

CITY OF WEST TORRENS



Notice of Council & Committee Meetings

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

Council

and

- **Urban Services Prescribed Standing Committee**
- **Governance Prescribed Standing Committee**

of the

CITY OF WEST TORRENS

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

on

**TUESDAY, 5 JUNE 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 Simon Tsiaparis

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 15 May 2018 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 1 June 2018)

In the three weeks since the last Council Meeting of 15 May 2018 functions and meetings involving the Mayor have included:

16 May

3.00pm

Attended a meeting at the Unley Civic Centre of the Brown Hill Keswick Creek Stormwater Project selection panel to consider applications for positions on the BHKSP Board. The selection panel is comprised of:

- Mayor John Trainer, West Torrens City Council
- Peter Tsokas , CEO City of Unley
- Matthew Pears, CEO City of Mitcham
- Paul Deb, CEO City of Burnside
- Klinton Devenish, delegate for the CEO of the City of Adelaide

17 May

12.30pm Attended with Rosemary Trainer the Lockleys Senior Citizens Club anniversary lunch and cut a birthday cake donated by Federal MP Steve Georganas.

6.00pm Participated in our Road Safety Group meeting at the City of West Torrens Civic Centre.

18 May

9.00am Participated in the Adelaide Airport Consultative Committee meeting at Adelaide Airport.

19 May

2.00pm Attended the induction of Reverend Geoff Tiller at All Saints Uniting Church in Plympton.

22 May

6.00pm Participated with other Elected Members in the Community Facilities Committee meeting.

23 May

2.00pm Attended a meeting at Unley Civic Centre of the Brown Hill Keswick Creek Stormwater Project selection panel to further consider applications for positions on the BHKSP Board.

26 May

2.40pm Attended the West Adelaide Football Club vs Adelaide Football Club match at City Mazda Stadium (Richmond Oval), preceded by the pre-match lunch where the guest speaker this time was Advertiser sports journalist (and West Torrens resident) Michelangelo Rucci. (Just for the record, my attendances at the pre-game lunches are a consequence of my Gold Membership of West Adelaide for which I personally pay \$1050 each year. I consider it important that elected members should support a local community-based team like West Adelaide through membership and through fundraising activities, particularly those elected members who are regularly hosted by the club.)

4.30pm Participated in activities at the opening of the new Egyptian Scout Group at the Egyptian Coptic Church in Goldfinch Avenue, Cowandilla.

29 May

11.45am Conducted a Citizenship Ceremony held in the Council Chambers for a small number of applicants.

12.30 pm Met with representatives of the ASU to hear of their concerns about rate capping.

30 May

2.00pm Attended a meeting at Unley Civic Centre of the Brown Hill Keswick Creek Stormwater Project selection panel to further assess applications for positions on the BHKSP Board.

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:

1 June

8.00am Participating in the Western Adelaide Consultative Group meeting at Adelaide Airport.

6.00pm Opening the City of West Torrens Art Prize exhibition and announcing the winners.

2 June

10.00am Attending the City of West Torrens Native Plant Giveaway at the West Torrens Memorial Gardens.

2.10pm Hosting guests at the West Adelaide vs Sturt game at the City Mazda Stadium.

5 June

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

8.1 Traffic Volumes in Burt Avenue Hilton

Brief

This report presents a petition requesting that the Council works with local residents to develop a plan to ease the volume of traffic in Burt Avenue, Hilton and surrounding streets.

RECOMMENDATION

It is recommended to Council that:

1. The Petition be received.
2. A report be presented to a future meeting of Council on this matter and the Head Petitioner be notified accordingly.

Introduction

A petition has been received from Michael Lester, Head Petitioner, on behalf of 39 residents and ratepayers of the City of West Torrens, requesting that the Council works with local residents to identify the issues and work to develop a plan which will ease the volume of traffic in Burt Avenue, Hilton and the surrounding streets (**Attachment 1**).

Discussion

The petition is compliant with the requirements of Council's *Code of Practice - Procedures at Meetings* and the *Local Government (Procedures at Meetings) Regulations 2013* and is presented to Council for consideration.

In accordance with Council's Code of Practice Procedures at Meetings, only the front page of the petition is attached to this report. The full petition will be attached to a subsequent report on this matter which will be presented to a future meeting of Council. The Head Petitioner will be notified accordingly.

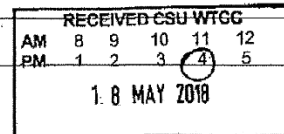
Conclusion

This report presents a petition, submitted by Michael Lester, which requests that Council works with local residents to identify the issues and develop a plan to ease the volume of traffic in Burt Avenue, Hilton and surrounding streets.

Attachments

1. **Petition Relating to Traffic Volumes in Burt Avenue, Hilton**

PETITION



To the Mayor and Councillors of the City of West Torrens

Petition contact person: Michael Lester
 Telephone Number:
 Address: 28 Burt Ave HILTON

RECEIVED - CWT IM
 18 MAY 2018

This petition of residents of the City of West Torrens and concerned individuals would like to draw the attention of the Council to the ongoing problems caused to local residents due to the high traffic volumes in and around Burt Ave HILTON and the surrounding streets.

The petitioners therefore request that Council work with local residents to identify the issues and work to develop a plan which will ease the volume of traffic in Burt Ave and the surrounding streets.

| Name | Address | Signature |
|------------------|--------------------|-----------|
| MICHAEL LESTER | 28 BURT AVE HILTON | |
| SCOTT VISNA | 23 BURT AVE HILTON | |
| LUKE THOMPSON | 20 Burt Ave Hilton | |
| NICK NIKOLIOU | 26 BURT AVE HILTON | |
| EUGENIA NIKOLIOU | 26 BURT AVE HILTON | |
| Moira Cashel | 11 Burt Ave Hilton | |
| Kon Karakontis | 10 Burt Ave Hilton | |
| George Chronis | 4 Burt ave, Hilton | |
| Baylie McDonagh | 4 Burt ave, Hilton | |
| Helmia Szabo | 3 Burt Ave, HILTON | |
| JESSE DENTON | 5 BURT AV HILTON | |
| Ben Halliday | 8 Burt Av Hilton | |
| Kate Frahn | 8 Burt Av Hilton | |
| Hannah Matthews | 13 Burt Av Hilton | |
| Patrick Lewis | 13 Burt Ave Hilton | |

9 DEPUTATIONS

Nil

10 BUDGET CONSULTATION**RECOMMENDATION**

That the meeting be adjourned, to allow for consultation on Council's proposed Budget and Annual Business Plan 2018/19 pursuant to Section 123(4) of the *Local Government Act 1999*.

11 ADJOURN TO STANDING COMMITTEES**RECOMMENDATION**

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

12 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS**12.1 Urban Services Committee Meeting****RECOMMENDATION**

That the recommendations of the Urban Services Committee held on 5 June 2018 be adopted.

12.2 Governance Committee Meeting**RECOMMENDATION**

That the recommendations of the Governance Committee held on 5 June 2018 be adopted.

13 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS**13.1 Community Facilities General Committee Meeting****RECOMMENDATION**

That the Minutes of the Community Facilities General Committee held on 22 May 2018 be noted and the recommendations adopted.

14 QUESTIONS WITH NOTICE

Nil

15 QUESTIONS WITHOUT NOTICE

16 MOTIONS WITH NOTICE

16.1 Playground Upgrade Designs

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

MOTION

That in all future playground upgrades an adult swing be included in the design where space permits and it be Council policy.

16.2 Public Notification Category 1 and 2 Developments

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

MOTION

The Administration undertakes research into the number and location of development applications for residential development impacted by the policy changes to public notification categories, from category 2 to category 1, resulting from the approval of the 2015 West Torrens Council Housing Diversity Development Plan Amendment.

17 MOTIONS WITHOUT NOTICE

18 REPORTS OF THE CHIEF EXECUTIVE OFFICER

18.1 Delegations under the Dog and Cat Management Act 1996

Brief

This report seeks Council's approval of proposed delegations under the *Dog and Cat Management Act 1995*.

RECOMMENDATION

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*, Council:

1. Hereby revokes all previous powers and functions delegated to the person occupying the office of Chief Executive Officer under the *Dog and Cat Management Act 1995* with effect from 30 June 2018.
2. In exercise of the power contained in section 44(1) of the *Local Government Act 1999*, and the powers and functions under the *Dog and Cat Management Act 1995* contained in the Instrument of Delegation (**Attachment 1**) are, subject to the conditions, limitations and provisos contained in the Schedule of Conditions (if any), hereby delegated to the Chief Executive Officer (and any person appointed to act in that position) with effect from 1 July 2018.

Introduction

Section 44(6) of the *Local Government Act 1999* states that at least once in every financial year, Council should review the delegations that it has previously granted. All delegations issued by Council are kept in a register named the *Delegation Framework 2017/2018* which is available to the public on Council's website. The last annual review of delegations was presented to Council at its 2 May 2017 meeting and the 2018 review is currently underway.

However, the delegations issued under the *Dog and Cat Management Act 1995* (Act) have been reviewed outside of the annual review as a result of the introduction of new provisions under the Act which will commence on 1 July 2018. The new provisions have been introduced to improve dog and cat management and welfare and improve the consistency of the application of the legislation across local governments.

Delegations dealing with these matters which had previously been issued to the Chief Executive Officer (CEO) are required to be revoked and new delegations issued under the revised Act, effective 1 July 2018.

Discussion

It is usual practice that all delegations under this Act are made to the person occupying the position of Chief Executive Officer (CEO). The proposed delegations to the CEO, as detailed in the attached *Instrument of Delegation (Attachment 1)*, are presented to Council for consideration and approval and subsequent inclusion in Council's *Delegations Framework 2017/2018*.

Pursuant to s44 and s101 of the *Local Government Act 1999*, the CEO is at liberty to sub-delegate these delegations as he sees fit, in order for the Administration to undertake its functional and operational roles and responsibilities effectively and efficiently.

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 section title, instrument number (if appropriate) and description of the section of the Act or Regulation to which the proposed Instrument of Delegation relates is detailed in the second column.
- **Colour Coding of Powers and Functions**
The proposed delegations for individual powers and functions within the instrument of delegation have been coloured for ease of reference as follows:

| | |
|-------|----------------------------------|
| White | Existing delegation from Council |
| Green | New power under the legislation |

Conclusion

This report presents the outcomes of the unscheduled review of the powers and functions under the *Dog and Cat Management Act 1995* and proposes that Council formally approves the recommendations arising from the review to provide and facilitate appropriate decision making authority to the Chief Executive Officer.

The updated *Delegations Framework 2017/2018* 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. Proposed Delegations under the Dog and Cat Management Act 1995

ATTACHMENT 1

INSTRUMENT OF DELEGATION UNDER THE

DOG AND CAT MANAGEMENT ACT 1995

| SECTION | DELEGATED POWERS |
|--------------------|--|
| Section 25A | Appointment of authorised persons |
| | <p>1. The power pursuant to Section 25A of the Act to:</p> <ul style="list-style-type: none"> (a) appoint suitable persons (as determined by the delegate and other than members of the council) to be authorised persons for the purposes of the Act; (b) specify conditions in an instrument of appointment to which the appointment is subject; and (c) at any time, revoke the appointment of an authorised person under the Act or, to vary or revoke the conditions that attach to such appointment. |
| Section 25C | Area limitation on authorised persons appointed by Council |
| | <p>The power pursuant to Section 25C(c) of the Act to:</p> <ul style="list-style-type: none"> (a) enter into an arrangement with another council for the purpose of allowing an authorised persons appointed by the Council to exercise powers under the Act within the area of another council; and (b) approve a request by an authorised person appointed by another council to exercise powers under the Act within the area of the Council. |
| Section 26 | Council Responsibility for Management of Dogs |
| | <p>The power pursuant to Section 26(6) of the Act to –</p> <ul style="list-style-type: none"> (a) charge a fee for the provision of an extract from a register kept under the Act; and (b) charge a fee for the receipt and management of information relating to a register contemplated by Section 26(1)(ac) of the Act; (c) charge fees (which may be differential but which must not exceed an amount prescribed by the regulations): <ul style="list-style-type: none"> i. for the registration of dogs or businesses under Part 4 of the Act; and ii. for the late payment of registration fees; and iii. for meeting any other requirement imposed on the Council under the Act. |

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**INSTRUMENT OF DELEGATION UNDER
THE DOG AND CAT MANAGEMENT ACT 1995**

| SECTION | DELEGATED POWERS |
|-----------------------------|---|
| Section 39 | Rectification of Register |
| | The power pursuant to Section 39 of the Act, upon application by any person aggrieved by an entry in the register, to rectify the register. |
| Section 47 | Court's power to make orders in criminal proceedings |
| | The power to apply to the court in connection with proceedings for an offence under Division 1 or 1A of the Act and where a person is found guilty of the offence, for one or more of the orders envisaged under section 47(1) of the Act. |
| Sections 50 & 51 | Destruction and Control Orders - and grounds on which orders may be made |
| | <p>1. The power, pursuant to sections 50 and 51 of the Act:</p> <ul style="list-style-type: none"> (a) make a Destruction Order in relation to a dog where the delegate is satisfied that the dog is unduly dangerous and has attacked, harassed or chased a person or an animal or bird owned by or in the charge of a person in circumstances that would constitute an offence against the Act; (b) make a Control (Dangerous Dog) Order in relation to a dog where the delegate is satisfied that the dog is dangerous and has attacked, harassed or chased a person or an animal or bird, or is likely to do so, in circumstances that would constitute an offence against the Act or any other Act; or the dog is subject to an order made under a law of another jurisdiction that corresponds with a Control (Dangerous Dog) Order; (c) make a Control (Menacing Dog) Order in relation to a dog where the delegate is satisfied that the dog is menacing and has attacked, harassed or chased a person or an animal or bird, or is likely to do so, in circumstances that would constitute an offence against the Act or any other Act; or the dog is subject to an order made under a law of another jurisdiction that corresponds with a Control (Menacing Dog) Order; (d) make a Control (Nuisance Dog) Order in relation to a dog where the delegate is satisfied that the dog is a nuisance and has attacked, harassed or chased a person or an animal or bird or is likely to do so, in circumstances that would constitute an offence against the Act or any other Act; or the dog is subject to an order made under a law of another jurisdiction that corresponds with a Control (Nuisance Dog) Order; (e) make a Control (Barking Dog) Order in relation to a dog if the |

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**INSTRUMENT OF DELEGATION UNDER
THE DOG AND CAT MANAGEMENT ACT 1995**

| SECTION | DELEGATED POWERS |
|--------------------|--|
| | <p>delegate is satisfied that the dog is a nuisance and has created noise by barking or otherwise in circumstances that would constitute an offence against this Act.</p> <p>2. The power pursuant to Section 50(2)(b) of the Act to approve some other place to the place specified in the order for a dog to be kept detained until destroyed;</p> <p>3. The power pursuant to section 50(2)(3)(g) (or section 50(4)(da), (5)(d) or 6(b) as the case may be) when issuing a Control Order, to specify in the Order the approved training course required to be undertaken (if any)</p> |
| Section 52 | Procedure for Making and Revoking Orders |
| | <p>1. The power pursuant to Section 52(1a) of the Act to, upon the delegate's own initiative or on an application made in a manner and form determined by the delegate, make an order under Division 3 of Part 5 of the Act.</p> <p>2. The power pursuant to sections 52(4) and 52(6)(b) of the Act to revoke an order made by the Council by written notice to the person against whom the order was made.</p> |
| Section 53 | Directions about how to comply with an order |
| | The power pursuant to Section 53(1) of the Act, to issue written directions as to how an order under Division 3, Part 5 of the Act may be complied with in the area of the Council to a person who owns or is responsible for the control of a dog subject to such an order. |
| Section 59 | Power of Court to order destruction or control of dog on application |
| | The power pursuant to Section 59 of the Act to make application to the Court for any order in relation to a dog that is shown to be unduly dangerous that a Court could have made if the proceedings has been criminal proceedings under the Act. |
| Section 59A | Prohibition Orders |
| | <p>1. The power pursuant to Sections 59A(1) and (3) of the Act but subject to Section 59A(4) of the Act, upon the Delegate's own initiative or on application, to make a Prohibition Order against a person if satisfied that, subject to the exceptions contained at Section 59A(4) of the Act -</p> |

3

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**INSTRUMENT OF DELEGATION UNDER
THE DOG AND CAT MANAGEMENT ACT 1995**

| SECTION | DELEGATED POWERS |
|--------------------|---|
| | <p>(a) while the person owned or was responsible for the control of a dog, the dog attacked, harassed or chased a person or animal or bird owned by or in charge of a person in circumstances that would constitute an offence against this Act; and</p> <p>i. the dog was already subject to a Destruction Order or a Control (Dangerous Dog) Order; or</p> <p>ii. during the five years preceding the event referred to in (a), a Destruction Order or a Control (Dangerous Dog) Order was made in relation to some other dog on grounds that arose while the person owned or was responsible for the control of that other dog.</p> <p>2. The power pursuant to Section 59A(3a) of the Act, upon the delegate's own initiative or application, to make a Prohibition Order against a person if satisfied that the person is subject to a supervision order under section 269O of the <i>Criminal Law Consolidation Act 1935</i>.</p> <p>3. The power pursuant to Sections 59A(6) of the Act to revoke a Prohibition Order by written notice to the person against whom the Prohibition Order was made.</p> |
| Section 64 | Power to seize and detain cats |
| | The power pursuant to section 64(2)(c) of the Act to nominate a facility to be approved by the Board at which cats may be detained. |
| Section 64B | Certain bodies may microchip and desex detained dogs and cats |
| | <p>1. The power pursuant to section 64B(1) of the Act to, in accordance with any applicable guideline determined by the Board arrange for a dog or cat that has been detained or seized under the Act or any other Act to be desexed, microchipped or both.</p> <p>2. The power pursuant to section 64B(2) of the Act to recover the cost of taking action under section 64B(1) of the Act as a debt from a person who owns or is responsible for the control of the dog or cat.</p> |
| Section 72 | Review of decisions by SACAT |
| | The power, where a person has made application for review of a reviewable decision under the Act that was made by the Council to take charge of and conduct the review proceedings as the delegate sees fit. |
| Section 80A | Board may grant exemptions from Act |

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**INSTRUMENT OF DELEGATION UNDER
THE DOG AND CAT MANAGEMENT ACT 1995**

| SECTION | DELEGATED POWERS |
|----------------|---|
| | |
| | The power pursuant to Section 80A(2) to make an application to the Board to exempt a person or body (including the Council) from the operation of a specified provision or provisions of the Act. |
| | General power of prosecution |
| | The power to commence a prosecution for any offence under the Act. |

SCHEDULE OF CONDITIONS

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

| Paragraph(s) in instrument to which conditions/limitations apply | Conditions / Limitations |
|--|--------------------------|
| Nil | |
| | |
| | |

18.2 Max and Bette Mendelson Scholarship Awards - 2018

Brief

The purpose of this report is to advise Council of the proposed Max and Bette Mendelson Foundation Scholarship Awards to the successful 2018 applicants.

RECOMMENDATION(S)

It is recommended to Council that:

1. Approval be granted to the Mendelson Management Committee to award the 2018 Max and Bette Mendelson scholarships as outlined in the list provided separately; and
2. Approval be granted for the Mendelson Management Committee, in conjunction with the Chief Executive Officer, to arrange a suitable presentation ceremony to be held on Friday 29 June 2018 along the lines of previous years.

Discussion

At the meeting of the Mendelson Management Committee held on Friday 25 May 2018 the applications for the 2018 Scholarships were discussed and it was resolved that it be a recommendation to Council that the applicants, as per the list provided separately to Elected Members on the night of the Council meeting, be awarded the Max and Bette Mendelson Scholarship for 2018.

The Committee recommends 12 scholarships be awarded at \$4,000 each.

Conclusion

Report to Council of the proposed Max and Bette Mendelson scholarship awards for 2018.

Attachments

Nil

18.3 Thebarton Theatre Complex - Upgrade Report - Confidential Order Review

Brief

In accordance with the provisions of Section 91(9)(a) of the Local Government Act 1999, this report presents the annual review of the confidential order applied to *Item 21.1 - Thebarton Theatre Complex - Upgrade Report* at the 2 July 2013 Meeting of Council.

RECOMMENDATION(S)

It is recommended to Council that:

1. Pursuant to Section 91(9)(a), having reviewed the confidentiality order made on 2 July 2013 and reviewed at Council's 20 June 2017 meeting, pursuant to 91(7), 91(7)(a) and 91(7)(b) of the *Local Government Act 1999*, in respect of confidential item 21.1 - 'Thebarton Theatre Complex- Upgrade Report', Council orders the information contained in:
 - a. the confidential report item 21.1- 'Thebarton Theatre Complex- Upgrade Report' presented to Council at its 2 July 2013;
 - b. the confidential Minutes to item 21.1- 'Thebarton Theatre Complex- Upgrade Report' of 2 July 2013; and
 - c. all relevant documentation associated with and attached to the confidential agenda item 21.1 -'Thebarton Theatre Complex Report' of 2 July 2013;

continues to be kept confidential in accordance with sections 91(7)(a), 91(7)(b) of the *Local Government Act 1999* and not be available for public inspection until all identified works are completed on the basis that the disclosure of the documents would reasonably be expected to breach a duty of confidence to the lessee of the facility.
2. Council delegates the power to revoke, but not extend, the confidentiality order to the Chief Executive Officer on a monthly basis pursuant to and in accordance with provisions of Section 91(9)(c) of the *Local Government Act 1999*.

Introduction

Section 91(9)(a) of the *Local Government Act 1999* (the Act) requires that any confidential order made by Council under sections 91(7)(a) and 91(7)(b) of the Act, that operates for a period exceeding twelve (12) months must be reviewed by Council at least once every year. This order was last reviewed at the 20 June 2017 meeting of Council, at which it was resolved that the confidential order should remain in place.

Discussion

At its 2 July 2013 meeting, Council ordered that the agenda item, minutes and all relevant documentation relating to *Item 21.1 - 'Thebarton Theatre Complex - Upgrade Report'*, be kept confidential until all identified works are completed. This order was made in accordance with sections 91(7)(a) and 91(7)(b) of the Act on the basis that the disclosure of the documents would reasonably be expected to breach a duty of confidence to the lessee of the facility.

While the works on the Thebarton Theatre Complex upgrade have commenced, the project is staged over a four or five year period which means the works won't be completed for some time. Therefore, it is recommended that the confidentiality order applied by Council at its 2 July 2013 in relation to item 21.1 - Thebarton Theatre Complex - Upgrade Report remains in place until the identified works have been completed to ensure that Council does not breach a duty of confidence to the lessee of the facility.

Conclusion

The confidential order applied by Council at its 2 July 2013 meeting in relation to *item 21.1 'Thebarton Theatre Complex - Upgrade Report'*, has been in place for twelve (12) months or more, Council is required to review it annually to determine whether the order should be revoked or remain in place.

As the identified works associated with the Thebarton Theatre have not yet been completed, it is recommended that the order remains in place until these works are completed.

Attachments

Nil

19 LOCAL GOVERNMENT BUSINESS

19.1 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 19, 20 and 21.

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 19, 20 and 21



Local Government Association of South Australia

19.3 Risk Odyssey 2018 - Risk Management Conference

The Risk Odyssey is a one-day seminar which gives risk professionals the opportunity to network and attend presentations on all matters of interest. Further information can be found in this Circular.

19.4 Red Tape and Temporary/Special Events

Feedback is sought regarding the government regulatory requirements to hold a local Temporary or Special Event.

19.5 Reminder - Australian Energy Storage Conference and Exhibition - 23 & 24 May 2018

The Australian Energy Storage Conference and Exhibition (AES 2018) will be held in Adelaide between 23 - 24 May 2018, and will present and exhibit state-of-the-art energy storage technology available in the market. Further details will be found in this circular.

19.6 Delegations Quarterly update (Q.1 2018)

The delegation templates have been updated for the Development Regulations 2008 (regarding commencement of the Development (Building Cladding) Variation Regulations 2018) and the Local Government Act 1999 (regarding commencement of new Mobile Food Vendor rules).

19.7 Natural Disaster Resilience Program 2018

The 2018 funding round for the Natural Disaster Resilience Program is now open. This circular has details.

19.8 Updated National Community Recovery Handbook to assist in disaster recovery

The Australian Institute for Disaster Resilience has published an updated handbook to build capability for those assisting communities in recovery. This circular has links to AIDR and the handbook.

19.9 LG Professionals, SA - Economic Development Forum 2018: The Sky's The Limit

Registrations are now open for the LG Professionals, SA 2018 Economic Development Forum: 'The Sky's The Limit' to be held on Wednesday 20 June 2018. Further details can be found in this circular.

19.10 Smart Cities and Suburbs Program - Round 2 applications open

The Federal Government's Smart Cities and Suburbs Program provides funding to support local governments solve local problems. Grants of \$250,000 to \$5 million are available for metropolitan and regional councils.

19.11 2018-19 Federal Budget

The 2018-19 Federal Budget was handed down by the Hon Scott Morrison MP in Canberra on Tuesday 8 May 2018.

19.12 Comensura & Origin Energy Forum - 25 May 2018

LGA Procurement in partnership with Comensura Pty Ltd and Origin Energy are hosting a FREE forum at LG House, 148 Frome Street, Adelaide on 25 May 2018.

19.13 NatHERS Universal Certificate – input sought

The NatHERS Administrator is currently reviewing the NatHERS Universal Certificate and is seeking council input on how the certificate can be improved.

19.14 Registrations Now Open! LG Professionals, SA Women's Network Forum – Confidence: Speak up and let your voice be heard

LG Professionals, SA Women's Network are holding an event on Friday, 22 June 2018. Further details can be found in this circular.

19.16 Registrations Now Open! LG Professionals, SA HR Network Forum – Managing Mental Health in the Workplace

LG Professionals, SA HR Network are holding an event on Friday, 1 June 2018. Further details can be found in this circular.

19.17 Local Government Emergency Management Operational Forum - 6 June 2018

The Local Government Functional Support Group (LGFSG) is conducting a Local Government focused forum on Wednesday 6 June. Further information can be found in this Circular.

19.18 Garage Sale Trail Information Webinar

The Garage Sale Trail is a fantastic way to promote waste management objectives of 'reduce, reuse and recycle.' The Program is powered by 150 councils Australia wide, and results in 10,000 garage sales being held over one weekend. An online information session will be held on Wednesday 16 May 2018 at 1pm.

19.19 Electronic submission of annual reports to the SA Parliamentary Library

The Parliamentary Library is requesting that annual reports only be submitted for legal deposit in an electronic format. This Circular provides further information.

20.1 2018 Local Government Communications Conference - 27 July

The LGA is pleased to announce that registrations are open and a draft program is now available for the inaugural Local Government Communications Conference. Further information can be found in this Circular.

20.2 LGA Board Meeting 17 May 2018 - Agenda available

The LGA Board will meet on Thursday 17 May 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.

20.3 Review of Product Stewardship Act - Issues Paper

The LGA has developed an issues paper to provide guidance for those councils providing submissions on the Product Stewardship Act 2011 (the Act). This Circular provides a link to the paper and further information on the Act's review.

20.4 Sneak Peek: LGA's Education and Training End of Financial Year Training Offering ENROL NOW!

The LGA's Education and Training Service is offering a variety of programs at the close of this financial year. Further details can be found in this Circular.

20.5 Recycling industry support package

On 12 May 2018, the Marshall Liberal Government announced a \$12.4 million support package for the recycling industry in response to China's National Sword Policy. Regional councils should be aware that transport subsidies are available to help with transport costs for recyclable materials.

21.1 LAST CHANCE TO REGISTER - Comensura & Origin Energy Forum - 25 May 2018

Last chance to register for LGA Procurement's FREE forum, being held in partnership with Comensura Pty Ltd and Origin Energy at LG House, 148 Frome Street, Adelaide on 25 May 2018.



Local Government Association of South Australia

21.2 New Universal Service Guarantee for telecommunications and councils' views sought

The Federal Government has announced that it would develop a new Universal Service Guarantee (USG) for telecommunications to ensure all premises in Australia, regardless of their location, have access to both retail voice and broadband services.

21.3 Planning Reform Open House Drop-in sessions

The Department of Planning, Transport and Infrastructure will be holding Open House Drop-in sessions to provide clarification and information on the development and implementation of the Planning Reforms brought about by the Planning, Development and Infrastructure Act 2016.

21.4 Waste Pathways Workshop "Beyond China Sword" – last chance to register

The LGA, in conjunction with Green Industries SA, will be hosting a Waste Pathways Workshop on Tuesday, 5 June 2018, to explore the implications of the China Sword policy on the recycling industry in SA and to discuss how the local government sector can be part of the solution. If you would like to attend the workshop, please register by Monday, 28 May 2018.

21.5 LG Professionals, SA - Economic Development Forum 2018: The Sky's The Limit

REGISTER TODAY for the LG Professionals, SA 2018 Economic Development Forum: 'The Sky's The Limit' to be held on Wednesday 20 June 2018. Further details can be found in this circular.

21.6 LG Professionals, SA – Register Now! Continuous Improvement Network Forum - Delivering and Measuring Performance

The Local Government Professionals Australia, SA Continuous Improvement Network are holding an event on Friday 29 June 2018. Further details can be found in this circular.

21.7 LG Professionals, SA – Register Now! General Managers Network Forum – Opportunity to Innovate: Exploring the Former RAH Site

The Local Government Professionals Australia, SA General Managers Network are holding an event on Wednesday, 13 June 2018. Further details can be found in this circular.

21.8 LG Professionals, SA – Register Now! Women's Network Forum – Confidence: Speak up and let your voice be heard

LG Professionals, SA Women's Network are holding an event on Friday, 22 June 2018. Further details can be found in this circular.

21.9 LGA Constitution and Ancillary Documents

The proposed new LGA Constitution was adopted by 80% of those LGA members present and voting at the LGA Ordinary General Meeting held on 13 April 2018. The new LGA Constitution is accompanied by a suite of Ancillary Documents that will operationalise various provisions contained within the Constitution. These Ancillary Documents are available via this Circular, and further feedback is now being sought from member Councils by 30 June 2018.

21.10 Anti-Poverty Week 2018

Anti-Poverty Week 2018 begins on Sunday 14 October and finishes on Saturday 20 October. The United Nation's International Anti-Poverty Day is 17 October. The week is concerned with reducing poverty and hardship around the world, especially in the poorest countries but also in wealthier countries such as Australia.

19.2 LGA Metropolitan Local Government Group Meeting - Key Outcome Summary

Brief

This report presents the Key Outcome Summary from the 9 May 2018 meeting of the LGA Metropolitan Local Government Group.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

Attached for Members' information is a copy of the Key Outcome Summary from the Local Government Association Metropolitan Local Government Group meeting held on Wednesday 9 May 2018 (**Attachment 1**).

Attachments

1. Metropolitan Local Government Group Meeting - Key Outcome Summary

Metropolitan Local Government Group Meeting – Key Outcomes Summary – 9 May 2018

Appointment of casual vacancy of Deputy Member of the LGA Board

Due to Mayor Spragg's resignation from the Board, the MLGG decided to fill the vacancy at the meeting and not to seek a postal vote.

MLGG Chair Mayor Karen Redman called for nominations for the casual deputy position. Deputy Mayor Jan-Claire Wisdom (Adelaide Hills) was nominated and was then appointed to the casual vacancy position.

Guest Speakers

The MLGG received a presentation from Tim Anderson QC, Chair of the State Planning Commission, and Anita Allen, Department of Planning, Transport and Infrastructure (DPTI) on the implementation of the Planning, Development and Infrastructure Act.

Planning, Development and Infrastructure Act Implementation

Members noted the report on the Planning, Development and Infrastructure Act Update.

Project Proposal: Essential Services Property Reinstatement Policy and Agreement

The MLGG supported a project proposal to progress this work and allocated a budget of \$28,000 to undertake the project.

Project Proposal: Innovation and Investment in Commercial Activities

The MLGG supported a project proposal to progress this work and allocated a budget of \$24,700 to undertake the project.

MLGG Financial Summary as at 31 March 2018

The Group noted the financial summary for the MLGG as at 31 March 2018.

2018/19 Special Local Road Program – Funding Recommendations

The MLGG noted the recommendations made by the Metropolitan Strategic Roads Committee to the LG Transport Advisory Panel for 2018/19 SLRP funding and requested that the CEOs of metropolitan councils advise their staff of the recommendations made to the Local Government Transport Advisory Panel. Members also noted the SLRP approval process documented within the report and the process to fill the positions being vacated by Cr Mark Groote and Robert Tiggemann on the Metropolitan Strategic Roads Committee. They also agreed to advise the LG Transport Advisory Panel of its support for the West Beach Road application submitted by the City of Charles Sturt being recommended for funding.

Recommendations to the LGA Board

Nil

20 MEMBER'S BOOKSHELF

- The Australian Local Government Yearbook 2018
- Australian Water Management Yearbook 2018
- Property Council of Australia - *Creating Great Australian Cities*

RECOMMENDATION

That the additions to Members' bookshelf be noted.

21 CORRESPONDENCE

21.1 Council Contributions to the Regional NRM Levy

Correspondence has been received from the Minister for Environment and Water of the Government of South Australia, Mr David Speirs MP, regarding council contributions to the regional NRM levy (**Attachment 1**).

21.2 Public Notification Categories for Residential Development

Correspondence has been received from the Chair of the State Planning Commission, Mr Tim Anderson QC, acknowledging Council's letter dated 16 March 2018 in relation to public notification categories for two storey residential development (**Attachment 2**).

21.3 Aircraft Operations during Adelaide Curfew

Correspondence has been received from the Adelaide Airport Limited summarising aircraft operations during the Adelaide curfew from January to March 2018 (**Attachment 3**).

21.4 Adelaide Airport Curfew Dispensation Report

Correspondence has been received from the Adelaide Airport Limited, regarding the granted curfew dispensation from January to March 2018 (**Attachment 4**).

21.5 Australian Mayoral Aviation Council Executive Committee Minutes

Correspondence has been received from the Australian Mayoral Aviation Council regarding the minutes from the meeting of the Executive Committee held on Wednesday 2 May 2018 (**Attachment 5**).

21.6 Australian Mayoral Aviation Council Annual General Meeting Minutes

Correspondence has been received from the Australian Mayoral Aviation Council regarding the minutes from the Annual General Meeting held on Thursday 3 May 2018 (**Attachment 6**).

21.7 Adelaide and Mount Lofty Ranges Natural Resources Management Board Minutes

Correspondence has been received from the Adelaide and Mount Lofty Ranges Natural Resources Management Board regarding the minutes of the Board meeting held on Thursday 22 March 2018 (**Attachment 7**).

21.8 2018 Review of Allowances for Local Government Council Members

Correspondence has been received from the Executive Officer of the Remuneration Tribunal, Mr Peter Davison, inviting submissions on the 2018 review of allowances for local government members (**Attachment 8**).

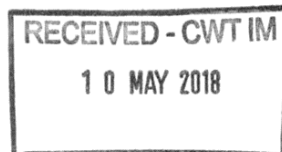
RECOMMENDATION

That the correspondence be received.

Attachments

- 21.1 Council Contributions to the Regional NRM Levy**
- 21.2 Public Notification Categories for Residential Development**
- 21.3 Aircraft Operations during Adelaide Curfew**
- 21.4 Adelaide Airport Curfew Dispensation Report**
- 21.5 Australian Mayoral Aviation Council Executive Committee Minutes**
- 21.6 Australian Mayoral Aviation Council Annual General Meeting Minutes**
- 21.7 Adelaide and Mount Lofty Ranges Natural Resources Management Board Minutes**
- 21.8 2018 Review of Allowances for Local Government Council Members**

18EW0115
DEWNRD-00014139



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



**Government
of South Australia**

**David Speirs MP
Minister for Environment
and Water**

Level 10
81-95 Waymouth Street
Adelaide SA 5000

GPO Box 1047
Adelaide SA 5001
Australia

Ph: (08) 8463 5680

Minister.Speirs@sa.gov.au

Dear Mr Buss

I write to advise that I have recently given approval for South Australia's natural resources management (NRM) boards to consult on my behalf with constituent councils regarding the proposed council contributions to the regional NRM levy, identified in the NRM boards' approved business plans for 2018-19.

I would like to take the opportunity to acknowledge the ongoing efforts of local government in collecting the NRM levy on behalf of the NRM boards. I recognise that the levy collection process is an imposition on councils but it remains the most cost efficient and transparent method of collecting the NRM levy. I understand that councils are able to recover costs associated with the levy collection process.

While NRM levies for 2018-19 were established before the government I am part of was elected, my intention is that as part of the changes to natural resources management across the state, we will introduce caps on levies as of 2019-20. This will reduce cost pressures on landowners, part of the Marshall Liberal Government's commitment to lower costs for households and businesses.

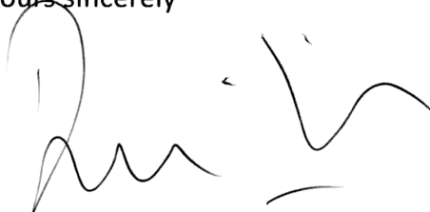
The legislative reforms we will introduce to parliament over the coming year, I believe, will lead to significant improvements in the way that the NRM system operates in South Australia. I want to simplify the processes in managing natural resources, which has become overly complicated and expensive. As part of working through these important reforms, there will be an extensive consultation process with local councils, landowners, NRM boards and other key stakeholders.

Once established, I want the Landscape boards to develop simple, publically accessible plans that focus the environmentally sustainable management of our land, water, soils and biodiversity. I envision the Landscape boards will work closely with key stakeholder groups and will outsource much of the work that will need to be undertaken to help manage these priorities. I encourage you and your council to be pivotal in helping to drive investment in NRM activities across the State.

I believe that the best way to achieve successful and ongoing environmental outcomes is to forge strong partnerships with the community and key stakeholders such as you and your council who have the capacity and experience to help achieve genuine community driven NRM reform in South Australia.

I look forward to working closely with you and your council in bringing about real change in natural resources management across the state.

Yours sincerely

A handwritten signature in black ink, appearing to read 'David Speirs', with a large initial 'D' and a stylized 'S'.

DAVID SPEIRS MP
Minister for Environment and Water

7 May 2018



1 May 2018

The Honourable John Trainer, Mayor
City of West Torrens
GPO Box 1815
HILTON SA 5033

State Planning Commission

Level 5
50 Flinders Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

08 7109 7466

Dear Mr Trainer

Public Notification Categories for Residential Development

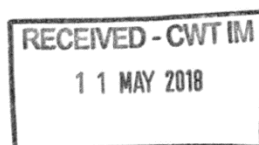
I refer to your letter to the South Australian Planning Commission dated 16 March 2018, regarding public notification categories for two storey residential development. Firstly, I would like to thank you for the opportunity to speak with your council about the planning reform program. It was a productive discussion undertaken in the spirit of collaboration.

The preparation of the State's new Planning and Design Code (the Code) represents a unique opportunity for all councils (including the City of West Torrens) to consider and review those policy and development assessment issues of relevance to their local area. Understanding the opportunities and challenges associated with current policy will be a foundation of the Code drafting process for the year ahead.

Public notification will continue to be a key feature of the SA development assessment process going forward. In preparing the Code, development will be divided into three new categories for the purposes of assessment (often referred to as 'assessment pathways') which will then determine public notification requirements.

In this context, the public notification issue you have raised will be a key issue for consideration as the Code is drafted collaboratively with local government. You will appreciate however, that this issue will also need to be balanced with effort to embed certainty and consistency into our planning system, including, streamlining decision making and simplifying the regulatory environment overall.

I understand that representatives of the Department of Planning, Development and Infrastructure are working closely with Council's administration on these issues and that a workshop will be held with Elected Members on a range of matters for the Code. I have asked the Department to keep me well informed of progress in this regard.



#12637958

STATEPLANNINGCOMMISSION.SA.GOV.AU



Government of South Australia
Department of Planning,
Transport and Infrastructure

I look forward to council contributing to the development of Code policy in 2018/19. For further information, please don't hesitate to contact Mr. Alex Mackenzie, Unit Manager Reform Implementation, on (08) 8343 2163 or by email at Alex.Mackenzie@sa.gov.au.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tim Anderson', followed by a period.

Tim Anderson QC
Chair



Australian Government
Department of Infrastructure, Regional Development and Cities

Aircraft operations during the Adelaide Airport curfew period

January to March 2018

Summary

| LNHF | Dispensations approved | Pre-curfew Taxi Clearance | Curfew Shoulder Quota Movements | Emergency & Search/Rescue Movements | Permitted Jet Movements | Exempt Propeller Driven Aircraft | Diversions |
|------|------------------------|---------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------|
| 183 | 8 | 6 | 0 | 636 | 11 | 121 | 0 |

Low Noise Heavy Freight (LNHF)

- There were 183 permitted Low Noise Heavy Freight movements by Airwork, Cobham Aviation, Qantas Freight and Virgin Australia Cargo using B737-300/400 freighters and British Aerospace 146 aircraft.

Curfew Shoulder Quota movements

- There were no curfew quota shoulder movements by Cathay Pacific Airlines. The shoulder approval finished 1 October 2017. The Northern Hemisphere movements will recommence in April 2018.

Dispensations Approved by the Department

- Seven curfew dispensations were approved during the January to March 2018 period. No applications were refused during the same period.

Emergencies/ Search and Rescue

- There were 636 movements declared as emergencies (6 police helicopter movements, 67 Search and Rescue movements, 550 Royal Flying Doctor Service (RFDS) movements using the BE20 or PC12 aircraft, and 13 aeromedical movements using Learjet 45 or BE20 aircraft).

Other approved aircraft movements:

- There were 121 approved propeller driven aircraft movements in addition to the RFDS operations. These aircraft included:
93 x PC12's; 13 x SF34's; 5 x Beech 200's; 2 x BE40's; 2 x Fokker 50's; 1 x SW4; 1 x Fokker 27; 1 x Cessna 210; 1 x Piper PA28A; 1 x Piper 68 and 1 x Piper 31.
- There were 11 business jet movements, including 5 x Cessna 525A's; 2 x Hawker 400 1 x Falcon 20's; 1 x Bombardier Challenger; 1 x Global Express; and 1 x Cessna 510.



Australian Government

Department of Infrastructure, Regional Development and Cities

Curfew Dispensation Report Adelaide

Curfew Dispensations January to March 2018

Approved Dispensations

| Date | Carrier | Aircraft Type | Movement | Summary of events |
|------------|----------------|---------------|-----------|---|
| 12/01/2018 | Toll Priority | B737-400F | Departure | Toll Priority flight TFR12 (Adelaide to Perth) requested a dispensation to depart on runway 05 for safety reasons. The aircraft was carrying time critical medical supplies, cancer isotopes and other medical equipment. The aircraft departed at 5:27am. |
| 15/01/2018 | Qantas Airways | B737-400 | Arrival | Qantas Airways flight QF584 (Perth to Adelaide) was delayed when a fire alarm was activated at Perth Airport which delayed the boarding process. A dispensation was approved to land no later than 11:30pm. There were 117 passengers and six crew on board. The aircraft landed at 11:26pm. |
| 18/01/2018 | Emirates | B777-300 | Departure | Emirates flight EK441 (Adelaide to Dubai) was delayed when a water leak was detected during the pre-flight checks. A dispensation was approved to depart no later than 11:30pm. There were 296 passengers and 20 crew on board. The aircraft departed at 11:18pm. |
| 19/01/2018 | Emirates | B777-300 | Departure | Emirates flight EK441 (Adelaide to Dubai) was delayed in the previous sector due to an ill passenger who needed to be offloaded before departure from Dubai. A dispensation was approved to depart no later than midnight. Due to a change in wind direction, the aircraft departed on Runway 05. There were 235 passengers and 20 crew on board. The aircraft departed at 11:54pm. |

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| | | | | |
|------------|------------------|----------|-----------|---|
| 21/01/2018 | Virgin Australia | B737-800 | Arrival | Virgin Australia flight VA722 (Perth to Adelaide) had pushed back in Perth when the tug damaged the aircraft upon disconnection. A dispensation was approved to land no later than 11:25pm. There were 98 passengers and six crew on board. The aircraft landed at 11:24pm. |
| 22/02/2018 | Jetstar Airways | A320 | Arrival | Jetstar Airways flight JQ975 (Perth to Adelaide) was fully boarded and final checks showed a fault with the Captain's oxygen mask. Engineers were able to replace the oxygen mask and a dispensation was approved to land no later than 11:30pm. There were 180 passengers and six crew members on board. The aircraft landed at 11:13pm. |
| 26/02/2018 | Virgin Australia | B737-800 | Arrival | Virgin Australia flight VA1404 (Brisbane to Adelaide) was delayed by taxi-way congestion at Brisbane Airport. A dispensation was approved for the aircraft to land no later than 11:10pm. The aircraft landed with 108 passengers and six crew on board at 11:00pm. |
| 26/02/2018 | Fiji Airways | B737-800 | Departure | Fiji Airways flight FJ960 (Adelaide to Nadi) was delayed on the previous sector due to unforeseen weather conditions in Nadi. A dispensation was approved to depart no later than 12:15am. The aircraft departed at 12:12am. |

Refused applications

There were no applications refused during this period.



AMAC *Australian Mayoral Aviation Council*

PO BOX 21, ROCKDALE NSW 2216

**MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE
AUSTRALIAN MAYORAL AVIATION COUNCIL, HELD IN ANGLSEA 1 ROOM,
MERCURE HOTEL, 10 IRWIN STREET, PERTH COMMENCING AT 4.30PM ON
WEDNESDAY 2ND MAY 2018.**

ITEM 1 Welcome to Delegates.

The President, Deputy Mayor Jock Campbell, opened the meeting and extended a welcome to all present.

ITEM 2 Attendance and Apologies

The following were in attendance:

Deputy Mayor Jock Campbell, President TAS
Mayor Phil Marks Vice President WA
Mayor John Trainer SA
Councillor Paul Tully QLD
Councillor Jack Medcraft, VIC
Ron Hoenig MP, Past President NSW
John Patterson Executive Director, AMAC

Also in attendance:

Councillor Garth Palmer, City Of West Torrens SA
John Christie, City of Belmont CEO WA

**ITEM 3 Confirmation of the Minutes of the Executive Committee meeting
held at Rydges South Park Hotel, 1 South Terrace, Adelaide on 3rd
February 2018.**

RESOLVED

THAT: The Minutes, as circulated, be confirmed.

ITEM 4 Business arising from the Minutes

Noted that any ongoing matters are covered in reports contained in the agenda.

ITEM 5 Aviation Regulation Sunsetting

RESOLVED

THAT: The process and consultation drafts continue to be monitored with a view to making any submissions warranted.

FURTHER That AMAC member Councils be advised when consultation drafts are released to allow them to consider whether any changes proposed might warrant submissions by individual members.

ITEM 6 Rate Equivalent Payments

The Committee was advised that Northern Midlands and Clarence City Councils had continued dialogue with the relevant airport management in an attempt to reach an acceptable conclusion.

However no worthwhile agreement has been reached to date and the Councils are now considering their options.

RESOLVED

THAT: The information be received and noted and the Executive Director continue to monitor developments.

ITEM 7 Airservices Activities

The Committee was advised that the Ombudsman's Report on changes to flight paths at Hobart Airport has been released and was critical of the consultation processes followed by Airservices.

A copy of the Report's recommendations was provided to Committee members.

RESOLVED

THAT: The information be received and noted.

ITEM 8 Airport Activities

RESOLVED

THAT: The information be received and noted.

ITEM 9 Western Sydney Airport

RESOLVED

THAT: The information be received and noted.

ITEM 10 Noise Metric Review

The Executive Director provided the Committee with an update advising that Prof. Andrew Hede had provided a response to the SACF's questions regarding the possible review of the ANEF metric.

RESOLVED

THAT: The information be received and noted and progress of this matter continue to be reviewed.

ITEM 11 Membership Subscriptions, Executive Directors Report, Financial Statements and Draft Budget 2018/19

RESOLVED

THAT: The Executive Directors Report, the 2016/17 Financials and the amended 2017/18 and 2018/19 as distributed be endorsed for submission to the 2018 Annual General Meeting.

ITEM 12 Election of the Executive Committee for the Period 2018 / 2019

RESOLVED

THAT: The following nominations be accepted and recommended to the Annual General Meeting:

| | |
|-----|---|
| NSW | Mayor Khal Asfour, Canterbury Bankstown Council |
| QLD | Councillor Paul Tully, Ipswich City Council |
| SA | Mayor John Trainer, City of West Torrens |
| TAS | Deputy Mayor Jock Campbell, Clarence City Council |
| VIC | Councillor Jack Medcraft, Hume City Council |
| WA | Mayor Phil Marks, Belmont City Council |

ITEM 13 Election of the President and Vice President for the Period 2018-2019

Deputy Mayor Jock Campbell and Mayor Phil Marks were nominated unopposed for the positions of President and Vice President respectively.

RESOLVED

THAT: Deputy Mayor Jock Campbell and Mayor Phil Marks be elected unopposed to the Executive positions of President and Vice President respectively for the 2018/19 term.

ITEM 14 Conference Session Chairs

RESOLVED

THAT: The Chairs for the conference sessions be:

Session1. Vice President Mayor Phil Marks
Session2. President Deputy Mayor Jock Campbell
Session3. Mayor John Trainer
Session4. Councillor Jack Medcraft
Session5. Councillor Paul Tully
Session6. Past President Ron Hoenig MP

ITEM 15 Conference Venue and Dates 2019

RESOLVED

THAT:

The 2019 Conference be held in Melbourne on 2nd and 3rd May.

ITEM 16 Review of Airport Rate Equivalent Payments

RESOLVED

THAT: The Executive Director seek clarification of the responses provided by short listed Councils where necessary and revise the spreadsheet of responses to standardize to the degree possible.

ITEM 17 Upcoming Executive Committee Meetings

RESOLVED

THAT: The next meeting of the Committee be scheduled for Saturday 15th September 2018.

FURTHER

THAT: The Executive Director examine the options regarding timing with a view to achieving a fly-in /fly-out schedule if possible.

CLOSE: The meeting closed at 6.10 p.m.



AMAC *Australian Mayoral Aviation Council*

PO BOX 21, ROCKDALE NSW 2216

MINUTES OF THE ANNUAL GENERAL MEETING OF THE AUSTRALIAN MAYORAL AVIATION COUNCIL HELD AT THE MERCURE HOTEL, IRWIN STREET, PERTH COMMENCING AT 12 NOON ON THURSDAY 3RD MAY 2018.

ITEM 1: Welcome

The President of AMAC, Deputy Mayor, Clarence City Council (TAS) Jock Campbell welcomed delegates to the 2018 Conference and Annual General Meeting.

ITEM 2: Attendance and Apologies

Those in attendance were:

Councillor Christina Curry – Bayside Council
 Councillor George Sekulla – City of Belmont Council
 Councillor Filomena Piffaretti – City of Bayswater Council
 Bruce Macnee – Liverpool City Council – Manager Aerotropolis
 Councillor Jenny Davis – City of Belmont Council
 Councillor Bernard Regan – City of Belmont Council
 Councillor Steve Wolff – City of Belmont Council
 Michael Sharp – Hume City Council
 Mayor Doug Chipman – Clarence City Council
 Alderman James Walke – Clarence City Council
 Councillor Jack Medcraft – Hume Council
 Councillor Janet Powell – City of Belmont Council
 Mayor Phil Marks – City of Belmont Council
 Mayor David Downie – Northern Midlands Council
 John Christie – City of Belmont Council – CEO
 Leila Timal – City of Belmont Council – Perth Airports Municipalities Group
 Councillor Garth Palmer – City of West Torrence Council
 Councillor Paul Tully – City of Ipswich Council
 Mayor Khal Asfour – Canterbury Bankstown Council
 Jock Campbell, Deputy Mayor, Clarence City Council TAS
 John Patterson, Executive Director, AMAC

No apologies were recorded

ITEM 3: Confirmation of the Minutes of the Annual General Meeting held on Thursday, 4th May 2017 at the Novotel Hotel, Brighton Beach, Sydney, NSW at 12 noon.

THAT: The Minutes as circulated be adopted.

ITEM 4: Business arising from the Minutes of the 2017 Annual General Meeting.

There was no business arising.

ITEM 5: President's Report

President Jock Campbell (TAS) presented his report for the current year.

THAT: The Presidents report be received.

ITEM 6: Election of Executive Committee

The President advised that the Executive Committee would be composed of the following State Representatives for 2018/2019:

NSW Mayor Khal Asfour Mayor, Canterbury Bankstown

QLD Councillor Paul Tully, City of Ipswich

SA Mayor John Trainer, City of West Torrens

TAS Deputy Mayor Jock Campbell, City of Clarence

VIC Councillor Jack Medcraft, City of Hume

WA Mayor Phil Marks, City of Belmont

The President advised that, at an earlier Executive Committee meeting he had been re-elected President for the coming year with Mayor Phil Marks re-elected as Vice-President

THAT: The Executive Committee as presented be noted and endorsed and that Deputy Mayor Jock Campbell and Mayor Phil Marks' election as President and Vice President respectively for the year 2018/2019 be also noted and endorsed.

ITEM 7: Executive Director's Report

The Executive Director, John Patterson, presented his Report and the Final Financial Report for 2016/2017, Indicative Financial Report to 30th June 2018 and the Budget for 2018/2019.

THAT: The Executive Directors Report be received, the Final Financial Report for 2016/2017 and Indicative Financial Report to the end of 2016/2018 be endorsed and the Budget for 2018/2019 be adopted.

ITEM 8: The meeting was advised that membership currently stands at 20.

THAT: The information be noted.

ITEM 9: Venue for 2018 Annual Conference

The Executive Committee proposed that the 2019 Conference and Annual General Meeting be held in Melbourne on 2nd and 3rd May 2019.

THAT: The Executive Committees proposal be endorsed and the 2019 Conference and AGM be held in Melbourne on 2nd and 3rd May 2019.

ITEM 10 Close for the 2018 Annual General Meeting

The 2018 Annual General Meeting of the Australian Mayoral Aviation Council closed at 12.40pm.

ADELAIDE AND MOUNT LOFTY RANGES NATURAL RESOURCES MANAGEMENT BOARD

MINUTES OF MEETING NO 139

held from 10.00am to 12.00 pm
on Thursday 22 March 2018
at the Office for Natural Resources AMLR,
205 Greenhill Road, Eastwood



Government
of South Australia

Adelaide and
Mount Lofty Ranges
Natural Resources
Management Board

PRESENT:

| | |
|----------|-------------------|
| Chair: | Chris Daniels |
| Members: | Alexandra Kentish |
| | Mark Searle |
| | Rob Lewis |
| | Russell Johnstone |
| | Trudi Meakins |
| | James Crocker |
| | Julia Grant |
| | Peter Pfennig |
| | Daniel Casement |

APOLOGIES:

| | |
|--|-----------------|
| | Allan Sumner |
| | Rachael Siddall |

IN ATTENDANCE: Brenton Gear, Regional Director
Judy Borlase, Minute Secretary
Observer: Simon Fahey-Sparks
Observer: Keith Smith, Manager M&E, DEWNR

220318-139-1.0 **MEETING PROCEDURE**

220318-139-1.1 **Welcome**

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

The Board congratulated the Kaurna Peoples on their Native Title Determination. This is the first Native Title determination of its type in Australia in that it sees a formal recognition of the Kaurna Peoples as the Traditional Owners over a major city and metropolitan area. The Federal Court ruling brings an 18 year struggle for Native Title recognition to an end and opens up a new and exciting chapter for the Kaurna community.

The Board looks forward to continuing their relationship with Kaurna, walking with them to managing the region's natural resources.

220318-139-1.2 **Apologies**

Apologies have been received from Rachael Siddall and Allan Sumner.

220318-139-1.3 Declarations of Interest

Board member Mark Searle declared interest against agenda item 2.5 – Audit Finance and Risk Committee membership.

220318-139-1.4 Consent Schedule

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

CARRIED

220318-139-1.5 Minutes of Previous Meeting

*The Board **confirmed** the minutes of meeting number 138 held on 22 February 2018 as a true and accurate record.*

CARRIED

220318-139-1.6 Matters Arising from Previous Meetings

The Board noted the matters arising, requesting that instead of deferring some items from the April meetings that they meet the original deadline.

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

CARRIED

220318-139-1.7 Resolution Register

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

CARRIED

220318-139-2.0 BOARD MATTERS**220318-139-2.1 Dam safety and levee bank management to manage flood risks**

The Regional Director advised the Board that communication is underway with all NRM Boards and that the paper was developed following the “Burns Review” of the extreme weather events in South Australia – 28 September to 5 October 2016.

It was noted that dam safety was currently only a minor aspect of the assessment proposal used by staff and then in an advisory role only. Discussion occurred on responsibilities for staff and it was noted that the safety of dams will remain a landholder obligation under any new arrangement.

The Board suggested issues to be addressed before any new dam management policy is introduced include having an appropriate statutory framework, linking to national guidelines, integration of low flow devices, determining who has advisory versus compliance role, competency levels for staff and ensuring any changes are properly communicated.

The Board noted and appreciated the opportunity to comment early on the policy and request a further opportunity to comment before it is circulated for public consultation.

The Board:

- 2.1.1 **Noted** the policy work being undertaken by DEWNR's Fire and Flood Management unit concerning dam safety and levee bank management in response to the recommendations from the Independent Review of the Extreme Weather Event South Australia 28 September-5 October 2016 (Burns Review).
- 2.1.2 **Provided** views on the opportunity to integrate dam safety management with general farm dam management for water resource management purposes undertaken by regional staff on behalf of the NRM Board.
- 2.1.3 **Noted** that there will be further consultation on a draft policy for dam safety and levee bank management following consideration by the State Emergency Management Committee later this year.

CARRIED

220318-139-2.2

Additional parks responsibilities

The Board noted the new responsibilities for Adelaide and Mount Lofty Ranges Region staff in management of eight parks within the South Australian Murray-Darling Basin region. It also noted that a memorandum of agreement, between the two Natural Resource Regions, would be established on the roles of responsibilities.

The Board:

- 2.2.1 **Noted** the management of the eight (8) parks in the SA Murray Darling Basin Region to be transferred to the AMLR Region on 1 April 2018. These are:
 - *Hespirilla Conservation Park*
 - *Bullock Hill Conservation Park*
 - *Mt Magnificent Conservation Park*
 - *Kyeema Conservation Park*
 - *Cox Scrub Conservation Park*
 - *Finniss Conservation Park*
 - *Scott Conservation Park*
 - *Totness Recreation Reserve*
- 2.2.2 **Considered and provided** advice on the preferred option of negotiating an MOU or similar agreement with the SA Murray Darling Basin NRM Board regarding the extension of AMLR NRM programs and projects to provide cross boundary services to include the eight (8) parks.

CARRIED

220318-139-2.3 Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara draft management plan

The Board:

- 2.3.1 **endorsed** the Board response on the Adelaide International Bird Sanctuary National Park – Winaityinaityi Pangkara Draft Management Plan.
- 2.3.2 **noted** that regional staff will prepare an additional detailed response on behalf of the Adelaide and Mount Lofty Ranges Region on the content of the draft management plan.

CARRIED

220318-139-2.4 Surface water monitoring

The Board:

- 2.4.1 **Noted** the preliminary advice arising from the draft report, Catchment Analysis and Data Summary for the AMLR Surface Water Monitoring Network.
- 2.4.2. **Approved** the MOAA between the Board and DEWNR for the provision of monitoring equipment to the AMLR Surface Water Monitoring Program.

CARRIED

Mark Searle departed the room

220318-139-2.5 Audit, Finance and Risk Committee

The Board noted the request to move to an independent chair of the Audit Finance and Risk Committee and confirmed the first chair to be Mark Searle from 14 April 2018 for a period of two years.

With the upcoming end of term for Board member Mark Searle, the Board expressed the need for a second nominated member rather than a proxy. It also requested that the Charter be amended to read quorum will include that a board member be at each meeting.

The Board:

- 2.5.1 **Appointed** Mark Searle as independent Committee Chair for a term of two years.
- 2.5.2 **Nominated** Board member, Ms Alexi Kentish, to the Audit Finance and Risk Committee member for a period of one year.

CARRIED

Mark Searle re-joined the room

220318-139-2.6 Update on South Australian Planning reforms

The Board:

- 2.6.1 **noted** the update on the South Australian Planning reforms.

CARRIED

220318-139-2.7 Stormwater management funding arrangements

The Regional Director provided an update on the arrangements, noting that the Board had no objections to the changes to the grant agreements. It also noted that support will continue to be provided by the Region's Water Management Services Team.

The Board:

- 2.7.1 **noted** *grant extensions and variations will no longer be provided to local governments under grant agreements for the development of stormwater management plans.*

CARRIED

220318-139-2.8 Scoping a new Urban Coast and Marine focussed community NRC

The Board noted the further work undertaken by staff in the research into an Urban Coast and Marine focussed centre, the Board felt that if possible, the trial should be commenced as soon as practical and not wait for the 2019-20 funding period.

The Board noted that the coordinator (once appointed) will be an important part of the community NRC and will have a role in the development of the centre.

The Board:

- 2.8.1 **noted** *the progress in development a business case to establish a coast and marine community natural resource centre.*
- 2.8.2 **approved** *option 1 "investment of the full funding required to establish a new NRC for a trial period whilst investigating potential co-contribution options and undertaking research to provide evidence of investment outcomes", and approved the budget expenditure of up to \$100,000 pa.*

CARRIED

220318-139-2.9 2017-18 updated Board authorisation and delegation

The Board:

- 2.9.1 **approved** *the updated 2017-18 Instrument of authorisations and delegations;*
- 2.9.2 **approved** *the new 2017-18 Instrument of authorisations and delegations for Contract Execution – Purchase Cards;*
- 2.9.3 **approved** *the delegation of Contract Execution – Purchase Cards to the Regional Director; and*
- 2.9.4 **endorsed** *the use of the Common Seal and nominated Board members, Trudi Meakins and Russell Johnstone, to sign the 2017-18 Instrument of authorisations and delegations.*

CARRIED

220318-139-2.10 Appointment of Regional Authorised officers

The Board:

2.10.1 **approved** the appointment of Susan Fiona Ivory and Adam James Watt.

2.10.2 **authorised** the Presiding Member (or Board member proxy) and the Regional Director to sign the associated instruments of appointment.

2.10.3 **authorised** the use of the Board's common seal by the Presiding Member (or Board member proxy) and Regional Director so that it may be affixed to the associated instruments of appointment.

CARRIED

220318-139-3.0 WATER PLANNING AND MANAGEMENT MATTERS**220318-139-3.1 Status of water allocation planning in AMLR Region**

The Board:

3.1.1 **noted** the status of water allocation planning in AMLR Region's prescribed areas.

CARRIED

220318-139-4.0 FINANCE**220318-139-4.1 Finance Report**

The Board:

4.1.1 **accepted** the financial reports for the financial period ending 28 February 2018.

CARRIED

220318-139-5.0 REGION'S REPORT**220318-139-5.1 Monthly update**

The Board

5.1.1 **noted** the region's monthly report.

CARRIED

220318-139-6.0 PAPERS TO NOTE**220318-139-6.1 Register of Interests****220318-139-6.2 Common Seal usage****220318-139-6.3 Letter from Minister Hunter re advocacy for SA Parks**

*The Board **noted** information papers 6.1, 6.2, 6.3.*

CARRIED

220318-139-7.0 OTHER BUSINESS

220318-139-7.1 Mark Searle

The Board noted that this is the last meeting for member Mark Searle due to his term concluding on 13 April 2018. The Board expressed appreciation to Mr Searle for his contribution and knowledge in the areas of local government, business and governance. Mr Searle was presented with a small gift of appreciation (echidna plate).

220318-139-8.0 MEETING CLOSED

There being no further business, the Chair declared the meeting closed at 12.00 pm.

The next Board meeting will be held on Thursday 26 April 2018 at Office for Natural Resources AMLR, 205 Greenhill Road, Eastwood.

Chris Daniels
Presiding Member



Date: 26 / 4 / 2018



REMUNERATION TRIBUNAL

Please address
all communications
to the Executive Officer
Telephone: 8429 5459

GPO BOX 2343
ADELAIDE SA 5001
www.remtribunal.sa.gov.au

29 May 2018

To: Council Chief Executive Officers

Re: 2018 Review of Allowances for Local Government Council Members

The Remuneration Tribunal ("the Tribunal") is responsible for the determination of allowances for members of local government in accordance with section 76 of the *Local Government Act 1999* (SA) and section 24 of the *City of Adelaide Act 1998* (SA) ("the Acts").

The Acts provide that a member of Council shall be entitled to receive an allowance determined by the Remuneration Tribunal in relation to the member's office, and that the Tribunal must make such determinations on a four yearly basis prior to the designated day for each set of periodic elections held under the *Local Government (Elections) Act 1999*. The designated day for the forthcoming local government elections is 4 September 2018.

The President of the Tribunal has asked me to write to you to advise that, an interval of four years has passed since the issuance of *Determination 6 & 7 of 2014*. As such, the Tribunal has initiated a review of its previous Determinations in relation to Local Government Council Allowances¹.

Public notices inviting affected parties to make written submissions for the purposes of the review will be published in *The Advertiser*, regional newspapers and in *The Messenger*.

A guideline for the preparation of written submissions is available on the Tribunal's website. www.remtribunal.sa.gov.au

Written submissions must be received by the Tribunal by **5pm on Friday, 6 July 2018**. Subject to requests received, the Tribunal may also conduct hearings for the making of oral submissions.

Should you require any other information please do not hesitate to contact me on telephone (08) 8429 5459 or via email at RemunerationTribunal@sa.gov.au.

Yours sincerely

Peter Davison
**EXECUTIVE OFFICER
REMUNERATION TRIBUNAL**

¹Determination 6 of 2014 – Allowances for Members of Adelaide City Council; and Determination 7 of 2014 – Allowances for Members of Local Government Councils.

22 CONFIDENTIAL

Nil

23 MEETING CLOSE

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

Cr Garth Palmer

Cr Simon Tsiaparis

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the Urban Services Committee held on 1 May 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 URBAN SERVICES DIVISION REPORTS

11.1 Assignment of Lease - Novar Gardens Bowling Club

Brief

This report advises Members that the Novar Gardens Bowling Club seeks assignment of its lease to reflect the Club's recognition of, and amalgamation with, the Petanque Club.

RECOMMENDATION

The Committee recommends to Council that:

1. It provide its consent for the assignment of the lease currently held by the Novar Gardens Bowling Club Inc to the Novar Gardens Bowling and Petanque Club Inc on the same terms and conditions as the existing licence;
2. The Mayor and the Chief Executive Office be authorised to sign and seal any documentation to give effect to this recommendation.

Introduction

The five (5) year lease held by the Novar Gardens Bowling Club for the Council owned property in the south-western corner (Anzac Highway frontage) of the Camden Oval complex commenced on 1 February 2015 and expires on 31 January 2020. The current rental is \$3,173.03pa plus GST. In addition to the rental the Club also pays outgoings, including insurance premiums.

Discussion

Whilst the Administration (and Council) has known that the Bowling Club has been operating in a collaborative manner with the Petanque group for some time, the Administration has only recently become aware that the Petanque group and Novar Gardens Bowling Club have amalgamated and become incorporated as the Novar Gardens Bowling and Petanque Club Inc (**Attachment 1**).

This change requires that existing lease held by the Bowling Club be assigned to the recently incorporated body.

The current lease agreement allows the Club to assign the lease, on the same terms and conditions, providing that:

- The proposed assignee does not change the Permitted Use;
- The proposed assignee is able to meet the financial obligations under this lease; and
- The Lessee has complied with the Council's procedural requirements for obtaining the Council's consent.

As the business and operations of the new entity are effectively the same as the existing (and that these fall within the permitted use of the premises), and as the Assignee is ostensibly an "enhanced" version of the existing lessee, the request for the assignment is supported.

The attention of Members is also drawn to the fact that a previous report (considered by this Committee at its meeting of 12 December 2017) foreshadowed that the Club has also sought to increase the area available for use by Petanque to the west of the existing leased area.

To this time the Administration has been reticent to further advance this request given the uncertainty as to how the new bore (and associated infrastructure) at Camden Oval may impact, and/or may be impacted by, such additional facilities. As the new bore has now been installed this matter is now able to be progressed and will be the subject of a further report to be (initially) considered by a future meeting of the Community Facilities General Committee.

Conclusion

The formal amalgamation and/or recognition of the Petanque Club by the Novar Gardens Bowling Club, and subsequent incorporation of the Novar Gardens Bowling and Petanque Club, requires that the existing lease held by the Novar Gardens Bowling Club be assigned to the new body.

Attachments**1. Certificate of Incorporation**

SOUTH AUSTRALIA

Associations Incorporation Act 1985
Section 24(5)(b)

Incorporation Number: **A5423**

**Certificate of Incorporation
on Change of Name**

This is to certify that

NOVAR GARDENS BOWLING CLUB INCORPORATED

an association which was on the fifth day of July 1977
incorporated under the Associations Incorporation Act 1985
resolved on the eighteenth day of July 2017
to change its name to

**NOVAR GARDENS BOWLING & PETANQUE CLUB
INCORPORATED**

Given under the seal of the Corporate Affairs Commission at Adelaide on this second
day of January 2018



Commissioner of Corporate Affairs



11.2 City of West Torrens Tree Strategy - Draft

Brief

This report provides the draft *City of West Torrens Tree Strategy 2018-2025 - towards an urban forest* (the Strategy) to Members, and seeks endorsement to undertake public consultation of the Strategy.

RECOMMENDATION

The Committee recommends to Council that:

1. The draft *City of West Torrens Tree Strategy 2018-2025 - towards an urban forest* be endorsed.
2. Authorisation be provided to the Administration to undertake public consultation as outlined within this report.
3. A further report be provided to a future date of the Urban Services Committee meeting following the public consultation period.

Introduction

This report provides information on the development of a draft *City of West Torrens Tree Strategy 2018-2025 - towards an urban forest* (the Strategy) for the City, and provides a plan for the public consultation of the Strategy.

This report also seeks Member endorsement to implement the consultation plan as outlined below. Following public consultation, a further report will be provided to a future Urban Services Committee meeting. The report will outline the feedback received and will present a final Strategy for Council endorsement.

Discussion

The Administration has developed a draft *City of West Torrens Tree Strategy 2018-2025 - towards an urban forest* (the Strategy). The draft Strategy is attached for Members' information (**Attachment 1**).

Council manage and maintain approximately 300km of streetscapes and approximately six per cent of the total land area within West Torrens that is dedicated to public open space.

These streetscapes and public parks are a significant feature of the Council area and are highly valued by the community. It is therefore critical that they are planned, planted and managed in a way that delivers on Council's many aspirations and its overall vision for future development within the city.

The draft Strategy provides a framework for the ongoing management and development of Council's tree assets (trees in public streets, parks and other public places) by guiding decision-making about the maintenance, pruning, planting, removal and replacement of trees and the design of streets and parks.

Feedback has previously been sought from Elected Members regarding the draft Strategy.

A summary of the comments received included:

- Improve definition of Regulated and Significant trees;
- List tree species that are exempt from the legislation;
- Add timeframes for tree removals by Council staff;
- Improve clarity of the tree removal process for residents;
- Include a quality assurance process for procuring Council tree stock;
- Ensure new tree stock are not planted so as to impact on high activity areas such as kick-about spaces;
- Clarify the stump removal process;
- Expand on insurance issues and measures Council staff can undertake to mitigate damage (i.e. root barriers).

The above detailed feedback has been incorporated into the attached draft Strategy and the Administration is now seeking the Committee's endorsement of the Strategy to proceed to public consultation.

Public Consultation Plan

The Administration has developed a public consultation plan where feedback will be sought from residents and ratepayers through a variety of mediums:

| Consultation Tool | Implementation | Administrator | Anticipated Timeframe: |
|--------------------|--|---------------|------------------------|
| Online Information | Council's website and social media | CWT | June-July |
| Public Notice | Messenger Newspapers | CWT/Messenger | Late June |
| Public Display | Poster in Hamra Centre, Civic Centre, Thebarton Community Centre | CWT | June-July |
| | Arbor Day event 8 July 2018 | CWT | July |

It is envisaged that the community consultation will commence in mid-late June 2018 and the closing date for receiving feedback will be the end of July 2018. Following the closing date, a further report will be brought back to this Committee, outlining feedback received and presenting a final draft for endorsement.

Conclusion

This report provides Members with a draft *City of West Torrens Tree Strategy 2018-2025 - towards an urban forest*, and seeks endorsement to undertake public consultation between June and July 2018, as outlined in the Public Consultation Plan within this report.

A further report will be brought back to this Committee summarising the comments and feedback received and presenting a final draft Strategy for Council's endorsement.

Attachments

1. City of West Torrens Draft Tree Strategy 2017-2025

Tree Strategy 2018 - 2025

Towards an urban forest ...

June 2018





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Kaurna Acknowledgement

The City of West Torrens acknowledges that the Kaurna people and their descendants are still and will always be the first peoples of the land. The City of West Torrens commits to valuing and supporting the Kaurna people's inherent relationship to the land.

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Document history

| Version | Date | Details |
|---------|-------------|---|
| 1.0 | August 2018 | Draft for internal review |
| 2.0 | May 2018 | Second draft for internal review and consultation |

Foreword



The 50,000 trees in our streets and parks are often thought of as the lungs of our city, but for many of us they can also be seen as our heart and soul.

Each year we plant about 1,500 new trees and spend approximately \$1 million on tree maintenance and replacement. It is money well-spent.

Tree-lined streets add to the value of adjacent properties and shield us from our harsh summer climate. Streets lined with high fences, shopfronts and advertising signs cannot compare with avenues lined with trees. We need job-creating economic development, of course, but at the same time we need to recognise how years ago American humourist Ogden Nash commented:

"I think that I shall never see
A billboard lovely as a tree.
Perhaps unless the billboards fall,
I'll never see a tree at all."

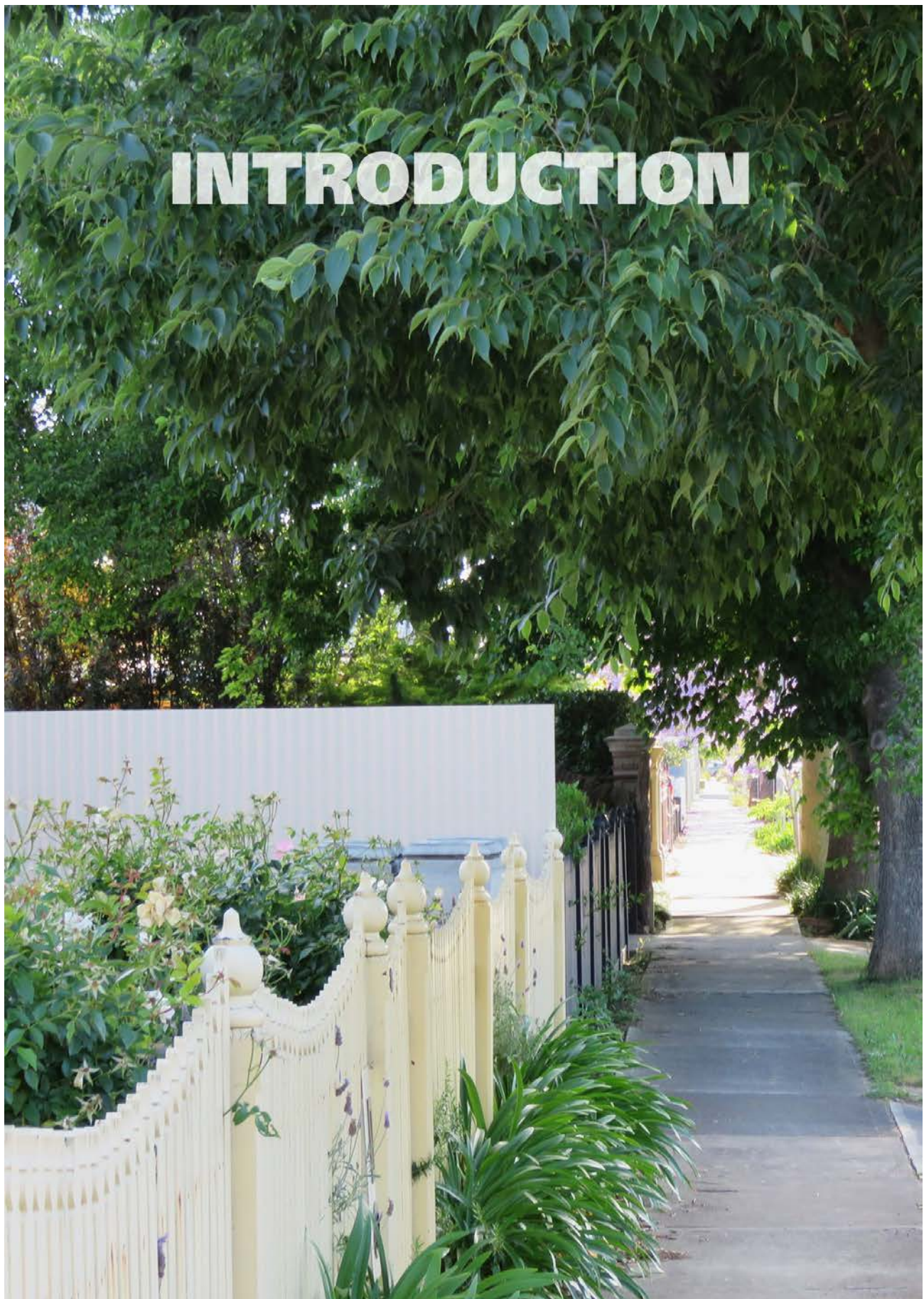
We need economic growth but we also want the City of West Torrens to be known for its beautiful, leafy streets and parks.

That will not be achieved in full during my term as Mayor, but it is my hope that, in the not too distant future, our district can be referred to as the leafy western suburbs.

We are working towards that goal by developing a Tree Strategy which responds to the voice of our community and provides Council with the tools to properly and efficiently manage, protect and expand our urban forest for generations to come.

A handwritten signature in black ink, reading "John Trainer".

Hon John Trainer, OAM Mayor



Introduction

Background and purpose

The City of West Torrens comprises 36 square kilometres of Adelaide's western metropolitan area and includes the suburbs of Ashford, Brooklyn Park, Camden Park, Cowandilla, Fulham, Glandore (part), Glenelg North (part), Hilton, Keswick (part), Kurrulta Park, Lockleys, Marleston, Mile End, Mile End South, Netley, North Plympton, Novar Gardens, Plympton, Richmond, Thebarton, Torrensville, Underdale, West Beach (part) and West Richmond.

The greatest percentage of the land area is dedicated to residential development, while the commercial areas comprise a range of industrial, logistic, distribution and retail establishments.

Adelaide Airport Limited is a significant land holder within the city, taking up approximately 20 per cent of the total land area. About six per cent of the total land area within the city is dedicated to public open space, including the River Torrens Linear Park, local and neighbourhood parks and other public open spaces such as ovals and sporting grounds. Council also manages and maintains about 300 km of streetscapes.

These streetscapes and public parks are a significant feature of the Council area and are highly valued by the community, so it is critical that they are planned, planted and managed in a way that delivers on Council's many aspirations and its overall vision for future development within the city. To achieve this Council has prepared the City of West Torrens Tree Strategy – towards an urban forest (the Strategy).

The Strategy provides a framework for the ongoing management and development of Council's tree assets (trees in public streets, parks and other public places).

The term 'urban forest' is used to describe all of the trees (in streets, homes, parks, woodlands, alongside waterways, etc) located in urban communities. Measured as a canopy cover percentage of the total land area, the urban forest is recognised as a primary component of the urban ecosystem.

The Strategy details a vision for the future that sees the evolution towards a sustainable urban forest throughout the city, supported by a clear vision, objectives, actions and new tree management policies for sustainable tree management, preservation and renewal within the Council area.

The best time to plant a tree was 50 years ago. The second best time is right now.

Chinese proverb



Attractive streetscapes and public parks are highly valued by the community.

Legislative and strategic context

Council's strategic planning context

The City of West Torrens' 'Towards 2025 Community Plan' is built upon six community aspirations:

- Community Life.
- Natural Environment.
- Built Environment.
- City Prosperity.
- Financial Sustainability.
- Organisational Strength.

The Community Plan draws attention to the importance of trees as we plan for population growth and urban development. It contains strategies to improve the condition of local biodiversity, participate in local environmental projects and incorporate native and local indigenous plants into streetscapes and open spaces.

The Tree Strategy links to a range of Council strategic management and action plans, as indicated in the diagram overleaf.

Legislative framework

The City of West Torrens undertakes all necessary tree management actions with regard to relevant State and Commonwealth Government legislation. If any conflict arises between this Strategy and those Acts, then the Acts will have precedence.

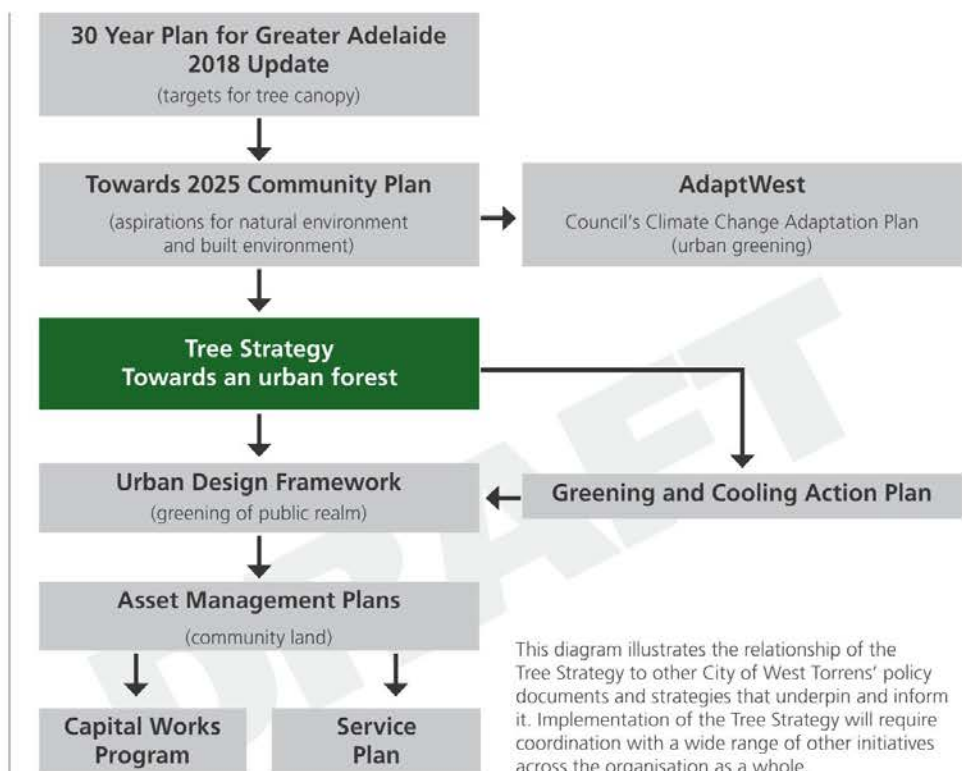
There are numerous pieces of relevant legislation, but some of the more important Acts include:

- *the Local Government Act 1999*
- *the Development Act 1993 and Development Regulations 2008*
- *the Planning, Development and Infrastructure Act 2016 and Planning, Development and Infrastructure Regulations 2018*
- *the Commonwealth Environmental Protection and Biodiversity Conservation Act 1999*
- *the Electricity Act 1996*
- *the Road Traffic Act 1961*
- *the Native Vegetation Act 1991.*



Introduction

Strategic context



Why do we need a Tree Strategy?

A management and decision making framework

This Strategy creates a framework for the ongoing management and decision-making for all Council-owned or managed street trees and trees in public parks. The Strategy will help to guide Council decision-making about trees, including their maintenance, pruning, planting, removal and replacement, the design of streets, parks and offer infrastructure projects to better provide for trees.

The Strategy also:

- Provides clarity about Council's role and vision in tree management.
- Assists with planning for new trees.
- Reflects the unique characteristics of the City of West Torrens.
- Outlines the key Objectives and Actions for the ongoing management of trees in the Council area.
- Establishes a clear pathway through Council's administrative processes to manage tree-based queries and decisions through sound arboricultural practices.

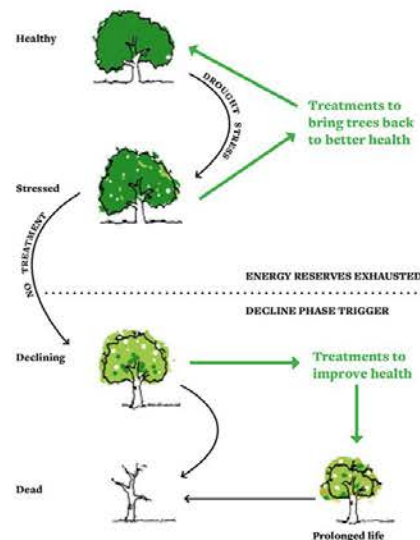
What are the key issues and challenges associated with trees?

The ongoing and proactive management of trees is necessary in order to address the challenges associated with a living, changing asset and to improve the environmental qualities of the city over time.

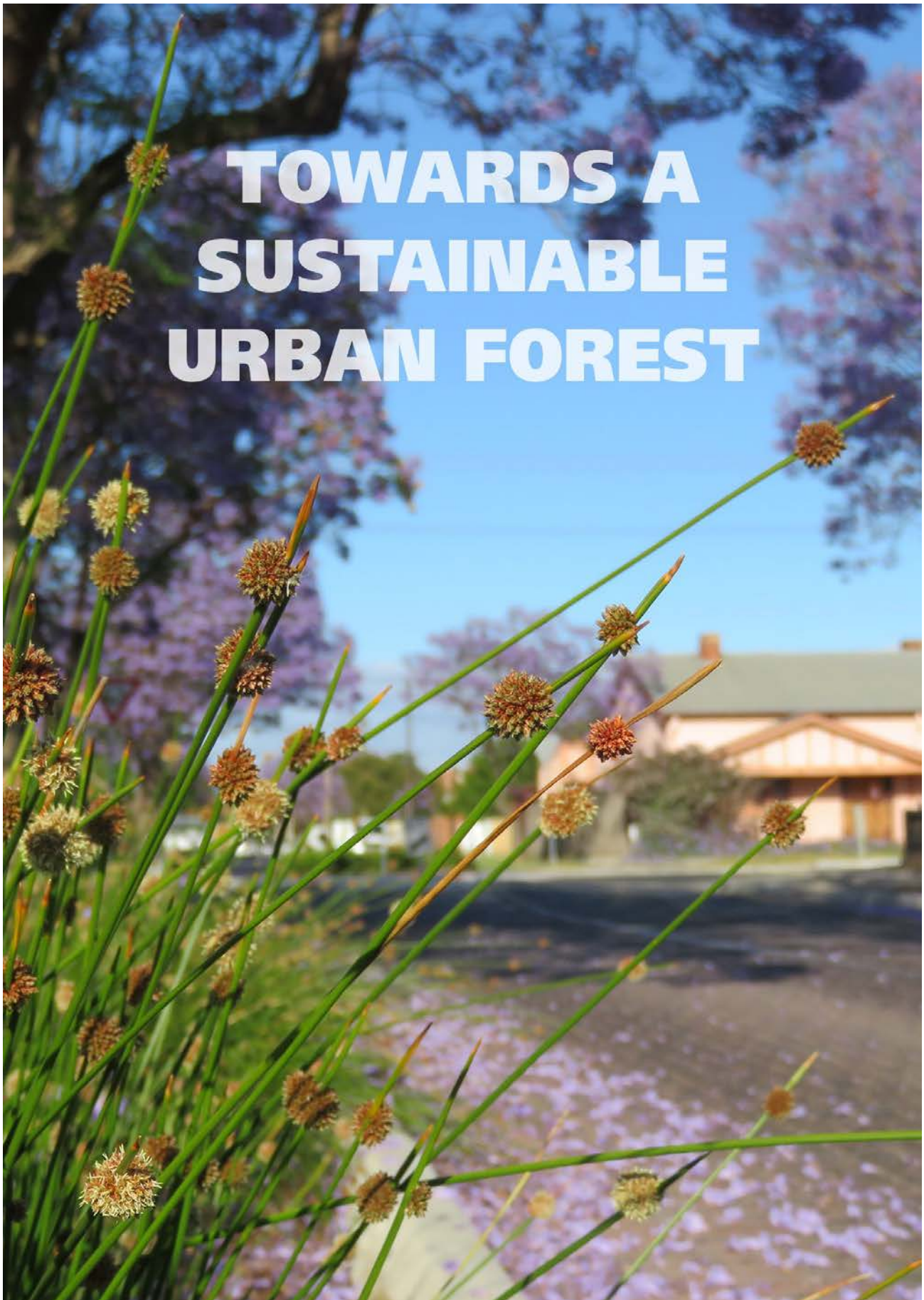
Some key issues and challenges relating to the urban forest include:

- Maintaining accurate records and knowledge of Council's current tree assets.
- Planning for the replacement of ageing trees, protecting existing trees and planting additional trees to grow the urban forest in the context of increased urban infill development.
- Designing for trees to support their growth and to protect built infrastructure.
- Planting appropriate tree species (and replacement of inappropriate species) and developing sustainable planting practices to address the changing climate.
- Engaging effectively with stakeholders and the community to address their expectations about the planting and management of trees.

Lifecycle of trees



Tree Strategy 2018 - 2025 9



Kaurna heritage and pre-European landscape

Kaurna heritage

The area now known as West Torrens was originally part of Kaurna land, which stretched from Cape Jervis in the south to the region around Port Wakefield and Crystal Brook in the north. It stretched along the eastern shore of Gulf St Vincent and was defined in the east by the Mount Lofty Ranges.

The Kaurna people identified themselves so completely with their environment that the early European settlers failed to recognise this relationship. They roamed freely over their territory with their movements governed by the seasons and the availability of food supplies. Kaurna land contained several sub-regions which provided a variety of different foods - plants, birds, animals and marine life. These sub-regions included the coast, coastal sand dunes, marshes, lagoons and river estuaries, wide plains and mountain ranges.

The first inhabitants had a complex spiritual life encompassing spirits and ancestors who were responsible for creation of the physical world and its features. Their relationships with the various ancestral beings determined marriage lines and relationships to particular animals and plants. The West Torrens area formed only a small part of the Kaurna homeland and possessed valuable resources in the River Torrens and the Sturt River.

The Kaurna occupation of the region is evident from a burial site at Torrensville and marked trees at Lockleys. There was also evidence of an old camp site at Fulham, while occasional camps were made on the sand dunes along the coast.

The Kaurna people lived in harmony with their natural environment but they were probably responsible for changing aspects of it. Their practice of setting fire to the land must have produced great changes in the early vegetation balance of the region and may have been responsible for the extensive grasslands remarked on by early settlers. The practice of burning the dry summer grasses in order to expose and trap animals and fowl aided the first Europeans.

Pre-European landscape

The area of the Adelaide Plains that now incorporates the City of West Torrens was once a diverse native landscape of large trees, grasslands, sand dunes and swamps. Land adjacent the creeks and rivers was covered with the tallest and most dense vegetation comprising South Australian blue gum forest (*Eucalyptus leucoxylon*, *Eucalyptus camaldulensis*), with very large trees and a thick understory of wattles and shrubs which thinned out away from the waterways.

Many of the small creeks now confined within concrete drains once overflowed each winter to gently cover and irrigate the West Torrens' plains. As they flowed from the east, the waters spread out into a series of large wetland ponds (reed beds) which covered a large area of the western side of West Torrens. These wetland areas, bordered to the west by coastal sand dunes, were dominated by sedges, reeds (*Phragmites australis*) and by Paperbark (*Melaleuca halmatarorum*) which grew on the banks of the rivers and permanent water areas.

Further inland, red sand dunes and salt lakes covered with samphire dominated the area east of the reed beds.

The suburbs of Camden Park and Plympton had large stands of native pine (*Callitris preissii*) forests. Mallee Box Woodland (*Eucalyptus porosa*) was found on the eastern side of the Council area adjacent the Adelaide Park Lands and featured an incredible diversity of smaller plants (in the range of 800 different species). The areas of Marleston, Richmond and Cowandilla featured rich open grasslands (*Austrostipa nodosa*, *Austrodanthonia caespitosa*) with scattered eucalypts.

Towards a sustainable urban forest

The post-European landscape

Following European settlement from 1836, the European population grew quickly. Land was taken up for farming purposes, with many areas cleared for wheat and barley crops and sheep and cattle grazing.



The early settlers planted European and exotic trees around their properties. For example, 'The Gums' homestead located in Lockleys is surrounded by trees planted by the first European occupants and includes many exotic species.

During the 1930s and 40s, much of the land was subdivided into smaller blocks for housing. Wetlands were drained and there was a transition from grazing to growing fruit and vegetables.

During the 1950s and 60s many parts of the Council area developed more intensively, predominantly with residential but with a range of commercial/industrial activities as well. During this period many residents planted fruit trees and other trees in their back gardens, while this period saw the start of Council's street tree plantings.

The 1970s and 80s saw a rapid increase in the planting of ornamental trees in private rear gardens and Council further developed its program for street tree planting.

During the 1990s and through to current day, Council has significantly increased its street tree planting program, including Council parks.

Many of the early plantings have now reached maturity, creating attractive, tree-lined streetscapes in many parts of the Council area.

However, the past decade has seen a lot of urban renewal comprising the replacement of single houses with multiple homes, with many trees cleared as part of the redevelopment process. This has occurred on both private land and along streets, where additional driveways and infrastructure has seen the loss of street trees.



Lockleys 1949



Lockleys 1998

Moving forward

The City of West Torrens' urban forest comprises all of the trees – and the soil and water that supports them – within the Council area.

Trees in cities are a major component of the green infrastructure, the natural resources upon which the city relies. As well as providing an important source of food and habitat for fauna living in our urban environment, trees contribute to biodiversity and are a vital part of many natural ecosystems.

The urban forest also assists in filtering groundwater, stormwater and water in natural drainage networks. Trees reduce the flow (volume and velocity) of stormwater run-off, which is an important consideration in areas of increased urban infill (such as the City of West Torrens). Trees absorb carbon and thus reduce air pollution, while they also improve thermal comfort which results in improved health outcomes for the community.

The benefits of the urban forest are not just environmental. Trees improve the overall amenity of neighbourhoods by providing shade and colour, reinforcing the character of a street or precinct, slowing traffic, reducing noise, screening views to less attractive parts of our cities and improving privacy. There are psychological and social benefits to trees – they provide a connection to nature that is often perceived to be missing in urban areas.

Looking holistically at the urban forest and its associated ecosystem allows for consideration of the broader issues of climate change, urban heat island effects and population growth that can be influenced by, and that can affect, an urban forest.

For an urban forest to be sustainable there must be a wide age-distribution of trees to create a continuous cycle of succession.

Apart from ensuring that there is a new generation of trees to take the place of trees which must be removed for health or structural reasons, the most expensive stages of a tree's life are in the very early stages and in old age or senescence. Hence a mix of ages is more financially sustainable and assists Council to manage the renewal of its tree assets.

Having a diverse mix of species – both native and exotic – reduces the risk of loss should one species be susceptible to a new pest or disease. Diversity of tree species also provides benefits for biodiversity, aesthetics, improves resilience and the provision of summer shade and winter sun (University of Technology Sydney, 2008).

Notwithstanding the many benefits of trees, it is important to acknowledge that trees also have costs associated with planting and maintaining them. There are also many challenges involved in growing healthy trees in complex urban environments (including narrow streets and verges).



Trees provide many benefits including providing food for native birds.

Towards a sustainable urban forest

For example, species need to be selected to minimise potential damage to infrastructure including fencing, footpaths, kerbs and road pavements and underground infrastructure on public and private property.

While our urban forest is most definitely an asset, when not properly cared for and managed, it can also become a liability.

The management of an urban forest is usually considered a local government responsibility, but frequently extends well beyond that - local communities, schools, community groups, developers, business, industry and State and Federal Government all have important roles to play. In fact, every part of the community contributes in some way to the urban forest as a whole.

Nonetheless, the primary focus of this Strategy and the recommended actions is the public realm for which the City of West Torrens is directly responsible (ie trees on Council managed land in streets, parks, plazas and Council car parks, drainage corridors and the River Torrens Linear Park).

The key messages in promoting the urban forest to support the goals of this Strategy are as follows:

- A healthy and safe urban forest doesn't happen by chance - it is a result of proper planning, management and community investment.
- Healthy urban forests can assist with many community problems.
- Urban forests and natural areas are connected - good management of one helps the other.

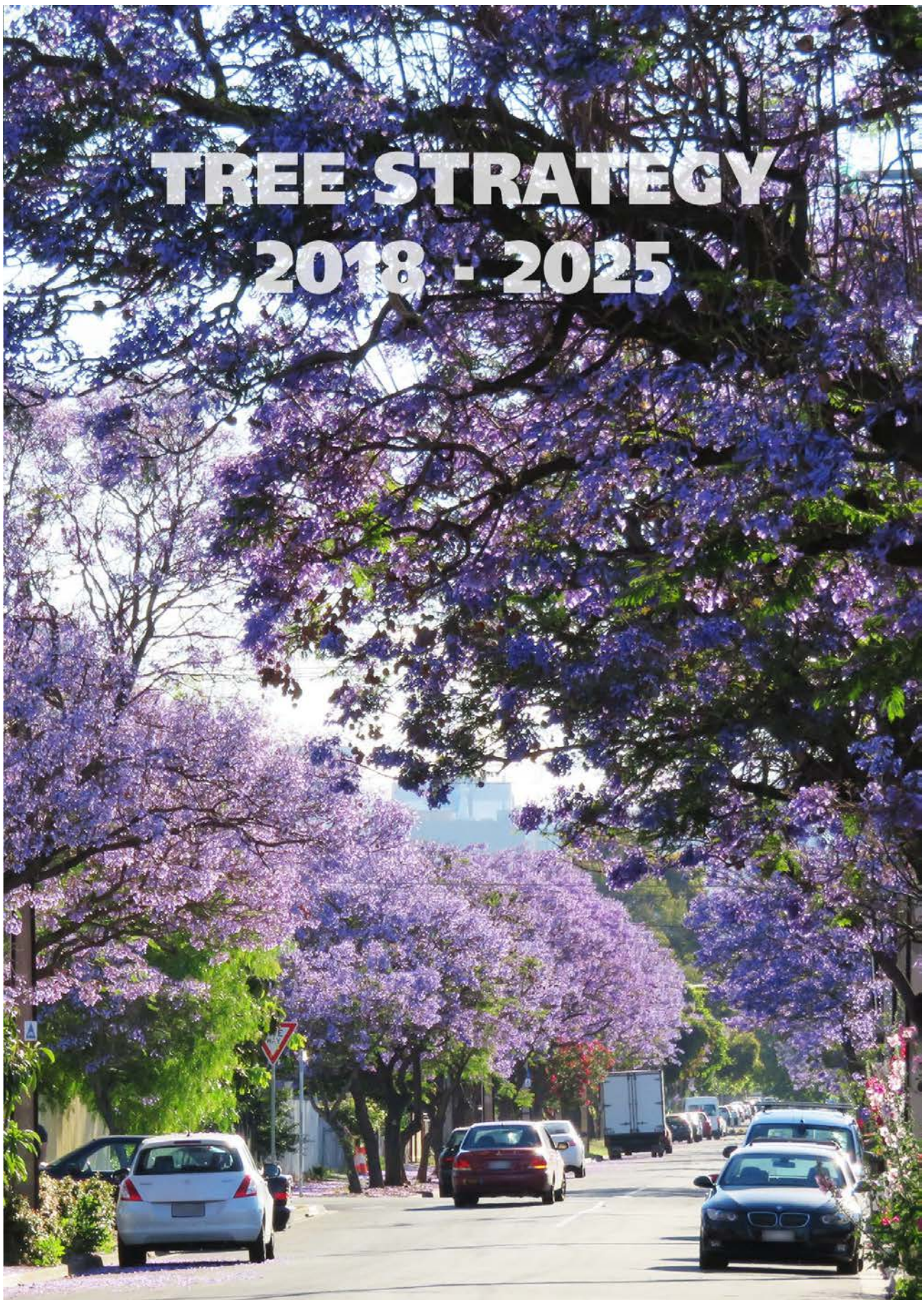


Urban forestry can be described as the science and art of managing trees, forests and natural ecosystems in and around urban communities in order to maximise the physiological, sociological, economic and aesthetic benefits that trees provide society.

Schwab, 2009



An urban forest is an asset to a suburban street.



Tree Strategy 2018 - 2025

Our vision

The City of West Torrens is committed to being the best place to live, work and enjoy life.

As part of this commitment, Council recognises the fundamental and intrinsic value of trees in the urban environment.

The city will be recognised for the growing contribution of its trees to the character and amenity of its neighbourhoods, to biodiversity and natural systems, to public health and the wellbeing of its community.

Trees in the public realm will be a sustainable asset that is managed consistently and effectively by Council so that they flourish and provide great benefit to the environmental, social and economic context - enhancing neighbourhood character and amenity and responding to changing climate pressures.

Decision-making about trees will be transparent and follow a coordinated and timely pathway through the organisation that is reflective of broad community aspirations for the city's future urban forest.

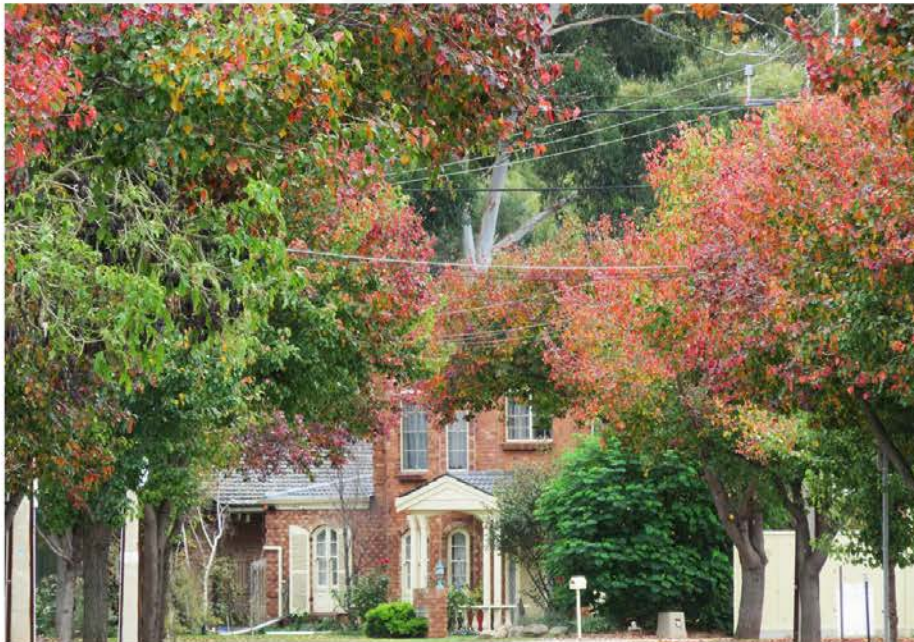
Objectives and actions

In order to achieve the vision for a sustainable urban forest, four key Objectives (with corresponding Actions) have been developed that will be implemented over time:

1. Protect the existing urban forest.
2. Expand the urban forest canopy cover comprising a diverse species mix.
3. Improve the health and growing conditions of the urban forest.

4. Inform and engage with the community and stakeholders to help develop Council's urban forest initiatives.









These objectives and actions respond to the current issues relating to trees in the West Torrens' area and the potential future benefits to the environment and community. However, they will need to be implemented within the context that the area is largely characterised by a dense 'built up' urban fabric that is intensifying over time.



Trees increase the character and amenity of where you live.

Objective 1- protect the existing urban forest

Protect against further unnecessary tree loss caused by urban infill by documenting the existing trees in the Council area and appropriately planning for new tree planting on a small and broad scale.

| Action | Time frame |
|---|---|
| 1.1 Undertake a full tree audit of Council owned trees. From the audit: (a) develop an electronic tree management program (b) develop precinct masterplans to guide future tree planting in streets and parks, based on desired neighbourhood character and open space/recreation strategies and plans, while not impacting upon high activity areas such as kick-a-bout spaces (c) identify key streets and parks where the age/condition of trees may require action for tree replacement (d) prioritise streets, parks and other locations for: <ul style="list-style-type: none"> • additional tree planting • tree management (e) identify biodiversity and species gaps and potential impact of climate change on existing trees. |  |
| 1.2 Require all development applications affecting the public realm to accurately indicate the location and detail of existing trees/vegetation on public land. |  |
| 1.3 Review and improve our costing/valuation method relating to proposals for street tree removals associated with development applications. |  |
| 1.4 Prioritise tree management and planting along existing and potential biodiversity corridors. |  |
| 1.5 Design infrastructure projects, where possible, to facilitate the retention of existing healthy trees, additional tree planting and the healthy growth of the trees. |  |
| 1.6 Identify and protect trees with historic or cultural significance (on both public and private land) through the preparation of a Development Plan Amendment or amendment to the Planning and Design Code. |  |
| 1.7 Identify, protect and effectively manage significant and regulated trees. |  |
| 1.8 Through education and negotiation with applicants: (a) minimise loss of medium/large healthy trees on both private and public land as part of urban infill projects through the development assessment process (b) aim to ensure that, following redevelopment in new infill housing developments and subdivisions, that there is at least one street tree remaining or planted in the verge per property. |  |

Indicators



1 - 3 years



3 - 5 years



5 - 7 years

Tree Strategy 2018 - 2025

Objective 2 - expand the urban forest canopy cover comprising a diverse species mix

Help mitigate the impacts of a changing climate and the heat island effect caused by loss of trees through urban infill by increasing the overall canopy cover in the Council area. This canopy should comprise a broad mix of tree species in order to promote biodiversity, sustainability and increase amenity in the urban landscape.

| Action | Time frame |
|--|------------|
| 2.1 Develop a Tree Planting and Replacement Plan that: <ul style="list-style-type: none"> (a) increases the total number of trees in public areas (ie achieves an annual net gain taking into account of trees planted and trees removed) (b) prioritises increased planting in Council managed areas that have low tree canopy coverage and where gaps exist in streetscapes or parks (c) identifies opportunities to plant trees on Council owned and managed land (d) achieves species diversity (e) considers appropriate tree species that are tolerant to a changing climate and soil conditions (f) implements, monitors and documents trials of new species (g) includes an 'Adopt a tree' program that encourages residents to help water and maintain healthy growth of street trees, particularly in drier seasons and during early establishment. | ● |
| 2.2 Develop a tree planting assessment table and checklist to assist in the selection of tree species for application in the public realm and to inform the Tree Planting and Replacement Plan. | ● |
| 2.3 Develop annual Streetscape and Park Renewal Plans that implement the overall Council-wide Tree Planting and Replacement Plan. | ● |
| 2.4 Develop a 'Plant and Enjoy' program to encourage tree planting in private front and rear gardens. Such a 'tree giveaway' program will see Council give each new home owner in a new dwelling a suitable tree to plant in their garden area. | ● |



The urban forest canopy can help reduce the harmful effects of climate change.

Objective 3 - improve the health and growing conditions of the urban forest

Support the longevity of the urban forest and other Council assets by utilising innovative construction and planting techniques that consider the lifespan of built and green infrastructure. Maintain the urban forest and their assets appropriately.

| Action | Time frame |
|--|------------|
| 3.1 Develop and implement tree planting and construction guidelines for Council projects based on Water Sensitive Urban Design (WSUD) and that assist with: (a) addressing existing stormwater drainage problems in streets and parks (b) promoting tree and root growth (c) minimising the impacts on built infrastructure and services. | ● |
| 3.2 Develop a Tree Maintenance Plan to guide the ongoing maintenance of street trees and trees in parks. | ● |
| 3.3 Incorporate landscape/streetscape design opportunities for additional street tree planting in street upgrade initiatives. | ● |
| 3.4 Develop and implement a Tree Risk Assessment procedure applicable to public areas to minimise the risk to public safety. | ● |

Objective 4 -inform and engage with the community and stakeholders to help develop Council's urban forest initiatives

Inform and promote the actions being undertaken by Council to create a sustainable urban forest, increasing public knowledge of the benefits of trees, their management and impact on community wellbeing.

| Action | Time frame |
|--|------------|
| 4.1 Prepare Precinct Masterplans to identify locations where planting of additional trees will have maximum health benefits to residents, including: (a) key walking routes (b) adjacent health/aged care precincts (c) adjacent childcare/educational facilities (while not impacting kick-a-bout play areas). | ● |
| 4.2 Continue to provide information and resources through the Council's website (eg about current tree programs, community planting days, development assessment information). | ● |
| 4.3 When undertaking major planting projects, consult with relevant stakeholders and the community. | ● |
| 4.4 Promote the benefits of trees (including trees in private gardens) and the importance of sustainability/conservation/biodiversity/being water wise to the community through education and school programs including community planting days. | ● |
| 4.5 Trial the planting of fruit and nut trees in parks for community harvesting. | ● |

Indicators



1 - 3 years



3 - 5 years



5 - 7 years

TREE MANAGEMENT POLICY



Tree Management Policies

Apart from the overall Vision, Objectives and Actions, the Strategy is supported by a number of Tree Management Policies. These policies and operational guidelines assist staff and contractors by providing direction and clarification to issues raised within tree management practices for both Council and its community.

In particular, these relate to:

- Tree planting and replacement.
- Community consultation.
- Tree protection, pruning, maintenance and removal.
- Risk management.

The set of Tree Management Policies outlined on the following pages are to be reviewed on a regular basis, with potential for additional policies to be added as required.

Tree planting and replacement

Streetscape and Park Renewal Plans

Streetscape and Park Renewal Plans will be prepared annually (for streets, precincts, parks and neighbourhoods) which:

- take account of the long-term view in managing the city's trees
- take account of the overall impact of trees in the urban design of the area in question
- are consistent with budget provisions
- detail planting sites, species and numbers
- include post planting maintenance to be carried out.

Council will appoint delegates (Council Delegates) who will be authorised to plant and replant trees and vegetation on Council land in accordance with the relevant Streetscape and Park Renewal Plan.

Tree selection and planting

The selection of appropriate trees for street planting will be critical for their successful establishment and a well-managed streetscape. Council staff will ensure that the species selected for planting are rigorously assessed to ensure the establishment of the right tree for the right location. The selection of quality tree stock will be guided by Australian Standard (AS) 2303:2015 *Tree Stock for Landscape Use* and sourced from nurseries that meet these minimum standards. Accordingly, Council Delegates are authorised to select and plant the appropriate tree species in any street or reserve within the following guidelines.

Tree species selection for new plantings will consider the following requirements:

- the surrounding composition of vegetation and any local environmental or aesthetic considerations
- the potential impact of a changing climate on tree health and longevity
- the purpose of the road as well as the type of construction of the road and any impact the trees might have on the road, or any of the surrounding structures
- the impact of the tree planting on statutory and regulatory requirements with regard to service utilities and other built infrastructure present above or below the ground
- the type of traffic using the road and potential impacts on road safety
- the possible impacts on the safety of the public
- utilising the best available arboriculture standards and practices, including ease of maintenance, longevity, growth rate and appearance
- where whole streets are to be planted through programmed replacement, Council Delegates are authorised to select the location and species in consultation with the **Ward Councillors** and the appropriate residents in accordance with section 232 of the *Local Government Act, 1999*
- any other matters which might be pertinent to the site or local conditions, including soil and weather conditions
- the *Local Government Act, 1999*.

For a list of current tree species refer to Council's tree fact sheets on Council's website - westtorrens.sa.gov.au

Tree Strategy 2018 - 2025

Tree Management Policies

The establishment or maintenance of an avenue of trees, or of a consistent planting theme, may require planting against the wishes of the resident immediately adjacent, or of a minority group. Council Delegates will make a judgement regarding the benefit to the wider community when necessary (eg to fill a gap in a strong, consistent planting theme that preserves the overall streetscape or park character).

Trees will generally be located in accordance with the following:

- consideration should be given to whether the tree is, on balance, appropriate to the proposed site taking into account:
 - o environmental and aesthetic issues
 - o the use and construction of roads and associated below- and above-ground infrastructure
 - o road safety matters
- potential impact on residents.
- a tree of a species with a mature height of greater than six metres should be planted, where possible, more than 1.5 metres from a vehicle crossover
- trees should not be planted, if possible:
 - o within one metre of a stormwater drain

- o within one metre of a residential water service or ferule connection to water mains
- o within one metre of a telecommunication inspection point
- o within two metres of an electricity pole (except for species which, at maturity, have a canopy spread of less than four metres)
- trees should be planted in accordance with the regulations associated with all relevant legislation such as the *Sewerage Act 1929* and the *Electricity Act 1996*. The requirements, requests and submissions of all service and public authorities should be taken into consideration

'Whole of street' tree replacement

Where the condition of a streetscape warrants more significant improvement, Council may undertake 'whole of street' (or sections of a street) street tree replacement, or more significant streetscape upgrades comprising a range of physical infrastructure and traffic management improvements.

In such cases, an integrated urban design approach will be adopted within which planning for street tree and other vegetation plantings will be considered as part of the overall urban design to achieve the best possible streetscape for the community.

In these more significant renewal projects, extensive community consultation will be undertaken.



When planting street trees it's important to take into account aesthetics and environmental issues.

Planting in parks

Tree planting in parks should be undertaken in accordance with the relevant Community Land Management Plan and generally planting in parks should be prioritised according to:

- existing tree cover
- level of community interest
- level of park usage
- type of park use.

Where planting is considered warranted, species selection should be based on:

- existing landscape character
- environmental (natural) importance of the site
- environmental conditions
- submissions by residents
- impact upon high activity areas such as kick-about spaces
- effect on local fauna.

Community consultation

Council's Public Consultation Policy sets out principles to be upheld and responsibilities for consulting the community.

The guidelines associated with that Policy provide a range of techniques and resources to assist in planning consultation in the various circumstances that may arise.

Council Delegates are to ensure that residents are informed/consulted effectively regarding:

- the planting and replanting of street trees throughout the city
- the landscaping, planting and replanting of trees in open spaces (parks and reserves) throughout the city in accordance with Community Land Management Plans (*Local Government Act, 1999*) and other relevant Council policies and plans.

Council Delegates are to ensure that residents are informed/consulted regarding the removal of street trees, including anticipated timeframes. The consultation process is to be based on the following:

- for an individual street tree:
 - o inform the adjoining resident that the tree requires removal via direct contact (or if resident is not at home, then via a note in the letterbox)
- for tree removal/replanting associated with Council's Greening Program (ie: tree replacement/infill planting):
 - o inform and consult with affected residents via a letter box drop (for a whole street removal/replanting, all residents within the street will be consulted)
- for tree removals/replanting associated with a major streetscape renewal (involving civil engineering works as well as tree planting/landscaping):
 - o a more formal and comprehensive community engagement process involving notifying all affected residents and local community groups (when applicable) and including the preparation of concept plans for review and comment
 - o advice to the relevant Elected Members of the consultation process prior to residents receiving the written notice.

Council Delegates will consider all feedback received as part of the decision-making process to determine a preferred approach and design relating to tree planting and removal.

Council's Elected Members may also decide to bring decisions relating to tree planting and removal to the full Council for determination. Removal will be achieved within four to six weeks of a Council decision, unless other approvals are required.

Where whole streets are to be planted through programmed replacement, Council Delegates are authorised to select the location and species in consultation with the Ward Councillors and the appropriate residents in accordance with Section 232 of the *Local Government Act, 1999*.

Any requirements relating to community consultation under the *Development Act, 1993*; the *Planning, Development and Infrastructure Act 2016* or the West Torrens Development Plan with regard to Regulated Trees which conflict with the above process take precedence.

Tree Strategy 2018 - 2025

Tree Management Policies

Community consultation is not required regarding the removal, replacement and maintenance of trees:

- which are less than three metres in height
- when Council officers are implementing approved streetscape plans which have incorporated community consultation
- which are noxious weeds as defined by the *Natural Resources Management Act, 2004*
- when a hazardous tree needs to be removed for safety concerns.

Tree pruning and maintenance

Council will prune and maintain trees to ensure they remain healthy and structurally sound. This program should have a long-term perspective aimed at maximising the functional life of trees.

Trees will be maintained in accordance with Australian Standard AS4373-2007: Pruning of Amenity Trees. This Standard describes methods for pruning trees and encourages practices and procedures that reduce the risk of hazard development, branch failure, fungal infection or premature tree death. It includes formative pruning, hazard reduction, selective pruning and thinning.

The Standard recommends that pruning be carried out by tree workers who are suitably qualified, or under the supervision of a suitably qualified arboriculture worker, and that work should be performed in accordance with relevant WHS guidelines.

Council will undertake formative pruning to ensure young trees have good structure to minimise limb failure in the future.

Where requests for pruning of trees growing on property under Council's care and control are made, each request will be considered on an individual basis as detailed in this policy.

Council has obligations as defined under Section 26 of the *Highways Act* and Section 221 of the *Local Government Act 1999* to maintain street trees to strict guidelines. Where possible, Council will undertake reasonable action to address concerns raised by residents.

Minor pruning may be approved provided it does not impact on the shape and integrity of the tree.

Although trees may present a degree of risk, only a small number actually cause damage or injury. Trees present risks in relation to:

- the potential for a tree or its limbs to fail
- their potential to strike a target and cause physical injury or damage.



Council's tree maintenance program ensures that trees are kept healthy.

A target can be anything of value that may be struck when a tree fails (eg person, building, fence, vehicle).

The level of risk posed by trees depends on a combination of factors related to the tree itself and the context in which it is growing.

Risks are assessed in terms of:

- likelihood of tree or limb failure (in relation to tree health and integrity)
- likelihood of exposure (eg whether a frequently used playground or a rarely used site is exposed)
- target value (whether people, minor infrastructure or major infrastructure are exposed)
- severity of the impact (in relation to the size and weight of the tree or limb and the damage it can cause).

Risk assessment methods generally rely on visual inspection of trees by qualified arborists who assess the likelihood of tree or limb failure from defects or weakness in the tree. Based on these inspections, a number of risk management options can then be carried out.

Inspections are to be conducted as part of a regular program, as part of a strategic tree monitoring program, or when trees are being evaluated for removal for some other purpose, such as to allow for new development projects.

After risks are assessed, the most appropriate management measure is identified. Effective risk management will reduce the likelihood or severity of a risk to an acceptable level.

A range of options may be available to achieve this. The most appropriate option will be chosen with respect to costs, which will include impacts to habitat value, amenity value, heritage value and cost of the works.

Risk management options may include:

- removal of dangerous branches
- pruning
- cabling and bracing
- moving the target
- exclusion from the site
- prevention of hazardous defects
- tree removal.

Changes to climate are likely to impact on the longevity of some species, particularly where these impacts may not have been considered at the time of planting. This may increase the number of requests for maintenance and removal works as some species decline more rapidly, or are no longer suited to increased periods of hot weather, or changes to rainfall patterns.

Arboriculture as a science has progressed significantly over the past 20 or so years. There is a scientific basis and understanding of tree physiology, branch structure, wounding response and root growth characteristics. Tree management and maintenance practices need to be based on this science.

A programmed approach to managing any asset is essential. Residents expect a level of response to tree problems or requests. Severe weather events, for example, can also create a need for unplanned tree works.

The conflict between programmed and reactionary works will always be present and needs to be managed carefully when the level of resources is limited.

Risk mitigation should be the determining factor in balancing programmed versus reactionary works.

Within the constraints of its annual budget, Council's tree maintenance program aims to:

- Manage the level of risk to provide adequate public safety.
- Promote the long-term tree and/or habitat health.
- Promote the biodiversity and conservation values where appropriate.
- Improve the amenity values provided for the community.
- Select the most appropriate tree species for the location, including the suitability of existing trees nearby and the compatibility with local infrastructure and sites uses.
- Utilise the best available arboriculture practices.
- Record all aspects of planning and management and monitor outcomes.

Street and park trees remain the responsibility of Council and, as such, pruning and/or removal is to be performed by Council's trained arboricultural staff only. Arboricultural staff undertake pruning in line with Australian Standards in order to minimise tree-related risks or issues. Residents and ratepayers are able to make a formal request to the City of West Torrens for the pruning and/or removal of trees growing on property under Council's care and control. Work is not to be undertaken by residents and ratepayers (or contractors working on their behalf).



Tree planting in response to a resident request

Residents are not to plant trees in the road verge (streets) or in parks. Unauthorised planting of inappropriate trees or plant species may result in their removal.

Residents and ratepayers are able to request trees to be planted (refer to planting list on Council's website) through a formal request to the City of West Torrens.

Where individual trees are planted by the City of West Torrens at the resident's written request, the resident will be encouraged to undertake some watering of the trees until established.

Council may support community tree planting events in parks and public places. Community groups, schools or individuals wishing to plant trees (including fruit trees) in parks and public places must apply to the City of West Torrens in writing for authorisation prior to the event.

Tree removal

Tree removal by Council

From time to time it will be necessary to remove trees from within streets and from within parks due to a range of factors. Trees may be removed:

- Which are dead, dying, diseased, disfigured, dangerous, or in a state of decline for which there is no likelihood of a remedy.
- Which are a risk to public safety.
- Which are causing significant damage to property (either private property or Council property).
- Where infrastructure improvements required to be made around the tree will damage the tree beyond what is deemed to be reasonably acceptable, or render the tree in a hazardous state.
- Where the tree preservation is not cost effective compared to the tree's monetary or heritage value.
- Where the aesthetic value of the tree is extremely low or where the tree interferes with the growth and development of a more desirable tree.

Where a Council tree is removed the stump will be ground and the area will be backfilled to enable a suitable replacement tree to be established, unless it is impractical within the guidelines of this policy or where there is inadequate room to ensure the establishment of a healthy tree.

Council Delegates have the authority to remove any tree (or part of a tree), other than Regulated Trees (as defined by the *Development Act, 1993* and its Regulations and the *Planning, Development and Infrastructure Act, 2016*).

Notwithstanding any recommendation to remove or retain a tree on public land made by Council Delegates, the Council has the authority to make the decision regarding tree removal or retention and determining suitable fees and charges payable based upon the tree value.

Where Council wishes to remove a Regulated Tree or undertake an activity affecting a Regulated Tree (other than maintenance pruning), a Development Application will be prepared and the removal or tree damaging activity can only occur if the application is granted Development Approval.

Requests from the public for tree removal on public land

Residents and ratepayers are not authorised to remove trees from Council property.

Requests for removal of trees growing on property under Council's care and control must be made in writing addressed to the City of West Torrens. Each request will be considered on an individual basis as detailed in this policy. If a request is received for tree removal based on an allergic reaction, a medical specialist's evidence is required for consideration.

The fact that a tree species loses leaves, limbs, bark, berries, flowers, needles, fruit or nuts is not to be used as a reason in itself for the removal of any tree. The fact that a tree on public land does, or may, in the future obscure private advertising signage does not constitute just cause for pruning or removal of the tree.

Tree Strategy 2018 - 2025

Tree Management Policies

Where proposed developments or driveway crossover modifications give rise to a request for the removal of existing trees, all alternatives are to be explored and Council Delegates must determine that no alternative site for the crossover is available.

Where removal is approved:

- A suitable replacement tree is to be planted by the City of West Torrens, where an appropriate planting site is available.
- Costs for removal and replacement will apply.
- A fee, as set by Council, will be payable by the applicant. The fee will include not only removal and replacement of the tree, but the amenity value of the tree being removed.
- Affected residents will be notified.
- The resident or occupier will give an undertaking to water any replacement tree(s) until the tree(s) is established.

Council will not remove a tree for access to sun for solar panels or to provide a view. Some pruning may be approved at the cost of the applicant provided it does not impact on the shape and integrity of the tree.

When a request for tree removal on public land is received, a qualified member of staff will carry out an appropriate risk assessment.

Trees of possible heritage value or other recognised significance should only be removed following consideration by Council. In these cases a detailed report on the significance and issues surrounding the removal request will be prepared for Council.

Requests from the public for pruning of overhanging branches

Requests for the pruning of tree branches located on property under Council's care and control must be made to Council. The primary consideration of each request will be the effect that the pruning may have on the tree.

It is important when either approving or carrying out this work that:

- The form of the tree will not be adversely affected.



Encroaching vegetation from a residential property can cause safety issues.

- Where the growth of a tree owned by the City of West Torrens is causing concern to the owner or occupier of a private property, staff seek to alleviate the problem through judicious pruning and negotiation with the property owner/occupier. The owner/occupier will be advised of the pruning that will be carried out and given a timeframe for the work. If the owner/occupier is unable to be contacted a note will be placed in the letterbox outlining the degree of work proposed and the scheduled date of the works.
- Where the health or shape of the tree may be affected by pruning, the degree of cut back shall be as minimal as possible, but adequate consideration must be given to Council's responsibility and liability under sections 244 and 245 of the *Local Government Act, 1999*, and under any SA Power Networks Vegetation Agreement.
- Trees will normally not be pruned to alleviate shading of properties or outdoor advertising signs.

Encroaching vegetation

It is the responsibility of the property owner to ensure their trees do not encroach onto public land causing a safety risk. Where encroaching vegetation from private property is required to be removed by Council staff, after due notice in accordance with section 254 of the *Local Government Act, 1999*, a charge per person and equipment hour shall apply with a minimum charge, as set by Council.

Regulated trees

Trees on private land are the responsibility of the land owner, however the City of West Torrens' administers the *Development Act, 1993* as it relates to Regulated Trees on private land, including trees that encroach onto Council land. Council, as the planning authority, is responsible for considering development applications relating to Regulated Trees.

For further information regarding Regulated trees please see Appendix 1.

Tree protection for works in proximity to trees on public and private land

All work in the vicinity of trees should be in keeping with AS 4790-2009: Protection of Trees on Development Sites. Risk Management Standards should ensure minimal damage is caused to the tree and its root system. Care should be taken to install appropriate temporary fencing to define a tree protection zone (TPZ) if machinery or digging equipment is to be used around trees.

Activities which require particular care include:

- footpath construction
- installation and maintenance of services
- installation of crossovers
- herbicide and pesticide programs
- infrastructure development (buildings, fences, outbuildings etc) and maintenance
- any work in proximity to Regulated or historic trees.

Develop and maintain a tree database

The City of West Torrens will develop and maintain an electronic database which will comprise a record of tree plantings and removals by staff, as well as complaints submitted by residents and ratepayers relating to trees on public land.

This database will include mapping and will be used as a management tool to identify trends that may assist in managing trees throughout West Torrens.

Tree Strategy 2018 - 2025

Tree Management Policies

Damage caused by Council trees

Trees can, and at times will, shed leaves, twigs and branches with little or no warning. This is often exacerbated during high temperatures or strong winds. This is a naturally occurring behaviour of trees, which no one can control or prevent. Trees are dynamic and they will exploit the environment in which they grow, this means at times they will impact on the infrastructure around them.

Trees which are perceived as causing damage to an adjacent private property are to be reported to the City of West Torrens.

The impacts associated with trees under the care and control of Council will be managed by firstly a thorough investigation of the issue raised and then every reasonable action will be taken to ensure that the most appropriate outcome and a suitable remedy is implemented. This may include and not be limited to:

- pruning of tree limbs
- pruning of tree roots
- below ground Hydro-vac excavations
- installation of appropriate barriers

While Council acts as 'caretaker' of trees, it does not have an absolute responsibility for all its trees. Council is not liable for damage to property which results from the planting of a tree, or the existence of a tree (whether planted by Council or not).

The Council notes its responsibilities, and those of residents, under Section 245(1) of the *Local Government Act, 1999*, regarding 'liability for injury, damage or loss caused by certain trees'.

Council Delegates are authorised to institute proceedings against any person who destroys, damages or injures, or who causes the destruction, damage or injury of any West Torrens' owned tree under Section 221 of the *Local Government Act, 1999* or undertakes 'tree damaging activity' to a Regulated Tree as defined in the *Development Act, 1993*.

Limits of liability

Trees are living structures; they are dynamic and behave according to their environment.

Councils have a vast number of trees within their Council areas. The cost associated with individual specific attention to each and every tree would not be within available financial resources and would prove a heavy and unwarranted burden on ratepayers.

Having regard to the *Local Government Act, 1999*, Section 245, Council is only liable as occupier of community land for injury, damage or loss that is a direct consequence of a wrongful act on the part of Council.

Council is not liable for any damage to property which results from:

- the planting of a tree in a road
- the existence of a tree growing in a road (whether planted by Council or not).



Tree root damage can be caused by established trees. This should be reported to Council by residents.

Bibliography

- 1 Towards 2025 Community Plan, City of West Torrens, September 2014
- 2 Vision 2025: Strategic Directions Report Section 30 Development Plan review, City of West Torrens, 2015
- 3 Urban Tree Management Policy, City of West Torrens, March 2008
- 4 Open Space and Public Place Plan, City of West Torrens, 2013
- 5 Tree Management Strategy - our Next Generation: Burnside's Urban Forest, City of Burnside
- 6 Street Tree Strategy, City of Marion, 2008
- 7 Tree Management Strategy, City of Victor Harbor, May 2014
- 8 Urban Forest Strategy, Making A Great City greener 2012 - 2032, City of Melbourne, 2012
- 9 Urban Forest Strategy 2013, City of Sydney, February 2013
- 10 Tree Strategy - Regenerating Unley's Urban Forest, City of Unley, August 2016
- 11 Schwab, James C (Ed.), 2009. Planning the Urban Forest: Ecology, Economy and Community Development American Planning Association Planning Advisory Service Report No. 555
- 12 Newcastle Street Tree Masterplan, City of Newcastle, September 2011
- 13 Urban Forest Strategic Plan, Banyule City Council, 2014
- 14 Tree and Streetscape Policy, City of Charles Sturt, September 2014
- 15 Street tree Master Plan, City of Wanneroo, September 2005
- 16 Future Urban Forest - Identifying Vulnerability to Future Temperatures, City of Melbourne, June 2016
- 17 City of Mitcham Tree Strategy (2016 - 2025), City of Mitcham, 2016
- 18 Pre-European Vegetation of Adelaide: A survey from the Gawler River to Hallett Cove, by Darrell N. Kraehenbuehl
- 19 Institute for Sustainable Futures - Benchmarking Australia's Urban tree Canopy, University of Technology Sydney, 2008

Information in this report has been prepared by Jensen Plus in consultation with the City of West Torrens.



Appendix 1

In South Australia, controls are in place to protect certain trees known as Regulated Trees and Significant Trees.

These controls are provisioned under the *Development Act 1993*.

What is a Regulated Tree?

A Regulated Tree is any tree with a trunk circumference of two or more metres measured at one metre or more above natural ground level.

For trees with multiple trunks, a Regulated Tree is one that has:

- a total circumference of two metres or more and
- an average circumference of 625mm or more measured at a point one metre above natural ground level.

A number of tree species are exempt from Regulated Tree controls due to their location or species.

What is a Significant Tree?

A Significant Tree is a Regulated Tree that has a trunk circumference of three or more metres measured at a point one metre above natural ground level.

For trees with multiple trunks, a Significant Tree is one that has:

- a total circumference of three or more metres and
- an average circumference of 625mm or more measured at a point one metre above natural ground level

or

- any tree identified as a Significant Tree in a Development Plan.

Damaging activities

Any activity that damages a Regulated or Significant Tree requires development approval from Council.

Tree damaging activity includes:

- removal
- killing or destruction
- branch or limb lopping
- ringbarking or topping
- other substantial damage including damage to the root system.

Maintenance pruning is not classed as tree damage however we suggest that you contact Council before undertaking any work.

Emergency work

If an emergency arises, work involving a Regulated or Significant Tree can be undertaken without having received a development approval.

The owner of tree, however, must lodge a development application with Council seeking retrospective approval as soon as possible once work has been completed.

Penalties

Penalties apply for any unauthorised activity to both Regulated and Significant Trees.

The person(s) undertaking the activity are responsible for the breach.

The maximum penalty \$120,000.

Breaches relating to Regulated and Significant Trees are enforced using existing provisions under the Development Act 1993 that apply to all other types of development.

More information

Contact Council's City Development team, email development@wtcc.sa.gov.au, telephone 8416 6333, 9am to 5pm, Monday to Friday.

This is an extract from the Development Act 1993. For further information visit www.sa.gov.au

Tree Strategy 2018 - 2025

List of specific tree species exemptions

Is my tree exempt from controls?

The *Development Regulations 2008* list a range of tree species as 'exempt' from Regulated Tree controls. The trees listed are:

- limited to exotic species
- trees considered to have a medium-high or high risk for limb failure and infrastructure
- common trees planted in urban areas.

A list of tree species that are exempt can be found below. If you are uncertain if your tree is an exempt species you should seek your own professional advice to confirm the species and whether or not it is exempt from these controls.

In addition, the *Regulations* also exempt the need for an applicant to seek approval to:

- remove a Regulated or Significant Tree that is dead
- remove a Regulated or Significant Tree within 20 metres of a dwelling in medium or high bushfire protection areas.

Tree species

- All trees located within 10 meters of an existing dwelling or existing in-ground swimming pool, unless it is a *Agonis flexuosa* (Willow Myrtle) or *Eucalyptus* (any tree of the species).

Any of the following listed tree species are also excluded from the controls:

- | | |
|---|---|
| • <i>Acer negundo</i> (Box Elder) | • <i>Pinus Radiata</i> (Radiata Pine / Monterey Pine) |
| • <i>Acer saccharinum</i> (Silver Maple) | • <i>Platanus x acerifolia</i> (London Plane) |
| • <i>Ailanthus altissima</i> (Tree of Heaven) | • <i>Populus alba</i> (White Poplar) |
| • <i>Alnus acuminata</i> subs. <i>Glabrata</i> (Evergreen Alder) | • <i>Populus nigra</i> var. <i>italica</i> (Lombardy Poplar) |
| • <i>Celtis australis</i> (European Nettle Tree) | • <i>Robinia pseudoacacia</i> (Black Locust) |
| • <i>Celtis sinensis</i> (Chinese Nettle Tree) | • <i>Salix babylonica</i> (Weeping Willow) |
| • <i>Cinnamomum camphora</i> (Camphor Laurel) | • <i>Salix chilensis</i> 'Fastigiata' (Chilean Willow, Evergreen Willow, Pencil Willow) |
| • <i>Cupressus macrocarpa</i> (Monterey Cypress) | • <i>Salix fragilis</i> (Crack Willow) |
| • <i>Ficus</i> spp. (Figs), other than <i>Ficus macrophylla</i> (Moreton Bay Fig) located more than 15 meters from a dwelling | • <i>Salix X rubens</i> (White Crack Willow, Basket Willow) |
| • <i>Fraxinus angustifolia</i> (Narrow-leaved Ash) | • <i>Salix X sepulcralis</i> var. <i>chrysocoma</i> (Golden Weeping Willow) |
| • <i>Fraxinus angustifolia</i> ssp. <i>Oxycarpa</i> (desert ash) | • <i>Schinus areira</i> (Peppercorn Tree) |
| • <i>Lagunaria patersonia</i> (Norfolk Island Hibiscus) | |
| • <i>Melaleuca styphelioides</i> (Prickly-leaved Paperbark) | |

Appendix 2

Common tree species planted by the City of West Torrens

- *Acer buergerianum*
- *Acer campestre* evelyn
- *Acer nagundo* 'Sensation'
- *Acer platanoides* 'Crimson Sentry'
- *Acer momspessuanum*
- *Acer truncatum* x *Aver platanoides*
- *Acer x freemanii*
- *Acer freemanii* 'Jeffersred'
- *Angophora costata*
- *Brachychiton acerifolius*
- *Brachychiton populneus*
- *Brachychiton rupestris*
- *Caltis occidentalis*
- *Corymbia eximia* 'Nana'
- *Corymbia ficifolia*
- *Eucalyptus leucoxylon* "Eucky Dwarf"
- *Geijera parviflora*
- *Ginkgo biloba*
- *Jacaranda mimosifolia*
- *Koelreuteria paniculata* (Golden Rain Tree)
- *Lagerstroemia indica* x *Lagerstroemia fauriei* "Lipan"
- *Lagerstroemia indica* x *Lagerstroemia fauriei* "Natchez"
- *Lagerstroemia indica* x *Lagerstroemia fauriei* "Sioux"
- *Lagerstroemia indica* x *Lagerstroemia fauriei* "Tuscarora"
- *Lagerstroemia indica* x *Lagerstroemia fauriei* "Tonto"
- *Melia azedarach* 'elite'
- *Pistachia chinensis*
- *Pyrus chanticleer*
- *Pyrus ussuriensis*
- *Pyrus calleryana* Bradford
- *Pyrus calleryana* 'Capital'
- *Pyrus calleryana* 'Winterglow'
- *Quercus suber*
- *Quercus robur*
- *Quercus cerris*
- *Sapium Sebiferum*
- *Zelkova serrata*



11.3 New Depot Facility - Morphett Road, North Plympton

Brief

The purpose of this report is to provide Members with a monthly update report on the relocation to the new depot facility at Morphett Road, North Plympton.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

At the Council Meeting on 12 December 2017, the Council resolved:

That the Administration provide an update report to each meeting of the Urban Services Committee on the progress and actions required to relocate staff to the new North Plympton Public Works Depot including timelines and general financial information on how the project is tracking against the approved budget.

This report details the progress and actions taken by the Administration since the previous report presented to the Committee at its meeting of 1 May 2018.

Discussion

The following is a summary of the current status of the relocation of staff from the current depot site on Marion Road to the new depot site at Morphett Road:

- The feasibility study into the installation of solar/battery and other sustainability solutions at the new depot is continuing with the draft report been reviewed by the Administration. The scope of the study was provided in the previous report presented to the Committee at its meeting of 1 May 2018.
- Detailed design and documentation continuing and is estimated at 60%, on specific 'fitout' elements, including:
 - Mechanical workshop
 - Welding/steel fabrication facility
 - Team workshop facilities
 - Security
 - Wash-down bay and 'water fill' facility, (from ground/roof run-off and connection from the recycled water pipeline)

Progressing the design and documentation of the above detailed elements have continued with further external advice being sought for fire safety/fire management, electrical and ventilation systems and building compliance of the site.

- Ongoing compliance testing and maintenance has continued in all areas of the site, including electrical/fire compliance, lift servicing, air conditioning, pest control, building and gardening maintenance etc.

Financial

The current status of budget vs expenditure to 30 April 2018 is as follows:

| Budget 2017/2018 | Expenditure (Approx.) |
|------------------|-----------------------|
| \$1,000,000 | \$286,200 |

The expenditure in April relates to the purchasing of new equipment and fitout of facilities in operational (workshop) areas for the relocation of the staff.

Proposed expenditure timeframes will be provided once the detailed design has been finalised for the different elements within the depot facility (as detailed above).

Timeframes for Relocation

As previously reported at the Urban Services Committee meeting of 3 April 2018, the majority of the City Operations Department staff have now relocated into the new facility.

The relocation of remaining staff (i.e. mechanical/fabrication workshops and store areas) is expected to occur once the fitout of these areas have been completed. The fitout of these areas has been scheduled to commence in the third quarter of 2018.

Site Leasing

A key focus on time and resources over the last month has been on the site leasing and the associated works required to ensure that the development of the leasable areas is appropriate and meets the necessary statutory obligations.

Investigations and designs are continuing on;

- The separate power metering (for the supply of separate power and lighting) of each of the tenancies; and
- The provision of facilities (toilets) suitable for a small workforce for each of the tenancies.
- Fire safety requirements of the building

A number of interested parties have continued to inspect the site over the last month, including several 'follow-up' inspections by a number of parties, which have led to the initiation of formal negotiations. Notwithstanding this progress, the leasing of the remaining area of the facility continues to be progressed (advertised) by the agent. Further information is available from the following website, Real Commercial:

<https://www.realcommercial.com.au/property-industrial+warehouse-sa-adelaide+airport-502695098>

Marion Road Depot

The Administration is continuing to clean up the existing facility and relocate mobile plant/equipment to the new facility at Morphet Road. Selected existing fixed plant/equipment in the various workshops are currently being incorporated into the design for the new Morphet Road depot. A review is also underway on the surplus workshop equipment ready for disposal from the Marion Road (depot) site.

The Administration has prepared the report on the options to progress the sale of the Marion Road site, which will be presented to Council in the next month. The minor boundary adjustment (approx. 440m²) due to the adjoining Keswick Creek with the Marion Road (depot) site is currently underway. The new title will form part of the existing drainage reserve for the creek (similar to other titles within the drainage reserve).

Conclusion

The Administration will continue to provide an updated report to each meeting of the Urban Services Committee on the progress and actions required to relocate staff to the new North Plympton depot site.

Attachments

Nil

11.4 Urban Services Activities Report

Brief

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

RECOMMENDATION

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

Discussion

This report details the key activities of the City Assets, City Development, City Operations and City Property Departments.

| Special Project Work | |
|---|---|
| New Drainage System - Lockleys Catchment Henley Beach Road Crossings - Stage 4b May Terrace, Douglas Street and Rowells Road | <p>After advance works service alterations delaying this project, the main stormwater civil works are now programmed to commence as night works from 17 June 2018, with advance road closure of May Terrace occurring from around 12 June 2018.</p> <p>Notification of resident and businesses in the area was undertaken in the last week of May 2018.</p> <p>Current programming of works anticipates the completion of the project by the end of September 2018.</p> |
| New Drainage System - Lockleys Catchment Henley Beach Road Crossings - Stage 5 Clyde Ave, Arcoona Ave, Franciscan Ave, Noble Ave, Torrens Ave, Kent Terrace and Elba Ave. | Detail design and documentation of this project is nearing completion and is anticipated to be called for tender during June 2018. |
| George Street, Thebarton Stormwater Drainage Upgrade and Road Reconstruction | <p>George Street (South Road to Dew Street) - Construction works are continuing on this project.</p> <p>Stormwater drainage works are complete and balance works are expected to be completed by end of August.</p> |
| Dew Street and Maria Street, Thebarton, Stormwater Drainage Upgrade | Works underway and expected to be completed by end of August. |
| George Street and Dew Street, Thebarton, New Roundabout | Refer to George Street Stormwater Drainage and Road Upgrade. |
| Brown Hill and Keswick Creek Maintenance | Design investigations and development for these works are progressing. |

| | |
|---|--|
| Brown Hill Creek Bridge Replacements | Design investigations and development for these works are progressing. |
| River Torrens Linear Park, (Pedestrian Light Project) | The River Torrens Linear Park Pedestrian Lighting Projects for 2017/2018 from Tapleys Hill Road, Fulham, to the Council boundary (for both the north and south sides of the river) has been completed, other than the final connection into the SAPN network. |
| Westside Bikeway, (Pedestrian Lighting Project) | The Westside Bikeway Pedestrian Lighting Project for 2017/2018 along Birdwood Terrace, Plympton/North Plympton, and Deacon Avenue, Richmond is underway and scheduled for completion in June 2018. |
| River Torrens Bank Repair Works - SA Water | <p>Council representatives have met with SA Water and received information in relation to the advancement of these works. SA Water having commenced the conceptual design and engaged civil contractors to undertake the final design and construction of works.</p> <p>Approximately 50m of 5m high gabion basket works are proposed in the proximity of Azalea Drive, Lockleys. This being the first location to be addressed and likely to be commenced during June/July 2018. As currently presented, Council will be required to undertake fencing repair or replacement in this location post bank stabilisation works to then enable reopening of the pathway in this location.</p> <p>The second site is currently proposed to be near the end of Hardys Road, Torrensville, and is proposed to include approximately 100m of 5m high gabion basket works. Now being in receipt of the SA Water concept design works, Council Administration are considering how improved safety and amenity can be provided to the section of linear park pathway adjacent to these works. It is likely that localised upscaling of some of the SA Water works in this location will be necessary to accommodate this improved pathway standard which would be likely to require further budget consideration by Council.</p> <p>The third location to be addressed will be near the end of Murray Street, Thebarton, and include approximately 50m of 5m high gabion basket works. Some level alteration to the existing linear park pathway in this location is likely to require consideration and Council will likely part contribute to the improved standard of barrier fencing along these section of works.</p> |
| Tapley's Hill Road Shared Path | <p>(West Beach Road to Burbridge Road) Design has been completed.</p> <p>Work has commenced and is expected to be completed in mid-June.</p> |

Capital Works

Road Reconstruction Works

The following is an update on roadworks occurring in our City:

West beach Road Upgrade is out to tender and closes 12 June 2018. It is anticipated that works will commence late September/early October 2018.

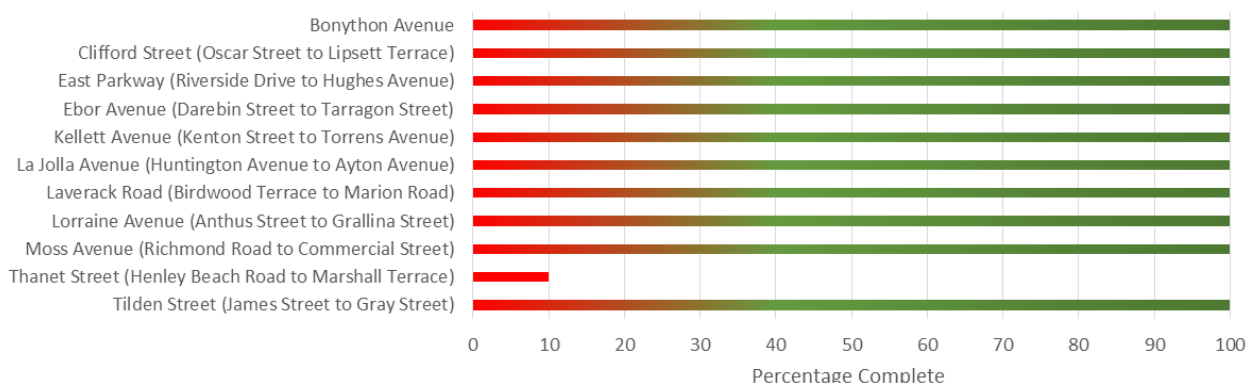
Design and documentation is currently being undertaken for the following roads:

- Mortimer Street (Gray Street to Grassmere Street)
- White Avenue (Tracey Crescent to Pierson Street)
- Phillips Street, Thebarton

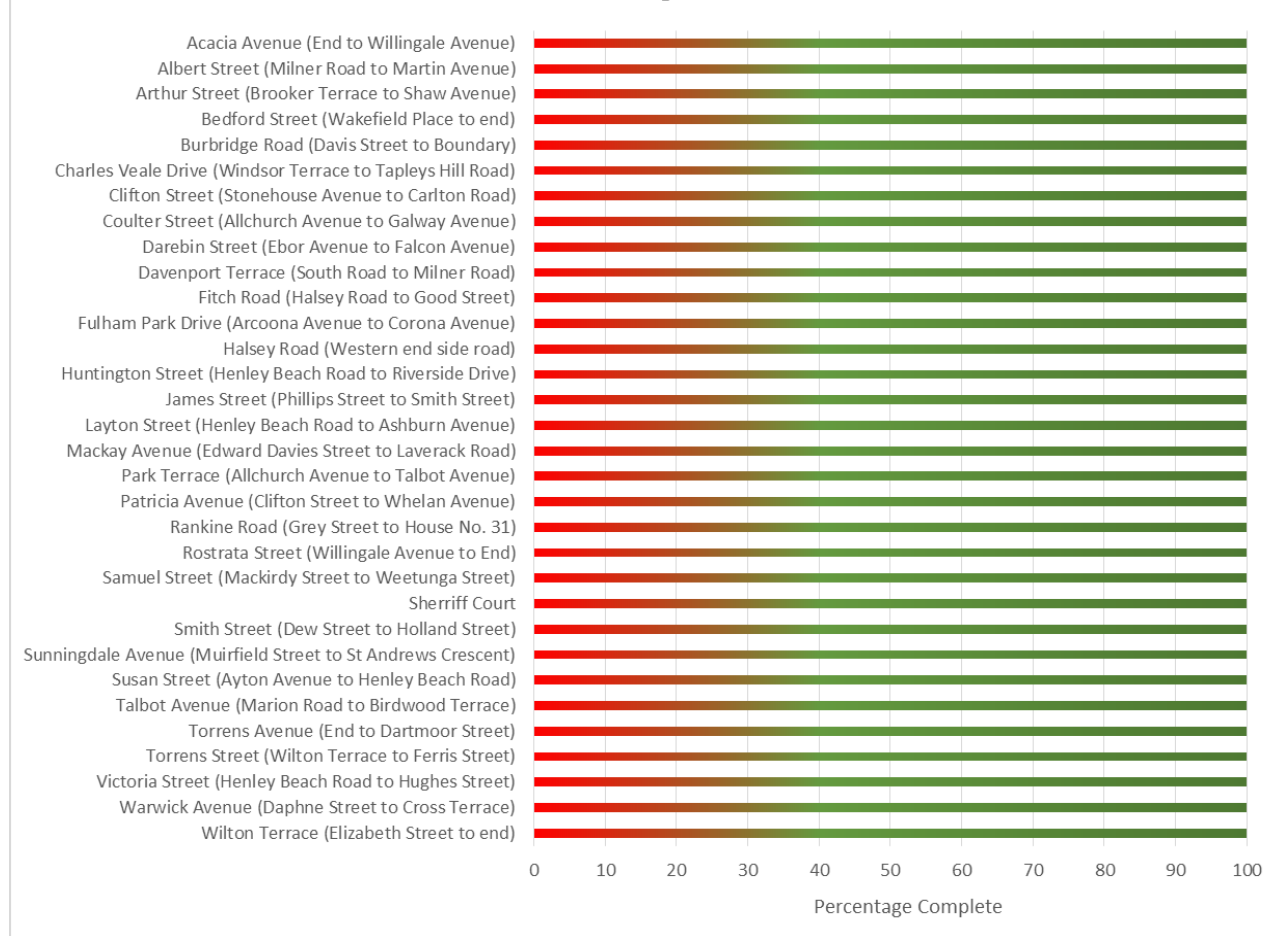
The tendering process has been completed and construction works are underway for the following roads:

- Wainhouse Street (Ashley St to Carlton Pde) - complete.
- Britton Street (Marion Rd to Norwich St) - complete.
- Toledo Avenue - 90% complete.
- Cambridge Avenue - 90 % complete.
- St Andrews Crescent (Bonython Ave to Hoylake St) - works underway and expected to be completed by June 2018.
- Birmingham Street (South Road to Pymbrah Road) - works underway and expected to be completed by end of June 2018.
- West Thebarton Road - Works underway and expected to be completed by the end of November 2018.
- Aldridge Terrace (Richmond Road to Lucknow Street) - Works programmed and expected to be completed by the end of September 2018.

Kerb & Watertable Program 2017/18



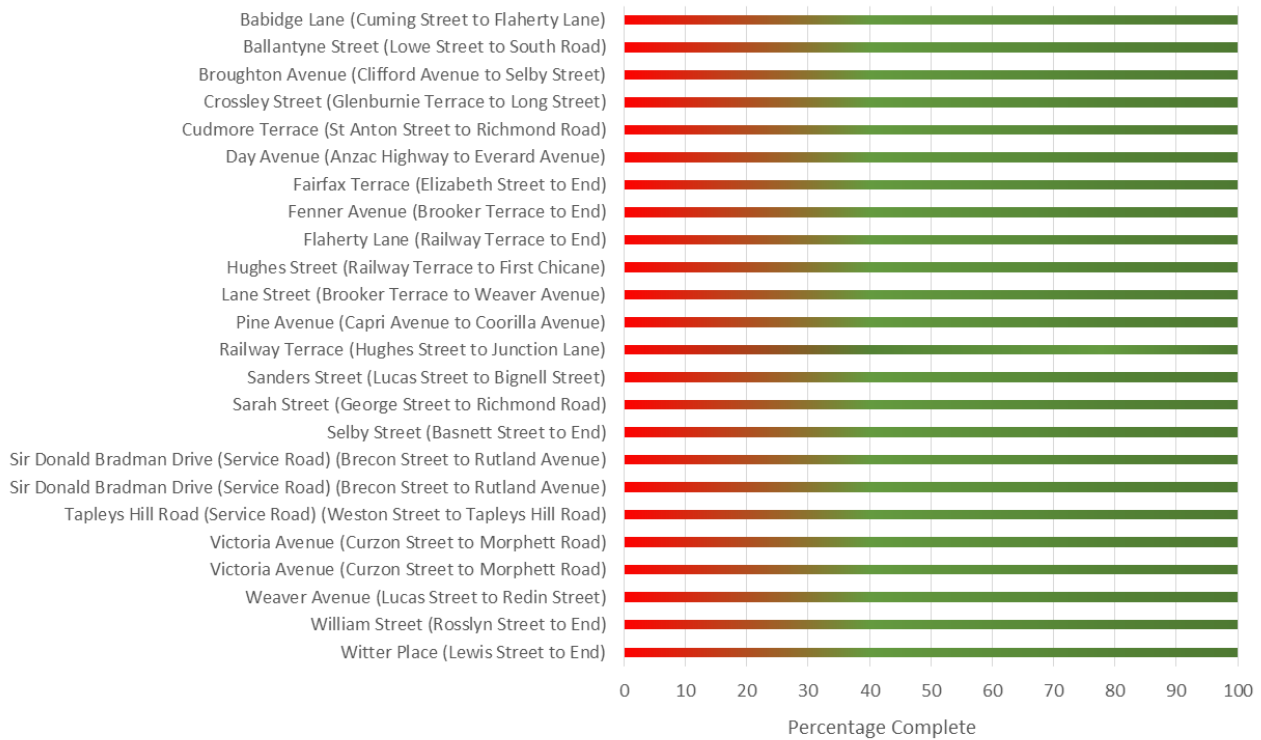
Road Reseal Program 2017/18



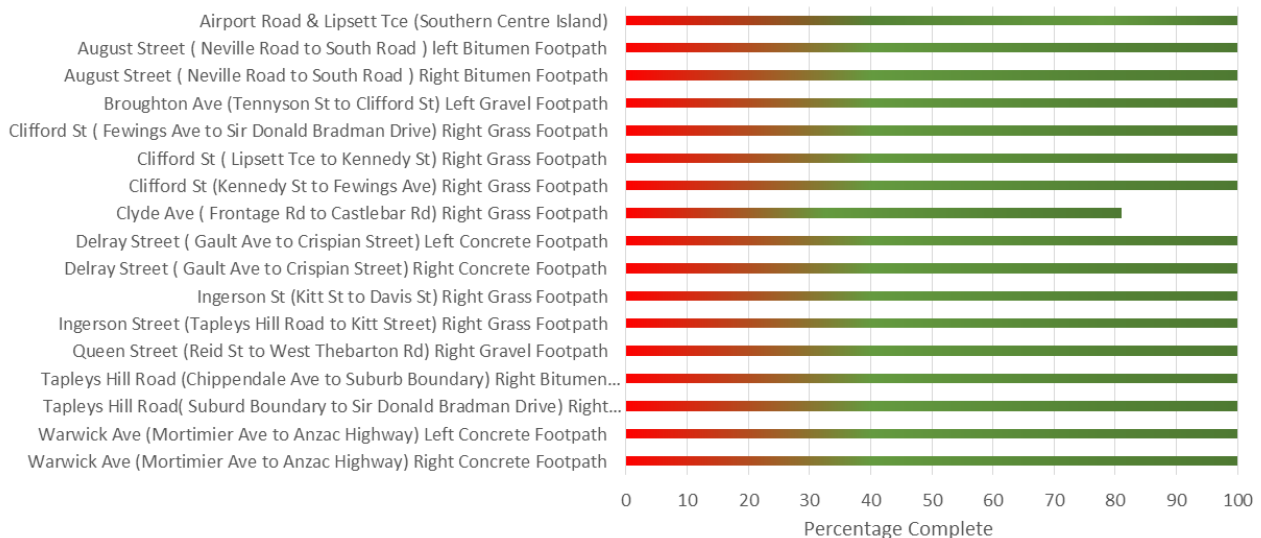
Road Rejuvenation Program 2017/18



Preparatory Works for 2018/19 Rejuvenation Program



Footpath Program 2017/18



| Capital Works | |
|---|---|
| Playground Upgrade 2017/2018 | <p>The following is an update on the current outstanding program of works:</p> <ul style="list-style-type: none"> – Memorial Gardens, Hilton - at the Community Facilities General Committee Meeting of 27 March 2018, approval was provided to proceed with the project. Detailed design is currently being finalised to commence the procurement process in June 2018. <p>The following is an update on the current replacement program for playgrounds at:</p> <ul style="list-style-type: none"> • Dove Street Reserve, Thebarton - works are complete; • East Parkway Reserve, Fulham - works are underway and scheduled to be completed in June 2018; • Jubilee Park Reserve, Glandore - works are underway and scheduled to be completed in June 2018; • Montreal Avenue Reserve, Novar Gardens - currently reviewing playground proposals. |
| Upgrade of St Georges Reserve, Glandore | <p>The proposed project to upgrade the reserve includes the following:</p> <ul style="list-style-type: none"> • Upgrade to the irrigation • Additional playground equipment, including shade to the existing play area • New path, fencing and reserve furniture • New plantings in the reserve <p>The works to the reserve, including modifications to the existing playground and additional play equipment, have commenced in April with an expected completion scheduled for June 2018.</p> |
| Reserve Irrigation Upgrades, 2017/2018 | <p>The following is the status update on the current program of works:</p> <ul style="list-style-type: none"> • Frank Norton Reserve, Torrensville - complete • Amy Street Reserve, Novar Gardens - complete • Joe Wells Reserve, Netley - complete • Jubilee Park Reserve, Glandore - in progress <p>The remaining irrigation projects for the 2017/2018 program are currently scheduled for June/July:</p> <ul style="list-style-type: none"> • Westside Bikeway, Plympton (ongoing/staged program) • Mile End Common Reserve, Mile End <p>The irrigation project scheduled for Thebarton Oval, Torrensville, has now been placed on hold due to late feedback received from the South Australian Amateur Football League (SAAFL) regarding a proposed sizing and re-alignment to a north/south direction of the oval. Further information is available from the Community Facilities General Committee report of 28 November 2017. No further update is available.</p> |

| Traffic Projects and Parking Management | |
|--|---|
| Torrensvile/Thebarton LATM | <p>Detailed development of the following project is continuing:</p> <ul style="list-style-type: none"> • Concept plan being developed for Ashley Street (between Holbrooks Road and Hayward Avenue) <p>Concept for Ashley Street/Sheriff Street roundabout removal is complete and consultation material is being developed for distribution during late May/early June 2018 to affected residents.</p> |
| Novar Gardens/Camden Park LATM | Novar Garden LATM: 2nd Working Party meeting was held on Wednesday 23 May 2018 to discuss proposed options to be presented for public consultation. Currently finalising concepts for consultation. |
| Richmond/Mile End LATM | Baseline traffic data has been collected. Currently undertaking crash data analysis and supplementary traffic counts. |
| Peter Street and Lancaster Street/Lockleys | Concepts for raised pavement bars along the bend of Peters Street and Lancaster Street have been developed and are currently out to consultation with affected properties. |
| Parking Review | <p>Proposed to install No Stopping on west side of Crossley Street North Plympton. Resident consultation letters distributed on 21 May 2018.</p> <p>Proposed to alter the 30 minutes at all times parking controls to two hours 8am - 5.30pm Mon - Fri and 8am - 12noon Sat on Claremont Street Mile End between Ballara Street and Daringa Street. Resident consultation letters distributed on 21 May 2018.</p> <p>Proposed to install No Stopping on southern side of Taylors Lane Mile End from Dew Street to Parker Street. Resident consultation letters distributed on 28 May 2018.</p> <p>Scheduled the reinstatement of yellow lines along Ashely Street at the intersection with Sherriff Street Underdale.</p> |
| Temporary Road Closure | Temporary road closure to Melanto Avenue Camden Park on 24 and 25 May 2018 for a film shoot activity by Wanted 3 Productions Pty Ltd. |
| Bus Stop Upgrades | <p>All bus stops selected for upgrade in 2017/2018 financial year have been completed.</p> <p>Bus Stop 11 and 12 Ashley Street (Northern side) will be upgraded to DDA Standards and indented to allow free-flow traffic along Ashley Street. The works are to be scheduled with the removal of the roundabout located at the intersection of Ashley Street and Sheriff Street programmed within the 1st quarter of 2018/19.</p> <p>Locations for the bus stop upgrades for 2018/2019 financial year have been selected and are being scoped for upgrade.</p> |

| | |
|---|---|
| Blackspot project - Stonehouse Avenue/Morphett Road | <p>The roundabout upgrade proposal for the junction of Stonehouse Avenue/Morphett Avenue has been approved by the State Blackspot Program for funding. Funding of \$293,334 will be contributed by DPTI as part of the total project cost of \$440,000.</p> <p>Detailed design and documentation is complete and it is anticipated to commence installation by mid June 2018.</p> |
| Blackspot project - Albert Street/George Street | The proposed threshold treatment for the Albert Street/George Street intersection has been submitted to DPTI for funding approval. The project is currently under consideration by DPTI and funding commitment is yet to be determined. |
| Mock Crash Demonstration | The Mock Crash Demonstration is to be held on 25 October 2018 at Thebarton Oval. Preparation ongoing. Invitations to schools for express of interest to participate have been sent and currently liaising with schools for confirmation. |

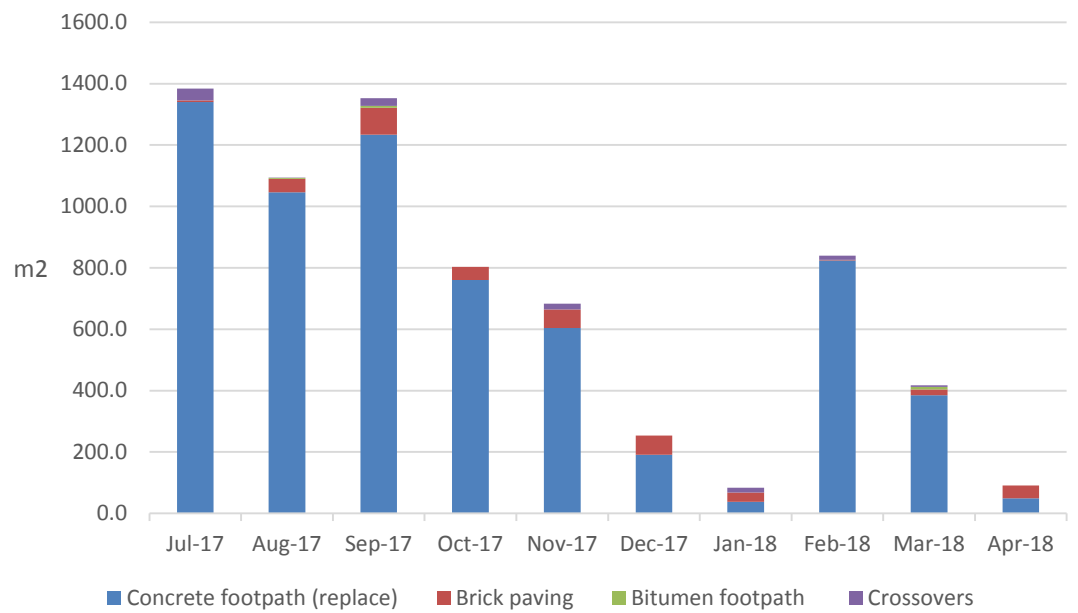
Property and Facilities

| | |
|---|---|
| Weigall Oval Masterplan and Facility Development | <p>Site works are continuing to deliver the stage 1 component of the upgrade of the facilities. Works are scheduled for completion in June 2018. Program maybe slightly delayed due to the current inclement/wet weather.</p> <p>A further update was provided to the Community Facilities General Committee Meeting on 22 May 2018. This report advised Committee Members that Council's consultants and the Administration have been working with lessee/licensee stakeholders to refine concept and design plans previously endorsed by Council. The Administration has also commenced discussions in relation to the operational model and lease/license arrangements for the new facility and sports grounds.</p> <p>Detailed design and documentation has continued with next stage of works and will be followed by the procurement process. A further update will be provided at the next Community Facilities General Committee Meeting scheduled on 24 July 2018.</p> |
| Lockleys Oval Masterplan and Facility Development | <p>Tenders closed on 20 April 2018 for works associated with the Lockleys Oval Masterplan upgrade. The tender evaluation has been completed and negotiations are continuing with a preferred tender for project award.</p> <p>A further update including a Project Schedule will be provided to the next meeting of the Community Facilities General Committee Meeting scheduled on 24 July 2018.</p> |
| Apex Park Masterplan and Facility Development | <p>An update was provided to the Community Facilities General Committee Meeting on 22 May 2018.</p> <p>The procurement process and review of submissions was delayed due to the complexity of the project, however the tender evaluation has been completed and negotiations are continuing with a preferred tender for project award and commencement on site.</p> <p>A further update will be provided to the Community Facilities General Committee Meeting on 24 July 2018.</p> |

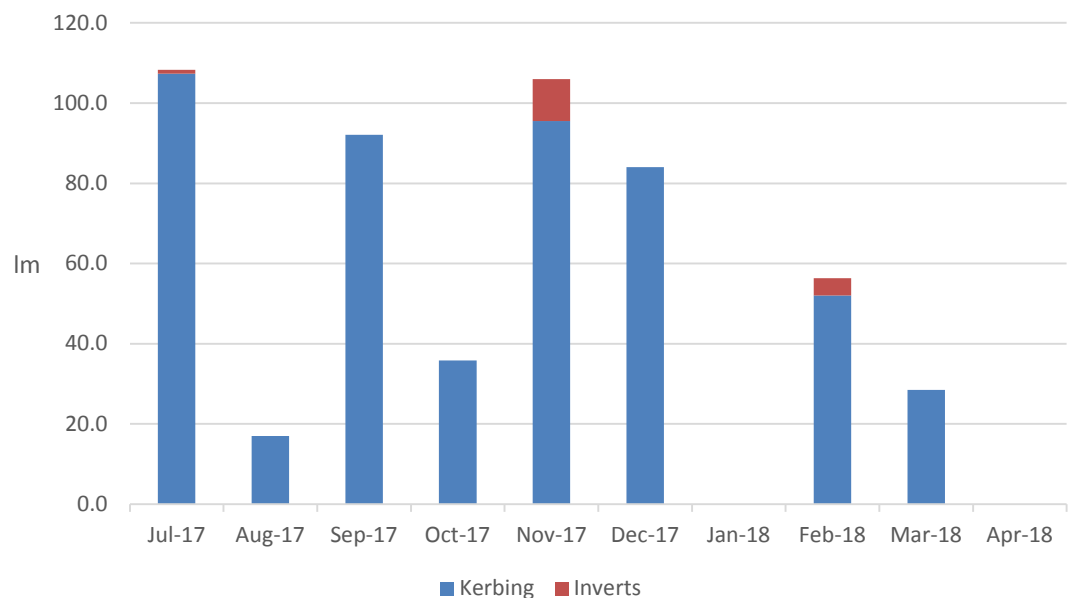
| | |
|---|---|
| Camden Oval Masterplan and Facility Development | <p>Site works are continuing to deliver the installation of the senior synthetic soccer pitch. Works are scheduled for completion in June 2018.</p> <p>Tenders closed for the procurement process for the greater project on 21 March 2018. In order to meet the project budget, the Administration and consultants were required to reduce the scope of works of the tender. The tender evaluation has now been completed from the short-listed tenderers and negotiations are continuing with a preferred tender for project award. A contract is expected to be awarded shortly.</p> <p>A further update will be provided to the Community Facilities General Committee Meeting on 24 July 2018.</p> |
| Cummins House | <p>Letter forwarded to State Government (DPTI) seeking clarification as to methodology used to determine sale price of House. Handover to the National Trust has occurred (website information has also been updated).</p> <p>A meeting to introduce the National Trust representatives to the Cummins Society is to occur shortly.</p> |
| Lockleys Bowling Club | <p>Initial discussions in regard to the grant of a new lease for the Lockleys Bowling Club over the Council owned premises within the Lockleys Oval complex have commenced.</p> |
| Kings Reserve Masterplan | <p>An updated Masterplan was provided to the Community Facilities General Committee on 22 May 2018.</p> <p>Detailed design and the procurement process for Stage 1 elements will begin shortly and updates will be provided through the Community Facilities General Committee Meetings.</p> |
| Torrensvile Bowling Club | <p>The club is expecting to commence civil and building works for the new synthetic bowling green and covered structure in August 2018. It is expected the works duration (on site) to be approx. 10 months.</p> <p>Procurement documentation has been forwarded to selected parties to undertake necessary/identified roof repair works to the existing clubroom building. Works will be scheduled to commence in August.</p> <p>The improvements to the local drainage within Kings Reserve, namely the construction of a wetland/water feature, continues to progress and at the time of preparation of this report it is scheduled to be completed early in June 2018.</p> |
| Thebarton Theatre Complex | <p>Following the recent workshop held with Elected Members a report dealing with leasing matters has been presented to and considered by the Community Facilities Committee at its meeting of 22 May 2018.</p> <p>The electrical and structural works upgrade program for 2017/2018 is continuing within the theatre and is expected to be completed in June 2018. Preparation works are also underway for the 2018/2019 program</p> |

City Operations

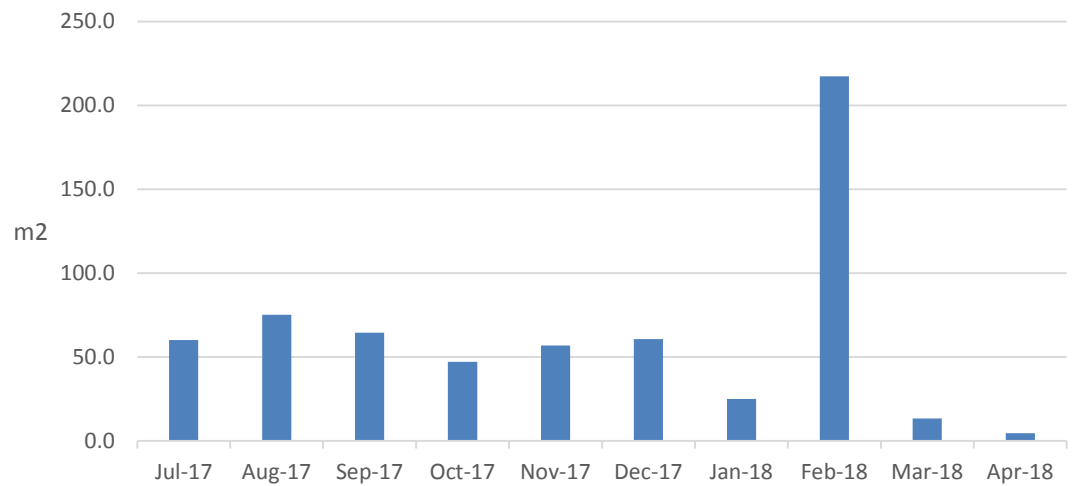
Footpath Reinstatement



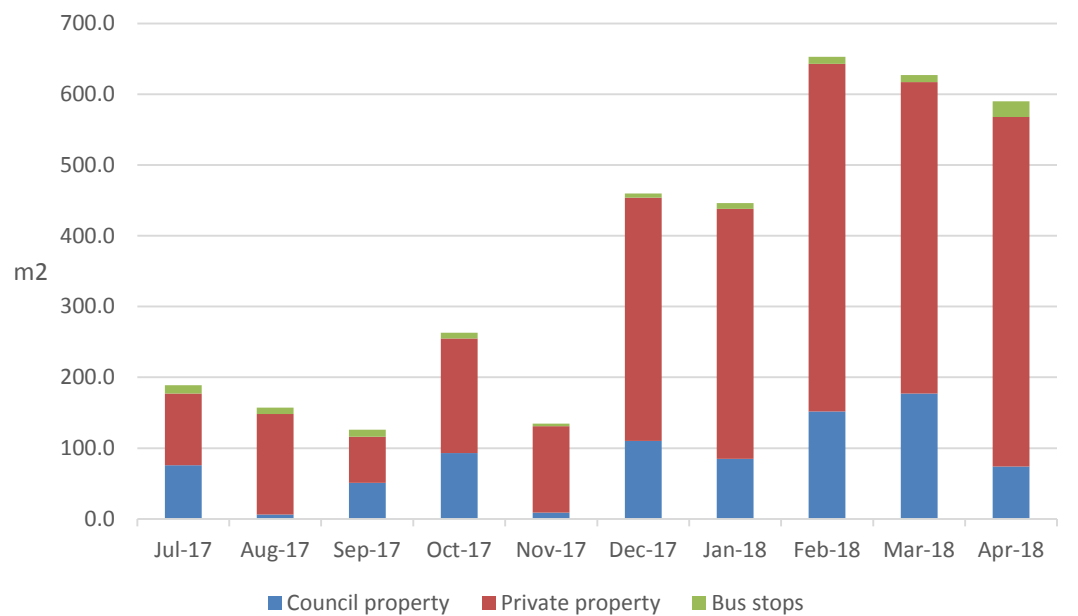
Kerb & Waterable / Invert Reinstatement



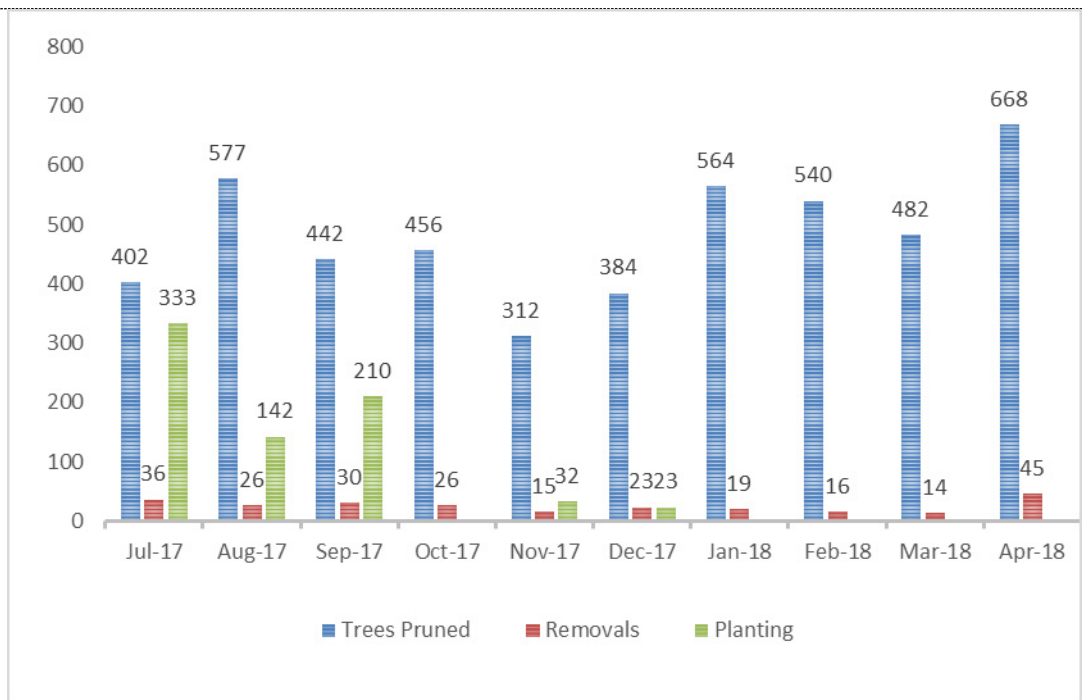
Road Repair and Potholes



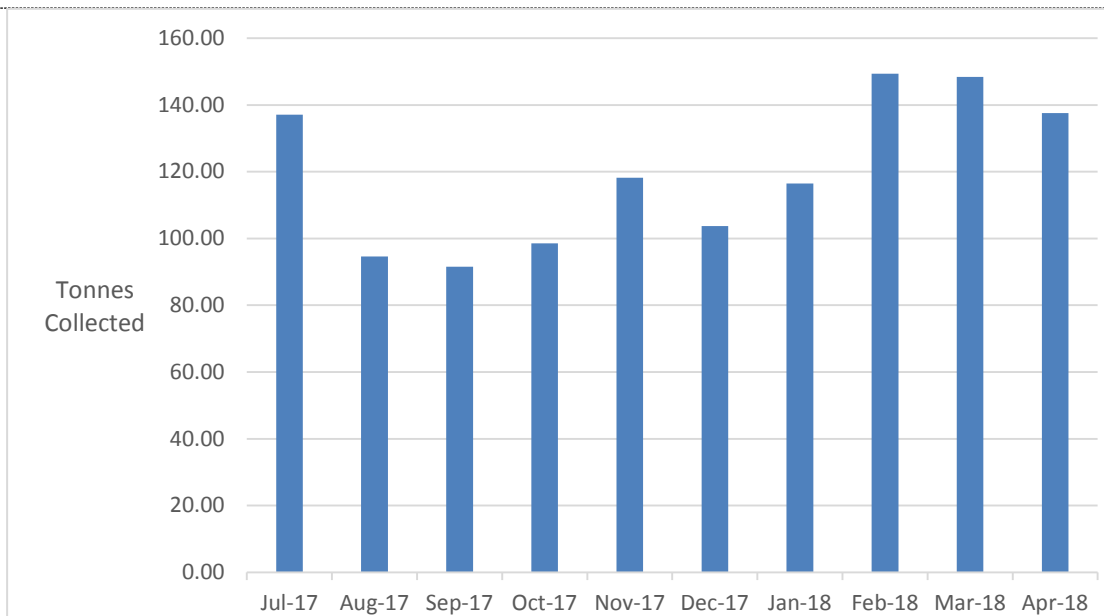
Graffiti Removal



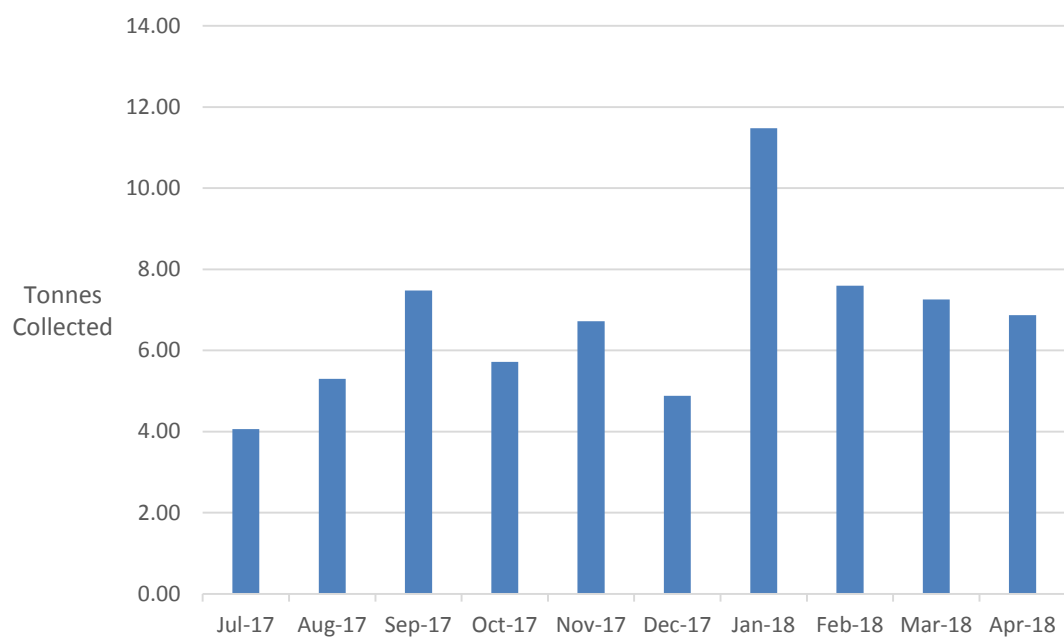
Arboriculture



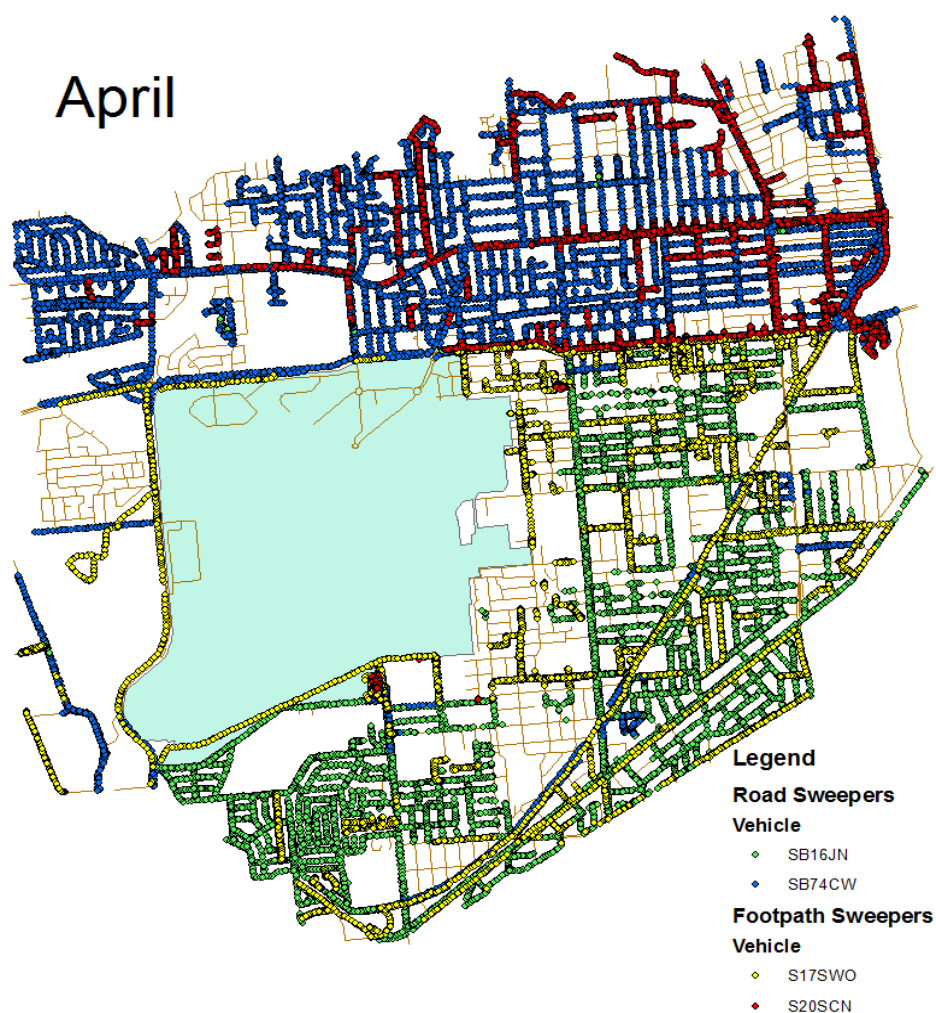
Street Sweeper



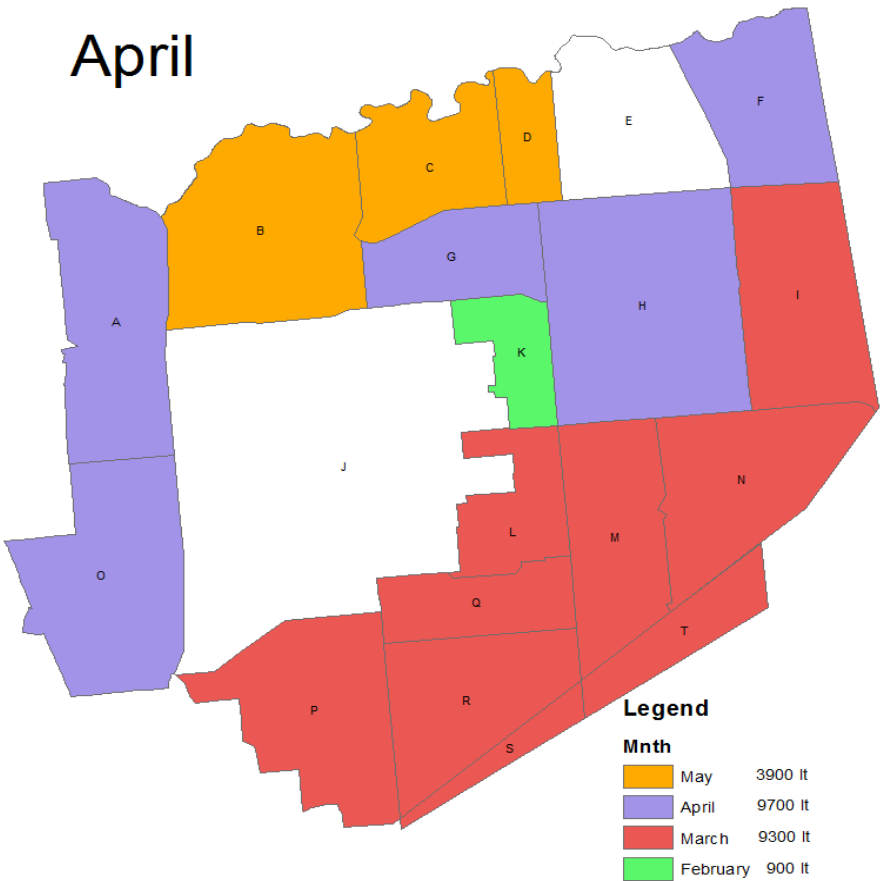
Illegal Rubbish Collection



Street and Footpath Sweeper Coverage

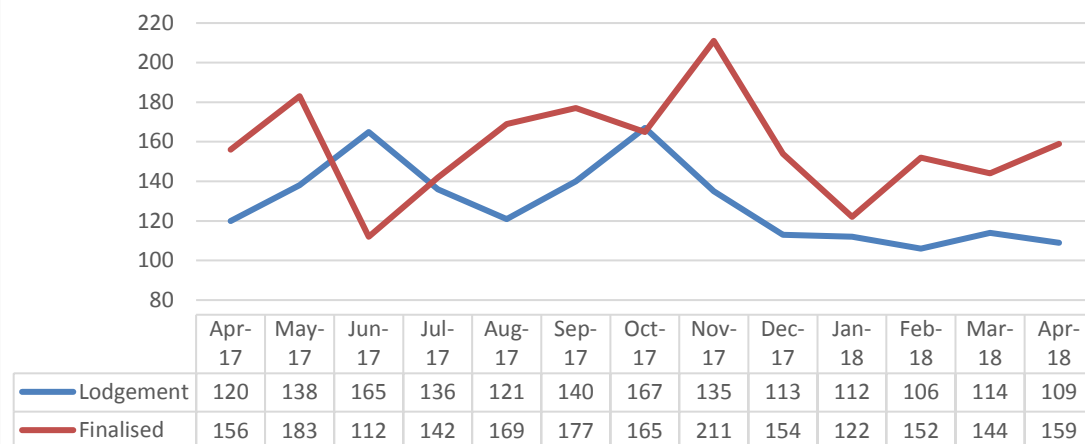


Contract Weed Spraying
(2nd Cycle)

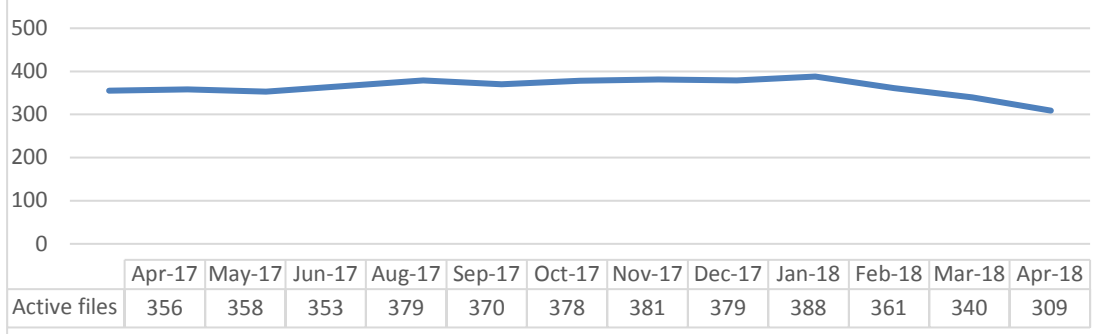


Development Assessment

Development Applications

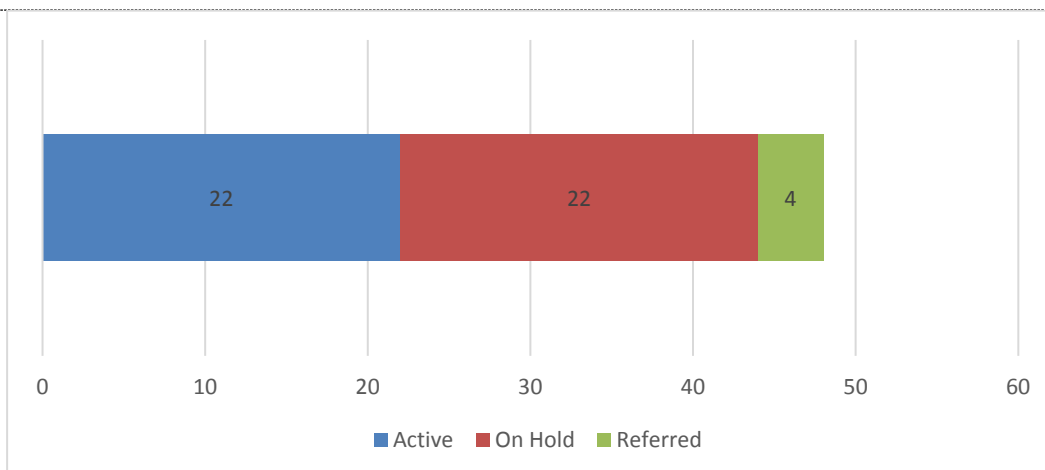


Active files Development Approval

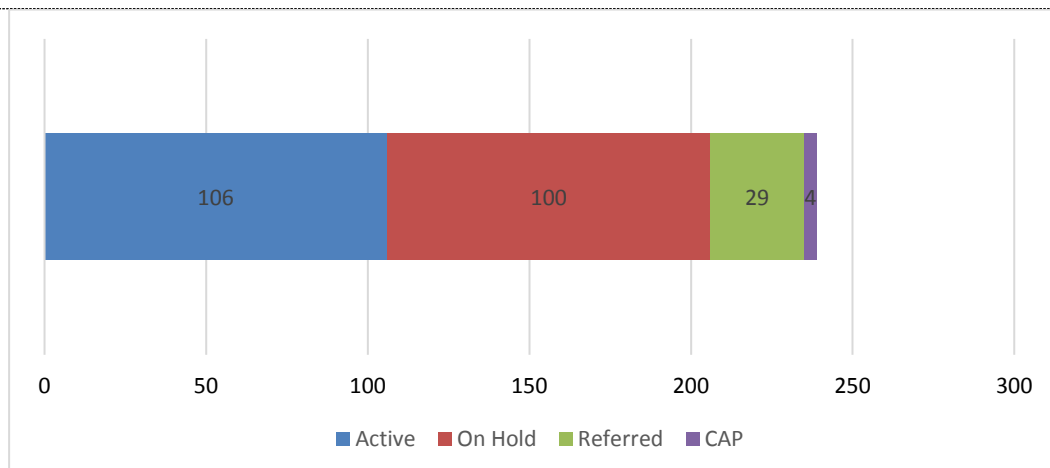


Active files shows all development applications that have been lodged with Council but are yet to receive a decision, it includes applications for Development Plan Consent, Building Rules Consent and Land Division Consent.

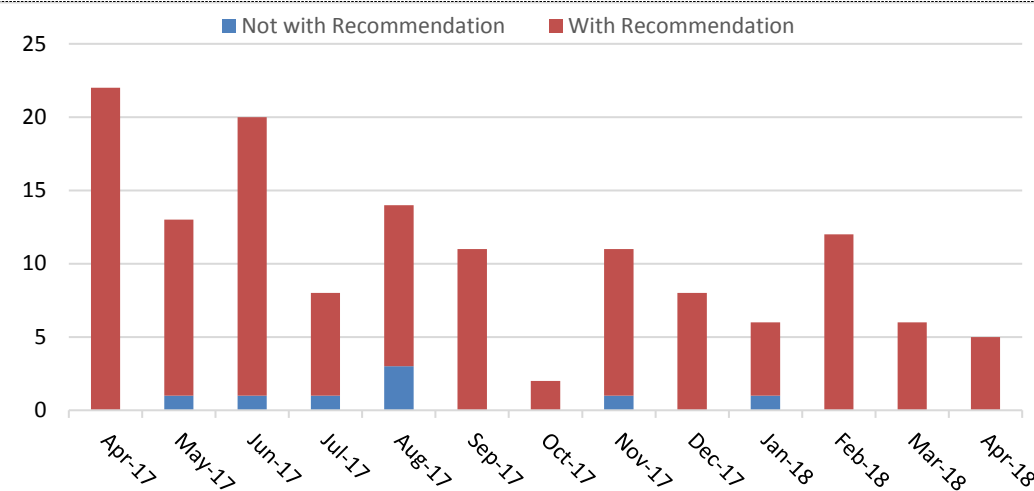
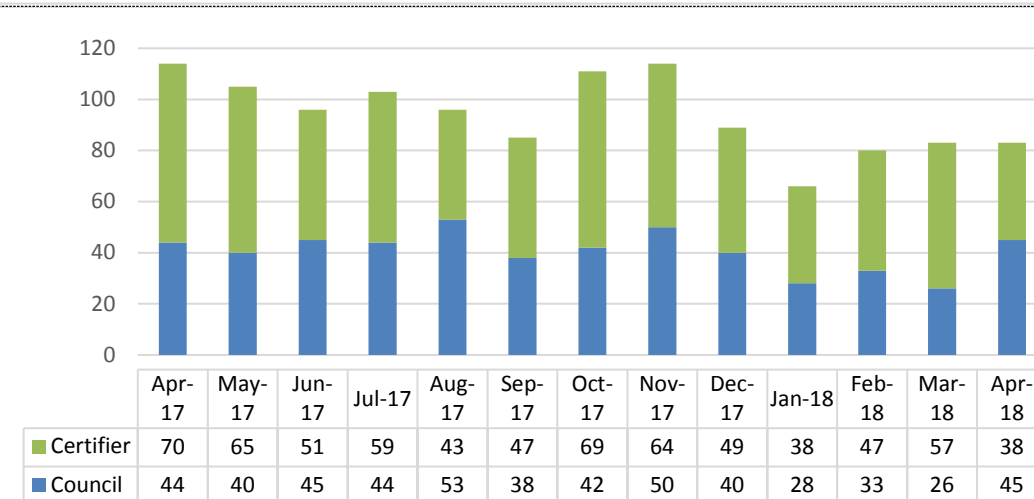
Current Applications Building Rules Consent



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

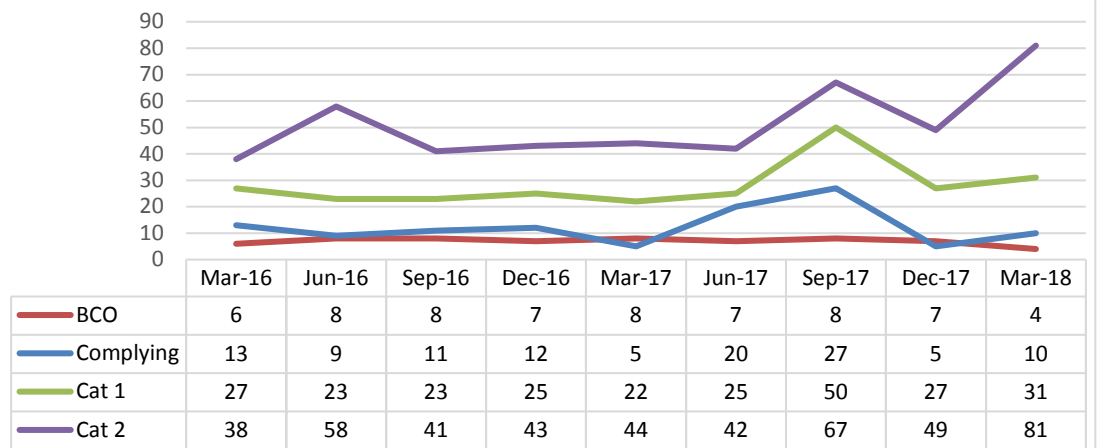
Current Applications
Development Plan Consent

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

Council Assessment Panel
DecisionBuilding Rules Consent issued
By Relevant Authority

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

Median Assessment Timeframes

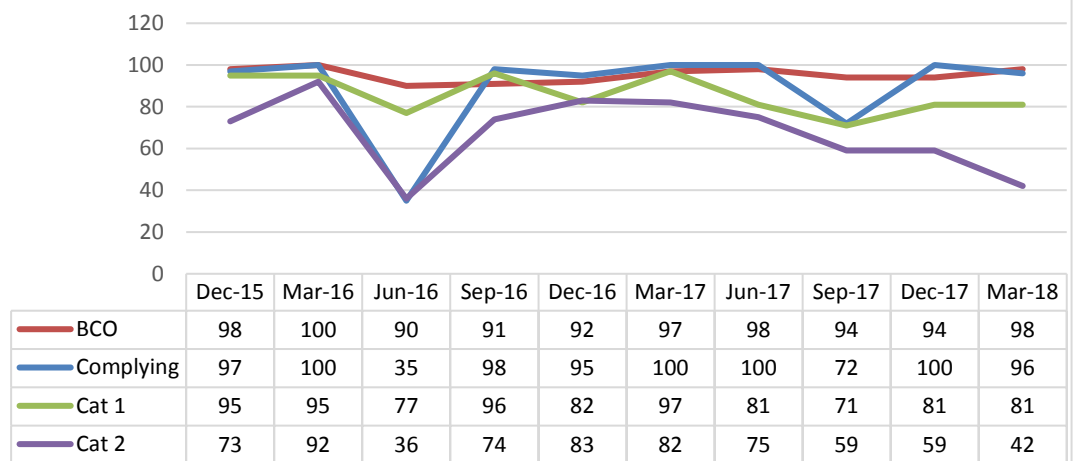


Maximum Statutory Timeframes are as follows:

Building Code Only (BCO) - 20 days

Complying - 30 days Category 1 - 60 days Category 2 - 60 days

Percentage of DAs that met Statutory Timeframes



Maximum Statutory Timeframes are as follows:

Building Code Only (BCO) - 20 days

Complying - 30 days Category 1 - 60 days Category 2 - 60 days

Compliance

| Month/ Year | No of Actions Received | Actions Resolved within the month | Actions Resolved from previous months | Total Ongoing Actions | Section 84 Issued | Section 69 Issued | New Actions with ERD Court | Resolved Actions with ERD Court | Total ongoing Actions with ERD Court | Section 51 Clearances |
|----------------|------------------------------|--|---|-----------------------------|----------------------|----------------------|-------------------------------------|--|--|--------------------------|
| Apr 17 | 10 | 5 | 7 | 53 | - | - | - | - | 2 | 7 |
| May 17 | 13 | 9 | 10 | 47 | 1 | - | - | 1 | 1 | 18 |
| Jun 17 | 16 | 6 | 0 | 57 | - | - | - | - | 1 | 13 |
| Jul 17 | 9 | 7 | 5 | 43 | - | - | - | 1 | 0 | 18 |
| Aug 17 | 18 | 12 | 2 | 49 | - | - | - | - | - | 20 |
| Sept 17 | 28 | 24 | 13 | 40 | - | - | - | - | - | 12 |
| Oct 17 | 25 | 14 | 8 | 50 | 2 | - | - | - | - | 14 |
| Nov 17 | 21 | 10 | 0 | 58 | - | - | 1 | - | 1 | 22 |
| Dec 17 | 24 | 17 | 3 | 50 | - | - | - | - | 1 | 7 |
| Jan 18 | 15 | 12 | 2 | 55 | 1 | - | - | - | 1 | 11 |
| Feb 18 | 24 | 16 | 8 | 55 | 1 | - | 1 | - | 2 | 19 |
| Mar 18 | 27 | 23 | 1 | 46 | 1 | - | 1 | - | 2 | 9 |
| Apr 18 | 22 | 14 | 7 | 47 | 2 | - | - | - | 2 | 9 |

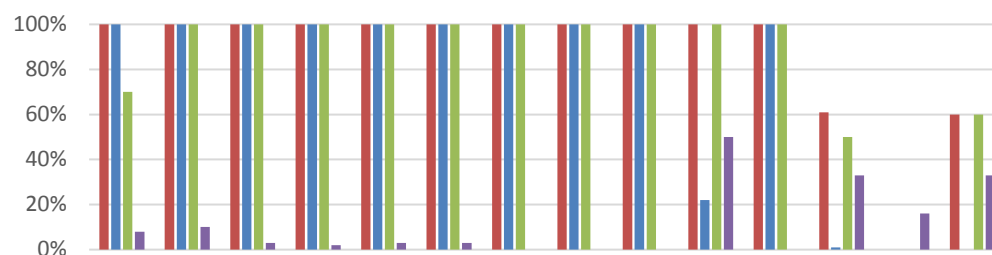
Compliance actions include investigating potential use of properties for activities that haven't been approved, buildings being constructed without the required approvals, checking of older buildings that may be becoming structurally unsound.

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

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

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

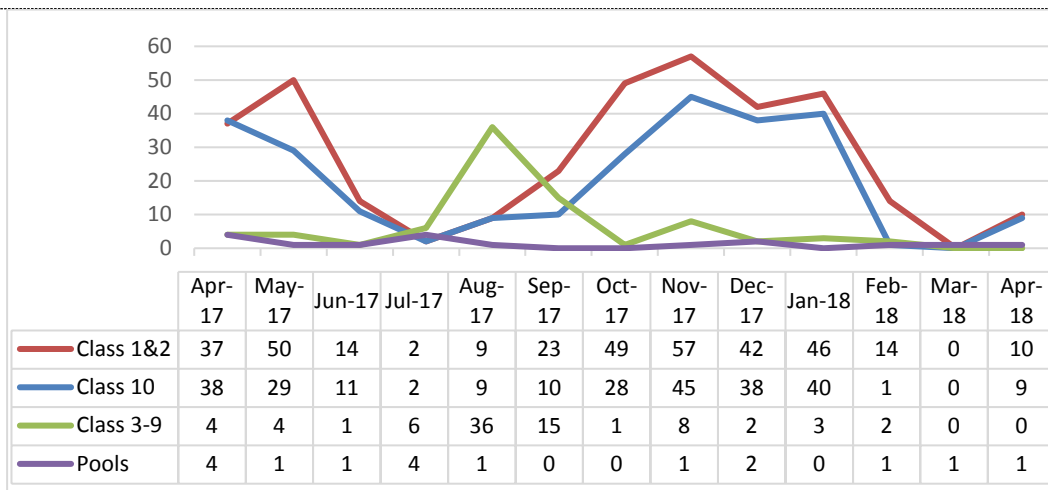
Building Inspections



| | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 | Mar-18 | Apr-18 |
|-------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| ■ Class 1&2 | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 61% | 0% | 60% |
| ■ Class 3-9 | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 22% | 1% | 0% | 0% |
| ■ Class 10 | 70% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 50% | 0% | 60% |
| ■ Pools | 8% | 10% | 3% | 2% | 3% | 3% | 0% | 0% | 0% | 50% | 0% | 33% | 16% | 33% |

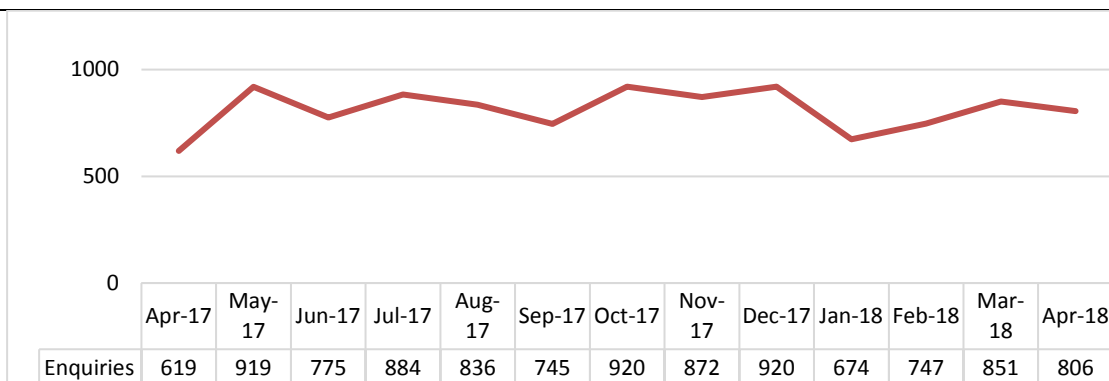
The Development Act and Council's Building Inspection Policy requires that a minimum number of approved buildings are inspected for compliance with their associated Development Approval documentation. In addition there is a requirement to undertake a pool safety inspection upon all swimming pools approved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

NOTE: Only successful inspections are recorded, failed inspections are listed for re-inspection including Swimming Pools.

Actual Satisfactory Building
Inspections Undertaken

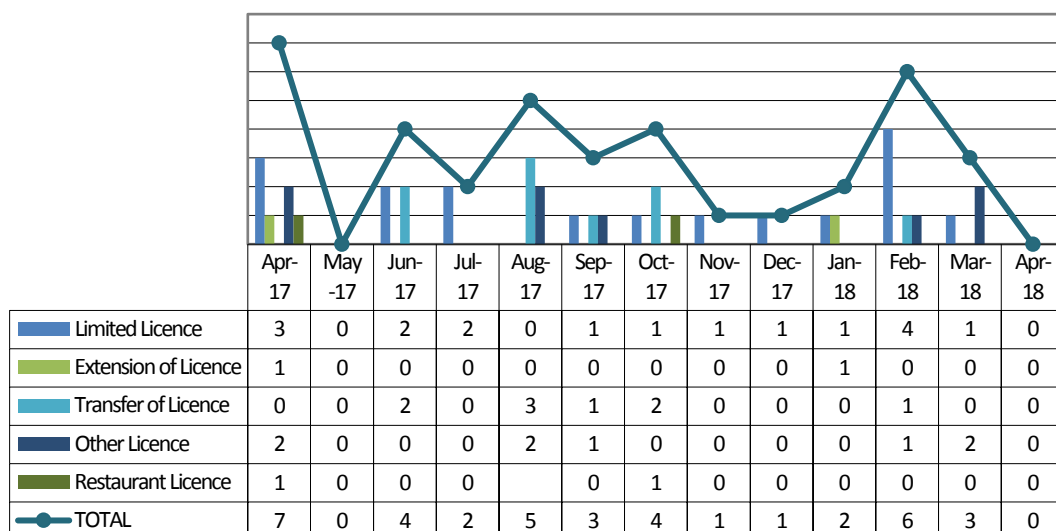
The Development Act and Council's Building Inspection Policy requires that a minimum number of approved buildings are inspected for compliance with their associated Development Approval documentation. In addition there is a requirement to undertake a pool safety inspection upon all swimming pools approved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

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

ePathway Online Development
Application Enquiries

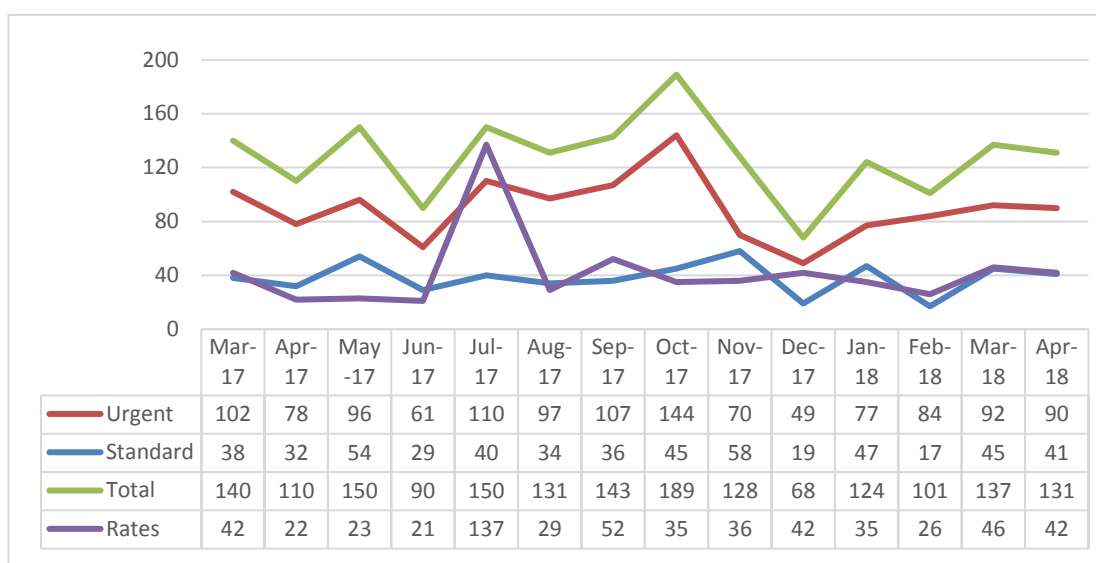
Since 2011, people have been able to check the progress of their own development applications or check the history of development applications via the internet on Council's website.

Licence Applications



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

Section 12 Searches



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

Attachments

Nil

12 MEETING CLOSE

INDEX

| | | |
|-----------|--|-----------|
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| 2 | Present | 1 |
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| 4 | Disclosure Statements | 1 |
| 5 | Confirmation of Minutes..... | 1 |
| 6 | Communications by the Chairperson..... | 1 |
| 7 | Questions with Notice | 1 |
| | Nil | |
| 8 | Questions without Notice..... | 1 |
| 9 | Motions with Notice..... | 1 |
| | 9.1 Live Streaming of Council Meetings | 1 |
| 10 | Motions without Notice..... | 1 |
| 11 | Governance Reports..... | 2 |
| | 11.1 2018 Council Elections..... | 2 |
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| 12 | Meeting Close | 11 |

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

Cr Garth Palmer

Cr Simon Tsiaparis

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the Governance Committee held on 1 May 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****9.1 Live Streaming of Council Meetings**

Mayor John Trainer gave notice of his intention to move the following motion:

MOTION

That in order to promote community interest and engagement in Council decision making and to improve accessibility of Council and Standing Committee meetings to a broader audience, a suitable policy be prepared by the Administration for further consideration by Council relating to the live streaming and recording of Council and Standing Committee meetings.

10 MOTIONS WITHOUT NOTICE

11 GOVERNANCE REPORTS

11.1 2018 Council Elections

Brief

This report details the key dates associated with the local government elections to be held in November 2018.

RECOMMENDATION

The Committee recommends to Council that the 2018 Council Elections report be received.

Introduction

The Electoral Commission of South Australia (ECSA) has released the key dates for the local government elections to be held in November 2018.

Discussion

The key dates for the 2018 Council Elections are:

| Event | Date |
|--|--|
| Voters Roll Purged | Monday 1 January 2018 |
| Voters Roll Closes | 12 noon Friday 10 August 2018 |
| Candidate Briefing Session* | 7pm Monday 27 August 2018* |
| Candidate Nominations Open | Tuesday 4 September 2018 |
| Caretaker Period Commences | Tuesday 18 September 2018 |
| Candidate Nominations Close | 12 noon Tuesday 18 September 2018 |
| Draw for Position of Candidate Names on the Ballot Paper | 4pm Tuesday 18 September 2018 |
| Elections Signs May be Erected | 12 October 2018 |
| Voting Materials Mailed Out | Monday 22 October 2018 to Friday 26 October 2018 |
| Close of Voting | 12 noon Friday 9 November 2018 |
| Scrutiny and Count | 9am Saturday 10 November 2018 |
| Provisional Declaration | Immediately after Count is completed |
| Caretaker Period Concludes | Conclusion of Elections |
| Elections Signage to be Taken Down | Friday 9 November 2018 |

*Date and time to be confirmed

Council's Role in Election Information Provision

Section 12 of the *Local Government (Elections) Act 1999* (Act) stipulates that a council is responsible for the provision of information, education and publicity designed to promote public participation in the electoral processes for its area, to inform potential voters about the candidates who are standing for election in its area and to advise its local community about the outcome of elections and polls conducted in its area.

Consequently, the Local Government Association (LGA) has produced a series of marketing materials branding the elections as the '2018 Council Elections' which may be used by councils to promote the local government elections. The Administration has prepared a promotional campaign to encourage community participation, including candidate nominations, in the 2018 West Torrens Council Elections. The campaign will use materials and advertising as provided by the LGA and materials and advertising developed in-house.

The key phases of the campaign are Enrol, Nominate and Vote. Information on each phase of the campaign was placed on the Council's website in February 2018.

Enrolment to Vote

The Administration has scheduled the following activities to promote the opportunity for people (including natural persons, businesses, bodies corporate and groups) to register to vote and/or nominate as a candidate in the 2018 Council Elections.

1. Talking Points

A full page article explaining the role of Council and informing people of their right to vote in the 2018 West Torrens Council Elections was published in the autumn edition of Talking Points.

The Local Government Association has published a flyer which provides an overview of the process for enrolling to vote, nominating as a candidate and the voting process (**Attachment 1**). This flyer will be inserted into the winter edition of Talking Points.

2. Direct Mail Out to Eligible Voters

In order to ensure as many people as possible are aware of their eligibility to be included on the Voters' Roll (Roll), the Administration reviewed past Rolls, rates records and mailing lists currently used by the Administration for eligible voters.

The review resulted in the compilation some 14,108 natural persons, businesses, bodies corporate or groups that were identified as being eligible to enrol on the Roll. A mail out, conducted by Australia Post, was delivered to each person's address in mid May 2018.

Each person received:

- A letter explaining the 2018 Council Election process and their eligibility to be registered on the Roll.
- A copy of the enrolment form which needs to be completed and sent back to council.
- A copy of a West Torrens badged DL flyer (**Attachment 2**) which can be passed on to another person.
- A reply paid envelope for ease of reply.

ESCA has advised that enrolment forms may not be submitted electronically due to its internal fraud prevention processes.

3. Messenger Press

A quarter page advertisement encouraging people to enrol to vote is scheduled to be published in the Messenger Press on the 16 May 2018, 20 June 2018 and 4 July 2018.

4. Rates Notices

A DL flyer (**Attachment 2**) will be included with the Quarter 1 rates notices for distribution to rate payers. The flyer has been specifically worded to encourage ratepayers to pass the flyer to someone they know who may not be aware of their voting entitlements e.g. newly arrived overseas residents.

5. Social Media and Direct Marketing

As is standard practice with all community engagement processes, the Council's social media outlets will be used to promote all stages of the 2018 Council Elections.

Hard copy materials, e.g. the flyers as attached to this report, will be available for collection and will be distributed at Council's offices, the Hamra Centre Library and community centres.

6. Banners

Banners promoting all phases of the 2018 Council Elections have been purchased and are scheduled to be displayed on Council's temporary banner structures across the City.

Conclusion

This report details the key dates for the 2018 Council Elections to be held in November 2018 and activities being undertaken to encourage community participation in the 2018 Council Elections. Further reports will be presented to Council as each stage of the election progresses.

Attachments

1. **2018 Council Elections Flyer Published by the LGA**
2. **Voters Roll DL Flyer**

5 June 2018

How can you make a difference?

You can influence what happens in your local community in two ways - by nominating for a position on council, or by voting for a candidate who represents your views.

Enrolling to vote

Voting in council elections is open to a broader range of people than state and federal elections. Even if you are not an Australian citizen, and not on the state (House of Assembly) electoral roll you can vote in a council election, as long as you are above 18 years of age and have lived in the council area for more than one month. You can also vote in a council election if you own a rateable property in the area, regardless of whether you live in it.

Another important difference is that businesses and bodies corporate can vote in council elections.

For more information about eligibility and to obtain a voter registration form for the supplementary roll go to www.lga.sa.gov.au/councilelections

Enrolments close 5pm Friday 10 August 2018.

Nominating for a position on council

If you are eligible to vote in your local council elections, you are probably also eligible to stand for a position on council. With very few exceptions (such as being an undischarged bankrupt, or being disqualified from holding office by a court order), you can nominate for a position on

council regardless of qualifications, religion, race, gender, experience or profession. In fact, councils actively encourage nominations from people from diverse backgrounds to ensure that a wide range of views are being represented.

The Local Government Association and many councils run information sessions for potential candidates. To find out more about these sessions or how to nominate go to www.lga.sa.gov.au/councilelections

Nominations for council elections open Tuesday 4 September and close 12noon Tuesday 18 September 2018.

Voting in the 2018 council elections

Voting in council elections is done by post. If you are on the state (House of Assembly) electoral roll or have completed an enrolment to join the supplementary roll, you will receive a voting pack in the mail in late October 2018.

The ballot paper in your voting pack will show the candidates standing for election in your council ward. To find out more about each of the candidates and what they stand for go to www.lga.sa.gov.au/councilelections, then complete your ballot paper and return it in the reply paid envelope.

Votes must be received before 5pm Friday 9 November 2018.

Get involved and make a difference

Local democracy is an important feature of life in Australia, and councils have a far greater influence on communities than most people appreciate. Make a difference by participating in your council election.

For more information go to your council website or visit www.lga.sa.gov.au/councilelections

- make a difference -
COUNCIL ELECTIONS
-2018-



ENROL
by 5pm Friday 10 August 2018



How can you make a difference?

You can influence what happens in your local community in two ways – by nominating for a position on council, or by voting for a candidate who represents your views.

Enrolling to vote

Voting in council elections is open to a broader range of people than State and Federal elections. Even if you are not an Australian citizen, and/or not on the State Electoral Roll you can vote in a council election, as long as you are above 18 years of age and have lived in the council area for more than one month. You can also vote in a council election if you own a rateable property in the area, regardless of whether you live in it.

Another important difference is that businesses and body-corporates can vote in council elections.

For more information about eligibility and to obtain a voter registration form for the Voters Roll go to westtorrens.sa.gov.au/elections

If you know someone who may not be enrolled to vote, such as a rental tenant or new migrant, please feel free to pass this information onto them.



- SA councils -
PART
- of your -
EVERY
DAY.

Authorised by: CEO Terry Buss PSM • Email: elections@wtcc.sa.gov.au • Phone: 8416 6333

11.2 Legislative Progress Report - May 2018

Brief

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

RECOMMENDATION

The Committee recommends to Council that the 'Legislative Progress Report - May 2018' be received.

Introduction

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

Information on the status of all Bills and Acts is available on the South Australian Legislative Tracking and the Federal Register of Legislation websites at:

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

Discussion

The first session of the 54th Parliament commenced on 3 May 2018. This session was primarily focussed on establishing membership of Parliamentary committees.

| Recent Amendments to Legislation |
|---|
| <i>Nil</i> |
| Summary of Proposed Amendments to Legislation |
| <i>Independent Commissioner Against Corruption (Investigation Powers) Amendment Bill</i> |
| <p>The <i>Independent Commissioner Against Corruption (Investigation Powers) Amendment Bill</i> seeks to amend the <i>Independent Commissioner Against Corruption Act 2012</i> to allow the Independent Commissioner Against Corruption the ability to conduct public hearings into maladministration and misconduct.</p> <p>The Bill was introduced in the House of Assembly on 10 May 2018 and was adjourned at its second reading.</p> |

Freedom of Information (Miscellaneous) Amendment Bill

The *Freedom of Information (Miscellaneous) Amendment Bill* was first introduced into Parliament by the Hon. Mark Parnell in 2014 following a report released by the South Australian Ombudsman entitled 'An audit of state government department's implementation of the Freedom of Information Act 1991' (Report). The Bill passed the Legislative Council in 2016 but was prorogued at the end of 2017.

The Bill, which seeks to amend the *Freedom of Information Act 1991* (FOI Act), was reintroduced to the Legislative Council on 9 May 2018.

The purpose of the Bill is to implement the Ombudsman's recommendations from the 2014 report, which include:

- Clarification on how to apply the public interest test.
- Stipulating timeframes for acknowledging receipt of applications.
- A requirement to refund fees if an agency exceeds a time limit for determining an application.
- Reducing the number of exemption provisions to encourage the disclosure of information.
- The inclusion of an offence provision for persons who improperly direct or influence a decision or determination made under the FOI Act.

The Bill was adjourned at its second reading on 9 May 2018.

Public Interest Disclosure Bill

The *Public Interest Disclosure Bill* seeks to amend the *Local Government Act 1999* along with the *Public Sector Act 2009*, repealing the *Whistleblowers Protection Act 1993* and enacting the *Public Interest Disclosure Act 2018*.

It aims to encourage and facilitate disclosures of certain information in the public interest by ensuring that proper procedures are in place for making and dealing with such disclosures, and providing protections to those making disclosures.

The Bill was introduced for first reading on 16 May 2018 and adjourned at the second reading.

Bills previously reported on where the status has changed

Nil

Bills previously reported on where the status remains unchanged

All Bills previously reported on where the status remained unchanged will need to be reintroduced to the new session of Parliament for debate.

Acts Assented to but Not Yet Commenced

- The *Environmental Protection (Waste Reform) Amendment Act 2017* (Act) received Royal Assent on 14 November 2017 and was proclaimed on 28 November 2017. The operation of Schedule 2 of the Act is suspended until a subsequent proclamation.
- *Dog and Cat Management (Miscellaneous) Amendment Act 2016* was proclaimed on 19 April 2017 and is subject to a staged commencement. The first tranche of provisions came into operation on 1 July 2017 with the remaining tranche of sections commencing on 1 July 2018.
- The *Local Government (Boundary Adjustment) Amendment Act 2017* (Amendment Act) received Royal assent on 22 August 2017 and was proclaimed on 7 November 2017. The Amendment Act will come into operation on 1 January 2019 following the 2018 Local Government elections.

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

Parliamentary Inquiries

Parking and Traffic Movement

The Parliament of South Australia Legislative Review Committee (Committee) undertook an Inquiry into the Regulation of Parking and Traffic Movement.

The Government provided a submission to the Legislative Review Committee on Friday 21 July 2017 and provided a copy to the LGA which, in turn, prepared a submission in consultation with member councils that focused on the terms of reference of the Inquiry.

The Committee reviewed all submissions and evidence and provided a determination to the relevant Ministers. The Committee did not receive a response from the Ministers prior to the caretaker period for the State Elections. The progression of the Inquiry will be determined at a later date by the new elected bodies.

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

Conclusion

This report on legislative amendments is current as at 28 May 2018.

Attachments

Nil

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