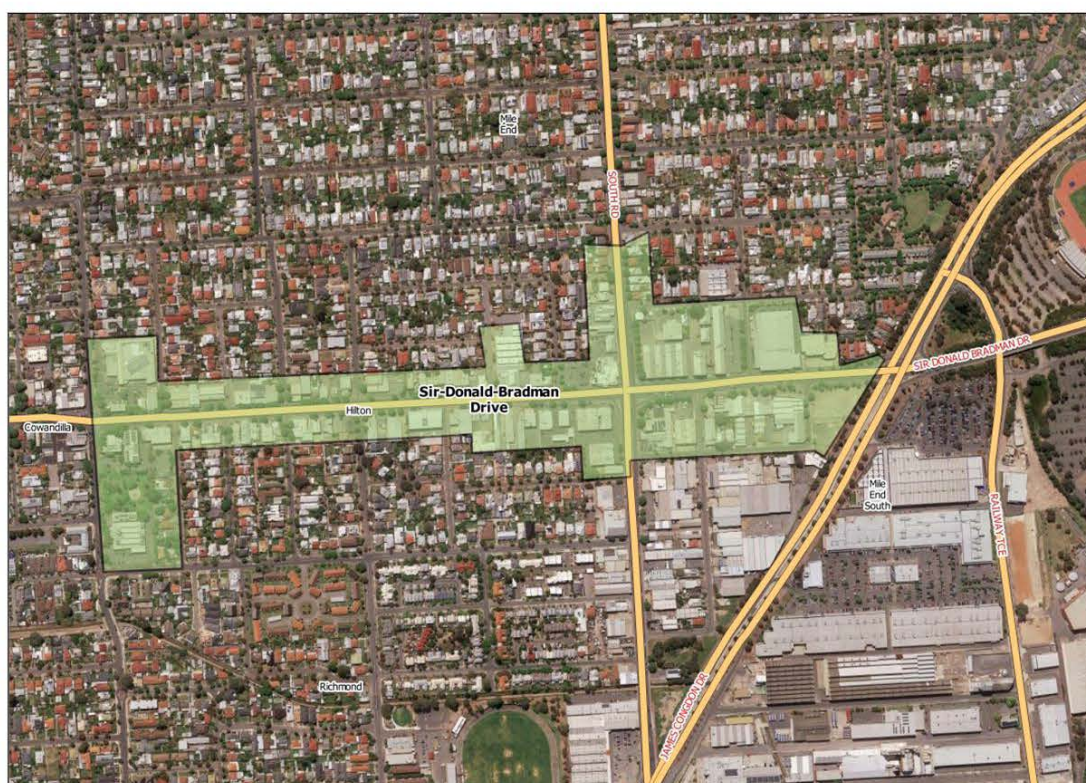


Whilst keeping in mind that the above data represents site area, not floor area, it may nonetheless be concluded in broad terms that:

- the dominant land uses in the north-eastern arterial roads are residential, retail and commercial, with a smaller component of industrial property;
- residential uses have grown substantially in the past decade whilst retail, industrial and commercial uses have diminished; and
- other land uses have remained fairly static.

The increase in residential development in the precinct has largely occurred away from the main road frontages, and is 'organic' in nature rather than occurring as a result of any particular initiative. The intention for the North-Eastern arterial roads to transition towards mixed use development, combining upper floors of residential and ground level retail/commercial uses, will see an increasing conversion of industrial land (such as the Coca-Cola Amatil site) to new uses with a high residential component. The effect on employment numbers and, specifically, whether there will be any diminution, remains to be seen.

3.1.2 SIR DONALD BRADMAN DRIVE PRECINCT



The precinct centred around Sir Donald Bradman Drive extends from James Congdon Drive at Mile End in the east to Brooker Terrace at Hilton in the west, and is broadly similar in character to Henley Beach Road, with a mix of retail and commercial development. As with Henley Beach Road, this form of development is attracted by exposure to a high volume of



passing traffic, particularly that headed to and from the airport. Given the anticipated growth of the airport and new commercial developments on airport land, this trend is likely to continue. The precinct has an area of approximately 31 hectares and contains Neighbourhood Centre and Commercial zones, rather than possessing the Urban Corridor designation.

Past Decade Land Use Comparison

Table 4 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

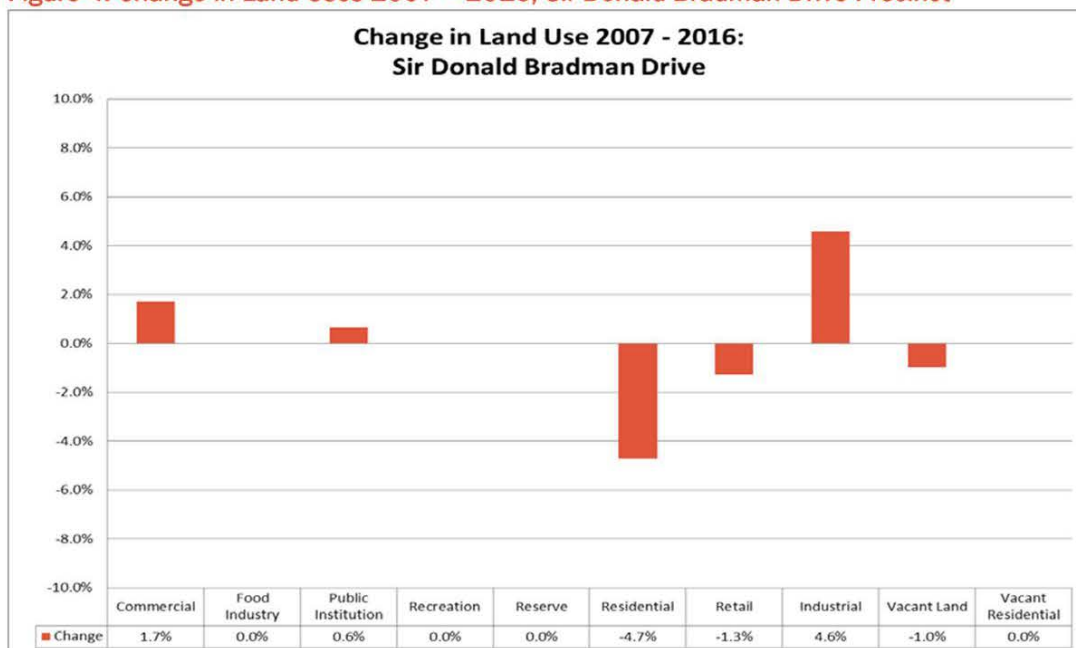
Table 4: Change in Land Uses 2007 – 2016, Sir Donald Bradman Drive Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	41.3%	43.0%	1.7%
Food Industry	0.0%	0.0%	0.0%
Public Institution	13.9%	14.6%	0.6%
Recreation	0.0%	0.0%	0.0%
Reserve	0.3%	0.3%	0.0%
Residential	12.1%	7.4%	-4.7%
Retail	29.3%	28.1%	-1.3%
Industrial	2.1%	6.7%	4.6%
Vacant Land	1.0%	0.0%	-1.0%
Vacant Residential	0.0%	0.0%	0.0%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 4.

Figure 4: Change in Land Uses 2007 – 2016, Sir Donald Bradman Drive Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land uses on Sir Donald Bradman Drive are retail and commercial, with a smaller component of public institution (CWT offices) and some industrial; and
- commercial uses have grown in the past decade, while residential and retail uses have both diminished by relatively minor margins. An increase in industrial in Figure 4 is from DPTI changes in land use codes only.

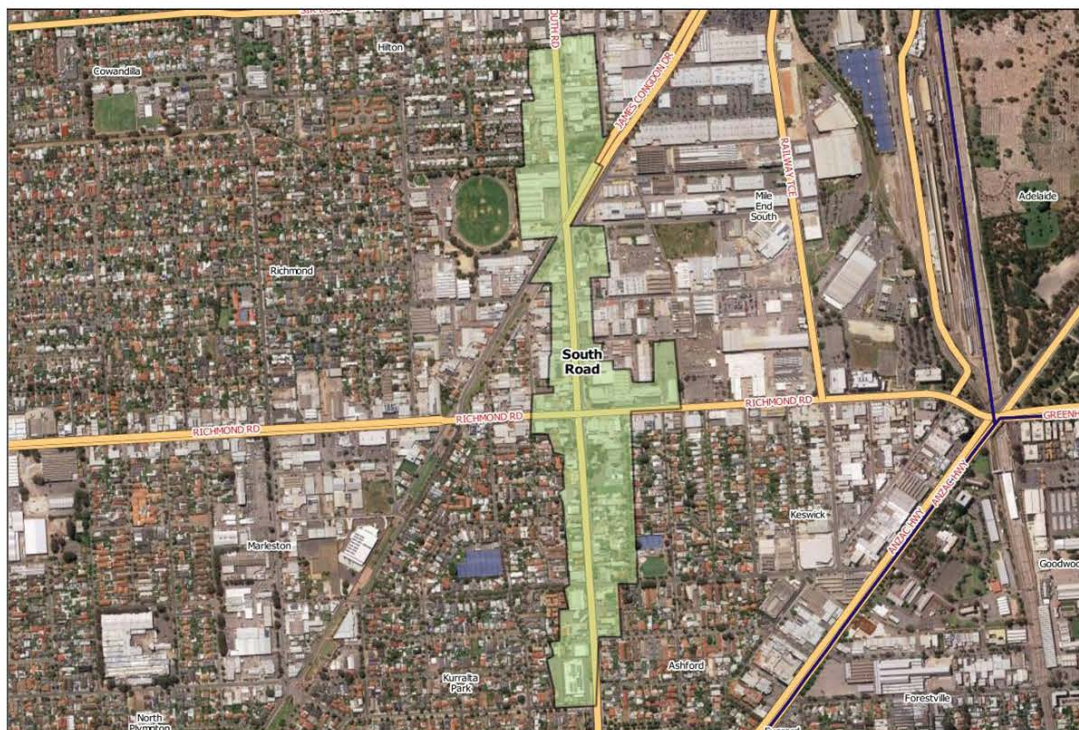
The increase in commercial development along Sir Donald Bradman Drive may be regarded as part of a long-term trend, with this type of development attracted to the high volume of traffic travelling between the city and the airport. The high business component of travellers along this route is also an attraction.

A key site in the precinct is the former ETSA depot known as 'Hilton Central', a gateway site on the corner of South Road and Sir Donald Bradman Drive. It currently comprises several large commercial buildings with multiple tenants, but potentially suited to a large scale mixed use development, notwithstanding its designation as a State Heritage asset, which may require a more sensitive development.

The City of West Torrens offices are within the precinct, situated opposite the Hilton Plaza Shopping Centre. Conceivably this site could form the foundation of a future mixed use development, given its proximity to convenience retail and arterial road location. The entire Neighbourhood Centre zone at the western end of the precinct can conceivably represent a large scale redevelopment site, with a re-imagined civil precinct and expanded retail component. The shopping centre is comparatively small in relation to modern supermarket standards.



3.1.3 SOUTH ROAD PRECINCT



The portion of South Road covered by this review comprises an area of some 40 hectares and extends from Sir Donald Bradman Drive in the north to the Gallipoli Underpass in the south and contains a mix of residential and commercial properties. The precinct includes portions of the suburbs of Hilton, Richmond, Mile End South, Marlestone, Keswick, Kurralt Park and Ashford.

The precinct's future character is uncertain and heavily dependent on the timing and nature of the South Road upgrade. Under the current Development Plan it accommodates principally Commercial zones, with Local Centre, Neighbourhood Centre and Industry zones at its southern end.

There are numerous interesting development sites in the precinct, none of which might be considered a 'key site' necessarily. Major development outcomes are not likely to become apparent until the South Road upgrade, however the upgrade will fundamentally change land use relationships in the precinct. Once these become better understood, a significant amount of redevelopment should occur.



Past Decade Land Use Comparison

Table 5 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

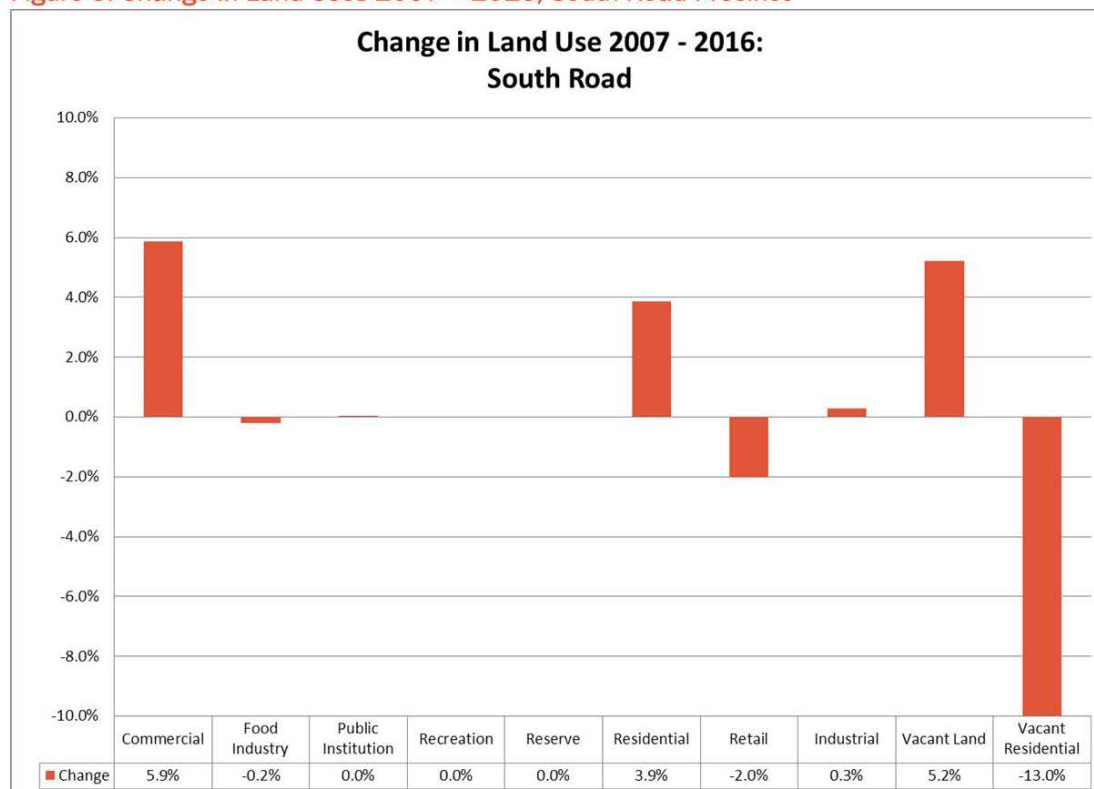
Table 5: Change in Land Uses 2007 – 2016, South Road Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	31.5%	37.3%	5.9%
Food Industry	4.2%	4.0%	-0.2%
Public Institution	6.3%	6.4%	0.0%
Recreation	0.0%	0.0%	0.0%
Reserve	0.0%	0.0%	0.0%
Residential	7.9%	11.8%	3.9%
Retail	21.1%	19.1%	-2.0%
Industrial	8.5%	8.8%	0.3%
Vacant Land	2.0%	7.3%	5.2%
Vacant Residential	18.5%	5.5%	-13.0%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 5.

Figure 5: Change in Land Uses 2007 – 2016, South Road Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land uses along this section of South Road is commercial, together with retail and residential; and
- the past decade has seen an increase in residential and commercial uses within the South Road precinct. An increase in 'vacant residential' may be due to a change in land use codes as a result of road construction.
- the changes that have occurred are likely associated with the development of South Road. That being the case, there is a great many future changes in prospect, dependent on the nature of, and access to service roads on either side of a high speed expressway.

The roadworks aside, the changes that have occurred along the South Road precinct are part of a general trend of the disappearance of industrial land uses along main roads, as commercial uses are able to out-bid industrial uses as sites become available. This trend will continue along the service roads if industrial uses remain.

3.1.4 RICHMOND ROAD EAST PRECINCT



This precinct covers areas adjacent to Richmond Road in Mile End South and Keswick. It extends from Anzac Highway in the east to South Road in the west and has an area of approximately 18 hectares. On the south side of Richmond Road it comprises predominantly commercial sites, while multi-level office buildings and a bus depot occupy the northern side. The precinct is zoned Commercial.



There are several key sites in the precinct, including the aforementioned bus depot site and the large site on the corner of Richmond Road and Railway Terrace. Both these sites include large expanses of open at-grade car parking for their respective uses. Remaining sites in the precinct include medium scale premises that predominantly conform to the 'Commercial' zoning.

Past Decade Land Use Comparison

Table 6 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

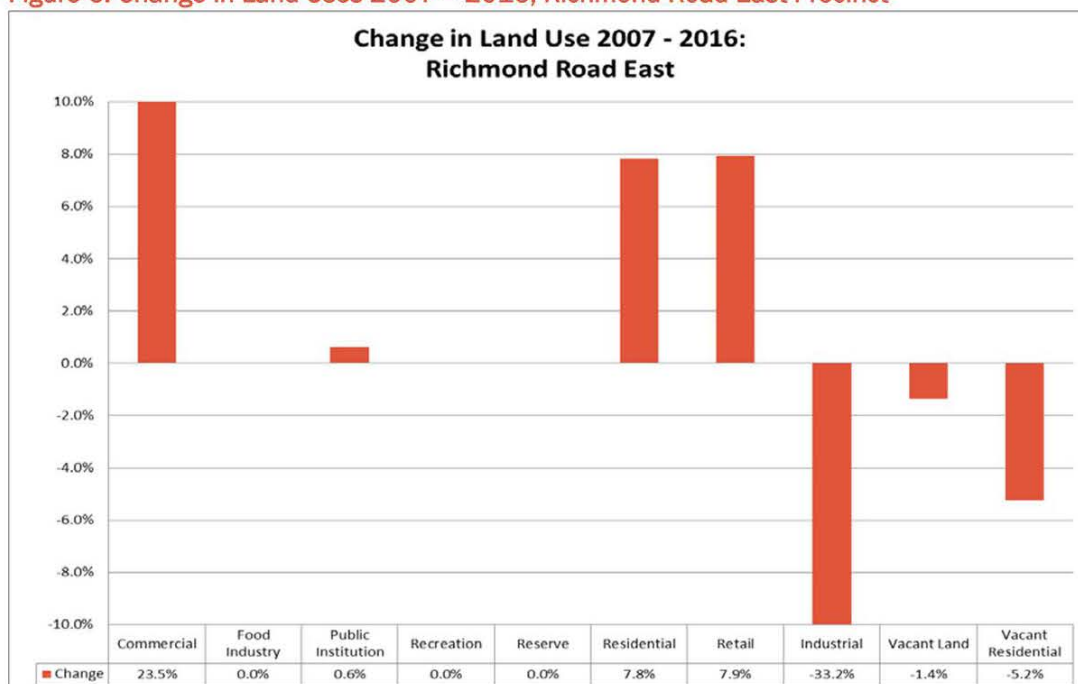
Table 6: Change in Land Uses 2007 – 2016, Richmond Road East Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	10.2%	33.7%	23.5%
Food Industry	0.0%	0.0%	0.0%
Public Institution	0.3%	0.9%	0.6%
Recreation	0.0%	0.0%	0.0%
Reserve	0.0%	0.0%	0.0%
Residential	0.1%	7.9%	7.8%
Retail	4.2%	12.1%	7.9%
Industrial	78.4%	45.1%	-33.2%
Vacant Land	1.5%	0.2%	-1.4%
Vacant Residential	5.2%	0.0%	-5.2%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 6.

Figure 6: Change in Land Uses 2007 – 2016, Richmond Road East Precinct



Source DPTI Land Use Data, 2007/2016



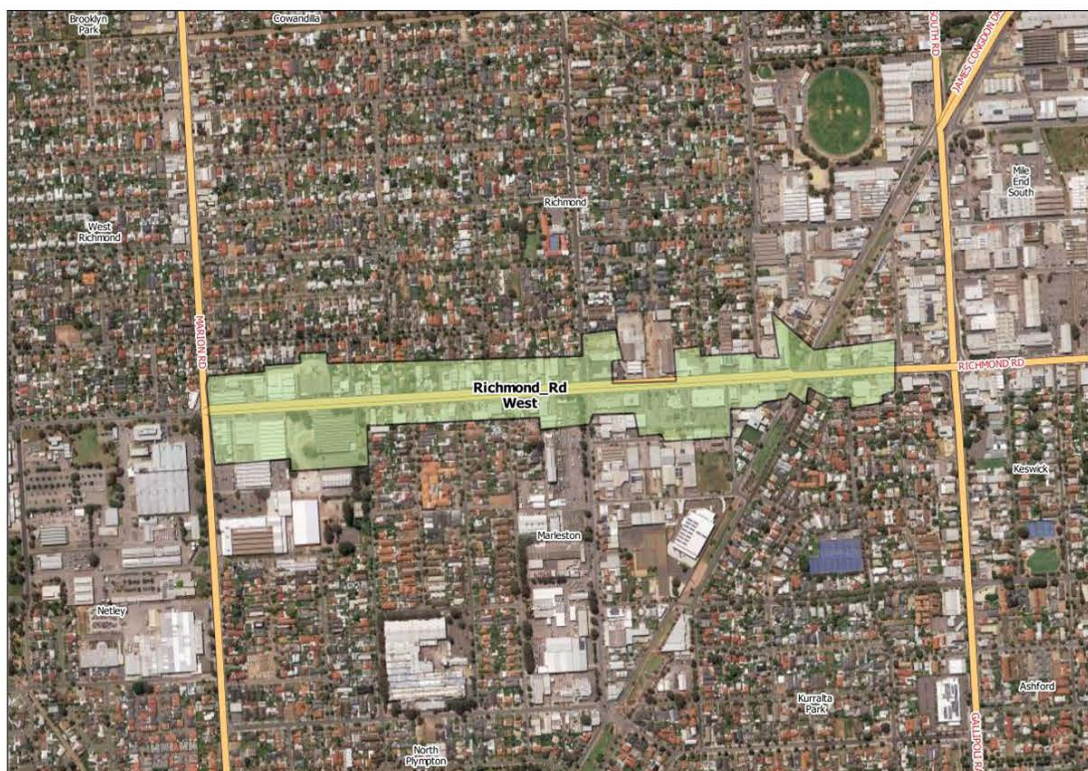
As shown, the predominant land uses are industrial and commercial, with a small retail component.

The past decade has seen a substantial decrease in industrial properties in the precinct, predominantly being replaced by new commercial development. Residential and retail have also increased, but off a low base. This process can be expected to continue as:

- commercial uses out-bid legacy industrial uses in Keswick; and
- the development of bulky goods land in Mile End South continues, fostering the development of complimentary commercial uses in the Richmond Road East precinct.

Future development in the precinct will necessarily make use of its central location and accessibility, a factor that has already led to the rise of large format development at the northern end of Mile End South. This will be augmented by the profile of Richmond Road to passing traffic, rendering it more attractive for this use than, say, Railway Terrace.

3.1.5 RICHMOND ROAD WEST PRECINCT



This precinct covers areas adjacent to Richmond Road in Richmond and Marlestone. It occupies some 33 hectares, extending from South Road in the east to Marion Road and beyond in the west. It accommodates a mix of low scale commercial and residential sites. The precinct is predominantly zoned Commercial, with a Neighbourhood Centre zone at its centre.



A significant key site within this precinct is the former Marleston TAFE on the corner of Richmond Road and Sutton Terrace. It was recently re-zoned under the Inner and Middle Metropolitan Corridor (Sites) Development Plan Amendment (DPA), consolidated in December 2017. Plans have been announced for apartment buildings up to six storeys high on the site's southern side, with a retail precinct on the northern side, facing Richmond Road. The retail centre is proposed to include a 4500sq m supermarket and 2500sq m of specialty shops. This exceeds the level of development permitted under the new zoning, and no development application has been lodged as at the writing of this report.

Past Decade Land Use Comparison

Table 7 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

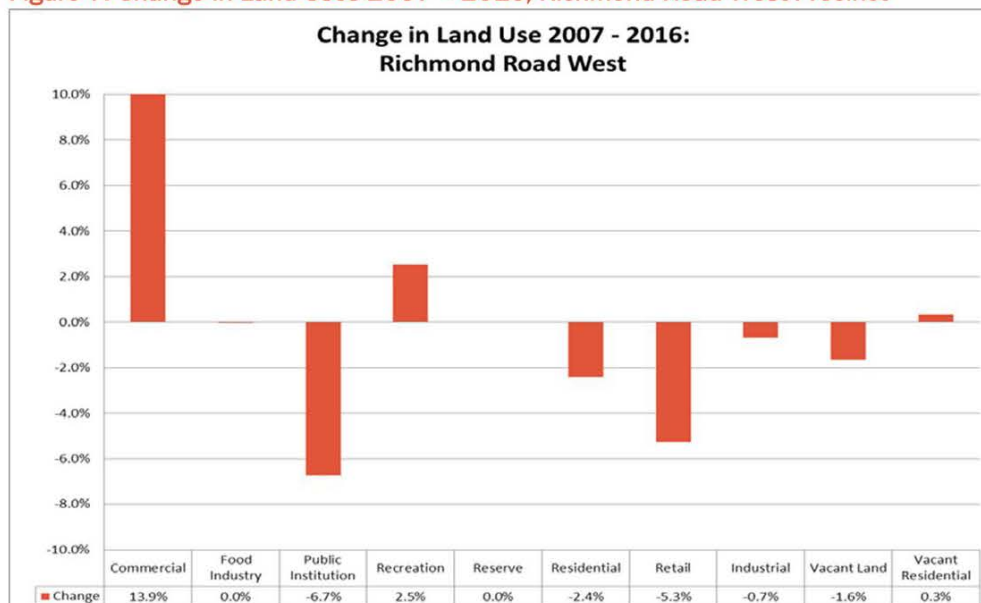
Table 7: Change in Land Uses 2007 – 2016, Richmond Road West Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	34.9%	45.0%	10.1%
Food Industry	0.7%	0.6%	-0.1%
Public Institution	0.9%	1.5%	0.5%
Recreation	0.0%	2.5%	2.5%
Reserve	0.0%	0.0%	0.0%
Residential	16.3%	13.0%	-3.3%
Retail	35.0%	27.8%	-7.2%
Industrial	7.3%	6.2%	-1.1%
Vacant Land	1.9%	0.2%	-1.7%
Vacant Residential	3.0%	3.1%	0.2%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 7.

Figure 7: Change in Land Uses 2007 – 2016, Richmond Road West Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land use in Richmond Road West is commercial, with industrial, retail and residential uses also significant; and

the past decade has seen an increase in commercial being in part caused by a change in the TAFE site converting from 'Public Institution' and not yet being recognised as a development site. As with Richmond Road East, those remaining uses classed as 'industrial' will continue to disappear from Richmond Road frontages in this precinct due to its continuing high profile. As residential and mixed use developments occur, this will further reduce the viability of industrial uses on frontage sites. However the reduction in retail uses evidenced in Figure 7 – which may be due only to a change in DPTI classifications – could be expected to reverse, as a growing population is serviced, predominantly through ground level shops in mixed use developments.



3.1.6 ANZAC HIGHWAY CORRIDOR



This precinct of some 61 hectares in area extends the length of Anzac Highway, from Richmond Road to the Marion Road intersection. Portions of the suburbs of Keswick, Ashford, Kurralta Park, Glandore and Plympton adjacent to Anzac Highway are encompassed by the precinct. It is all zoned Urban Corridor, with the exception of a District Centre zone (accommodating Coles & K-Mart) at Kurralta Park. The Urban Corridor zone is classified as 'Boulevard' Policy Area 34 for much of its length, suggesting that mixed use development of up to 8 storeys is intended. At the time of writing several new apartment developments are under construction and this possibly indicates that developers regard Anzac Highway as a more prospective location than the other location in CWT are also indicated for redevelopment such as Port Road, Thebarton. Elsewhere in the Anzac Highway precinct, low scale development of 1 – 2 storeys predominates – with the exception of Ashford Hospital, an adjoining retirement development and a series of 1970s flats at Kurralta Park.

The trend towards apartment development on Anzac Highway has several drivers:

- it is one of the major arterial routes in the Adelaide Metropolitan Area;
- it provides relatively close accessibility to the CBD, and traverses several well regarded and higher value residential suburbs, such as Ashford and Glandore; and
- traditionally, quite large residential sites were developed in the precinct, thus requiring less site consolidation for apartment developments.



Anzac Highway is one of the foremost locations for density uplift in Adelaide. As such there are many sites where redevelopment is likely into the 2020s and 2030s. The two major 'key sites' are however not in West Torrens: the Keswick Barracks and the LeCornu site. Within West Torrens, the major site with some potential is the Highway Inn on the corner of Anzac Highway and Marion Road, given the profile this busy corner affords and close proximity to the Glenelg tramline. It might also be observed that the K-Mart site at Kurralta Park is a single storey structure that could attractively accommodate a high density mixed use development.

Past Decade Land Use Comparison

Table 8 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

Table 8: Change in Land Uses 2007 – 2016, Anzac Highway Corridor

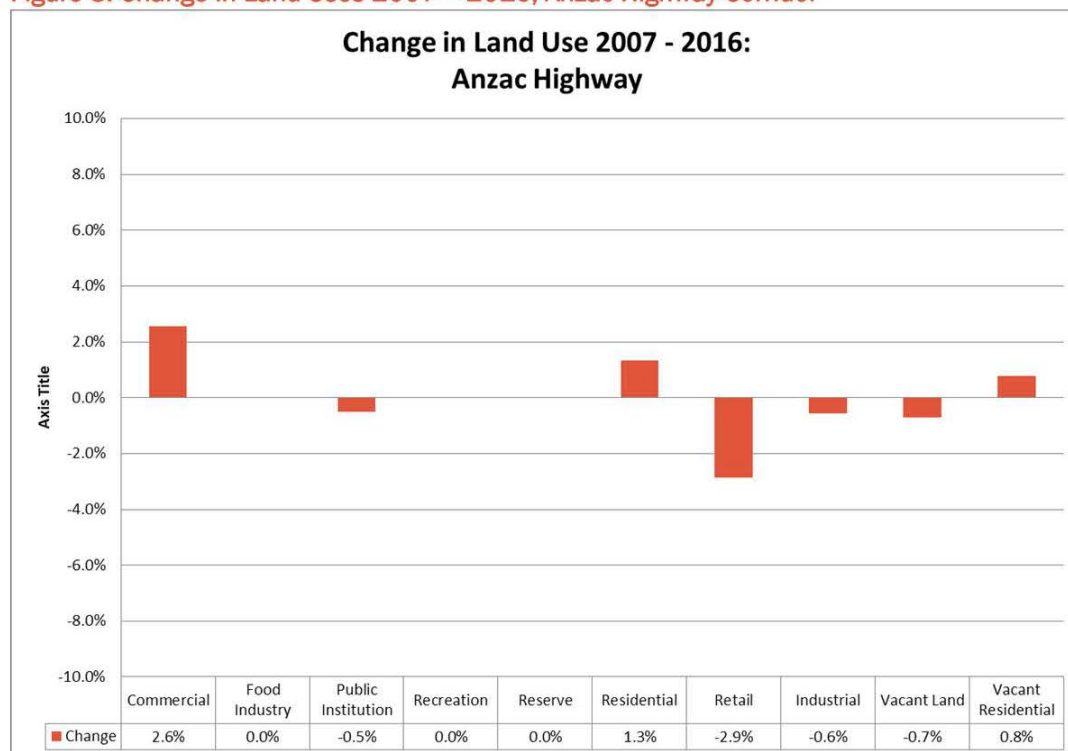
Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	11.0%	13.5%	2.6%
Food Industry	0.0%	0.0%	0.0%
Public Institution	3.7%	3.2%	-0.5%
Recreation	0.0%	0.0%	0.0%
Reserve	0.0%	0.0%	0.0%
Residential	56.1%	57.5%	1.3%
Retail	22.6%	19.7%	-2.9%
Industrial	5.1%	4.5%	-0.6%
Vacant Land	0.7%	0.0%	-0.7%
Vacant Residential	0.8%	1.6%	0.8%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 8.



Figure 8: Change in Land Uses 2007 – 2016, Anzac Highway Corridor



Source DPTI Land Use Data, 2007/2016

As shown:

- the dominant land use in the Anzac Highway Corridor is residential, with notable levels of retail and commercial uses also evident; and
- the past decade has seen negligible change in the make-up of this precinct.

Although there is no particular trend in the figures above, clearly significant change will occur along Anzac Highway in due course as a result of zoning changes and its natural attractions as a high density residential location. New apartment developments are already starting to appear and additional retail will be attracted to Centres to service this growing population.



3.2 INDUSTRIAL PRECINCTS

3.2.1 UNDERDALE – TORRENSVILLE INDUSTRIAL



This 51 hectare precinct comprises a region to the immediate south of the River Torrens. It began with several large scale industrial developments around Hardys Road, Underdale, prior to the introduction of planning controls in 1967 – development which is now generally more than 50 years old and interspersed with residential and other land uses.

The Torrensville area, sandwiched between Ashwin Parade and the River Torrens, is generally post-1970 and much more consolidated as an industry node. Notable is the redevelopment of the Brickworks Market site (zoned District Centre) over the past five years to a modern retail use, with Council retention of the original brickmaking kiln on that site.

A large portion of the precinct has recently been re-zoned from 'Industry' to 'Urban Renewal'.

Key sites include:

- a 4 hectare site at Underdale, occupied by Symbion Pharmacy Supplies; and
- the Brickworks kiln site owned by Council, zoned District Centre and adjacent to the Brickworks Shopping Centre.



3.2.2 THEBARTON INDUSTRIAL PRECINCT



Thebarton is one of the oldest industrial areas in Adelaide, and analysis below identifies a change towards commercial uses and encroachment of residential land uses. This trend is occurring due to the general decline in manufacturing combined with Thebarton's inner suburban location, which makes it more attractive for commercial rather than industrial uses. The area of the precinct is approximately 18 hectares.

There are several major occupants in the precinct, including the West End Brewery (on a site of circa 7.5 Ha) and the former Adelaide University Thebarton Campus. The latter was sold in 2016 and, in the foreseeable future, will likely see mixed use development that continues to accommodate the existing occupants. A Biosciences Precinct was promulgated by the State Government at the western end of Thebarton some years ago and there are a number of such businesses established in Thebarton generally - although new development of this ilk has been relatively muted over the past 10 years.

It will also be noted that the Thebarton industrial precinct is directly adjacent to the North-Eastern Arterial Roads precinct, discussed in Section 3.1.1 above. That precinct's elongated frontage to Port Road accommodates a number of major sites that will likely be in transition away from industry to uses consistent with the Urban Corridor zoning, including Coca Cola, Holden Service Centre and Wiggs site. This may increase the possibility of interface issues.



3.2.3 MILE END SOUTH PRECINCT



Formerly a location for large scale heavy manufacturing, this 85 hectare precinct has transitioned into a bulky goods locality, together with several modern large scale industrial land uses, such as the NewsCorp printing plant. Nonetheless, there remain a number of large old or underutilised industrial sites, indicating that this will continue to be a precinct in flux for some time yet.

The precinct takes in the Mile End railway yards and the interstate passenger train terminal, which suggest a continuing transport role.

The precinct remains a location for large sites dedicated to industrial uses, although harmful heavy industry has largely moved out in recent decades. Key occupants include Adelaide City Council (works depot), Fielders (structural steel), and large format retail in the form of Bunnings and the Mile End Homeware Centre.



3.2.4 RICHMOND INDUSTRIAL PRECINCT



The Richmond industrial precinct comprises a relatively small (14 hectares) pocket of development bordered by Richmond Road and South Road, and bisected by the old Glenelg railway line. Much of the development in the precinct was extant 50 years ago and, in this regard, it shares characteristics with Mile End South. The precinct is zoned Industry.

There are no particularly key sites in the precinct; it is substantially fragmented into a large number of relatively small ownership parcels. However, it will be noted in the above image that there are two larger holdings separated from the balance of the precinct, on Richmond Road, which may be candidates for a change of use in the future.



3.2.5 MARLESTON INDUSTRIAL PRECINCT



The Marleston industrial precinct comprises three discrete areas to the south of Richmond Road, with a combined area of some 33 hectares. It was, on average, developed a little more recently than Richmond and Mile End South, although much of the development in the precinct is still over 50 years old. The precinct is zoned Industry.

There are a number of key sites in the precinct, including

- the ETSA depot on the corner of Richmond Road and Grove Avenue;
- the Arnott's plant on Galway Avenue; and
- the former Marleston TAFE college.



3.2.6 NETLEY INDUSTRIAL PRECINCT



The Netley industrial precinct is bordered by Richmond Road, Marion Road and Adelaide Airport, and is zoned Industry. As a precinct, it excludes land to the south and west owned by Adelaide Airport, although said land accommodates complementary land uses.

The precinct, with an area of approximately 29 hectares, is home to a number of large industrial premises, including the SA Government's Netley depot and the former Griffin Press, now subdivided for multiple tenants. SA Police also operates a substantial and modern facility on Marion Road. The former construction industry training college (currently vacant) is a large vacant site on Adelaide Airport land to the south of the precinct, readily accessible from Richmond Road.

Table 9 illustrates the change in site areas attributable to different land uses between 2007 and 2016.



Table 9: Change in Land Uses 2007 – 2016, Netley Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	0.4%	0.4%	0.0%
Food Industry	0.0%	0.0%	0.0%
Public Institution	1.9%	1.9%	0.0%
Recreation	0.0%	0.0%	0.0%
Reserve	0.0%	0.0%	0.0%
Residential	0.0%	0.0%	0.0%
Retail	0.2%	0.2%	0.0%
Industrial	97.4%	97.4%	0.0%
Vacant Land	0.0%	0.0%	0.0%
Vacant Residential	0.1%	0.1%	0.0%

Source DPTI Land Use Data, 2007/2016

As shown:

- uniquely within the Study Area, the Netley Industrial Precinct is almost exclusively classified as industrial; and
- that land use classification has not changed over the past 10 years.

3.2.7 PLYMPTON INDUSTRIAL PRECINCT





The Plympton industrial precinct, with an area of 45 hectares, is bordered by Morphett Road and Adelaide Airport, with the main access from the city being via Mooringe Avenue from Marion Road. The precinct is zoned Industry.

It has largely been developed since the 1960s, with many land uses being low scale light industry. However there are also a series of major industrial premises in the precinct including:

- a Solo waste transfer facility on Council owned land at the northern end of Morphett road;
- Campbells distribution warehouse on Deeds Road;
- the Castalloy manufacturing plant on Mooringe Avenue;
- the former Manuele Engineering site (and soon to be City of West Torrens works depot) on airport land at the northern end of Morphett Road; and
- a Boral asphalt facility – which is discontinuing production and, as at the date of writing, could possibly be redeveloped with 70 residences.

Table 10 overleaf presents a summary of the analysis in this section, divided between arterial road and industrial employment lands precincts.



Table 10: Summary of Change in Land Uses, West Torrens LGA, 2007 - 2016

Precinct	North-eastern Arterial Roads	Sir Donald Bradman Drive	South Road	Richmond Road East	Richmond Road West	Anzac Highway	Trend Across Arterial Roads
Estimated Area (Ha)	68	31	40	18	33	61	251
Land Use Change 2007 - 2016 (%)							
Commercial	-1.9%	1.7%	+5.9%	+23.5%	+13.9%	+2.6%	+3.0%
Food Industry	-0.7%	0.0%	-0.2%	+0.0%	+0.0%	+0.0%	-0.2%
Public Institution	-0.3%	0.6%	+0.0%	+0.6%	-6.7%	-0.5%	-0.1%
Recreation	-0.4%	0.0%	+0.0%	+0.0%	+2.5%	+0.0%	-0.1%
Reserve	+0.0%	0.0%	+0.0%	+0.0%	+0.0%	+0.0%	+0.0%
Residential	+13.6%	-4.7%	+3.9%	+7.8%	-2.4%	+1.3%	+4.6%
Retail	-7.2%	-1.3%	-2.0%	+7.9%	-5.3%	-2.9%	-2.6%
Industrial	-2.9%	4.6%	+0.3%	-33.2%	-0.7%	-0.6%	-2.7%
Vacant Land	-0.5%	-1.0%	+5.2%	-1.4%	-1.6%	-0.7%	+0.3%
Vacant Residential	+0.2%	0.0%	-13.0%	-5.2%	+0.3%	+0.8%	-2.2%

Precinct	Underdale-Torrens Industrial	Thebarton Industrial	Mile End South	Richmond Industrial	Marleston Industrial	Netley Industrial	Plympton Industrial	Trend Across Industrial
Estimated Area (Ha)	51	18	85	14	33	29	45	275
Land Use Change 2007 - 2016 (%)								
Commercial	+7.1%	+9.6%	+3.2%	+31.3%	+0.8%	+0.0%	-1.1%	+4.4%
Food Industry	-0.1%	-5.8%	-0.3%	+3.7%	-1.4%	+0.0%	+0.0%	-0.5%
Public Institution	+0.0%	-3.0%	-0.2%	-0.6%	+0.0%	-0.0%	+4.1%	+0.4%
Recreation	+0.0%	+3.2%	+0.0%	+3.2%	-0.2%	+0.0%	+0.1%	+0.4%
Reserve	-1.6%	-0.2%	+0.0%	+0.0%	+0.0%	+0.0%	+0.0%	-0.3%
Residential	+3.7%	+8.4%	-0.0%	-4.0%	-1.0%	+0.0%	+0.0%	+0.9%
Retail	-8.5%	+3.5%	+1.0%	-13.7%	-5.6%	-0.0%	-0.4%	-2.5%
Industrial	+2.0%	-10.9%	-0.9%	-10.7%	-3.4%	+0.0%	-1.7%	-1.9%
Vacant Land	-3.3%	-1.5%	+1.0%	-3.0%	+15.0%	+0.0%	+0.0%	+1.3%
Vacant Residential	+0.6%	-3.2%	-3.7%	-6.3%	-4.3%	+0.0%	-1.1%	-2.3%

Source DPTI Land Use Data, 2007/2016



As shown, in the last 10 years

- there has been an increase in residential uses along arterial road precincts, predominantly in the Henley Beach Road and South Road precincts;
- there has been an overall decrease in industrial uses in arterial road precincts, predominantly accounted for by Richmond Road East precinct;
- commercial uses have increased in industrial areas;
- residential uses have increased in industrial areas;
- industrial uses have conversely diminished in industrial areas as a result; and
- an increase in 'vacant land' is almost exclusively due to the change in use of the Marlestone TAFE site.

3.3 OTHER PRECINCTS

In addition to the above, there are several precincts that are not easily or straight-forwardly categorised, including:

<i>Adelaide Airport:</i>	Adelaide Airport is singularly the most important of all employment land precincts in West Torrens. Future development in accordance with its masterplan (as discussed in Section 2) is integral to the employment future of West Torrens.
<i>Adelaide Shores:</i>	The West Beach area encompasses a major sewerage treatment plant (zoned Industry) and various recreation and tourism uses (zoned Adelaide Shores). The latter use especially provides a significant economic activity node in its own right.
<i>Existing Uses:</i>	Included in the West Torrens employment lands are various freestanding Local Centre, Neighbourhood Centre and Commercial zoned sites, usually tied to a specific land use and not part of West Torrens' main land use fabric.



4. STRATEGIC & LEGISLATIVE SETTINGS

This section looks at a range of legislative and other strategic settings pertinent to the planning of West Torrens' employment future.

4.1 LEGISLATION

There are several/a couple of pieces of State legislation which are particularly relevant to this review.

Firstly, the State's planning legislation and, with it, the planning system it enables, are in a period of transition consequent on the passage of the Planning Development and Infrastructure Act (2016) – which replaces both the previous Development Act, and the planning system which it enabled.

The new Act is reflective of a growing trend for local government to become stimulators and curators of economic development within their regions. Its new regulations provide some tools to assist in this regard, most notably the ability to negotiate infrastructure agreements over greenfield developments. There is noted to be potential for tension to arise in this regard between this facilitation role and Councils' continuing role as development regulators.

Alongside this, the Housing and Urban Development (Administrative Arrangements) (Urban Renewal) Amendment Act (2013) provides for the creation of "precincts" administered by a "precinct authority" (which may be a local council, or a body set up by a council) for the purpose of:

- the development of an area for the purposes of urban renewal;
- the provision of land suitable for commercial, industrial or residential purposes close to public transport;
- the establishment of new industries; or
- other planning and development outcomes for the renewal or redevelopment of a distinct area that promotes the purposes of the Planning Strategy.

As yet, the Act has no regulations and there is uncertainty as to who establishes, approves and gives powers to a precinct authority. Nobody has yet set up a precinct under the Act, so the nature of, or potential for, precinct development remains untested.

4.2 INFRASTRUCTURE SCHEMES

The aforementioned Planning Development and Infrastructure Act will facilitate the delivery of infrastructure on large scale development projects via statutory 'Infrastructure Schemes'. It appears that the primary application will occur on the urban periphery and its application to West Torrens is probably limited. Schemes are divided into Basic Infrastructure Schemes and General Infrastructure Schemes.



The Basic Infrastructure Scheme will apply to a defined 'designated growth area' and will provide the mechanism to ensure the delivery of infrastructure such as water, sewerage, gas, electricity, telecommunications, roads, bridges and stormwater management, without the need to have infrastructure agreements with individual landowners. A General Infrastructure Scheme will involve delivery of a much wider range of infrastructure which can be prescribed by regulations that are subject to parliamentary scrutiny (e.g. health, education, community facilities and infrastructure related to the provision of public transport, police, justice and emergency services facilities.)

Infrastructure Schemes come under State Government jurisdiction. The Minister must consult with the relevant council(s) where a designated growth area is located (Basic Scheme), and with council(s) whose area is wholly or partly within the contribution area (General Scheme), prior to the finalisation of the scheme. Councils also have a role in identifying designated growth areas through the preparation of the Planning and Design Code.

4.3 THE 30 YEAR PLAN

The 30 Year Plan for Greater Adelaide was updated in 2016.

The new plan has six targets, none of which are explicitly concerned with employment. Sitting underneath these six targets there are a range of policy themes (p. 40), only one of which is "economy and jobs". This tends to suggest that jobs are a second-tier concern for the Plan.

Under the heading of "Economy and Jobs", the Plan has two guiding policies:

- P55 - Promote certainty to undertake development while at the same time providing scope for innovation; and
- P56 - Ensure there are suitable land supplies for the retail, commercial and industrial sectors.

There are a range of subsidiary policies covering primary production, tourism, mining & resources, manufacturing/defence and green industries. The final subsidiary policy covers employment lands:

- P73 - Provide sufficient strategic employment land options with direct access to major freight routes to support activities that require separation from housing and other sensitive land uses.

A major theme of the Plan is the development of transit corridors as locations for infill residential and mixed-use development. The updated Plan identifies an achievement of the 2010 Plan as the Inner Metro Corridor Infill DPA in 2013. The question to be addressed in this regard is "Why has this development largely not occurred?" Several factors are likely to be responsible:

- transit corridors are frequently locations for viable businesses that are not motivated either to relocate or to 'trade in' an existing site;



- there may still be sufficient value in existing improvements (or existing lease commitments) for an owner to consider change in the near term. Lease terms may typically be 5 + 5 years, locking landlords into existing structures until lease expiry;
- owner occupiers can sometimes be too busy running their businesses to investigate or contemplate 'external' matters like the development potential of their land until such time as the case for doing so becomes compelling;
- allotment sizes can be too small, either dictating small developments or requiring time-consuming and costly site amalgamations; and
- the 'corridor development market' is a largely unproven market and 'pioneers' – both developers and potential buyers of the resultant residential apartments – are often innately cautious.

Nonetheless, corridor development is starting to occur in selected locations (such as on Churchill Road) and, in the case of West Torrens, proximity to both the city and to a range of near-city locations is such that the underlying rationale will eventually lead to the development ice being broken – which can then lead to a flurry of new development in specific locations.

4.4 ECONOMIC DEVELOPMENT STRATEGIES OF NEIGHBOURING COUNCILS

Adelaide

The City of Adelaide accounts for approximately one-fifth of the state's economic activity. Adelaide City Council does not appear to have a formal economic development strategy, however it runs several programmes to assist and advise small business, and is active on an ad-hoc basis to monitor and influence economic issues as they arise. The City of Adelaide promotes and oversees the Central Market Precinct through a separate authority and has a vibrancy/placemaking agenda.

Charles Sturt

Charles Sturt Council, which abuts West Torrens along much of the latter's northern boundary, recently undertook and published an Economic Development Strategy Review (Feb 2017), focused on urban development and smart communities, tourism, health, defence and advanced manufacturing, and small business. Of particular note is a Western Adelaide regional focus, including initiation of a 'Building Western Adelaide Strategy', formalised via a Memorandum of Understanding signed with adjoining Councils (including West Torrens) in November 2015.

Charles Sturt has a strong focus on building the capacity of businesses to trade in China and in welcoming Chinese delegations; particularly related to health. It is also partnering with the State Government and Renewal SA to develop Bowden Village.

Marion

The City of Marion, to West Torrens' south, has an economic development policy focused on promoting and developing the local economy, facilitating the delivery of projects,



development of its businesses and creation of ongoing employment and skills development. The policy does not identify specific sectors or projects for particular attention.

Holdfast Bay

Holdfast Bay, situated to the south west of West Torrens, does not appear to have a specific economic development strategy, although it has long been invested in promoting tourism and events in the region and is also a signatory to the 'Building Western Adelaide Strategy'.

City of Port Adelaide Enfield

The City of Port Adelaide Enfield recently completed an Economic Development Strategy with a focus on events, defence, and building export connections with France. They are also a partner to the 'Building Western Adelaide' Strategy.

4.5 SMALL BAR LEGISLATION

Small bar licensing applies to establishments of less than 120 seats, and only applies in the Adelaide 'square mile'. The State Government's policy is to restrict small bars to the city as a means of fostering a vibrant centre.

Local Governments outside this location are keen to see these licences operating outside the CBD, as an enabler of their night-time economies. Operators of small bars would also likely expand from the CBD if they could. Such a move would cause disruption to the existing hotels operating in the suburbs.

A 'special circumstances licence' has been available for many years and could facilitate small bars in the suburbs without expanding licensing arrangements, however such licences are not currently expedited and can be cumbersome to obtain.

It is noted that noise and nuisance responsibility has been moved from the EPA to Local Governments, giving councils greater control over licensed premises.

4.6 MOBILE FOOD VENDORS

Mobile food vendors have become popular in the Adelaide CBD in the last couple of years, generally in areas of high pedestrian traffic. There are not yet regular clusters of food trucks in suburban locations, however this may occur in the future. For instance, it may be possible for food trucks to operate at West Beach during the summer months.

At present, the regular appearance of mobile food vendors in the CBD (rather than the suburbs) is reflective of demand. This may change if their popularity rises, and if so, it will be incumbent on Local Government to remove barriers to competition, based on the sometimes controversial experience in the CBD.

The Local Government (General) (Mobile Food Vendors) Variation Regulations 2017 under the Local Government Act 1999 has now come into effect. Councils are now able to regulate the operation mobile food vendors (over matters such as location, number of vendors, insurance, Act compliance and the like), and issue permits for them to operate.



Possible food-truck localities in CWT include Holland Street Plaza (Bridge end) in association with events at the Entertainment Centre or nearby soccer stadium and at the plane-spotters park west of the airport.

4.7 INTERNATIONAL FREE TRADE AGREEMENTS

As noted above, over the past 10 years Local Governments have become increasingly active in the facilitation of economic development in their respective regions. This includes the fostering of international export income. Some Local Governments have been active in

- establishing business networks;
- training for business;
- training local business in the digital economy;
- networking key decision makers, State and Federal officials and ministers; and
- participating in trade missions to facilitate local business import/export business, most notably with China, South-East Asia, India and France.

Negotiated at a Federal level, free trade agreements encourage Local Government to be more active in some countries than others. At the local level, the Department of State Development can facilitate the organisation of trade missions and the provision of interpreters.

One of the areas where South Australia has a future competitive edge and a unique selling proposition is in the export of food & beverage production, much of which will occur by air transport.

A theme of this report is the importance of ensuring that this future export activity occurs through Adelaide Airport. There are noted to be moves to open Edinburgh Airbase to allow air exports of produce from the Northern Plains. To counter this, and ensure that the sector grows sufficiently to support continued export via Adelaide Airport as well as Edinburgh and/or Parafield, the City of West Torrens could consider what they may be able to do to offer a competitive advantage – noting that Adelaide Airport limited also owns Parafield Airfield:

- closely co-ordinating with Adelaide Airport Ltd;
- lobbying against the move with other levels of Government (placing West Torrens in competition with the City of Salisbury, which is promoting the idea);
- ensuring that the South Road upgrade facilitates the rapid movement of produce from the Northern Plains to Adelaide Airport; and
- ensuring that there is a sufficient supply of large expanses of land (4 – 10 hectare sites) for distribution warehousing. Whilst land is available on the airport itself, and the airport masterplan foreshadows such development, other sites may be facilitated at Netley and North Plympton. West Torrens is at a competitive disadvantage in this regard because large industrial sites in Salisbury and Playford are abundant and cheap, whereas in West Torrens they are rare and costly.



5. CURRENT & EMERGING INDUSTRIAL ECONOMY

5.1 A STATE OF CHANGE

The employment landscape and industrial land economy in South Australia are in a state of change – although it could be argued that change has been a permanent feature of the local industrial and employment landscapes for the last 20 years or more.

The present profiles have their roots in policy settings laid down from the 1930s to the 1960s that focused on traditional manufacturing – automotive, white goods and the like. These industries came to SA attracted by cheap land and other State Government incentives, then survived and even prospered behind trade barriers and a managed exchange rate.

Ultimately, there was not sufficient attraction of capital to ensure the reinvestment required to sustain such industries in the long term and, as trade restrictions were removed from the 1980's onwards, they could not compete with high volume/low cost manufactured goods and imports.

While it remains a very significant sector, manufacturing employment peaked in SA in 1990 and has been in steady decline ever since. The effect has been particularly pronounced in this State due to its greater dependence on the manufacturing industries that were in greatest decline and an apparent lesser ability to replace these declining industries with new ones. Between 1990 and 2014, manufacturing employment declined by 28% in Victoria and 30% in New South Wales, but by 39% in South Australia. The decline has been particularly pronounced since 2008 (when Mitsubishi closed its manufacturing operation).

In addition to the direct losses from the automotive industry, the SA Centre for Economic Studies (SACES) has identified the following declines in minor manufacturing industries' employment numbers since 2007 (with corresponding falls in Victoria and NSW in brackets):

- wood products: -33 per cent (New South Wales -16 per cent, Victoria +6 per cent);
- pulp, paper and converted paper products: -52 per cent (New South Wales -35 per cent, Victoria -52 per cent);
- polymer products and rubber products: -51 per cent (New South Wales -28 per cent, Victoria -20 per cent);
- structural metal products: -51 per cent (New South Wales +16 per cent, Victoria -16 per cent);
- electrical equipment: -60 per cent (New South Wales -1 per cent, Victoria -17 per cent); and
- furniture: -45 per cent (New South Wales -4.4 per cent, Victoria -0.2 per cent).⁵

In most of the above instances, the direction across the three states is similar, however the severity of the reduction is mostly much worse in SA.

⁵ SA Centre for Economic Studies, Economic Issues #45: 'Where Do We Go From Here? South Australia's Economic Prospects going forward and the Role of Government', p. 7-8



At the same time, it is worth noting that some areas of manufacturing have actually grown since 2007, albeit employing quite small numbers of workers:

- food product manufacturing grew by 2,500 employees, or 21%;
- beverage product manufacturing grew by 1,600, or 20%;
- other transport equipment manufacturing was up 1,600, or 81%;
- specialised machinery and equipment was up 400, or 21%; and
- other machinery and equipment was up 600, or 22%.

The latter three categories are quite unspecific. The SACES describe the growth as occurring in “generally small and very specialised or adaptive firms ... servicing growth sectors in agriculture, horticulture and mining, particularly in production and logistics; and healthcare.”⁶

Table 11 shows the change in contribution to Gross State Product for a selected range of industries over the 20 years to 2016, ranked according to their relative importance in 2016.

Table 11: Change in Share of Gross State Product 1995/6 – 2015/16

Share of GSP			
Industry	'95/96	'15/16	Change
Health care & social assistance	7.9	9.3	17.7%
Financial & insurance services	5.8	7.1	22.4%
Manufacturing	12.1	6.9	-43.0%
Construction	3.8	6.7	76.3%
Public administration & safety	4.8	6.4	33.3%
Professional, scientific & technical services	4.3	5	16.3%
Education & training	5.8	5	-13.8%
Transport, postal & warehousing	5.3	4.9	-7.5%
Retail trade	4.1	4.8	17.1%
Agriculture, forestry & fishing	4.1	4.6	12.2%
Wholesale trade	3.6	4.1	13.9%
Mining	2.7	3.7	37.0%
Electricity, gas, water & waste services	4.1	3.2	-22.0%
Administrative & support services	4.4	2.8	-36.4%
Accommodation & food services	2.4	2.2	-8.3%
Information media & telecommunications	1.7	2.2	29.4%
Rental, hiring & real estate services	2.6	2.2	-15.4%
Other services	3	2.2	-26.7%
Arts & recreation services	0.7	0.8	14.3%

Source: ABS

⁶ Ibid, p. 9.



As shown, the largest contributors to GSP in South Australia are health care & social assistance, financial & insurance services, manufacturing (despite almost halving in importance over the 20 years), construction and public administration & safety – which between them account for over 35% of economic activity.

The greatest growth in contribution to GSP over the period under review was in:

- construction, +76%;
- public administration & safety, +33%;
- information media & telecommunications, +29%;
- financial & insurance services, +22%;
- health care & social assistance, +18%; and
- arts and recreational services, +14%.

It will be noted that, with the exception of construction, none of these sectors are directly applicable to industrial areas of West Torrens. Most would take or be categorized as commercial space. For example, the biggest employment sector in SA – health care & social assistance, which has grown in importance by 17.7% in 20 years – is more likely to occupy residential precincts of West Torrens (e.g. in the form of aged care facilities) than its industrial precincts.

As against this, the growth in the contribution of construction reflects the large Government expenditure on infrastructure projects like the new RAH and South Road corridor, whilst the growth in public administration possibly indicates the expansion of Government in SA relative to productive enterprise.

Nonetheless, industrial precincts may still take advantage of some of these growth sectors through the provision of servicing and supply to the non-industrial sector and the provision of 'back office' facilities. Orana at Netley is an example of a property in an industrial zone being repurposed towards the disability sector. Similarly, regulatory support is in place for more commercial development in main road locations apropos the financial services and public administration sectors, but it is for the market to realise that cost advantages exist in West Torrens over the CBD and other alternative locations such as Greenhill Road.

SACES identifies that Gross State Product grew by 8% during the early years of the present decade. The greatest positive contributors to that growth in GSP were:

- healthcare & social assistance, 2.0%;
- ownership of dwellings, 1.2%;
- electricity, gas, water & waste, 1.2%;
- professional, scientific & technical services, 0.7%;
- public administration & safety, 0.7%; and
- education & training, 0.7%⁷.

⁷ Ibid, p. 15.



Overall though, and putting aside the somewhat abnormal contribution of construction, this is not an economically comforting picture – either for future generations of South Australians or for the direction of industrial precincts of West Torrens – because, as the data clearly shows, the principal growth industry in South Australia is meeting the health and social assistance needs of an ageing population. Indeed, in the five years to 2014, employment growth in this sector accounted for 57% of employment growth in the state⁸.

5.2 EMPLOYMENT CHALLENGES

The employment landscape has been through enormous change over the last generation through policy shifts and, good or bad, the sweeping away of old paradigms. But now a new set of forces for change is emerging.

Already the power of the internet to disrupt existing business models is clear to see. Witness the emergence and rise of Amazon and Uber to take but two examples – not even to mention what AirBnB is doing to the accommodation industry. These changes will likely only accelerate over the next decade. From an employment perspective, they presage both growth and decline and the question is how this will play out in the local context.

The next major challenge to employment over the next two decades may however be the rise of automation. By 2040, many tasks currently performed by humans will be performed by machines. Whilst the current focus is on transport (driverless trains, cars and trucks; pilotless aircraft), it is estimated, for example, that almost 40% of accountancy jobs and 90% of bricklaying will be automated⁹.

As a general rule though, the basic, repetitive aspects of any profession or trade are likely to be replaced by computer algorithms and robotic hardware. Areas that are relatively protected from this revolution are:

- tasks involving judgement calls and consequent risks;
- tasks involving creativity, social interactions or the ability to respond to the unexpected;
- jobs that require unusual movements, such as personal trainer or carer; and
- jobs involving interpersonal skills – health, personal care, tourism and education.

It is thought that one result of this change will be a transfer of viable employment from regional locations to CBDs, unless regions are able to retain talented individuals. Needless to say, this has implications for industrial suburbs of West Torrens, which are already feeling the burden of a shift away from manufacturing.

⁸ Ibid, p. 17.

⁹ 'Regions must adapt to contain the pain that automation inevitably will bring', The Australian 20.5.17.



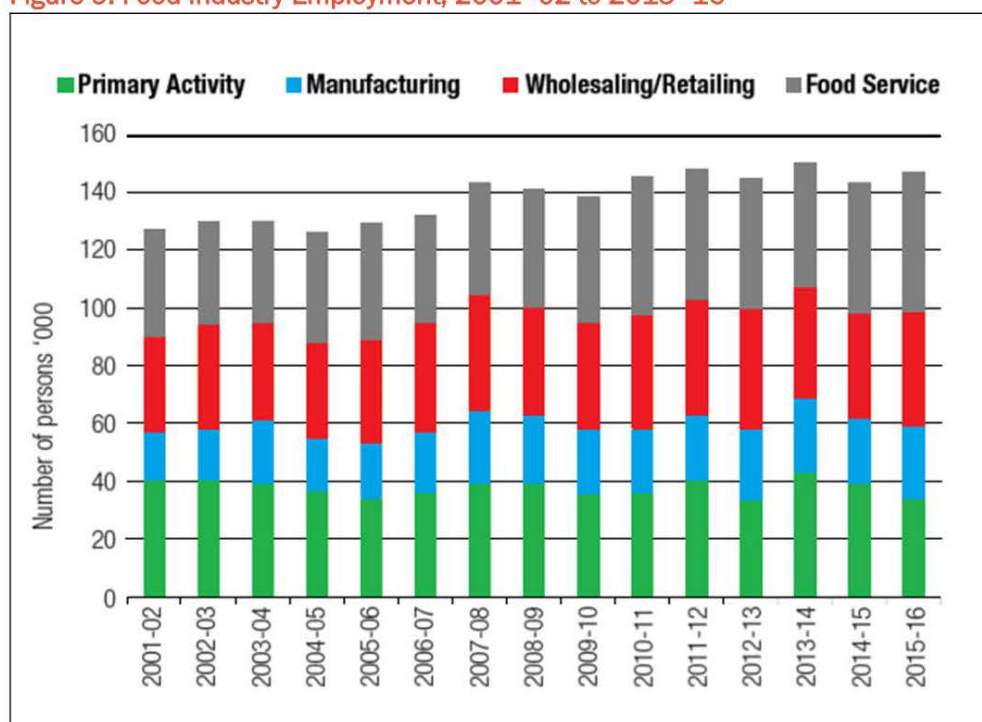
5.3 EMERGENT INDUSTRIES

Having set the underlying employment scene, this section discusses the emergent industries that may be directly relevant to West Torrens.

5.3.1 AGRICULTURAL & FOOD EXPORTS

Figure 9 shows growth in food industry employment over the past 15 years.

Figure 9: Food Industry Employment, 2001-02 to 2015-16



Source: PIRSA

For the 12 months ending August 2016, there was growth in food wholesaling/retailing of 3,100 jobs (or 8%) and food manufacturing of 2,500 jobs (or 11%). Finished food and wine exports in 2015-16 revenue amounted to some \$3.4 bill, a 4% increase over the previous year.

Significantly for West Torrens, a proportion of the growth in food industry exports is fresh produce that is moved through Adelaide Airport. Premium manufactured produce may also reach overseas markets by this route, presenting an opportunity for increased food manufacturing in close proximity to the point of export.

5.3.2 TOURISM

Tourism is an industry with recognized opportunities for growth in SA. Importantly, it is also 'jobs-heavy'.

Actual tourism expenditure in SA to June 2016 was \$5.9bill and the SA Tourism Commission has a goal of growing this to \$8bill by 2020. Some 86% of current expenditure is derived



domestically, and 14% from more lucrative international visitors – the latter being a market where SA lags behind other states. Recently, China Southern Airlines began flights to Adelaide, giving SA direct access to the Chinese market for the first time. Chinese visitors and expenditure increased 48% and 49% respectively over the year to March 2017 and the introduction of direct flights will see those numbers increase substantially again in the current year.

A new 165-room 8-level hotel is under construction adjacent to the Adelaide Airport terminal, where passenger numbers are expected to increase from the current 7.9 million per annum to 18 million by 2034.

Whilst much of this potential growth in the tourism industry is spread statewide, there is clear potential for a heightened proportion of it to be enjoyed by West Torrens, both as a the 'gateway' that the airport represents and also via the servicing of the airport from adjoining industrial suburbs – noting that this function could also be satisfied by development of the substantial areas of the airport itself that are earmarked for industrial development.

In this context it is also noted that interstate passenger rail services also terminate in West Torrens. Great Southern Rail operates The Ghan, The Indian Pacific and The Overland passenger rail services from the terminal at Mile End South. GSR supports up to 400 jobs during peak season, with 80-90 per cent of employee and contractor work based in SA.

5.3.3 LOGISTICS & DISTRIBUTION

Whilst traditional 'bricks and mortar' retailing is feeling the effects of online competition, opportunities are rising as regards the latter's requirement for transit warehouses and fulfilment centres in suitable locations. Given the dominance of air, road and rail infrastructure in West Torrens, and its centrality within the Adelaide Metropolitan Area, this use is a 'natural fit'.

The leading online retailer in the world is Amazon, which at the time of writing is rolling out a supply chain across Australia. The business model that Amazon is developing relies upon an ability to offer an extensive range of consumer products at low prices, delivered promptly (i.e. within 1 – 2 hours of an order being placed).



Amazon employs a hierarchy of facilities as identified in Table 12 below.

Table 12: Amazon Hierarchy of Distribution Facilities

Facility	Description
Fulfilment Centres (FCs) and Distribution Centres	Each FC processes thousands of packages a day, storing a large inventory of around one million unique goods. The average occupiable space equates to around 64,000sqm. A large sortable FC typically employs an average of 2,000 to 3,000 workers.
Pantry/Fresh Food Distribution Centres	Handling perishable, frozen, and dry grocery merchandise. Occupying an average 40,000sqm of space.
Regional Sortation Centres	Sorts packages for a geographical region whereby the packages have originated from one or more FCs within the Amazon network. Utilises an average 30,000sqm of space.
Delivery Stations	For dispatch directly to the consumer via delivery service providers (couriers) contracted by Amazon to service specific routes. They are positioned close to large metropolitan cities across the country and often near airports. Occupying an average 6,000 to 10,000sqm of space.
Prime Now Hubs	Smaller facilities that stock a limited line of products that are in high demand such that customer orders in high population metropolitan cities can be delivered within 1-2 hours of order placement.

Source Colliers Radar May 2017

Amazon is used as an example above because it is the largest online retailer and is currently building an Australian network. However, it is worth keeping in mind that Amazon is one of a number of such operators in the market and targeting Amazon's rollout can provide a template for other online retailers with a comparable business model.

It will be recognised that West Torrens presents considerable locational scope for the siting of several of these levels of centre, both on airport land and in adjacent suburbs such as North Plympton and Netley. More broadly, logistics facilities can be categorised as:

- *Level 1* – any firm holding goods such as manufacturer, distributor, trader, wholesaler or retailer in the business environment. It will be recognised that this type of logistics is common in business, both in commercial and industry zones, throughout CWT and elsewhere;



- *Level 2* - an asset-based carrier for which purpose they actually own the means of transportation and provide the transport service. Courier services, many of which operate in CWT because they need close proximity to the airport are an example;
- *Level 3* - an operation that receives, stores and transports goods produced by other manufacturers to various destinations; typically freight forwarders and large international courier companies;
- *Level 4* - independent, non-asset based supply chain integrators using internal and external resources to provide comprehensive supply chain solutions for clients -i.e. holistic management of the supply chain.
- *Level 5* - typically, e-commerce, combining Level 3 logistics into bulk volume for the benefits of negotiating more attractive freight rates with transportation companies. Usually a non-asset based company, or a “brick and click” company, as compared to a “brick and mortar” Level 3 logistics provider.

5.3.4 MANUFACTURING

Despite the steep decline in traditional manufacturing, this sector remains an important generator of economic activity and jobs. Australia’s disadvantages in the manufacturing sector leading to this decline have been:

- a small local market (economies of scale);
- high cost of labour, land and other inputs; and
- during the mining boom, a high exchange rate.

Goran Roos’ report, ‘Manufacturing into the Future’¹⁰ identified the vital importance of manufacturing to high income economies. Given the disadvantages listed above, future manufacturing will look nothing like past manufacturing, if it is to succeed. It will therefore:

- be driven by applied research;
- be oriented towards medium-high value adding;
- have a global outlook, and a well-defined niche market; and
- be based on unique skills, with high levels of in-house knowledge and expertise.

The above could describe the plight and salvation of any ‘old’ manufacturing economy in the West, such as Detroit or Manchester, so the global competition in the attraction of ‘future manufacturing’ businesses is strong. There is no one pathway in the reinvention of post-industrial cities.

Pittsburgh, for example, was ‘lucky’ enough to be an early victim of the wave, its steel industry having declined more than three decades ago, resulting in the loss of some 150,000 manufacturing jobs in the 1980s and a 30 percent decline in the city population

¹⁰ January 2012, Department of Premier & Cabinet



between 1970 and 1990. However, it possessed some foundations upon which to rebuild its economy (including Carnegie Mellon University, which has an Adelaide branch), and built on these with a unified approach to economic development and specific sectors of focus. It also worked to restore its polluted environment. The city now boasts high-skilled workers and world-class research institutions, which helped attract tech giants like Uber and Google. Its CBD has seen a 40% population increase since 2000. Pittsburgh continues to deal with challenges, including aging infrastructure and widespread social inequities.

Essen, in Germany, was an economy based on coal mining and heavy industry, much of which had also closed by the 1980s. Its reinvention focused on the environment, with substantial efforts to clean its air and waterways. A current focus is changing its approach to mobility, removing old industrial structures, and changing its traffic and energy systems.

Closer to home, it will be noted that the inner Norwood and Kent Town area is one part of Adelaide that has transitioned from industry to an economy based on the service sector. In the process, a greener environment has made the area attractive to new residents. Kent Town is now home to several apartment buildings, and more will follow in that region; most notably, when the Caroma factory on Magill Road is redeveloped. Local Government has assisted this transition through responsive zoning regulations.

5.3.5 EDUCATION

In 2015, 32,100 onshore international student enrolments in the South Australia spent \$1.2 billion on education fees, and other goods and services.¹¹ Education is South Australia's largest services export. Enrolments in South Australia are expected to grow to 48,000 in 2026, representing a compound annual growth rate (CAGR) of 3.4%.¹²

Education activity tends to be focussed on the CBD and existing universities and this trend may therefore have less immediate relevance to West Torrens' industry and employment areas than other emerging industries. However it is a positive factor in the prospects for those businesses that service the education industry. Notably, CWT hosts Plympton International School - South Australia's first Chinese bi-lingual school.

5.3.6 DEFENCE

Defence is a critical sector for South Australia's economic prosperity, currently employing 27,000 workers (direct and indirect) and contributing around \$2 billion to the State's economy annually. This will be bolstered by the recent \$50 billion submarine deal with DCNS.

Not all the work in this regard is located in the defence hubs of Osborne and Mawson Lakes. It may be expected that some local West Torrens industry is or will have opportunity to be involved in manufacturing and other services that feed into defence projects (and will increasingly do so). Potential exists to liaise with DPC, DSD, State Government more generally and Port Adelaide Enfield Council to identify opportunities. The following resources

¹¹ Deloitte Access Economics, International education in South Australia, Department of State Development (SA), July 2016, p. 6

¹² Ibid, p. 7



may assist Council and local businesses with accessing defence opportunities over the forthcoming years of procurement:

- the Centre for Defence Industry Capability (CDIC) supports Australian businesses working in the defence industry or looking to get involved. It helps businesses navigate the defence market, provide specialist advice on improving competitiveness and accessing global markets, and facilitate connections with other businesses and Defence; the [Naval Shipbuilding Plan](#) sets out the program and industry required to deliver a continuous naval shipbuilding program over the coming decades; and
- The Australian Industry Group Defence Council advocates for small and large business in the Australian defence industry, as well as fostering the relationship between Defence and industry.

5.3.7 MINING SERVICES

The mining industry continues to wax and wane in South Australia, which did not enjoy equivalent benefits of exploration and exploitation of mineral resources during the mining boom that Western Australia and Queensland did. Nonetheless, mining will continue to be an important industry to SA and servicing that industry will be an economic generator for Adelaide.

5.3.8 HEALTH AND AGED CARE

As indicated above, this industry is experiencing the strongest growth of any sector in SA at the present time, and with an aging population the rate of growth can be expected to increase. This 'emerging industry' can be serviced both through the research sector (such as at the Thebarton Technology Precinct) and the production of supplies and consumables for the health and aged care industries. CWT's proximity to NRAH, SAHMRI and the Nursing School may present locational advantages.

5.4 THE COMPETITIVE SETTING

Industry can site itself in a variety of locations and, as an inner suburban location, West Torrens is necessarily one of the more expensive such locations in Adelaide. Some industry will choose to locate where land is cheapest, on the urban periphery. Other industry will pay to be located in West Torrens, close to customers, major transport routes, Adelaide Airport and the like.

In the context of emergent industries, significant price and co-location competition will be offered by Tonsley, where the SA Government sees an opportunity to develop high-tech, high value-added industry.



5.5 WEST TORRENS SWOT

5.5.1 STRENGTHS

- a. the principal strength of West Torrens' as an industrial location is its accessibility – identified previously as having Adelaide Airport at its core, but also and the upgraded South Road corridor, which will provide fast road access both north and south (northern access being particularly important as it is a land route to NSW and Queensland markets). Via Richmond Road/Greenhill Road/Glen Osmond Road, the South Eastern Freeway to Melbourne is readily accessible.
- b. West Torrens is directly adjacent to the Adelaide CBD, providing a useful proximity to the State's principal centre of economic activity and to firms that may potentially locate head offices there and subsidiary operations in West Torrens;
- c. West Torrens is well served with B-double routes, including Tapleys Hill Road, Anzac Highway, South Road, Marion Road, Sir Donald Bradman Drive and internal roads within Adelaide Airport and its business park;
- d. West Torrens has a ready labour force, and additional labour may (naturally) be sourced from other areas of Metropolitan Adelaide, plus a large population in the adjoining City of Adelaide;
- e. the topography of West Torrens is substantially flat. This presents a significant advantage in the context of ageing populations and people living with disability or others that have accessibility needs;
- f. West Torrens as a whole has a plentiful industrial land supply – although this derives almost exclusively from the development precincts of Adelaide Airport. Aside from airport land, this rarely applies (see 'Weaknesses' below);and
- g. West Torrens stretches from the City to the sea, (and has both airport and passenger rail terminus, as well as being adjacent the City-Glenelg tramline) giving it a platform on which to build its tourism offer.

5.5.2 WEAKNESSES

- a. outside Adelaide Airport, the industrial suburbs of West Torrens generally feature fragmented ownerships and relatively small site areas. Emerging logistics uses often require several hectares of land and the nature of West Torrens' industrial suburbs prevails against their taking up land or redeveloping sites in these suburbs;
- b. much of the industrial building stock is quite old. Aerial imagery suggests that many of West Torrens' industrial areas contain buildings dating to the 1960s or earlier. On the other hand, if site consolidation and redevelopment can be encouraged, the added value of these old improvements is negligible and these suburbs could be ripe for regeneration to occur (see 'Opportunities' below);
- c. connections with Adelaide Airport have not developed as they might have. Even though there is airport access from Morphett Road and some older warehousing exists on airport land at the end of Richmond Road, access to terminals and export facilities from North



Plympton or Netley is via the single airport entrance off Sir Donald Bradman Drive rather than directly accessing nearby adjacent complementary facilities on the airport.

5.5.3 OPPORTUNITIES

Opportunities for West Torrens industrial and other employment areas are a function of the changing economic landscape in South Australia and the emerging markets identified in Sections 4.1 – 4.3 above.

- a. as the retail landscape changes, the industrial landscape is changing to service it. West Torrens' proximity to Adelaide Airport and other transport infrastructure ideally suits it to the development of these types of uses;
- b. with the development of NRAH, SAMHRI and other health sector assets along North Terrace, the opportunity exists to co-locate complementary developments in Thebarton to take advantage of potential synergies;
- c. pursue improved access links to the airport, as per 'Weakness C' above;
- d. the fact that much of the industrial stock is aging could suggest that it is reaching the end of its useful life. This then affords the opportunity to redevelop and consolidate adjoining industrial properties. For example, the industrial properties facing Port Road at Thebarton will likely be transformed into mixed use residential in the coming years; industrial development in Torrensville has seen amalgamation to larger holdings and this may be expected to continue there and in other industrial suburbs such as Thebarton and North Plympton; and
- e. the 30 Year Plan presents considerable opportunity across the board for inner ring Councils and it is a matter for individual Councils to take the economic development initiative it offers.

5.5.4 THREATS

- a. The focus of the State Government as regards emerging technological industries is on its property at Tonsley, which has been relatively slow on the uptake, particularly as regards industrial development in its designated north-eastern precinct and within the MAB building.
- b. Just as the improvement to South Road affords West Torrens good access to road transport headed towards the eastern states, it also affords access to Adelaide Airport from cheap industrial land in Adelaide's north, allowing a manufacturer to locate cheaply but still access export infrastructure quite quickly. Together with the small, fragmented nature of West Torrens industrial precincts, this factor works against the location of large logistics operations close to Adelaide Airport.
- c. As identified previously, there are moves (supported by the City of Salisbury) to facilitate food exports directly from the northern Adelaide Plains via Edinburgh Airbase, which poses an economic threat to West Torrens and Adelaide Airport.



- d. On a broader scale, industrial land in Melbourne is plentiful and, depending on its location, large industrial tracts may be obtained at cheaper rates than in Adelaide industrial estates. Additionally State Government land taxes are lower in Victoria and energy is cheaper. These are significant structural problems which prevail against industry locating in Adelaide and, by extension, West Torrens.



6. ANALYSIS OF WEST TORRENS INDUSTRIAL AREAS

Following from the previous discussion and analysis, it is now opportune to survey each of the industrial areas in West Torrens with a view to answering several questions that will, in turn, set the scene for the future of employment lands in the City. The strategic questions to be addressed are:

- the extent to which the existing industrial areas contribute to the desired future direction of West Torrens, as outlined in the Vision 2025 Strategic Directions report; and the changes required to align these areas to this vision. The vision for industrial areas may be summarised as:
 - providing an appropriate range of employment options for the needs of West Torrens' residents;
 - modernising the building stock;
 - reducing fragmentation;
 - managing/improving residential interfaces; and
 - considering a transition to alternate higher order commercial uses where appropriate.
- whether the industrial areas are equipped for the emerging industrial economy as outlined in Section 5 above and, if not, what changes are required to prepare them for this prospective economy; and
- whether there are portions of said areas that are better oriented towards an alternate land use(s), such as residential, and what specific opportunities are presented in this regard.

In addressing these questions, the discussion below focusses on matters of land economy and land use, rather than planning issues. The former can set objectives and a change agenda, whereas the latter concerns practical and legislative means to achieve the goals.

6.1 THE TEMPLATE

6.1.1 ADELAIDE AIRPORT

One theme that emerges strongly from the above analysis is that West Torrens should leverage its significant advantage of having Adelaide Airport at its core. In short, the airport is a massive economic generator that is an economic gift to West Torrens. The airport is a magnet for logistics uses, together with uses that directly service its own operations (food preparation, hire vehicles, tourist support and the like). Many of these industries operate on a 24-hour basis.

Employment areas in West Torrens should seek to complement the airport, taking maximum advantage of proximity and pressing that advantage relative to other employment areas



outside West Torrens. Adelaide Airport is the no. 1 employment area in West Torrens, and its growth will have direct and indirect employment benefits throughout the City.

Airport-associated land uses should be facilitated wherever possible, particularly as regards those employment areas in close proximity to it, such as Netley and Plympton. Transport links between the airport and these employment areas, which are currently weak, will foster new development. Airport masterplans have historically shown internal road links to Netley and Plympton (see, for example, figure 9.2 in the existing plan), however these have not yet eventuated.

6.1.2 RECOGNISE AND ACCOMMODATE THE DECLINE OF TRADITIONAL MANUFACTURING

A number of industrial areas in West Torrens are localities in which traditional fabrication uses predominate. While manufacturing continues to contribute a large proportion of national economic activity, this has declined considerably in recent decades. The implication for areas such as Underdale/Torrensville, Richmond and Plympton is that these areas may transition to other industrial uses, or even residential use, and the Development Plan may need to change to allow this to happen.

6.1.3 'EMPLOYMENT' DOESN'T HAVE TO MEAN 'INDUSTRIAL'

There are a number of 'jobs-heavy' fields that do not accord with the traditional view of 'employment', which was historically taken to equate quite closely with manufacturing industry and transport related uses. Section 5 identified service industries such as aged care and education that have grown substantially in recent years and are big employers. Another might be rehabilitation, as large amounts of Federal and State funds start to flow into the NDIS.

Employment precincts should be able to accommodate both traditional industrial uses and these emerging uses as 'industrial' lands transition into broader 'employment' lands.

6.1.4 MANAGE RESIDENTIAL INTERFACES

Council has recognised that there are residential interface issues with some of its existing industrial areas¹³. Interfaces occur at the edges of residential and industrial zones and locations such as Thebarton where there has been historical mixing of residential and industrial uses. These issues may be managed by appropriate regulation, with an appreciation that these are areas in transition away from traditional manufacturing and other industrial uses. The Connor Holmes report identifies a number of initiatives in this regard¹⁴ and the reader is directed to the relevant sections of that report.

Local Government's role in addressing compliance issues of noise, dust and odour and other nuisance has increased recently as their administration is transferred from State Government.

¹³ Residential and Industrial Land Use Interface Study (Connor Holmes, 2013)

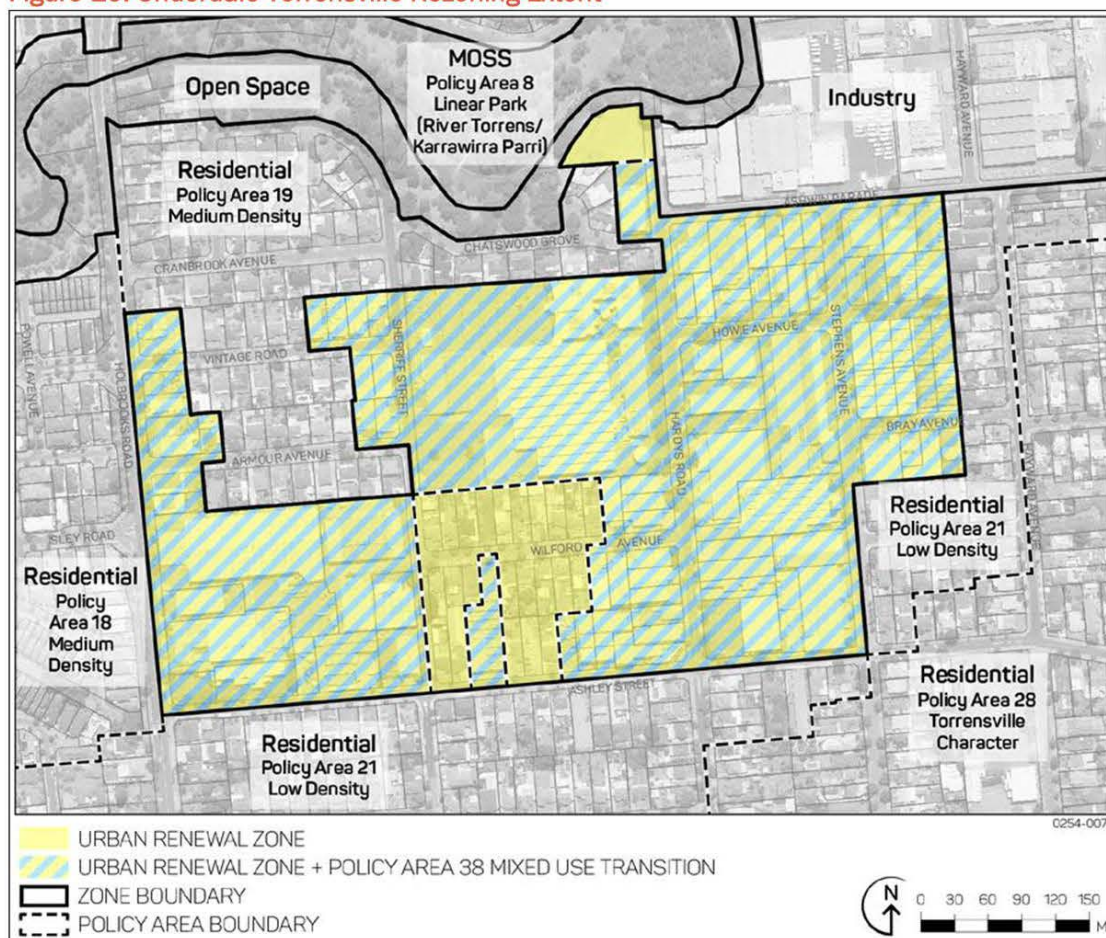
¹⁴ Ibid pp 58 - 69



6.2 UNDERDALE – TORRENSVILLE

Parts of Underdale and Torrensville are now included in the new Urban Renewal Zone that was introduced through the Underdale and Torrensville Urban Renewal DPA consolidated on 6 February 2018, as shown in Figure 10. This consolidates the 'Industry' zone to the area between Ashwin Parade and the River Torrens. Residential areas within the DPA zone are designated for a 'Mixed Use Transition' Policy Area within the Urban Renewal zone. The path is set for areas currently dominated by industrial development to now transition to medium density residential development and compatible mixed use development.

Figure 10: Underdale-Torrensville Rezoning Extent



Source: City of West Torrens



6.2.1 CHANGES IN LAND USE

Table 13 illustrates the change in site areas attributable to different land uses, as per DPTI data, between 2007 and 2016.

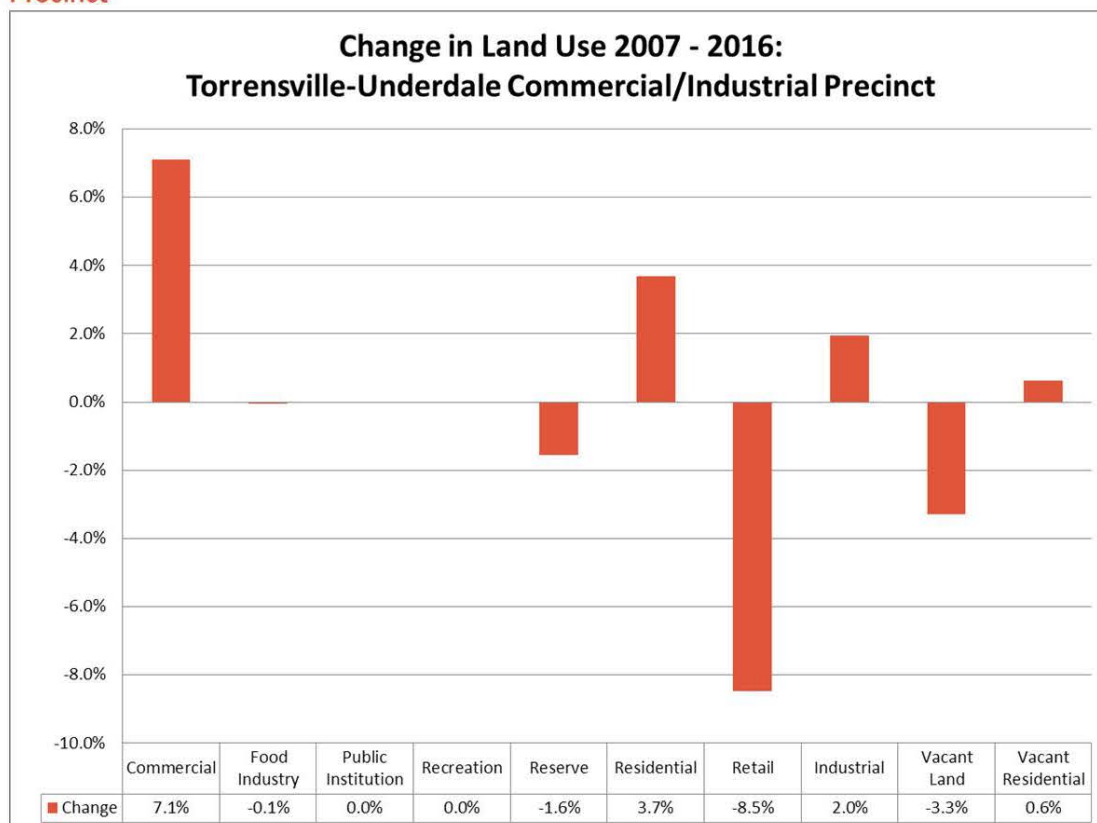
Table 13: Change in Land Uses 2007 – 2016, Underdale – Torrensville Industrial Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	31.7%	38.8%	7.1%
Food Industry	1.6%	1.6%	-0.1%
Public Institution	0.3%	0.3%	0.0%
Recreation	0.0%	0.0%	0.0%
Reserve	1.6%	0.0%	-1.6%
Residential	4.3%	8.0%	3.7%
Retail	24.2%	15.7%	-8.5%
Industrial	31.7%	33.7%	2.0%
Vacant Land	3.3%	0.1%	-3.3%
Vacant Residential	1.3%	1.9%	0.6%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 11.

Figure 11: Change in Land Uses 2007 – 2016, Underdale – Torrensville Industrial Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land uses in the Underdale–Torrensville Industrial Precinct are commercial and industrial, together with some retail; and
- the past decade has seen a notable increase in land coded 'Commercial', and a reduction of 'Retail' in this precinct. This may seem counter-intuitive with the redevelopment of the Brickworks District Centre, however conversion of the Brickworks Market (a retail use) has removed the (approx.) 1.6 Ha northern remnant land from the 'retail' classification.

The rezoning of this precinct now sets the scene for a substantially different future from the long term trend (more commercial, less industry). That future will now comprise residential development in areas of the precinct where it previously did not exist. This will be accompanied by a continuation of the trend towards commercial development, both as part of mixed use projects. As with other leads provided by CWT such as Urban Corridor zones, it remains for the development community to identify opportunities and put these into effect. development does not necessarily follow favourable zoning changes.

6.2.2 ALIGNMENT TO VISION 2025

The top five land use codes in the precinct (and the number of such properties) are:

2600 - Office/warehouse	24
1100 - House	21
2910 - Motor vehicle repair service	7
3320 - Furniture and fixtures except primary metals	5
3819 - Fabricated metal products except machinery	
NEC	3

Clearly, the Underdale-Torrensville Precinct currently accommodates a wide variety of land uses, with office/warehouse predominating, but with traditional manufacturing uses only just making the list in the form of furniture manufacturing and fabricated metal products.

The 'Urban Renewal' DPA will see the block of housing around Wilford and Ashley Streets transition away from its old housing stock and allow the balance of the precinct to further develop away from 'industrial' uses towards more 'commercial-industrial', a process that has been under way for some time. There remains in the precinct some very old industrial building stock, most notably in the Underdale side of the precinct. Overall, land holdings are somewhat larger than average and thus more conducive to consolidation than some other industrial areas of West Torrens.

The development of the Brickworks site in recent years makes this a unique gateway to the precinct and an opportunity exists for Council to further extend this feature, depending on the eventual development form that occurs on the northern kiln site – noting that this land is zoned District Centre and therefore suited to a range of potential uses, including retail, residential and entertainment.

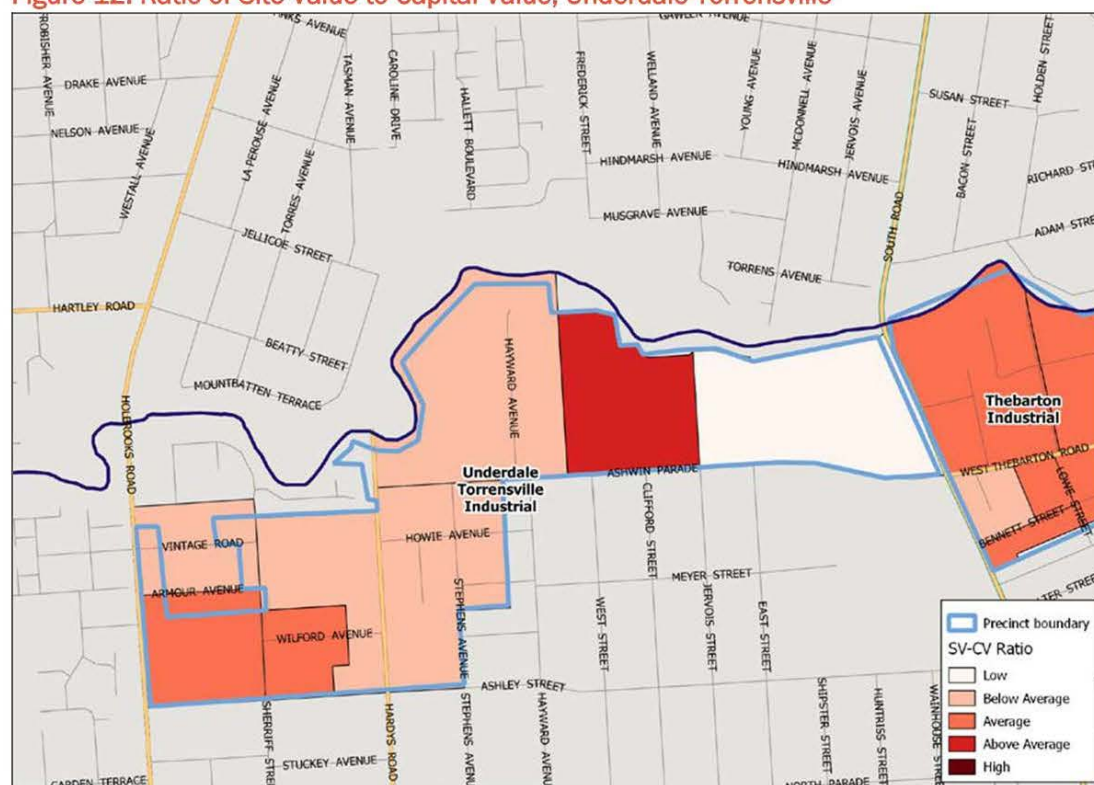
Underdale-Torrensville has approximately 250 landholdings per square kilometre.



6.2.3 VALUE RATIOS

Figure 12 shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Underdale-Torrensville Precinct.

Figure 12: Ratio of Site Value to Capital Value, Underdale-Torrensville



Source: City of West Torrens, Property & Advisory

Darker shades in the above scale indicate that aggregate Site Values and aggregate Capital Values are closer together in the relevant mesh block, and that development opportunities may therefore be present. Conversely, a low ratio indicates that the added value of improvements (over the Site Value) is high, and the potential for redevelopment is therefore low.

As shown, there are no mesh block areas in the precinct that are in the highest quintile. Somewhat surprisingly, there is an 'above average' mesh block north of Ashwin Parade, although this locality does not have particularly old buildings. These old areas of Underdale appear to be maintaining value despite the age of the buildings.

6.3 THEBARTON

The Thebarton Industrial Precinct presents several opportunities for new directions, as it contains such a mix of uses and is closely connected to the Adelaide CBD via Port Road and the associated tram line. Its relative proximity to the new RAH also suggests that a renewed development effort in Thebarton's bio-sciences precinct is warranted. This latter precinct remains less-than-fully developed some 10 years after its establishment and unless there is a renewed 'push' it might be eclipsed by other locations in Metro Adelaide, such as Tonsley.



6.3.1 CHANGES IN LAND USE

Table 14 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

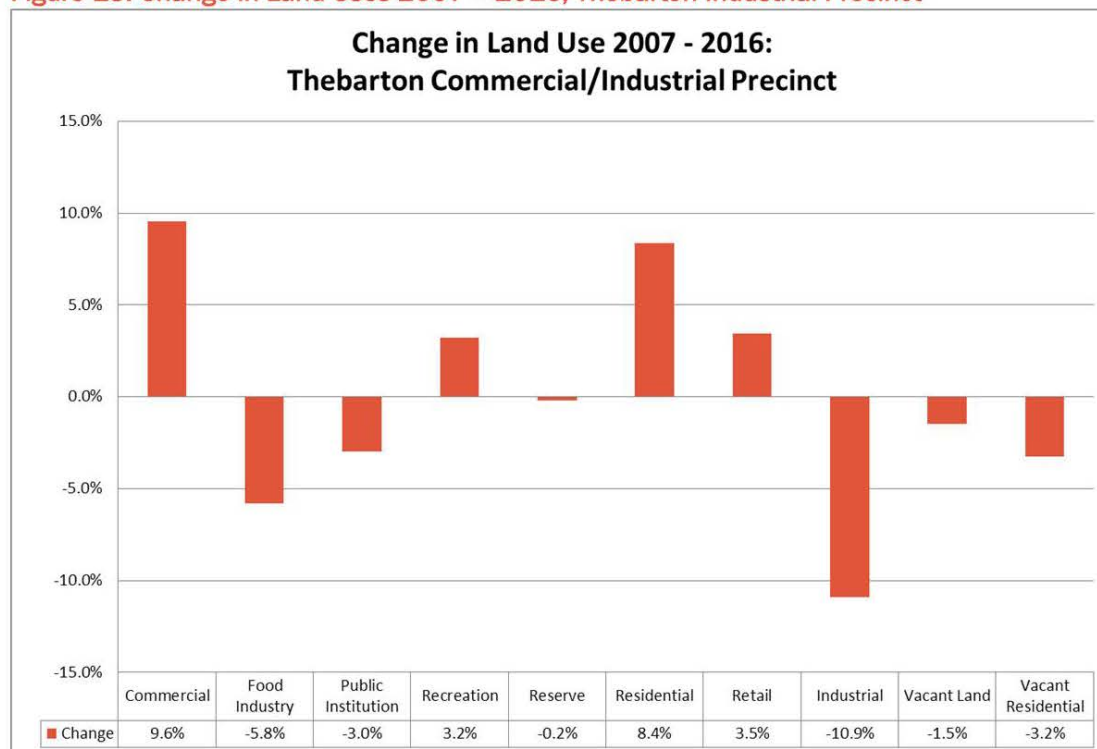
Table 14: Change in Land Uses 2007 – 2016, Thebarton Industrial Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	31.7%	38.8%	7.1%
Food Industry	1.6%	1.6%	-0.1%
Public Institution	0.3%	0.3%	0.0%
Recreation	0.0%	0.0%	0.0%
Reserve	1.6%	0.0%	-1.6%
Residential	4.3%	8.0%	3.7%
Retail	24.2%	15.7%	-8.5%
Industrial	31.7%	33.7%	2.0%
Vacant Land	3.3%	0.1%	-3.3%
Vacant Residential	1.3%	1.9%	0.6%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 13.

Figure 13: Change in Land Uses 2007 – 2016, Thebarton Industrial Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land use in the Thebarton Industrial Precinct is commercial, with residential and retail uses also present but with a relatively minor proportion of the precinct still classified as 'Industrial' – noting also that a previous food industry cluster looks to have faded off; and
- the past decade has seen a decrease in land coded 'Industrial', and a proportional increase in 'Commercial' and 'Residential' properties in this precinct.

The reasons for the above trends are clear. Thebarton is an inner suburb that affords access to the nearby CBD with complimentary commercial uses at a comparatively low price. Added to this, there is no compelling reason for industry to be located in such a well-regarded location, except for its history there.

6.3.2 ALIGNMENT TO VISION 2025

The top land use codes in the precinct (and the number of such properties) are:

1100 - House	66
2600 - Office/warehouse	62
2100 - Retail trade, shops, shopping centre	20
1220 - Maisonette	18
2910 - Motor vehicle repair service	13
1310 - Ground floor home unit only	11
2500 - Office (buildings)	10
6530 - Car parking	9
3420 - Printing, publishing and allied industries	8
2184 - Spare parts and accessories	8

Notably for an industrial precinct, the predominant land-use is detached housing, with semi-detached and unit housing also featuring in the list. A close second on the list is office-warehouses – an 'industrial' use, but not one involving manufacturing or fabrication. The location is apparently becoming attractive for commercial uses as well, as indicated in Section 6.3.1 above.

The prominence of residential development in the precinct is of concern if council seeks to preserve Thebarton as an employment-generating precinct. By virtue of the range of future employment opportunities presented by Thebarton (proximity to NRAH, universities research, brewery, commercial development attractiveness), it is preferable that residential development in the precinct is largely discouraged and it remains designated as employment lands as much as possible – the long history of residential intermingling in Thebarton notwithstanding.

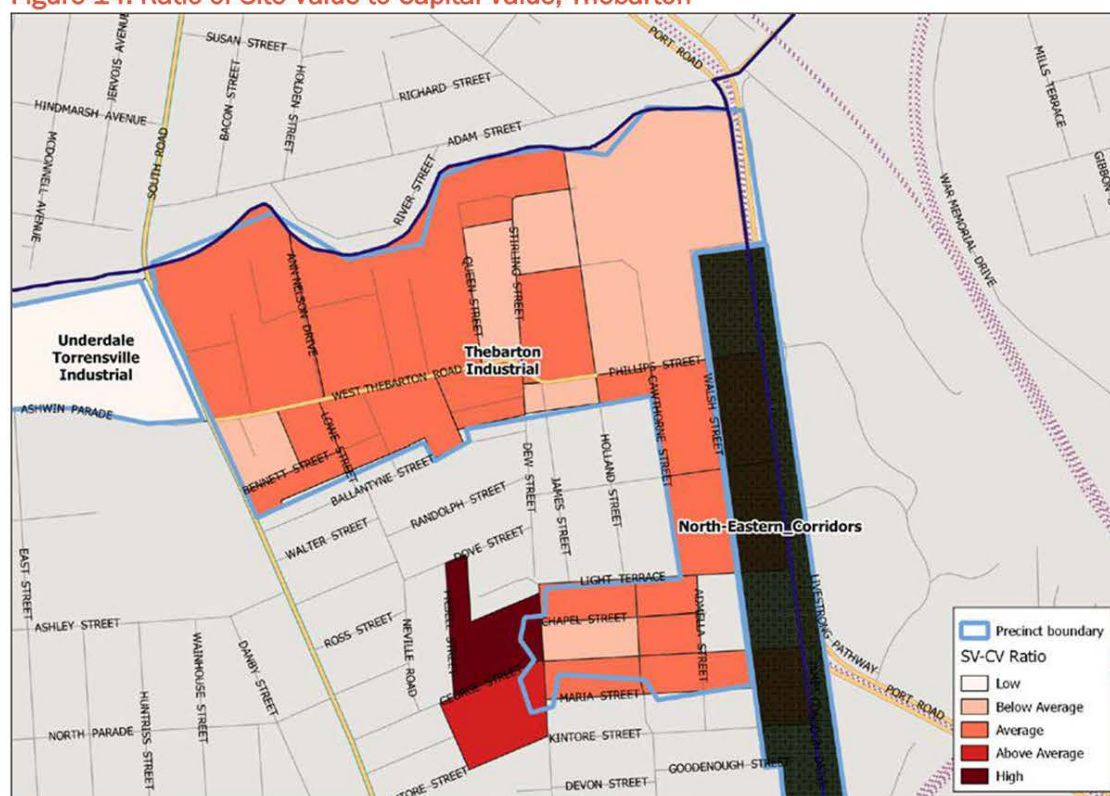
Thebarton has approximately 560 landholdings per square kilometre, which points to a very fragmented composition in comparison to other industrial areas in West Torrens.



6.3.3 VALUE RATIOS

Figure 14 shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Thebarton Precinct.

Figure 14: Ratio of Site Value to Capital Value, Thebarton



Source: City of West Torrens, Property & Advisory

As shown, there are a couple of mesh block areas facing Dew Street that are in the highest quintiles, however these are predominantly residential mesh blocks which are only slightly contained within the Thebarton Precinct and there are no further employment lands implications in these localities. No other mesh blocks within the Thebarton Precinct present as substantially prospective for development, although individual site opportunities no doubt exist.

Aside from the Science and Technology Precinct already identified elsewhere in this report, there are several key sites in Thebarton that would likely accommodate future industrial development:

- the Finsbury Press site on South Road (subject to the nature of South road redevelopment and the creation of service roads);
- the former Mines and Energy site on West Thebarton Road (although this site is known to have a sink hole in the middle of it that require a work-around); and



- the wide range of old industrial sites at the eastern end of the suburb that are now zoned 'Urban Corridor' and suited to significant change in use, with or without site consolidation.

6.4 MILE END SOUTH

Formerly the site of heavy manufacturing and rail-based logistics, Mile End South began to transition towards a range of alternate uses in the 1980s – a transition that continues to this day, with the northern end of the precinct now zoned 'Bulky Goods'. The south and east of the precinct remains within an 'Industry' zone and accommodates a range of uses, from modern manufacturing plant to old buildings that are utilised for low rent storage. There are also several large cleared sites in the precinct that await redevelopment.

6.4.1 CHANGES IN LAND USE

Table 15 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

Table 15: Change in Land Uses 2007 – 2016, Mile End South Precinct

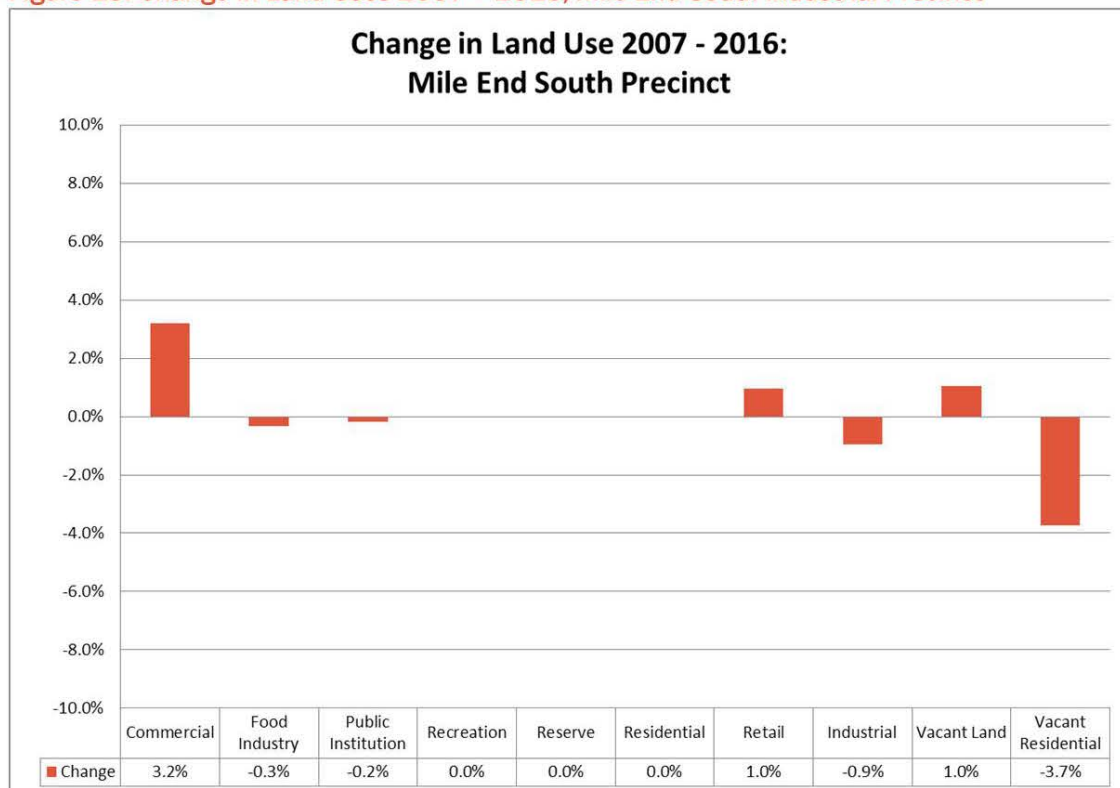
Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	6.8%	10.0%	3.2%
Food Industry	1.5%	1.2%	-0.3%
Public Institution	2.9%	2.7%	-0.2%
Recreation	0.0%	0.0%	0.0%
Reserve	0.0%	0.0%	0.0%
Residential	0.1%	0.1%	0.0%
Retail	18.4%	19.4%	1.0%
Industrial	60.7%	59.8%	-0.9%
Vacant Land	1.6%	2.6%	1.0%
Vacant Residential	8.0%	4.2%	-3.7%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 15 overleaf.



Figure 15: Change in Land Uses 2007 – 2016, Mile End South Industrial Precinct



Source DPTI Land Use Data, 2007/2016

As shown:

- noting that a large majority of the precinct is classified as 'Industrial' due to the inclusion of the rail yards, the dominant land use by far in the Mile End South Industrial Precinct is industrial, with retail and a small component of commercial uses also evident; and
- there has been very little change in the land use composition of the precinct in the past 10 years.

The reasons for the long term trend away from industry in Mile End South are self-evident, that trend having been established for many years now. That is, heavy industry – which was formerly the dominant feature of the Mile End South landscape - is out-bid in such a central location by higher and better uses, in this case large format retailing. The latter is attracted to mile End South because of its ready supply of large parcels of flat land, situated centrally within the Adelaide Metropolitan Area. Zoning has facilitated this, as has the decline in the importance of rail and the eventual removal of local rail availability for freight purposes.



6.4.2 ALIGNMENT TO VISION 2025

The top land use codes in the precinct (and the number of such properties) are:

2600 - Office/warehouse	11
6530 - Car parking	6
3117 - Bakery	5
3420 - Printing, publishing and allied industries	4
2137 - Furniture, furnishings & floor coverings	3
3819 - Fabricated metal products except machinery	
NEC	3
3116 - Grain mill products	3

The predominant land-use is office/warehouse – an ‘industrial’ use, but not one involving manufacturing or fabrication. Other common uses notably occur in the 3000 range of land-use codes, suggesting active industrial uses in the precinct.

Mile End South has approximately 85 landholdings per square kilometre, which is towards the low end of the range of the industrial precincts surveyed in West Torrens.

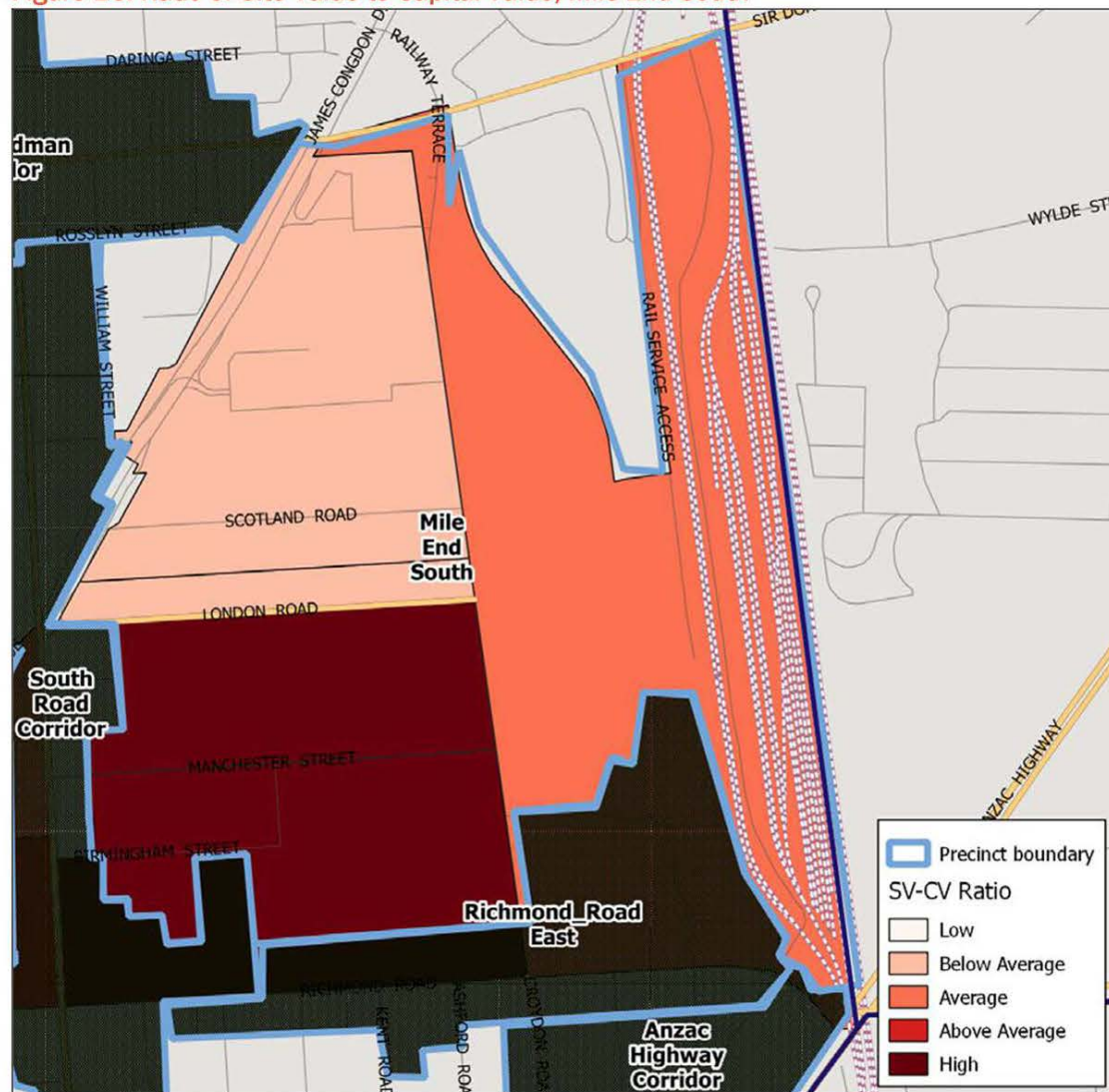
It appears that Mile End South is on a trajectory that is consistent with Council’s Vision 2025. There is an overhang of very old manufacturing buildings in the south of the precinct, however it is expected that this will be absorbed with new development over the next decade or so. Not all of this new development will involve a change in use – it is noted that Haighs Chocolates have recently opened a new \$15million manufacturing facility in the precinct.

6.4.3 VALUE RATIOS

Figure 16 overleaf shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Mile End South Industrial Precinct.



Figure 16: Ratio of Site Value to Capital Value, Mile End South



Source: City of West Torrens, Property & Advisory

As shown, Site Values are close to Capital Values in the south-west mesh block within Mile End South, indicating that there is very little added value in improvements in this quadrant – and therefore good redevelopment potential. As would be expected, the bulky goods area at the northern end of the precinct, accommodating Bunnings and the Mile End Homemaker Centre, shows the opposite effect. The area to the east of Railway Terrace falls into the ‘average’ category, as it accommodates several relatively recent redevelopments.

6.5 RICHMOND

The Richmond industrial precinct is a small area straddling the old Glenelg train route, together with a further small enclave to the west, on Richmond Road. It contains a number of very old buildings, together with small workshop properties to the east of Deacon Avenue.



6.5.1 CHANGES IN LAND USE

Table 16 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

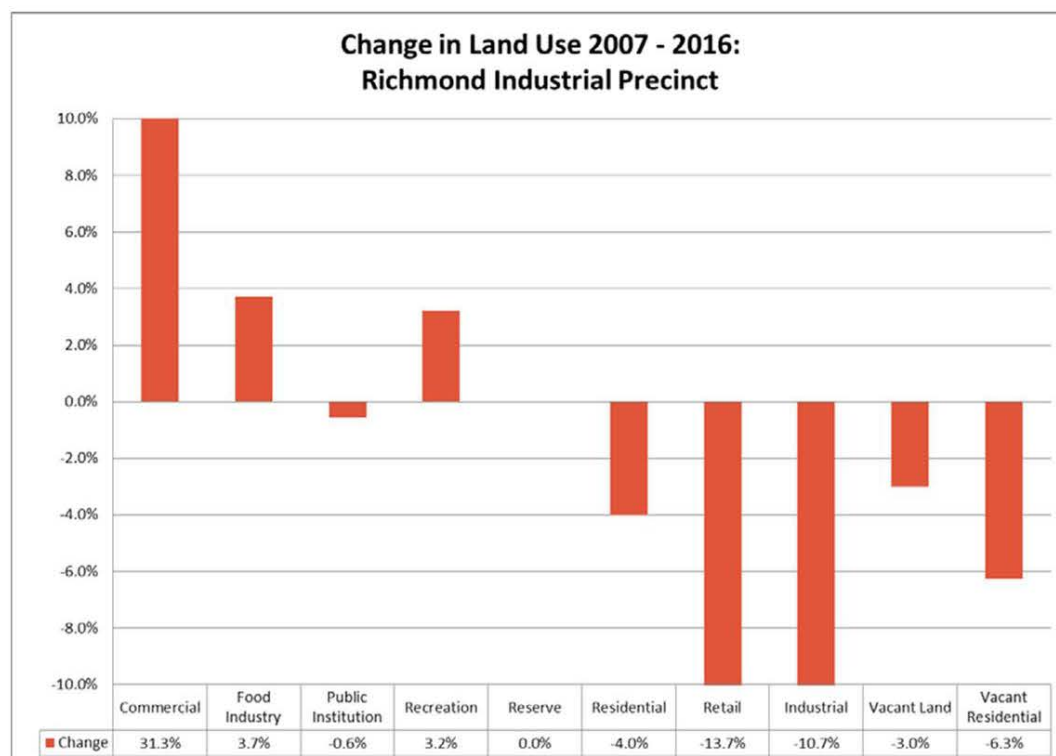
Table 16: Change in Land Uses 2007 – 2016, Richmond Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	4.9%	36.2%	31.3%
Food Industry	1.4%	5.1%	3.7%
Public Institution	0.9%	0.4%	-0.6%
Recreation	1.0%	4.2%	3.2%
Reserve	0.0%	0.0%	0.0%
Residential	14.7%	10.7%	-4.0%
Retail	39.4%	25.7%	-13.7%
Industrial	28.1%	17.5%	-10.7%
Vacant Land	3.0%	0.0%	-3.0%
Vacant Residential	6.6%	0.3%	-6.3%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 17.

Figure 17: Change in Land Uses 2007 – 2016, Richmond Industrial Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land uses in the Richmond Industrial Precinct are commercial and retail, with some industrial uses and a noticeable residential node; and
- commercial uses have significantly supplanted other uses over the past 10 years.

This trend is explained by Richmond's relatively central location within the Adelaide Metropolitan area and its relatively high exposure to main arterial roads, both of which make it attractive to commercial type land uses.

6.5.2 ALIGNMENT TO VISION 2025

The top land use codes in the precinct (and the number of such properties) are:

1100 - House	14
2100 - Retail trade, shops, shopping centre	7
2910 - Motor vehicle repair service	5
2600 - Office/warehouse	4
6530 - Car parking	4
2199 - Vacant shop	4

Notably, the most common land uses in the Richmond precinct are detached housing and retail trade. There are no 3000 (industrial) land use codes among the most common codes.

Richmond has approximately 570 landholdings per square kilometre –more than other industrial areas in West Torrens and indicative of a highly fragmented ownership pattern of small holdings.

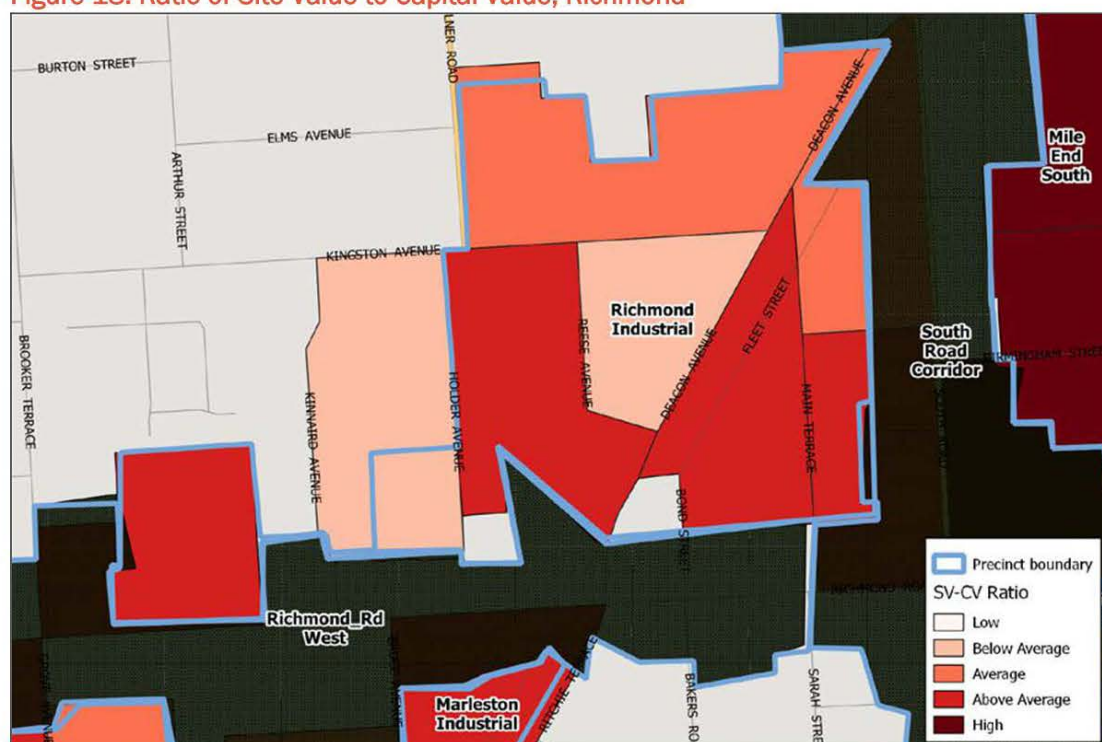
Richmond satisfies a certain commercial demographic, so in some respects it is consistent with Council's vision 2025, because this range of relatively small workshop operations is fulfilling the employment objective. On the other hand, much of the precinct consists of very old manufacturing buildings that have been there for more than 50 years, and it therefore would be an attractive target for renewal over the next decade or so. Several sectors of the precinct are contained within 'mixed use' policy areas under the Industry zoning.

6.5.3 VALUE RATIOS

Figure 18 shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Richmond Industrial Precinct.



Figure 18: Ratio of Site Value to Capital Value, Richmond



Source: City of West Torrens, Property & Advisory

As shown, the ratio of Site Values to Capital Values fall in the 'above average' quintile for several mesh blocks within Richmond, indicating that the added value of improvements in these areas of the precinct is quite low. This indicates that these improvements are potentially reaching the end of their useful life and there are likely to be some redevelopment opportunities in these areas – including the enclave fronting Richmond Road at the western end of the precinct.

Given that Council's stance favours a mix of employment opportunities within the LGA and that the small Richmond industrial precinct accommodates a range of small workshop type uses, it would appear that the prudent option is for this precinct to continue to address this market, with a likelihood that there will be an increased level of redevelopment occurring in the precinct over the medium term within that context. In this regard, it is noted that the easternmost mesh block in Figure 18 and the western enclave are situated in Mixed Use policy areas under the Industry zoning.

6.6 MARLESTON

The Marlestone industrial precinct is quite an old industrial area that should present a range of new development opportunities in forthcoming years. In particular, it is one of the localities that is well placed to leverage employment opportunities from its proximity to Adelaide Airport. The precinct is divided between three discrete areas – a large eastern area, a single block accommodating the Arnott's factory and a block connected to Marion Road in the west.



6.6.1 CHANGES IN LAND USE

Table 17 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

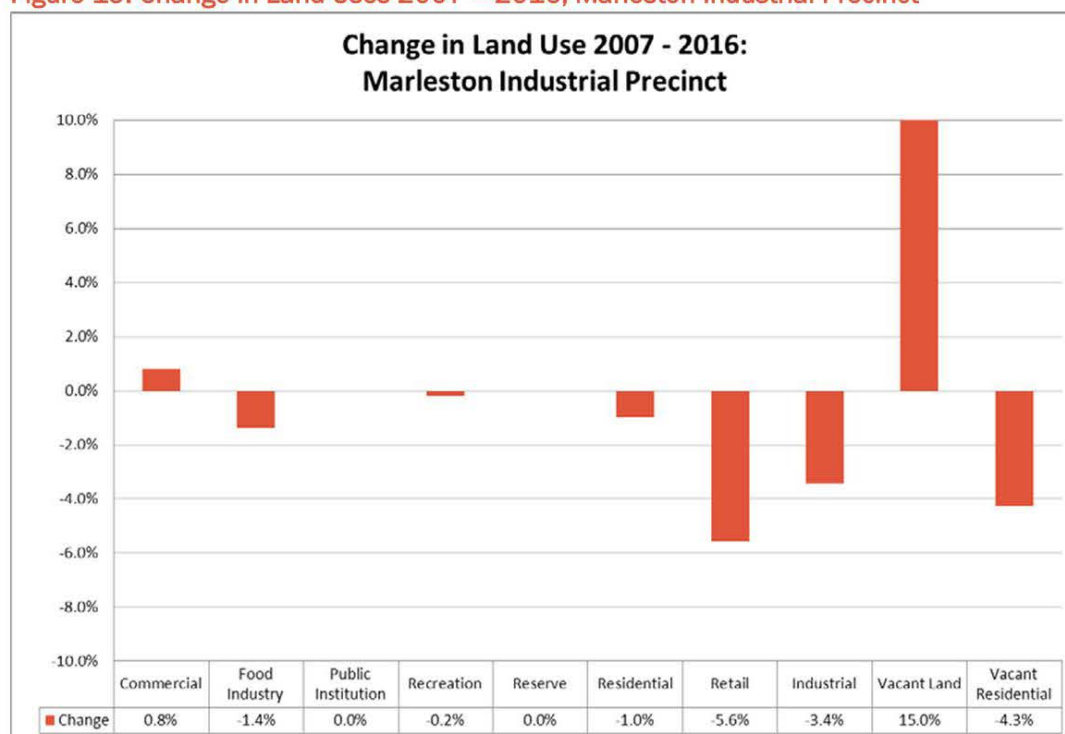
Table 17: Change in Land Uses 2007 – 2016, Marlestone Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	23.5%	24.3%	0.8%
Food Industry	13.1%	11.7%	-1.4%
Public Institution	0.0%	0.0%	0.0%
Recreation	1.8%	1.6%	-0.2%
Reserve	0.0%	0.0%	0.0%
Residential	4.4%	3.4%	-1.0%
Retail	20.3%	14.7%	-5.6%
Industrial	28.6%	25.2%	-3.4%
Vacant Land	1.7%	16.7%	15.0%
Vacant Residential	6.7%	2.4%	-4.3%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 19.

Figure 19: Change in Land Uses 2007 – 2016, Marlestone Industrial Precinct



Source DPTI Land Use Data, 2007/2016



As shown:

- the dominant land uses in the Marleston Industrial Precinct are commercial and industrial, with some retail and a strong food industry component also evident due to the Arnotts site; and
- Figure 19 strongly reflects the change in status of the Marleston TAFE site from 'Education' to 'Vacant'. This factor aside, little major change has occurred in the precinct over the time period.

Aside from the TAFE site, there is no particular land use transition occurring in Marleston. Over the forthcoming years, new trends will emerge, driven by the nature and scale of redevelopment of the TAFE site and also the Arnotts site, which are the two dominant sites in the precinct.

6.6.2 ALIGNMENT TO VISION 2025

The top five land use codes in the precinct (and the number of such properties) are:

2600 - Office/warehouse	33
1100 - House	11
2100 - Retail trade, shops, shopping centre	10
4100 - Vacant land - urban	4
1310 - Ground floor home unit only	4
2850 - Electrical services	4

The most common land use in the Marleston precinct is office/warehouse. Residential uses also feature prominently. Notably there are no 3000 (industrial) land use codes among the above land uses, suggesting a bias away from manufacturing uses in favour of commercial and storage uses.

Marleston has approximately 300 landholdings per square kilometre – towards the average of the range exhibited by West Torrens industrial areas.

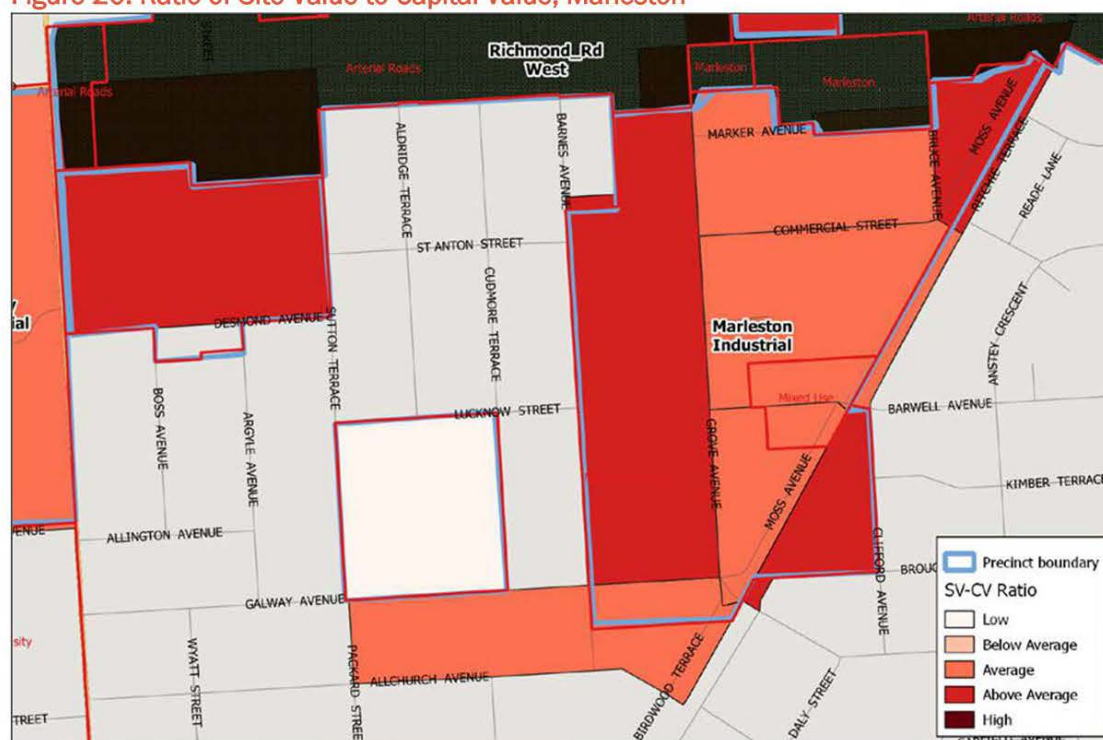
Marleston accommodates some large scale storage uses, including some office/warehouses of quite recent construction. On the other hand, parts of the precinct consists of very old manufacturing buildings that have been there for more than 50 years, and it therefore would be an attractive target for renewal over the next decade or so. This is particularly true of the elongated block between Grove Avenue and Barnes Avenue. Aerial imagery identifies significant under-utilised tracts on either side of Grove Avenue which, combined with several large and old sheds in the same locality, suggests scope for redevelopment.

6.6.3 VALUE RATIOS

Figure 20 overleaf shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Marleston Industrial Precinct.



Figure 20: Ratio of Site Value to Capital Value, Marlestone



Source: City of West Torrens, Property & Advisory

As shown, the ratio of Site Values to Capital Values fall in the 'above average' quintile for several mesh blocks within Marlestone, indicating that the added value of improvements in these areas of the precinct is quite low. Notably, this includes the block between Grove Avenue and Barnes Avenue mentioned above. Other localities with redevelopment potential are:

- two triangular blocks facing the old Glenelg train line linear park. The southernmost of these is bordered on its other two sides by residential development and could be considered for re-zoning to 'mixed use', noting a relatively new development of commercial units on the corner of Barwell Avenue and the linear park; and
- the industrial enclave bordered by Marion Road to the west.

Review of aerial imagery from 1969 indicates that many current buildings in these locations were in existence at that time. The Arnott's site, also with some 50% of improvements dating to that era, might be monitored for re-zoning in the longer term, being surrounded on all sides by residential development – although it currently scores in the lowest quintile on the SV-CV ratio.



6.7 NETLEY

Netley is another locality that can potentially leverage employment opportunities from its proximity to Adelaide Airport. It does not suffer from the fragmentation issues associated with other industrial precincts in West Torrens, however it is relatively small and only accommodates a few landholdings. Industrial lands owned by Adelaide Airport (but not accessible to the terminal precinct) are also accessed via Richmond Road, Netley.

6.7.1 CHANGES IN LAND USE

Table 18 illustrates the change in site areas attributable to different land uses between 2007 and 2016.

Table 18: Change in Land Uses 2007 – 2016, Netley Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	0.4%	0.4%	0.0%
Food Industry	0.0%	0.0%	0.0%
Public Institution	1.9%	1.9%	0.0%
Recreation	0.0%	0.0%	0.0%
Reserve	0.0%	0.0%	0.0%
Residential	0.0%	0.0%	0.0%
Retail	0.2%	0.2%	0.0%
Industrial	97.4%	97.4%	0.0%
Vacant Land	0.0%	0.0%	0.0%
Vacant Residential	0.1%	0.1%	0.0%

Source DPTI Land Use Data, 2007/2016

As shown:

- uniquely within the Study Area, the Netley Industrial Precinct is almost exclusively classified as industrial; and
- that land use classification has not changed over the past 10 years.

6.7.2 ALIGNMENT TO VISION 2025

Land use codes in the precinct are evenly split between commercial and industrial uses, together with some vacant areas.

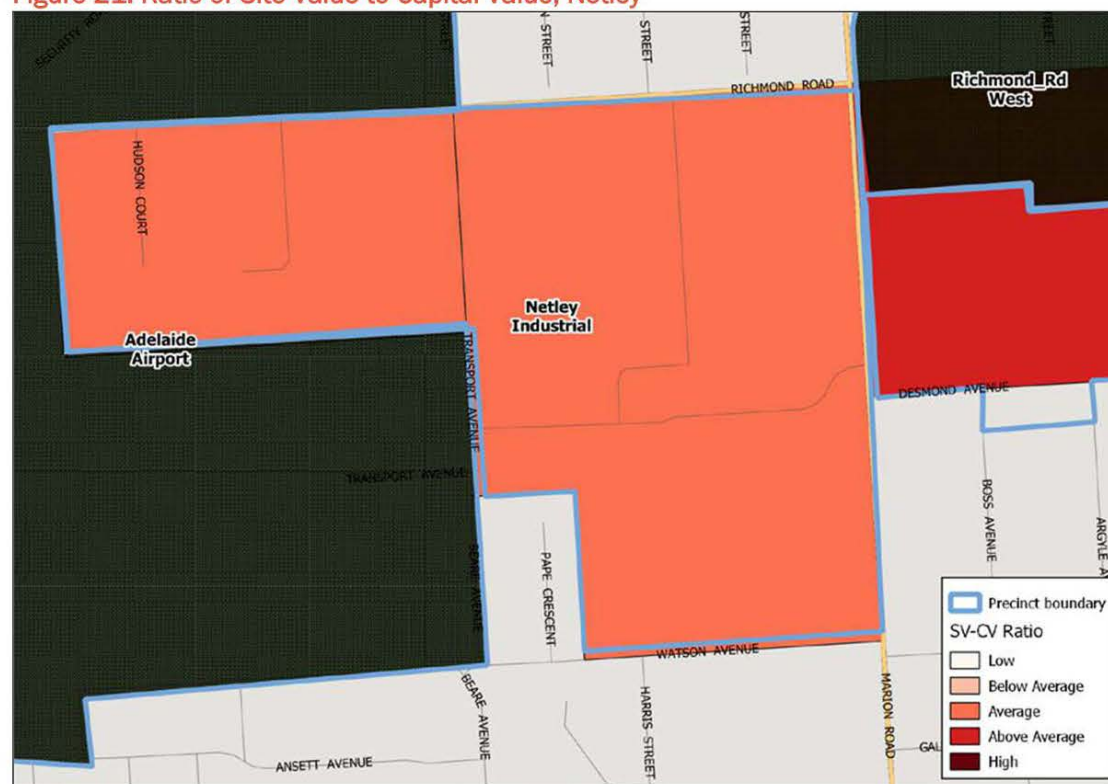
Netley has a development density of approximately 50 landholdings per square kilometre, which is very low in comparison to other West Torrens industrial areas. It thus lends itself to accommodating large logistics and airport-related uses. Although small in area (about 0.3 square kilometres), Netley may be considered (together with adjacent under-utilised airport lands) to provide significant opportunity. The large State Government occupied facility on the corner of Richmond and Marion Roads has recently been sold on a long-term lease-back, but parts of the site are nonetheless prospective for new development. In addition, there are some vacant buildings on large sites, particularly around the southern side of Netley, that have potential for adaptive re-use or redevelopment for alternate industrial uses.



6.7.3 VALUE RATIOS

Figure 21 shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Netley Industrial Precinct.

Figure 21: Ratio of Site Value to Capital Value, Netley



As shown, the ratio falls in the 'average' quintile for the two mesh blocks that make up Netley, indicating no marked redevelopment potential.

6.8 PLYMPTON

Plympton is also a locality that might potentially leverage employment opportunities from its proximity to Adelaide Airport, particularly if southern airport land is developed for industry and transport connections are put in place between this area and the terminals precinct.

6.8.1 CHANGES IN LAND USE

Table 19 overleaf illustrates the change in site areas attributable to different land uses between 2007 and 2016.



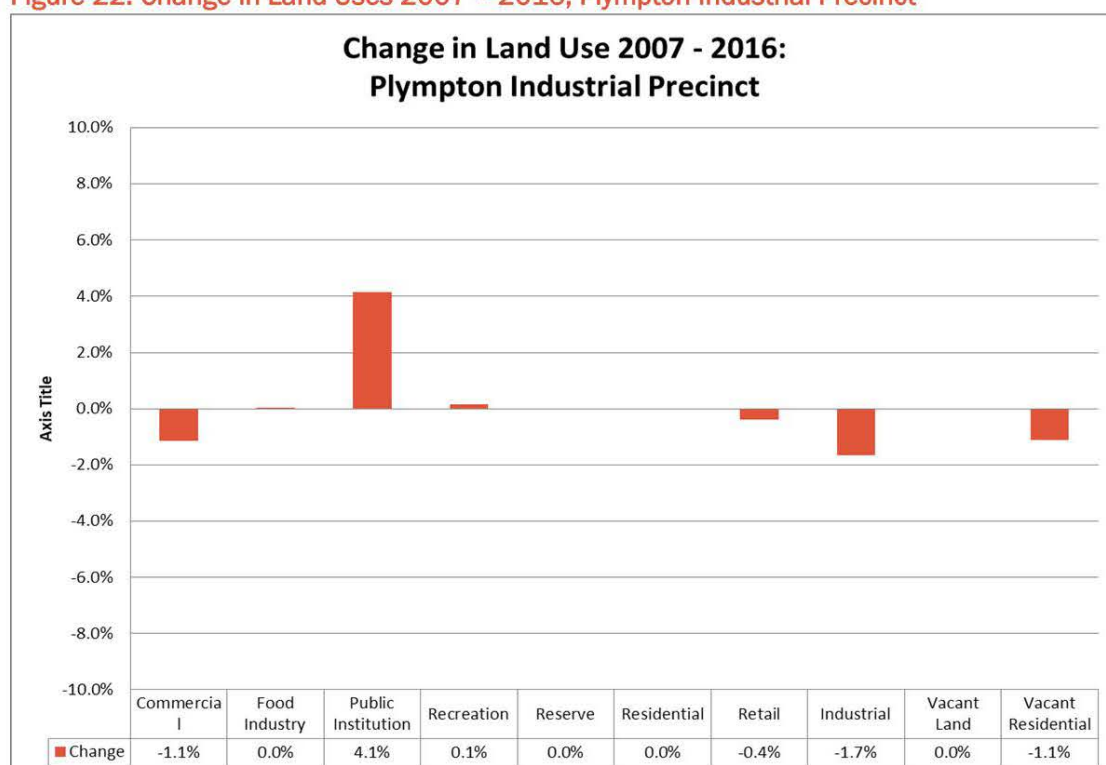
Table 19: Change in Land Uses 2007 – 2016, Plympton Precinct

Land Use	2007 % of Precinct	2016 % of Precinct	Change
Commercial	32.4%	31.3%	-1.1%
Food Industry	0.2%	0.2%	0.0%
Public Institution	1.7%	5.9%	4.1%
Recreation	2.8%	2.9%	0.1%
Reserve	0.0%	0.0%	0.0%
Residential	0.0%	0.0%	0.0%
Retail	9.5%	9.1%	-0.4%
Industrial	44.7%	43.0%	-1.7%
Vacant Land	0.0%	0.0%	0.0%
Vacant Residential	8.7%	7.6%	-1.1%

Source DPTI Land Use Data, 2007/2016

This data is presented graphically in Figure 22.

Figure 22: Change in Land Uses 2007 – 2016, Plympton Industrial Precinct



Source DPTI Land Use Data, 2007/2016

As shown:

- the dominant land uses in the Plympton Industrial Precinct are industrial and commercial, together with a small retail component; and
- uses have remained quite stable over the past 10 years, with the only change being an increase in 'public institution' land.



6.8.2 ALIGNMENT TO VISION 2025

The top five land use codes in the precinct (and the number of such properties) are:

2100 - Retail trade, shops, shopping centre	15
2910 - Motor vehicle repair service	12
2600 - Office/warehouse	10
2890 - Construction services NEC	6
2810 - Builders general	6

The most common land use in the Plympton precinct is shops (many of which appear to be factory outlets or mis-categorised), followed by motor vehicle repairs and office/warehouse. Notably there are no 3000 (industrial) land use codes among the above land uses, however there are many single instances of such land use codes in the data.

Plympton has approximately 230 landholdings per square kilometre – towards the average of the range exhibited by West Torrens industrial areas.

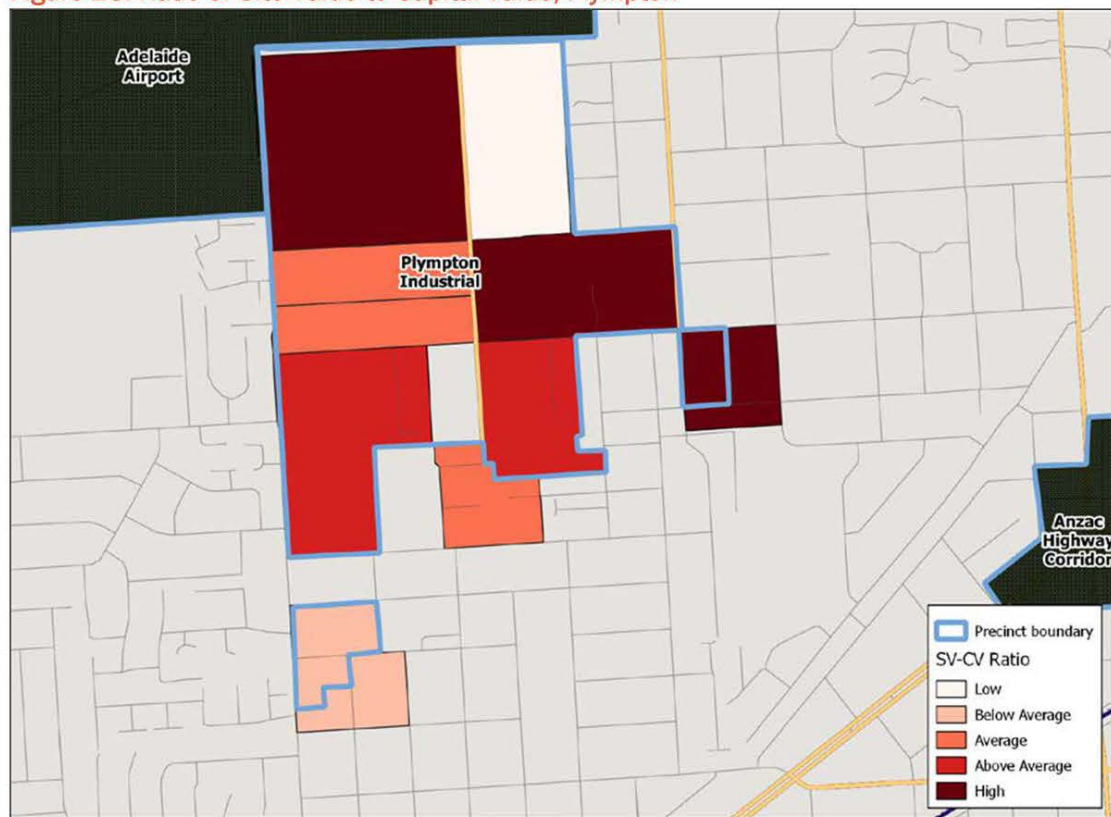
Plympton accommodates a range of industrial and commercial uses consistent with Council's employment vision. A portion of Plympton (the former Boral depot) has recently been re-zoned for residential development. As identified below, significant portions of the Plympton industrial precinct are identified as being prospective for redevelopment. Being somewhat fragmented into small ownerships and isolated from main arterial roads, the outlook for Plympton is more likely to be weighted towards continuation of traditional low-scale workshop type uses that already exist there than are other parts of West Torrens. This may change if internal transport links are developed in accordance with the Airport Masterplan.

6.8.3 VALUE RATIOS

Figure 23 overleaf shows the ratio of Site Value to Capital Value, as measured by Valuation SA assessments, for the mesh block areas within the Plympton Industrial Precinct.



Figure 23: Ratio of Site Value to Capital Value, Plympton



Source: City of West Torrens, Property & Advisory

As shown, in several mesh blocks within the Plympton industrial precinct the ratio falls in the 'high' or 'above average' quintiles, indicating significant redevelopment potential. In particular, the blocks between Mooringie Avenue and Starr Avenue, and the Castalloy block contain quite old development and are each quite prospective.



7. THE CURRENT AND EMERGING RESIDENTIAL LAND ECONOMY IN WEST TORRENS

Having identified those areas within West Torrens industrial precincts that are either undergoing change and/or exhibit low value premiums for industrial uses, our attention turns to the future of residential growth in the LGA. This section focuses on two distinct sub-markets and addresses:

- firstly, the question of whether or not there is potential or rationale for re-zoning certain industrial lands for residential development; and
- secondly, the potential for, and fostering of mixed use and apartment development in corridors and Centre zones.

The 2010 30-year Plan for Greater Adelaide prescribed population uplift targets for various regions across the city. The Western Adelaide region, comprising the LGAs of West Torrens, Charles Sturt and half of Port Adelaide-Enfield, had a target of 42,560 additional dwellings, of which 33,060 were set to occur within corridors, with 9,500 additional dwellings outside corridors. The 2017 update to the 30-Year Plan has not updated these targets, so we assume that they continue to apply.

Almost one third of the way into the Plan's lifespan, and with the notable exception of Bowden, little such uplift has occurred in the broader western region. Section 4.3 of this report identified some of the reasons why this might be the case as regards corridor development.

7.1 INDUSTRIAL ZONES

Site inspection of various sub-precincts within West Torrens industrial zones, driven by the findings of Section 6 above, has identified a number of areas of interest in respect of residential interface and potential for transition from industrial uses to residential or mixed uses.

7.1.1 UNDERDALE – TORRENSVILLE

The Underdale-Torrensville industrial area has been a Council focus for some time, culminating in the recent re-zoning, which includes the creation of a mixed use precinct around an existing block of housing within the zone. As such, it is not our intention herein to revisit this area with a further round of recommendations.

7.1.2 THEBARTON

The Thebarton employment lands contain a historic mix of industrial, commercial, institutional and residential development. Mostly, this mix is not discrete, with residential land uses peppered throughout the Industry zone. There are however specific areas where residential properties currently have a significant presence, including;



- the block bordered by South Road, Ballantyne Street, Brown Street and West Thebarton Road; and
- the block bordered by Dew Street, Maria Street, Albert Street, Chapel Street, Admelia Street and Light Street.

These precincts are highlighted in Figure 24.

Figure 24: Potential Change of Use Precincts, Thebarton



Source: Property & Advisory

Both these localities are candidates for a similar 'Mixed Use' designation as is currently proposed in the Underdale DPA. Potentially, the precinct centred on Bennett Street could be extended to Osman Place and Dew Street, taking in the currently derelict former Mines and Energy property, although this property includes a large sink hole at its centre which would have to be dealt with in similar fashion to those in Bowden and Brompton.

7.1.3 MILE END SOUTH

Mile End South is deeply entrenched as a zone of industry and bulky goods retail. There is no potential for residential development in this precinct.

7.1.4 RICHMOND

Richmond is similarly focused on industry, although there are a few residential properties in the precinct, particularly in the triangle to the east of the former Glenelg train line. However, the general amenity in this locality is poor and not conducive to residential development.



There is a residential interface issue on the western edge of this precinct, on Holder Avenue and Milner Road.

The only other residentially prospective section of the precinct is the western enclave facing Richmond Road, which is bordered by residences to the north. However the surrounding zones on Richmond Road are Commercial and Neighbourhood Centre, and a mixed use designation in such an environment would be incongruent without a greater retail presence in the Neighbourhood Centre zone.

7.1.5 MARLESTON

Several areas of Marlestone present residential interface problems and the industrial improvements are somewhat degraded. However, none are compelling candidates for revision of zoning. Localities investigated include:

- the Moss Avenue/Bruce Avenue triangle, which contains several old residential properties, vacant land and industrial properties. This locality reveals a high SV/CV ratio, due primarily to the poor standard houses and vacant land in the block. That being said, the quality of the surrounding industrial amenity indicates that the block is not highly attractive as a residential location, although the outlook from Moss Avenue sites across the former Glenelg train line towards Kurralt Park is good;
- the Moss Avenue/Broughton Avenue/Clifford Avenue triangle has some attraction as regards residential rezoning. It is surrounded on two sides by existing residential development and faces the former Glenelg train line on the other. The older industrial development on the block is of a poor standard, and the SV/CV ratio is high. However, a modern industrial unit development at the northern end of the triangle gives some pause in the otherwise compelling argument to rezone this block; and
- a section on the southern side of Desmond Avenue consists of old and poor quality industrial sites surrounded by residential properties. The balance of this block is zoned Residential, although it faces industrial development to the north. One of these, an old formerly cement sheet clad warehouse, is currently being redeveloped to a modern standard.

Also of note is the former Marlestone TAFE site, which has recently been consolidated under the Inner and Middle Metro Corridor (Sites) DPA, and is now zoned 'Urban Corridor', allowing for mixed use development up to six storeys in height. Newspaper reports concerning the site describe a masterplan for apartment buildings up to six storeys high on the site's southern side, with a retail precinct on the northern side, facing Richmond Road. Residences towards the east and south of the TAFE site are proposed to be 2 – 3 storeys in height.¹⁶ How the market will react to this opportunity in the near term remains to be seen.

It is further noted that the Arnott's site, which occupies a whole block, is surrounded by residential development on all sides. This may be the subject of future deliberations if Arnott's was ever to vacate, however no specific action is recommended at the present time, as the SV/CV ratio is low. It is noted that whilst some of the buildings date to the 1960s, significant areas are of much more recent construction.

¹⁶ The Advertiser, '\$60 million plan for former TAFE site', 17.8.17



7.1.6 NETLEY

Netley is wholly a zone of industry and should continue to be so. There is no potential for residential development in this precinct.

7.1.7 PLYMPTON

Several localities within the Plympton industrial precinct are considered prospective for conversion to residential zoning are:

- the enclave on the corner of Morphett Road and Patricia Avenue, to the south of the main precinct. This is surrounded by residential development and, therefore, there are interfaces on several street frontages. However the principal development in the enclave is a large SA Health depot of relatively recent construction and a SAMFS fire station, so it is difficult to see this industrial outcrop changing use any time in the near future;
- a large expanse consisting of several industrial properties to the south of Mooringie Avenue, bordered by Deeds Road to the west and by residences to the south and east. Although some of the industrial properties in Acorn Road are quite well presented, other parts of this block are very old (including the Miford plant) and there is a large vacant site on the corner of Mooringie Avenue and Deeds Road. On balance however, a change to residential use would present a range of challenges and, other than at its southern end, this node might best be retained as employment land; and
- the large expanse on the corner of Morphett Road and Penong Avenue, occupied predominantly by Freeman Wauchope Timber and National Logistics Services. Both of these are significant on-going businesses and employers, and this area is therefore not particularly prospective at the present time, however other indicators for residential re-zoning (value, residential interface) suggest that future monitoring is advisable.

In addition to the above, the Boral site on Mooringie Avenue is the site of a proposed developer-funded DPA for residential development.

Remaining areas of Plympton exhibit often poor standard industrial development, however redevelopment should occur in an on-going industrial context.

7.2 ARTERIAL ROAD AND CENTRE PRECINCTS

The greatest latent potential for residential uplift in West Torrens is along arterial roads, where the 'Urban Corridor' zone has been created to facilitate mixed use development of medium to high density.

This zone has been instituted on Port Road, Henley Beach Road and Anzac Highway with a view to fostering appropriate residential development, however the uptake from the developer community has been slow to date. This is a common experience across all 'inner ring' council areas that have adopted a policy of encouraging corridor residential development, with the exception of Prospect.



This section of the report focuses on the two such precincts adopted for analysis herein – the North-Eastern Arterial Roads (encompassing both Port Road and Henley Beach Road) and Anzac Highway. Our analysis will:

- revisit the changes in land use that have occurred in these precincts since 2007;
- consider the mesh block sub-precincts that contain residential land use codes; and
- identify the precincts with the greatest and least redevelopment potential, as indicated by the SV/CV ratio approach adopted in Section 6.0 above.

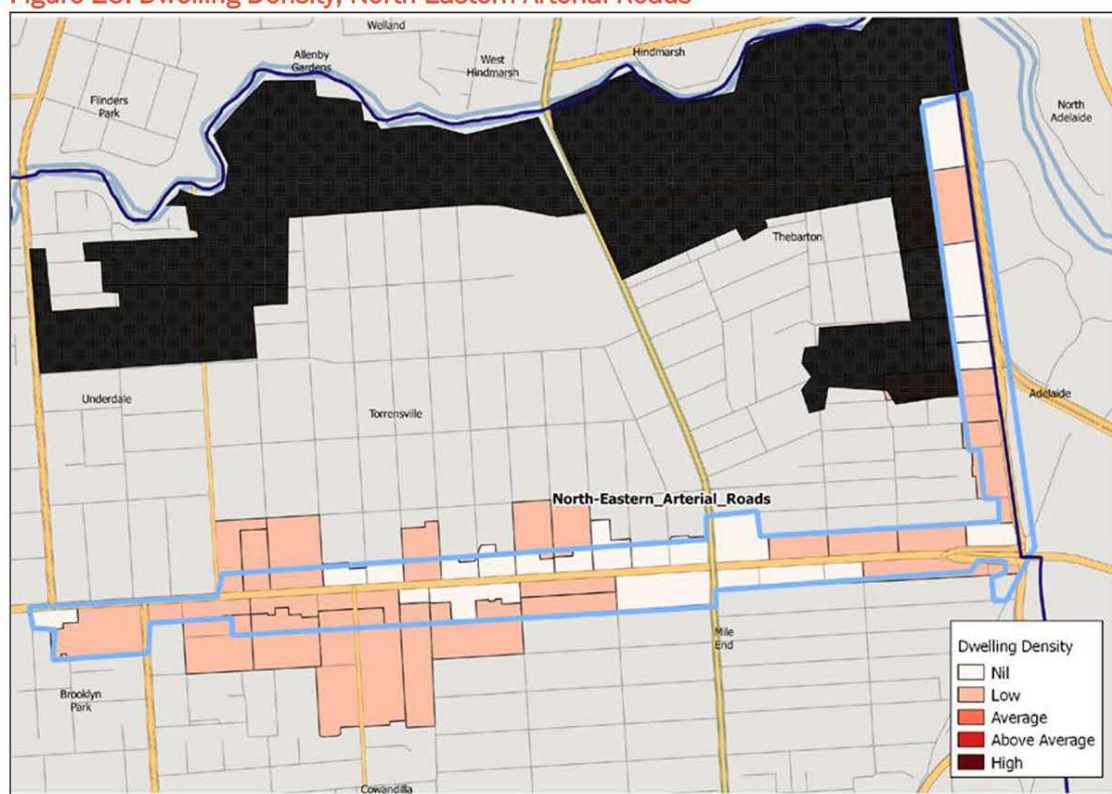
The other arterial road employment lands precincts, centred on Sir Donald Bradman Drive and Richmond Road, are predominantly zoned 'Commercial' and, therefore, are not the focus of Council's drive for corridor residential development.

7.2.1 NORTH-EASTERN ARTERIAL ROADS

Section 3.1.1 of this report identified the changes in land use that have occurred in this precinct between 2007 and 2016. It found that there has been an increase in commercial and retail uses in the precinct since 2007 and a 4% decrease in residential uses. Nonetheless, as at 2016, residential was a significant land use in the precinct, with some 47% of total site area.

Figure 25 illustrates existing dwelling density along the North-Eastern Arterial Roads.

Figure 25: Dwelling Density, North-Eastern Arterial Roads

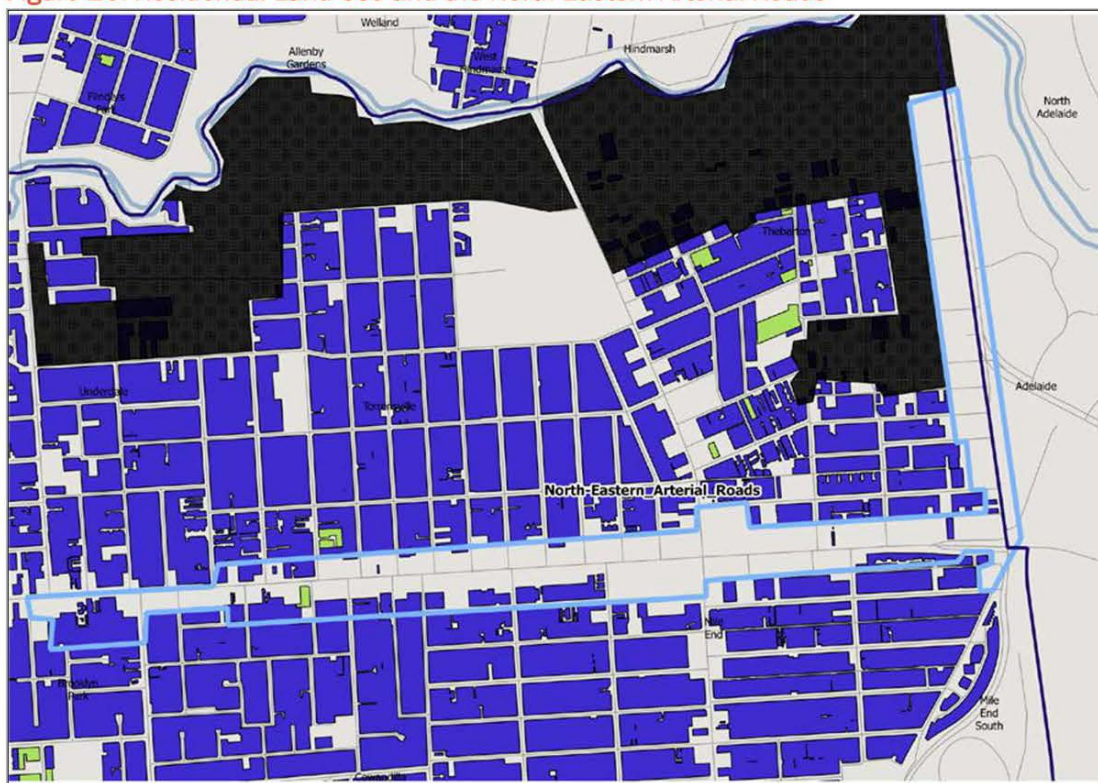


Source: ABS (Census, 2016), Property & Advisory



As shown, some areas along the North-Eastern arterial roads have no residences at all, while other mesh blocks are in the 'low' category, probably due to housing in the mesh block but not actually on the main road. This is clearly evident from DPTI land use data, as shown in Figure 26.

Figure 26: Residential Land Use and the North-Eastern Arterial Roads



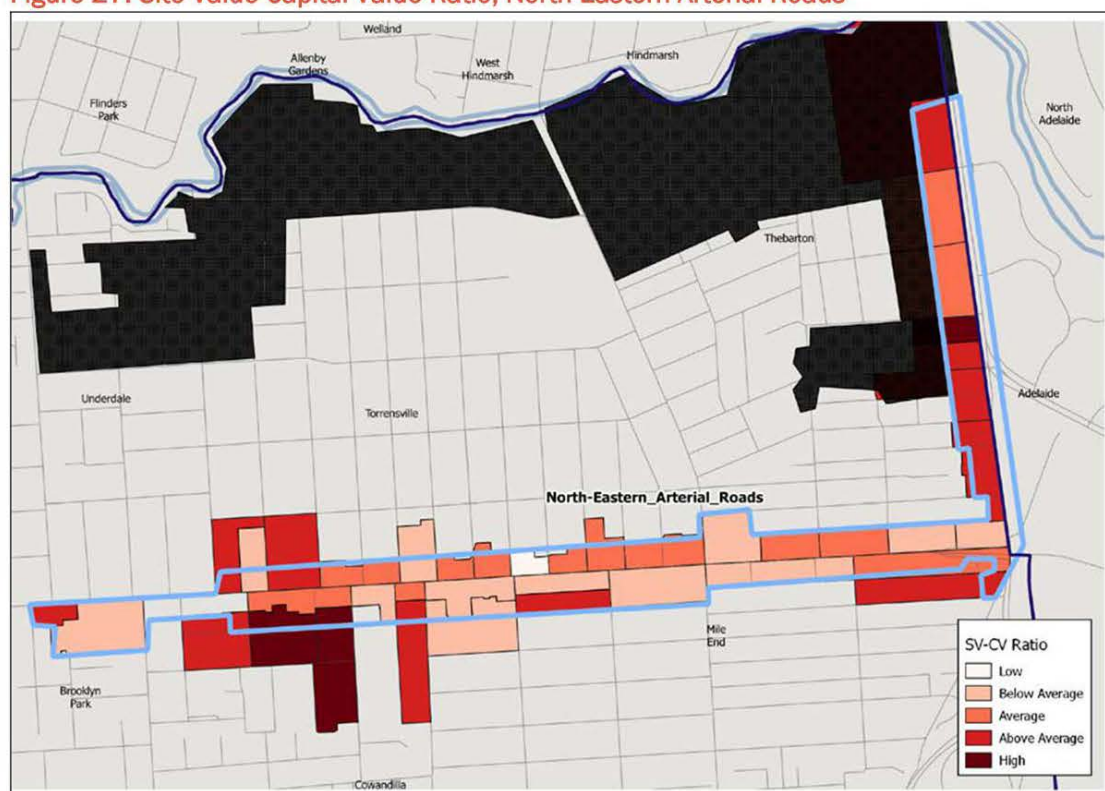
Source: DPTI (2016), Property & Advisory

As shown, the sites along Port Road and Henley Beach Road with frontages to these roads are virtually bereft of residential development (shown in dark blue and green).

In terms of development potential, these roads are therefore a 'clean slate' for the type of development that Council and the State Government wish to encourage. Figure 27 overleaf illustrates mesh blocks where Site Value is close to Capital Value according to Valuation SA assessments (suggesting that there exists a low added value of improvements and a high redevelopment potential).



Figure 27: Site Value-Capital Value Ratio, North-Eastern Arterial Roads



Source: DPTI via WTCC, Property & Advisory

Note that although some mesh blocks in Figure 27 are shown to overlap outside the specific bounds of the precinct, all data pertaining to that mesh block derives from and relates to properties within the precinct. As shown,

- there is considerable scope for redevelopment within the North-eastern corridors precinct, most particularly on James Congdon Drive south of the intersection with Port Road, and on Port Road north of Phillips Street (the Wiggs site). Many mesh blocks score in the highest two quintiles of SV/CV ratio in these localities;
- along Henley Beach Road, many of the more prospective mesh blocks within the precinct do not have frontage to Henley Beach Road, suggesting perhaps that residential properties in these locations have had their Site Values increased by virtue of their 'Urban Corridor' zoning, and have a low added value of improvements as a consequence. Opportunities may exist for consolidation of these sites with others fronting Henley Beach Road in order to create larger mixed use development sites;
- sites with Henley Beach Road frontage that fall into the highest quintiles are generally at the western end of the precinct, including:
 - the corner of Henley Beach Road and Allen Avenue, presently the site of an IGA supermarket and strip shops; and
 - an area on the northern side of Henley Beach Road to the east of Hardys Road containing predominantly residences and strip shops.

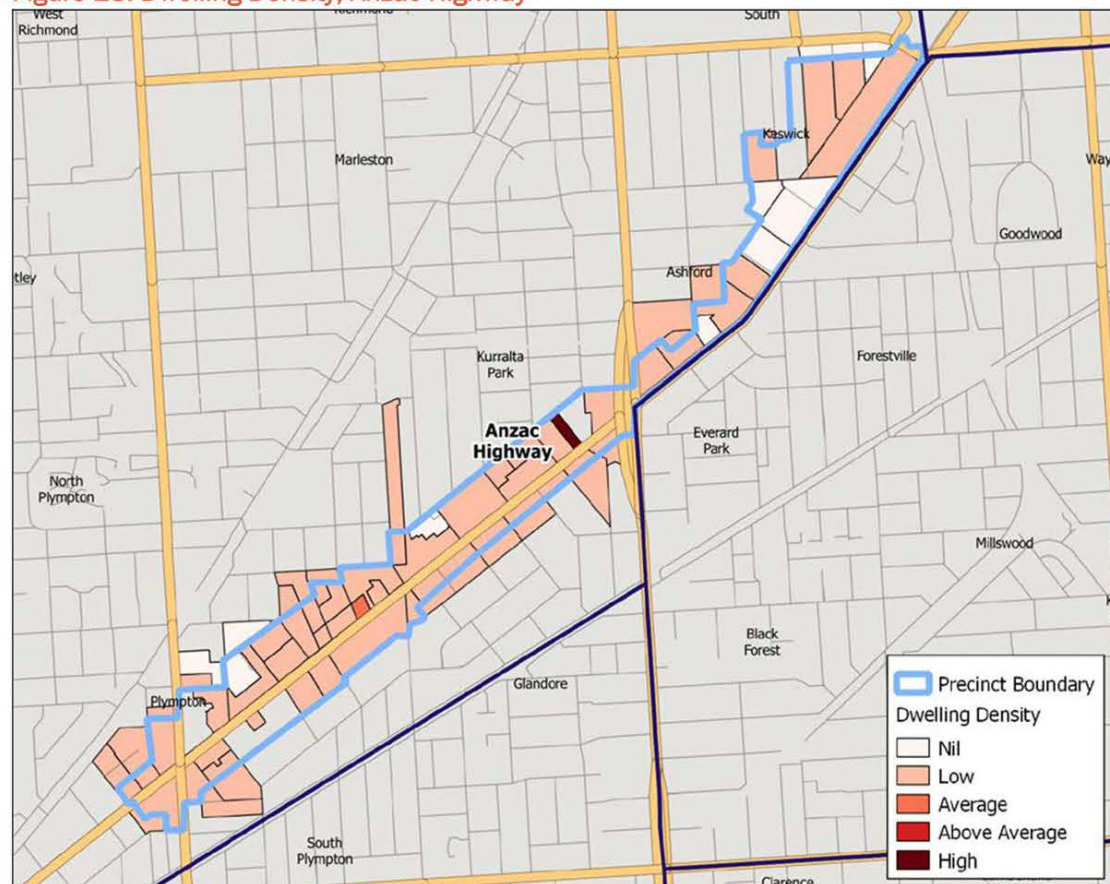


7.2.2 ANZAC HIGHWAY

Section 3.1.6 of this report identified the changes in land use that have occurred in this precinct between 2007 and 2016. It found that the dominant land use in the Anzac Highway precinct is residential, with notable levels of retail and commercial uses also evident, and that the past decade has seen negligible change in the make-up of this precinct.

Figure 28 illustrates existing dwelling density in the Anzac Highway employment lands precinct.

Figure 28: Dwelling Density, Anzac Highway



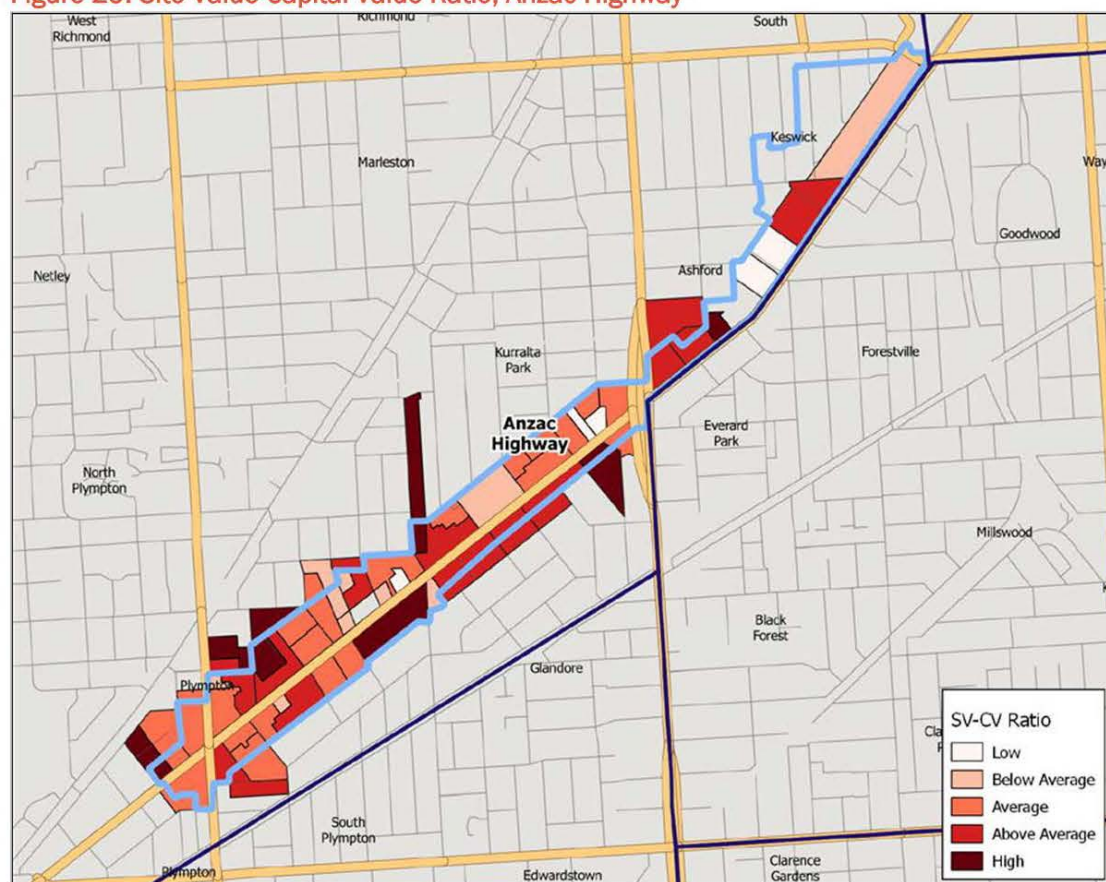
Source: ABS (2016), Property & Advisory

As shown, some areas of the Anzac Highway employment lands precinct have no residences and, overall, the predominant category is a 'low' dwelling count. Figure 28 illustrates two parts of the precinct that have historically seen residential flat development, one of which – west of Gray Street at Kurrulta Park – is where apartments of 5 and 7 levels were built in the 1970s.

Figure 29 illustrates mesh blocks where Site Value is close to Capital Value according to Valuation SA assessments (suggesting that there exists a low added value of improvements and a high redevelopment potential).



Figure 29: Site Value-Capital Value Ratio, Anzac Highway



As detailed, there are numerous locations within the precinct that are ripe for redevelopment, most notably (working from the east):

- on the northern side of the Highway between Marlestone Avenue and Everard Avenue, Ashford;
- on the northern side of the Highway between South Road and Farnham Road, Ashford;
- on the southern side of the Highway between Beckman Street and Grosvenor Street, Glandore;
- on the northern side of the Highway between Gray Street and K-Mart, Kurralt Park;
- on the southern side of the Highway between Charles Street and Beckman Street, South Plympton;
- both sides of the Highway east of Owen Street, Plympton and West of Wokurna Street, South Plympton;
- adjacent to the southern side of the Anzac Highway/Marion Road intersection; and
- on the northern side of the Highway, east of William Street, Plympton.



7.2.3 SUMMARY

It is evident that there are growing opportunities for medium to high density residential development in West Torrens. Of the two arterial road precincts investigated herein, it would appear that the most opportune in the near term is Anzac Highway. It provides a good standard of local amenity and a relatively high socio-economic status along almost its entire length, and there are many attractive locations within the precinct that are ripe for redevelopment.

It is perhaps a matter for reflection as to why, with Anzac Highway containing so many prospective redevelopment sites, or with Port Road boasting existing mass transit infrastructure, urban corridor redevelopment in recent years has instead occurred almost exclusively on Churchill Road and Prospect Road, in the City of Prospect.

While the answer is not entirely clear, it is apparent that higher density housing is a form of development which is still yet to find full acceptance in the market and that, in the first instance, it is tending to roll out from the centre. Other factors that may have influenced the attraction of apartment development to Prospect are:

- availability of NBN Broadband;
- larger sites in single ownership;
- Prospect Council's work to attract development;
- attractive property value for development sites;
- Council investment in public realm, urban design, pedestrian scale roadways, reduced road widths and activation of key shopping strips designed to appeal to investors and residents; and
- data mining to identify available disposable income of local residents that was 'leaking' to shopping outside the Council area, and then actively courting suitable shops to encourage local spend.

That said, the apartment market barely existed a decade or so ago, which is certainly no longer the case, even if it is yet to fully mature. On this basis, it is appropriate that land use policy settings be adjusted in the most prospective locations now, in anticipation of greater penetration of this product over the next decade.



8. CONCLUSIONS

This report has been prepared to provide an economic framework to the City of West Torrens' deliberations as to the future shape and direction of employment lands within the LGA. It occurs at a time when the environment of those employment lands is in a state of flux as a result of multiple factors, including:

- the decline of manufacturing in the Australian economy;
- the uncertain future of growth in 'bricks and mortar' retailing (and the Centres in which it is located) as a result of disrupting technologies;
- the requirement in the 30-Year Plan for residential uplift in 'inner ring' LGAs, to be achieved through high and medium density development in specific corridors and, potentially, the conversion of industrial lands to residential uses; and
- an accelerating shift to automation in a range of employment fields.

One of the objectives of this report is to recommend ways in which the City of West Torrens can foster the economic health of its employment lands and, by extension, the local economy more generally. Several issues are canvassed in detail herein, which may be summarised as:

- the opportunity to focus on emergent industries, including those most relevant to West Torrens, namely:
 - agriculture and food exports;
 - tourism;
 - logistics and distribution;
 - education and training (notwithstanding that public institutions like Marlestone TAFE have recently closed, there may be opportunities for independent or private providers, niche training and/or train the trainer providers- particularly associated with NDIS and associated health or service industry roles);
 - sector specific manufacturing, including the defence industry; and
 - health and aged care¹⁷;
- the opportunity to leverage the economic opportunities afforded by Adelaide Airport, and the South Road upgrade;
- the potential to foster the amalgamation of small industrial sites in suburbs adjacent to the airport into larger holdings suitable for the logistics and distribution needs of emergent dominant actors such as Amazon. Prevailing against this is the abundance of land on the southern side of the airport that has this potential without the need for consolidation of sites; and

¹⁷ In an October 2017 report, 'National Disability Insurance Scheme (NDIS) Costs', the Productivity Commission estimates that the will require an additional 70,000 disability support care workers (or about 1 in 5 of all new jobs created in Australia over the transition period), which should translate into some 7,000 full time jobs in SA.



- the need to recognise and accommodate the decline of traditional manufacturing through flexible planning, which may include strategies such as
 - allowing for employment lands to accommodate both traditional industrial uses and emerging uses such as services to the ageing, the NDIS and education, as 'industrial' lands transition into broader 'employment' lands; and
 - continuing to monitor and manage residential interfaces, with an appreciation that some industrial areas in West Torrens will transition away from traditional manufacturing uses.

8.1 SPECIFIC MEASURES – INDUSTRIAL PRECINCTS

This report has addressed land use issues in certain industrial precincts of West Torrens, which can be summarised as follows:

- **Underdale-Torrensville** – there have been significant Council investigations in this precinct in recent years. A DPA is in public consultation as at the date of this report and we make no specific recommendations as to further initiatives in this precinct;
- **Thebarton** – this area is multi-faceted, with industrial, residential, commercial and institutional properties in the mix. It presents a major challenge as a result, and a 'solution' (if indeed one is required) is not immediately apparent. Thebarton may prove increasingly attractive to particular types of industry (including high-tech and biomedicine), commercial operations (due to accessibility and proximity to the CBD) and to residential buyers for much the same reasons. Specific points to note are that:
 - two areas of Thebarton are identified (Figure 2) which may be considered for transition to mixed use due to the quantity of residential properties already extant there. Alternatively, it may be felt that the Urban Corridor zone along Port Road sufficiently caters to residential development and that this should be the residential focus in the suburb – which may be undermined by conversion of industrial land to residential use in the vicinity;
 - a future mixed use development is expected on the river-front site recently sold by Adelaide University; and
 - opportunities in the near future exist as a result of Thebarton's proximity to the bio-medical hub comprising NRAH, SAMHRI and Universities. To date, development activity in Thebarton's dedicated bio-medical precinct has not been fully optimised.
- **Mile End South** – this suburb is on a long term trajectory away from heavy industry towards mixed bulky goods retailing and commercial uses. Active industrial uses remain in the precinct, with an overhang of very old manufacturing buildings in the south of the precinct, however it is expected that this will be replaced by new industrial and commercial development over the next decade or so. Adequate land use direction from Council is already in place for this to occur and no particular recommendations arise from our analysis for additional measures.



- **Richmond** - retail, residential and commercial uses have supplanted industrial uses over the past 10 years and this is set to continue, as many of the industrial buildings in the suburb are reaching the end of their useful life. Residential interface is an issue on the western edge of this precinct, on Holder Avenue and Milner Road.
- **Marleston** – several significant redevelopment opportunities present in Marleston. However specific changes aimed at directing or encouraging this redevelopment are difficult to pin down, as none are truly compelling. Several localities are identified where a transition to residential use may be considered, but all have counter-arguments and all are more in the nature of tweaks than revolutions. The redevelopment of the former TAFE site may prove a catalyst, subject to sufficient interest from the market.
- **Netley** – of all industrial precincts in West Torrens, Netley is best placed to leverage new activity from its proximity to Adelaide Airport. It adjoins the airport and is relatively close to the main entrance. It has several large sites suitable for logistics/distribution centre development and good access via Richmond Road. The recently-sold SA Government site on the corner of Richmond Road and Marion Road is a key site which, although the subject of a long term lease-back, has under-utilised areas that could be opened up, subject to negotiation.
- **North Plympton** – an industrial precinct that is both well placed in relation to Adelaide Airport and possessed of several sub-regions that pose notable redevelopment opportunities. Several areas are discussed herein regarding the prospect for a change in land use in the longer term. However, all possess one or two hurdles that would need to be overcome to achieve this and none are therefore immediately prospective, although preparatory investigations could be initiated.

8.2 SPECIFIC MEASURES – THE RESIDENTIAL LAND ECONOMY

Section 7 of this report explored the residential land economy of West Torrens with a focus on two particular fields of inquiry:

- conversion of industrial land to residential or mixed use; and
- corridor development.

As regards the former, several prospective areas within Thebarton, Richmond, Marleston and North Plympton are identified. The argument for a change in direction for these localities would rest on:

- a lack of demand for industrial development of the type envisaged and provided for in the current Development Plan for a given locality;
- a demand for residential development of a kind that is not provided for elsewhere in West Torrens' Development Plan, or a demand from the market to reside in a locality where industry currently predominates; and/or
- a significant extant intermixing of residential and industrial uses such that the prevailing residential amenity is degraded.

These criteria place hurdles before a change in land use; hurdles that a visionary masterplan could overcome if the desire for change was strong enough.



As regards corridor development, significant legislative measures have already been put in place by Council to facilitate residential uplift on Port Road, James Congdon Drive, Henley Beach Road and Anzac Highway. The analysis herein identifies a range of areas within these localities that are ripe for redevelopment. The question thus arises as to why the development community has been slow on the uptake. The observation is made herein that this phenomenon is not unique to West Torrens but is common to all inner ring Councils with the exception of Prospect, where corridor development has thrived along Churchill and Prospect Roads.

If there is aspiration at Council to actively encourage (as opposed to passively facilitate) new forms of residential development along these roads, then programmes can be put in place to do so. The forms that such encouragement might take include:

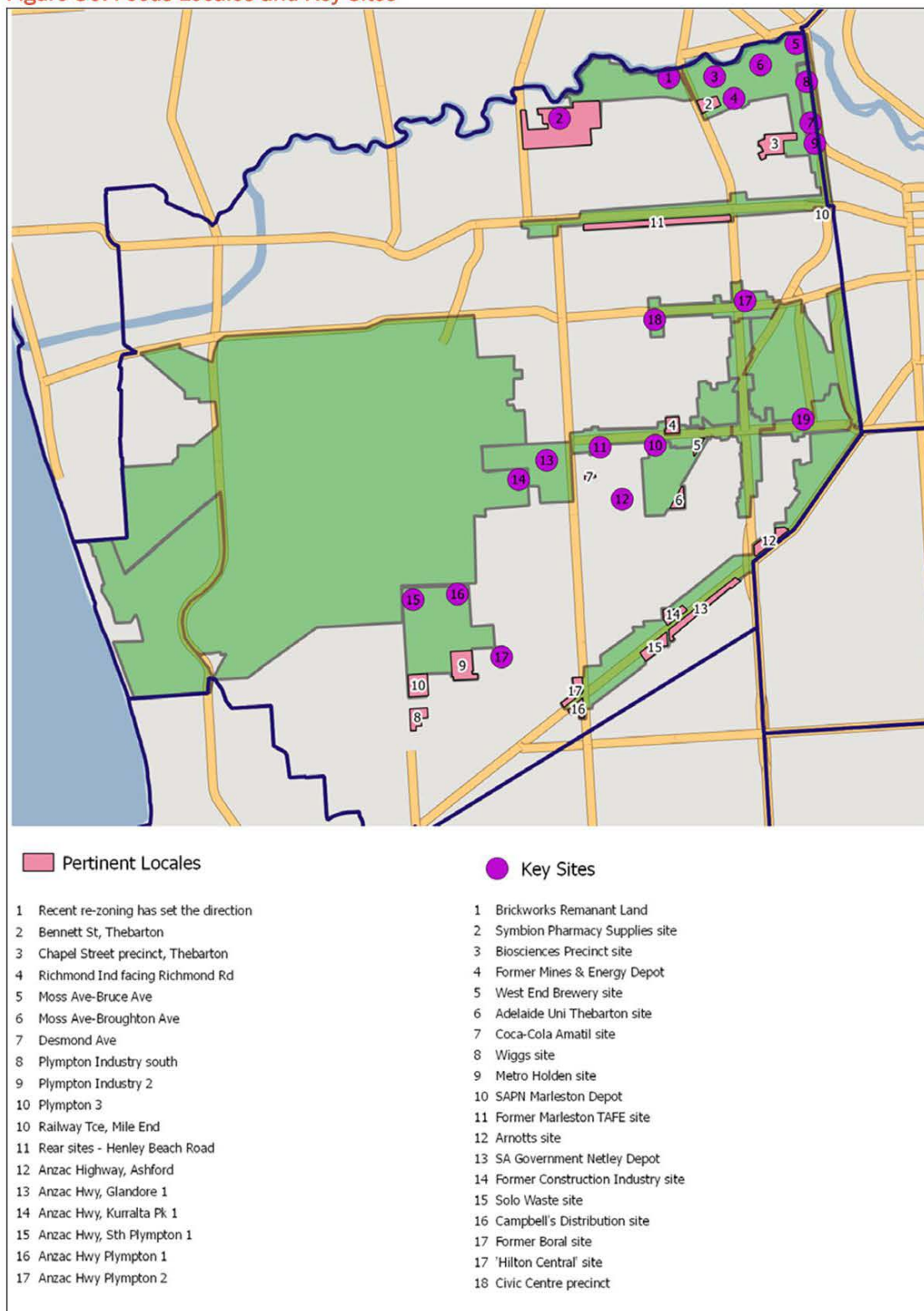
- providing a 'one stop shop' of planning advice and active assistance for developers, prior to submission of a planning application;
- compiling a list of potential local and foreign developers who may be interested in the West Torrens 'Urban Corridor' zones as an investment opportunity, and directly marketing the zones to them as an 'awareness' campaign, utilising the mayor and senior Council figures;
- developing a vision of what Council would like particular focussed sub-precincts to look like in, say, 2030 – 2040, and articulating that vision with use of architectural concept plans and artists' impressions – useful for publicity and direct promotion of the vision to developers;
- initiating a plan for the 'Urban Corridor' zones, identifying the public realm investment required in items such as streetscape, lighting, power-line undergrounding, placemaking and the like. Significant cost does not need to be incurred 'up-front', but developers will be encouraged to see that investment is going to occur, what that investment will comprise and when it is planned to occur;
- focussing on achieving a first apartment development in each Urban Corridor zone, preferably one with impact and the promise of things to come. This would entail identifying key catalyst sites based on the analysis herein and actively cultivating owners' awareness as regards the opportunities their sites present; and
- on a case-by-case basis, potentially providing assistance with funding of preliminaries (such as feasibility studies), based on a business case to Council.

The above dot points are some preliminary suggestions, predicated on the idea that if Council seeks to foster corridor residential and mixed use development, a coherent strategy can be put in place to achieve the potential that is apparent from our investigation of the various West Torrens 'Urban Corridor' precincts.

Figure 30 overleaf is a map of focus locales and key sites mentioned in this report.



Figure 30: Focus Locales and Key Sites



11.4 City Strategy Activity Report June 2018

Brief

This report presents the Strategy Unit's activity report for the month of June 2018.

RECOMMENDATION

The Committee recommends to Council that the Strategy Activity Report for June 2018 be received.

Introduction

A report is presented to each Strategy and Community Committee detailing the status of key projects and activities within the Strategy Unit since the last report to the Committee.

Discussion

Corporate Planning

Annual Service Plans Quarterly Progress Updates

The fourth quarter 2017/18 Annual Service Plans progress report was prepared during June for presentation to the 10 July 2018 meeting of the Corporate Planning, Policy and Performance Committee (CPPP).

2018/19 Departmental Annual Service Plans

Changes to the 2018/19 Departmental Annual Service Plans were made in liaison with managers to reflect budget changes and to include any projects that were not finalised in 2017/18. These were presented to the 10 July 2018 CPPP meeting. The 2018/19 Annual Service Plans came into effect on 1 July 2018.

Corporate Planning Framework and Processes

Recommendations from the interdepartmental LEAN group on the Corporate Planning Framework project were presented to Executive Management in mid-June. Changes to the Corporate Planning Framework will be presented to Elected Members at a future pre-brief.

Environmental Planning

Greening and Cooling Action Plan

The Administration is preparing a Greening and Cooling Plan aimed at increasing green cover across West Torrens. Part of this project involves an analysis of our public open space areas and the heat mapping to determine greening opportunities.

Raingarden Interpretive Trail

The Administration is developing a dedicated webpage to showcase a selection of raingardens to the public. It is anticipated that the webpage will go live in July or August 2018. This project is being undertaken in partnership with the South Australian EPA.

Rebates for Solar Panel Battery Storage for Community Groups

Council approved, on the recommendation of the 26 June 2018 meeting of the Civic Committee, a rebate program for solar battery storage for community groups (Program). This approval also included the referral of a Program budget of \$30,000 to the September 2018 budget review. If the budget is approved the Program will commence soon after.

Rebates for Solar PV Panels for Community Groups

Following approval of Council to introduce the new "Rebates for Solar PV Panels for Community Groups" program, it is anticipated that the rebates will be available from mid July 2018, for a 12 month trial period.

Attendance at the Senior Citizens Over 50s Club Forum on 21 June 2018 provided the opportunity to introduce the new rebate program to members of the community. More community awareness raising will be undertaken from July onwards via Talking Points, social media, website and Messenger Press.

Native Plant Giveaway

A Native Plant Giveaway was held on Saturday 2 June in the Memorial Gardens. Over 350 residents participated in the event, resulting in the distribution of 4,200 native seedlings. Seedlings not distributed at the event were provided to local schools who pre-registered their interest in receiving surplus plants for revegetation projects on their grounds.

AdaptWest Climate Change Adaptation Plan - AdaptWest in Action

As part of *AdaptWest in Action*, the Regional Coordinator has made a submission for funding through the Natural Disaster Resilience Program.

The proposal seeks to address a key action in the *AdaptWest Climate Change Adaptation Plan* by increasing community resilience in the face of extreme heat. The program would seek to upgrade, retrofit and improve the thermal performance of households across the Western Adelaide Region that exhibit a high exposure to heat island impacts and also correspond with high social vulnerability.

The *Residential Building Retrofit for Climate Adaptation* program is proposed to be staged over two phases with the funding application relates to Phase 1 of the initiative, which would be expected to take a period of 12 months to complete. Phase 1 of the project involves research and scoping a program delivery mechanism to undertake the upgrades. The Administration will be notified whether the grant application has been successful by October 2018.

Rainwater Tank Rebates

Six applications were received as part of the Rainwater Tank Rebate Scheme during June. These applications are currently being assessed by the Administration.

In the 2017/18 financial year, \$6,900 was issued to residents as part of this program, resulting in an increased storage capacity of 102,380 litres for rainwater.

Economic Planning

Economic Development Strategy

Throughout June, the Administration progressed the Economic Development Strategy project in collaboration with staff from the Office of the Mayor and CEO with the oversight of the Chief Executive.

The Administration attended the South Australian China Export Forum on the 8 June. The presentations included the Minister for Trade, Tourism and Investment, The Hon. David Ridgway and Quentin Bai, Director, China Department of Trade, Tourism and Investment.

The Administration participated in Disability & Ageing Well, the role of local Government forum at the City of Charles Sturt on the 29 June to investigate the possibility of incorporating this sector in Economic Development Strategy.

Airport Planning

In June, a link to the *Experiences of Aircraft Noise Survey* was sent to more than 3000 property owners and residents to gauge residents' and property owners' experiences of aircraft noise in particular parts of West Torrens. Results of the survey will inform future policy approaches to residential development in areas deemed to be affected by aircraft noise. By the end of June almost 100 surveys had been completed online, with around 10 residents requesting a paper copy of the survey.

On 25 June, members of the Executive and the Administration attended an information session hosted by the Federal Department for Infrastructure, and DPTI on the National Airports Safeguarding Framework Guideline on Public Safety Zones. Council approved its response to the Guideline at its 3 July meeting. The approved response was submitted by the due date of 12 July.

Heritage Grants

Heritage Grants that were received through Council's SmartyGrants web portal which closed on the 13 June. The Grants that were received were assessed against the selection criteria. A report was prepared which was presented to the June Civic Committee. The Committee made its recommendations to Council who subsequently referred the report back to Committee.

A review of the heritage grants process will be undertaken to refine the process for any future rounds.

Land Use Planning- Intergovernmental Relations***Planning Reform***

The Administration completed the Development Plan Review, considering Elected Member's contributions at the DPTI led workshop held with Council in June. The results are presented in a separate report in this agenda.

Inner Rim Planners

The Administration participated in the inner rim planners meeting at the City Of Adelaide on the 28 June. This is a forum used to share strategies and information about adapting to ongoing program of planning reform and any urban policy issues shared across the inner-rim councils.

Conclusion

This report details the activities of the Strategy Unit for June 2018.

Attachments

Nil

11.5 Community Services Activity Report - June 2018

Brief

This report details the activities of the Community Services Department for June 2018.

RECOMMENDATION

The Committee recommends to Council that the Community Services Activity Report - June 2018 be noted.

Introduction

The community services department (Department) provides a report to each Strategy and Community Committee meeting detailing the status of key projects and activities for the preceding month.

Discussion

The key projects and activities undertaken by the Department during the month of June 2018 are as follows:

Community Centres

Over the month of June, there was a total of 82 groups booked into Thebarton Community Centre and 26 booked into Plympton Community Centre.

Thebarton Community Centre was closed for 2 weeks in June for maintenance including painting, sanding and repolishing of floors and cleaning. During those 2 weeks that the Centre was open, there was a lot of activity including Barkuma's fundraising quiz night, many birthday parties and a big 20 year reunion event for the Environment Council - Kesab.

Plympton Community Centre hirers included the Bangladesh Club Australia and the Indian South Australian Community and also hosted the City of West Torrens Active Ageing Expo.

Outreach

The fifth School Gardening Workshop was held at Cowandilla Primary School, providing education and skills to teachers who work in local schools, kindergartens and childcare centres. These sessions enhanced knowledge across a range of topics (worm farms, composting, using produce from the garden in the canteen, propagation, native bush gardens, butterfly gardens, etc.) and encouraged schools and teachers to link their school gardens to curriculum. These sessions are delivered in partnership with City of Holdfast Bay, City of Marion and Natural Resource Management.

Consultation on the Disability Action and Inclusion Corporate Plan has begun and has included focus groups with residents living with a disability and relevant service providers.

Child Safe Environments training was provided to volunteers from three organisations by the City of West Torrens in the library meeting room.

A Reception Class from St John Bosco School visited the library for a tour, story-time and craft session. The children were delightful and had lots of fun touring the library, reading *The Very Brave Bear* and creating beautiful bear themed craft. The staff received very positive feedback from the teachers and parents about their excursion and other classes from the school are booked to visit in early July.

Arts and Culture

The Auditorium hosted the City of West Torrens Art Prize. Art Prize. This theme for 2018 was 'Past, present, future in West Torrens' and attracted entries in a variety of mediums. The opening was well attended, with speeches by Mayor Trainer and Judge, Gavin Blake. The exhibition concluded on 30 June.

Richard Maurovic was the overall winner of the 2018 West Torrens Art Prize with his work 'Respecting All Cultures, Torrensville'.

Other winners included:

- Emerging Artist - Elaine Magias, Tidal'

Judges' Commendations:

- Artemis White Rose Parbery - 'Holdfast Bay (Adelaide) Sailing Club, Past, Present, Future.'
- David Taylor - 'Two Tides Babble with Sun Reflection on the Linear Park. Torrens River.'
- Tony Jeffrey - 'Dune'.
- Joshua Baldwin - 'A Constant at the Local - Friday Evening at The Wheaty.'

Once again, the West Torrens logo will feature on the back of the SALA festival catalogue along with other supporting Councils. The theme for this year's SALA festival exhibition is Gratitude and a pre-exhibition workshop was held for interested artists. More workshops are planned in the lead up to the exhibition.

Every year the Hamra Centre acknowledges Refugee Week with free celebrations. This year there was a Floral Arrangement presentation and a Meditation evening. The Floral Arrangement presentation was held on 19 June 2018, 35 people attended. The final floral masterpiece included a boat (refugees), an island (Australia) and a bridge which linked the two parts of the display. After the demonstration, residents learnt how to make a small floral arrangement of their own, and stayed for conversation over light refreshments. A total of 24 people attended the Meditation evening on 20 June 2018 where participants were guided through relaxation, mindfulness and meditation techniques with the aim of combatting stress and anxiety.



Library Services

The Friday Fun program promotes wellbeing for youth in the community through engaging activities. This term they were encouraged to explore their creative side, they made slime, learnt finger knitting, french knitting and made "God's eyes". Maria from Mindful arts came and showed the group how to meditate and imagine a safe place. The group used their imaginations to create wonderful collages and loved sharing their stories and ideas with each other. This month Claire Richards, Adelaidian illustrator and picture book author led a cartooning workshop inspired by the "Diary of a Wimpy Kid". Friday Fun is an open program which runs in school terms, from 4 - 5pm in the Youth Area of the Library. Around 10 - 30 diverse young people aged 10 - 14 years attend this program each week.



The mobile library attended the Tennyson Woods Catholic Primary School. It was visited by 134 students, most of which borrowed approximately 4 items each and 27 new members joined up to the library. The children enjoyed themselves, especially the little ones who were very excited to be in a truck full of books.

The library purchased a subscription to the *Story Box Library* website. Customers are now able to log on via the City of West Torrens library website, using their library card and enjoy story-time any time. Story Box Library has been created for children to view stories online that are read aloud by a range of fantastic storytellers. The content is Australian and is aimed at pre-schoolers and primary school aged children.

Active Ageing

The Active Ageing Expo was held at Plympton Community Centre on Friday 15 June 2018 from 10am - 3.30pm. Activities included exercise, flamenco, karaoke and mini massages. Healthy and delicious lunch and morning tea were provided. The Expo was another huge success with over 80 older residents who attended and participated.

Movie Nights: January – December 2018

Movie nights will continue to be held on Thursday evenings every second month. This is a free event with refreshments, and is held at the West Torrens Library Auditorium.

5 July, 7pm: Hidden Figures

30 August, 7pm: Mountain Between Us

25 October, 7pm: Three Billboards Outside Ebbing, Missouri

13 December, 7pm: The Light Between the Oceans

Attachments

1. Community Services Activities and Events - July 2018

Community Services Activities and Events - JULY 2018

Date	Time	Activity/Event	Location
Sun 1/7	1:00 pm	Southern Bricks Lego User Group	Cowandilla Community Room
Mon 2/7	8:00am 10.00am 10:00am 10:30am 2:00pm 6:00pm	Walking Group -plus coffee catch up (8.45 - 9:15) St John Bosco, Year 1 & 2 classes visit to library Knitting Group ESL Reading Group - intermediate to advanced One-to-one tech help Sewing Studio	Kurralta Park Hamra Centre Hamra Centre Hamra Centre Hamra Centre Plympton Community Centre
Tues 3/7	10:30am 11:15am 1:00pm	Glenn Drewitt Exhibition begins Baby Time 0-18 months Toddler Time 18 months-3 years ESL class with free crèche	Hamra Centre Hamra Centre Hamra Centre
Wed 4/7	10:30am 10:30am 11:00am 11:00am 4:00pm	Storytime 3-5 years ESL Reading Group - Beginner Book Club Sewing Studio After School Program - Soccer (final session)	Hamra Centre Hamra Centre Hamra Centre Plympton Community Centre Cowandilla Primary School
Thurs 5/7	8:00am 10:00am 10:30am 11:15am 6:00pm 7.00pm	Walking Group One-to-one tech help Baby Time 0-18 months Toddler Time 18 months-3 years Book Club Movie Night: Hidden Figures (PG)	Kurralta Park Hamra Centre Hamra Centre Hamra Centre Hamra Centre Hamra Centre
Fri 6/7	9:45am 10:30am 1:00pm 3:00pm	Active Ageing - Drop In Friday Storytime 3-5 years One-to-one tech help - Drop in Session Book Club	Plympton Community Centre Hamra Centre Hamra Centre Hamra Centre
Sat 7/7	10:00am	One-to-one tech help - Drop in Session	Hamra Centre
Sun 8/7		School Holidays begin	
Mon 9/7	8:00am 10:00am 10:30am 12.30pm 2:00pm 2:30pm 6:00pm	Walking Group Knitting Group School Holiday Program - Silly Galahs, 3 - 7 years School Holiday Program - NAIDOC Week Art Workshop, 3 - 9 years One-to-one tech help School Holiday Program - NAIDOC Week Art Workshop, 10 - 17 years Sewing Studio	Kurralta Park Hamra Centre Hamra Centre Hamra Centre Hamra Centre Hamra Centre Plympton Community Centre
Tues 10/7	1:00pm	School Holiday Program - Little Day In STEAM (Science, Technology, Engineering, Mathematics, with Art!), 0 - 17 years	Thebarton Community Centre
Wed 11/7	10:00am 10:30am 10:30am	JP Training: Advance Care Directives & Enduring Power of Attorney School Holiday Program - Bi-lingual Storytime, 2 - 8 years Sewing Studio	Thebarton Community Centre Hamra Centre Plympton Community Centre

Thurs 12/7	8:00am	Walking Group	Kurralta Park
	10:00am	One-to-one tech help	Hamra Centre
	1:00pm	School Holiday Program - Baby Wearing Dance Fitness Class	Hamra Centre
	10:30am	School Holiday Program - Computer Basics Class, 4 - 8 years	Hamra Centre
	6:00pm	Financial counselling	Hamra Centre
Fri 13/7	10:00am	Active Ageing - Drop in Friday	Plympton Community Centre
	10:00am	Orange Tree Quilters	Hamra Centre
	12:30pm	School Holiday Program - Calligraphy Workshop, 6 - 17 years	Hamra Centre
	2:00pm	School Holiday Program - Music Workshop, 10 - 17 years	Hamra Centre
Sat 14/7			
Sun 15/7		Glen Drewitt Exhibition ends	
Mon 16/7	8:00am	Walking Group	Kurralta Park
	10:00am	Knitting Group	Hamra Centre
	1:00pm	School Holiday Program - Little Day Out - Circus, 0 - 17 years	Lindfield Reserve
	2:00pm	One-to-one tech help	Hamra Centre
	6:00pm	Sewing Studio	Plympton Community Centre
Tues 17/7	10:30am	School Holiday Program - Baby Disco, 0 - 3 years	Hamra Centre
	1:00pm	School Holiday Program - Baby Disco, 0 - 3 years	Hamra Centre
Wed 18/7	10:00am	School Holiday Program - Basketball, 5 - 9 years	Barratt Reserve
	11:00am	Sewing Studio	Plympton Community Centre
	1:00pm	School Holiday Program - Basketball, 10 - 17 years	Barratt Reserve
	1:00pm	Volunteer Program Coordinator meeting	Hamra Centre
Thurs 19/7	8:00am	Walking Group	Kurralta Park
	10:00am	One-to-one tech help	Hamra Centre
	1:00pm	School Holiday Program - Library Detectives, 5 - 10 years	Hamra Centre
	2:30pm	School Holiday Program - Crumbs cooking - 10 - 17 years	Plympton Community Centre
Fri 20/7	9:00am	Orange Tree Quilters	Hamra Centre
	9:45am	Active Ageing - Drop In Friday	Plympton Community Centre
	11:00am	School Holiday Program - Minecraft, Beginners, 5 - 12 years	Hamra Centre
	1:00pm	School Holiday Program - Minecraft, Advanced, 5 - 12 years	Hamra Centre
Sat 21/7			
Sun 22/7		End of school holidays	
Mon 23/7	8:00am	Walking Group	Kurralta Park
	9:00 am	Child Safe Environments Training	Hamra Centre
	10:00am	Knitting Group	Hamra Centre
	10:30am	ESL Reading Group - intermediate to advanced	Hamra Centre
	2:00pm	One-to-one tech help	Hamra Centre
	6:00pm	Sewing Studio	Plympton Community Centre
Tues 24/7	10:30am	Baby Time 0-18 months	Hamra Centre
	11:15am	Toddler Time 18 months-3 years	Hamra Centre
	1:00pm	ESL class with free crèche	Hamra Centre

Wed 25/7	10:30am	Storytime 3-5 years	Hamra Centre
	10:30am	ESL Reading Group - Beginner	Hamra Centre
	11:00am	Sewing Studio	Plympton Community Centre
		Tax help begins	Hamra Centre
	3:00pm	Western Workers with Youth Network Meeting	Hamra Centre
Thurs 26/7	8:00am	Walking Group	Kurralt Park
	10:00am	One-to-one tech help	Hamra Centre
	10:30am	Baby Time 0-18 months	Hamra Centre
	11:15am	Toddler Time 18 months-3 years	Hamra Centre
	6:00pm	Financial counselling	Hamra Centre
Fri 27/7	9:45am	Active Ageing - Drop In Friday	Plympton Community Centre
	10:00am	Orange Tree Quilters	Hamra Centre
	10:30am	Storytime 3-5 years	Hamra Centre
	1:00pm	One-to-one tech help - Drop in Session	Hamra Centre
	4:00pm	Youth: Friday Fun Day	Hamra Centre
Sat 28/7	10:00am	One-to-one tech help - Drop in Session	Hamra Centre
	1.30pm	Learn about computers	Hamra Centre
	1:30 pm	Ceramics group Exhibition	Hamra Centre
Sun 29/7	1:30pm	Get To Know Your Smartphone class	Hamra Centre
Mon 30/7	8:00am	Walking Group	Kurralt Park
	10:00am	Knitting Group	Hamra Centre
	10:30am	ESL Reading Group - intermediate to advanced	Hamra Centre
	2:00pm	One-to-one tech help	Hamra Centre
	6:00pm	Sewing Studio	Plympton Community Centre
Tues 31/7	10:30am	Baby Time 0-18 months	Hamra Centre
	11:15am	Toddler Time 18 months-3 years	Hamra Centre
	1:00pm	ESL class with free crèche	Hamra Centre

12 MEETING CLOSE