

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, 6 FEBRUARY 2018**  
**at 7.00pm**

**Bill Ross**  
**Chief Executive Officer (Acting)**

#### **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**

## **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 16 January 2018 be confirmed as a true and correct record.

## **6 MAYORS REPORT**

### **(Preliminary report for the agenda to be distributed Friday, 2 February 2018)**

In the three weeks since the last Council Meeting of 16 January 2018 functions and meetings involving the Mayor have included:

#### **17 January 2018**

- 12noon Attended the Metropolitan Mayor's Luncheon, hosted by the City of Port Adelaide Enfield at Carmines and Co, Port Adelaide.
- 4.00pm Participated with Acting CEO Angelo Catinari in the Metropolitan Local Government Group meeting at LG House.

#### **19 January 2018**

- 11.45am With Mrs Rosemary Trainer and Deputy Mayor George Vlahos, hosted a table at the Australia Day Luncheon at the Adelaide Entertainment Centre. Guests included Mr Angelo Catinari (Acting CEO City of West Torrens), Ms Gina Kadis (Principal, St George College), Mr John Kernahan (CEO, Adelaide Football League), Mr Andreas Konstantinos Gouras (Consulate General of Greece, SA), Ms Necia Mickel (Director, Walter Brooke Architects), Mr Brett Lewis (General manager, Kooyonga Golf Club), Mr David Grenvold (CEO, West Adelaide Football Club), Mr Mike Dunphy (President, Japan Australia Friendship Association), Ms Kathleen Allen (Office of the Mayor and CEO).

**25 January 2018**

10.00am Attended the 26th Birthday Celebrations for the Probus Club of Airport District Inc.

**26 January 2018**

10.00am Presided at the City of West Torrens Australia Day Citizenship Ceremony and Awards presentation held at the Thebarton Community Centre along with Australia Day Ambassador Mr Des Ryan and Deputy Mayor George Vlahos. VIPs in attendance included Federal Member for Hindmarsh Steve Georganas and Wendy, Treasurer Tom Koutsantonis MP, Dr Mark Siebentritt representing Stephanie Key MP, Australian Multicultural and Ethnic Affairs Commission representative Mr Mabok Marial and Ms Heather Jones representing the Australian Electoral Commission. Also present were Cr McKay, Cr Demetriou, Cr Haese, Cr Woodward, Cr Rypp and Cr Tsiaparis.

12noon Attended the Airport Over 50's Australia Day BBQ.

6.00pm Attended with Mrs Rosemary Trainer the Australia Day Council's Australia Day in the City Parade followed by the concert and fireworks at Elder Park.

**1 February 2018**

9.30am Regular Coast FM interview with Dave Hearn.

2.40pm Interview on ABC Radio 891 with Sonya Feldhoff regarding the lengthy delay in reconstructing sections of the River Torrens Linear Park.

6.00pm Participated in the Road Safety Committee meeting.

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:

**2 February 2018**

6.30pm Attending the Civic Reception hosted by the City of West Torrens in celebration of the 30<sup>th</sup> Anniversary of the Camden Women's Classic.

**3 February 2018**

7.00am Attending the Australian Mayoral Aviation Council Breakfast and Committee Meeting at the Rydges Southpark Hotel.

1.00pm Attending the West Adelaide vs Sturt SANFL Women's League football match at City Mazda Stadium.

2.30pm Attending the 2018 State Track and Field Championships Afternoon Tea at SA Athletics Stadium.

6.30pm (approx.) Visit the "Thebartonia" Street Festival adjacent to the W heatsheaf Hotel.

7.30pm Attending the Malona Society "St George" Rhodes SA 60<sup>th</sup> Anniversary celebration at the Corinthian Hall.

**4 February 2018**

12noon Attending a luncheon at the Messinian Hall for the Name Day of St Anastasios, the Patron Saint of the Argonafliakon Association of South Australia.

1.00pm Attending the Camden Classic Carnival, as Patron of the Camden Athletics Club.

**6 February 2018**

2.00pm Attending, along with General Manager Urban Services, Mr Angelo Catinari, a meeting with Zhaolong President and owner of Jolong Australia, Mr Zhang, Mr David Wan and Jolong Manager Mr Paul Harrison regarding their new Showroom.

6.00pm Attending the pre-brief and Council dinner.

7.00pm Council and Standing Committees Meeting.

**RECOMMENDATION**

That the Mayor's Report be noted.

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

Nil

**9 DEPUTATIONS**

Nil

**10 ADJOURN TO STANDING COMMITTEES****RECOMMENDATION**

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

**11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS****11.1 Urban Services Committee Meeting****RECOMMENDATION**

That the recommendations of the Urban Services Committee held on 6 February 2018 be adopted.

**11.2 Governance Committee Meeting****RECOMMENDATION**

That the recommendations of the Governance Committee held on 6 February 2018 be adopted.

**12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS**

Nil

## **13 QUESTIONS WITH NOTICE**

### **13.1 Green Space Fund and LED Street Lighting**

Cr John Woodward gave notice of his intention to ask the following question:

#### **Questions**

1. Following on from the motion in late 2017 regarding green space and heat intensity. What process and approval are required for the City of West Torrens to establish its own green fund, seeking a greater contribution from property developers to re-establishing green space in our City?
2. What is the progress of negotiations with the LGA and SA Power Networks that would allow a continuation of the LED street lighting roll-out in the City of West Torrens, to both improve public safety and reduce public lighting energy costs?

#### **Answers**

##### **Question 1**

##### **Open Space Contribution Scheme**

The Development Act 1993 provides for an open space contribution scheme which is managed by the State Government. Where a land division application creates more than 20 allotments council may require up to 12.5% of the subdivided area to be vested in the Council to be held as open space, or a financial contribution of \$6 676 per allotment to Council or a combination of those options. Where a land division application creates less than 20 allotments or creates community or strata titles, the State Planning Commission may require land to be vested in the Council to be held as open space or to make a financial contribution of \$6 676 per allotment to the Planning and Development Fund. This fund is currently administered by the DPTI and finances programs to improve the public realm in South Australia. Financial assistance may be provided to councils for the purchase, development and planning of regional open space, and the development and implementation of place based urban improvement strategies and/or projects. The funding also provides for strategic investment in State Government projects across the state. In previous years Council has successfully applied for funding for projects in the City of West Torrens.

In the City of West Torrens, almost all land divisions are for less than 20 allotments or create community or strata titles and therefore financial contributions are generally directed to the State Government's Planning and Development Fund. The Development Act 1993 does not allow Council to seek an additional open space contribution (either land or financial) in addition to the legislated scheme.

This same legislative framework for the funding of open space has been transferred across into the Planning, Development and Infrastructure Act 2016. the Planning, Development and Infrastructure Act 2016 also includes additional clauses which relate to multi-unit buildings, the intent of these additional clauses is to address the inconsistency in the current system which allows serviced apartments and similar multi-unit dwellings to avoid making a fair contribution to the open space scheme by choosing not to subdivide the building into individual units.

It is also worth noting that Planning, Development and Infrastructure Act 2016 also includes provision for General Infrastructure Schemes which could be used to fund the provision for a range of infrastructure which may include public realm improvements. The State Government is currently piloting 3 infrastructure schemes, including 1 at a metropolitan brownfield infill location.

## **Urban Tree Fund**

The Development Act 1993 enables Council to establish an Urban Tree Fund to collect payments that are required part of a Development Approval issued by Council for the removal of a significant or regulated tree. The Development Regulations 2008 require any Development Approval given for the removal of a significant tree that 2 replacement trees are planted and for the removal of a regulated tree that 3 replacement trees are planted. The Development Regulations 2008 stipulate a payment of \$87.50 for each replacement tree that is not planted to be paid to Council's Urban Tree Fund or if Council has not established a fund then paid to the State Government's Planning and Development Fund.

The establishment of an Urban Tree Fund is governed by section 50B of the Development Act 1993. With the Minister's approval, Council may establish an Urban Trees Fund. The fund may be used by Council to maintain or plant trees that are or will become significant trees or purchase land in order to maintain or plant trees that are or will become significant trees.

## **Question 2**

Administration are awaiting some further advice from the LGA subsequent to them receiving legal advice obtained from HWL Ebsworth Lawyers (HWLE) on the matter. Council Administration also have a meeting scheduled on 13 February with a lighting consultant to get a better understanding of the industry practice.

An update can be provided following the meeting with the lighting consultant.

## **14 QUESTIONS WITHOUT NOTICE**

## **15 MOTIONS WITH NOTICE**

### **15.1 Cr Steven Rypp Unpaid Leave of Absence**

Cr Steven Rypp gave notice of his intention to request an unpaid leave of absence from Thursday the 15th of February until Saturday the 24th of March (One week after the 17th of March State Election).

### **15.2 Waste Bin System Concept for Disposable Coffee Cups**

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

## **MOTION**

That the Waste Working Party Group research a unique waste bin system concept to exclusively receive paper disposable coffee cups and so called compostable coffee cups and other paper liquid holding cups to be placed in high use areas such as café strips and shopping centres. And research the options to have the collected disposable cups transported to a recycling facility in Ballarat that has a successful method of recycling the cups and salvaging the long fibre paper content for recycling.

**15.3 Coffee Cup Incentives for Coffee Shop/Café**

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

**MOTION**

Council provides a once off \$500.00 incentive to any Coffee Shop / Café that provides a minimum discount of \$0.50c per cup if they implement “Bring Your Own Cup” and sign up to the Australia Wide Web Site “ Responsible Cafes” and display a poster declaring the offer. The \$500.00 incentive payment is paid at the 12 month anniversary of implementation.

**16 MOTIONS WITHOUT NOTICE**

## **17 REPORTS OF THE CHIEF EXECUTIVE OFFICER**

### **17.1 Fees and Charges 2018-19**

#### **Brief**

This report presents revised fees and charges for 2018/19 for consideration and adoption pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

#### **RECOMMENDATION**

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

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#### **Introduction**

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

#### **Discussion**

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

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

Revised fees and charges will impact the 2018/19 budget which managers are now compiling.

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

#### **Conclusion**

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

#### **Attachments**

- 1. Fees & Charges 2018/2019 - Summarised**
- 2. Fees & Charges 2018/2019 (under separate cover)**



## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
<b>City Assets and City Works</b>									
<b>Application Forms</b>									
Permission to install vehicular crossing	No	Yes	No	N/A	29.00	N/A	30.00	3.4%	
Permission to install drain/s	No	Yes	No	N/A	29.00	N/A	30.00	3.4%	
Permission to lay underground cables	No	Yes	No	N/A	29.00	N/A	30.00	3.4%	
<b>Contract Concrete Works</b>									
Kerbing and Guttering	No	Yes	Yes	258.00	234.55	262.00	238.18	1.6%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Vehicular Invert	No	Yes	Yes	258.00	234.55	262.00	238.18	1.6%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Spoon Drain	No	Yes	Yes	258.00	234.55	262.00	238.18	1.6%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Mountable Kerb	No	Yes	Yes	163.00	148.18	166.00	150.91	1.8%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 75mm depth	No	Yes	Yes	116.00	105.45	118.00	107.27	1.7%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 100mm depth	No	Yes	Yes	132.00	120.00	134.00	121.82	1.5%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 125mm depth	No	Yes	Yes	150.00	136.36	152.00	138.18	1.3%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Placement F82 reinforcing steel mesh	No	Yes	Yes	35.00	31.82	36.00	32.73	2.9%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increase relates to the supply/delivery costs of materials. Not a standard item used by Council.
<b>Concrete Block Paving Works</b>									
Paving 60mm (no base)	No	Yes	Yes	116.00	105.45	118.00	107.27	1.7%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 60mm (100mm base)	No	Yes	Yes	132.00	120.00	134.00	121.82	1.5%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 80mm (150mm base)	No	Yes	Yes	155.00	140.91	158.00	143.64	1.9%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
<b>Household Stormwater Connection Repairs</b>									
Repair and replacement only of stub end	No	Yes	Yes	150.00	136.36	152.00	138.18	1.3%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Replacement of the household stormwater pipe	No	Yes	Yes	630.00	572.73	640.00	581.82	1.6%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Stormwater Adaptor - 90mm to 125x75mm	No	Yes	Yes	75.00	68.18	76.00	69.09	1.3%	
<b>Other</b>									
Road Pavement (Bitumen)	No	Yes	Yes	175.00	159.09	178.00	161.82	1.7%	Per m <sup>2</sup> (2m <sup>2</sup> minimum charge) - Increase in both Labour costs and supply/ disposal of materials. Additional costs include travel for collection Asphalt from Asphalt Plant (Ex-Bin).
Tree Removal for driveway construction	No	Yes	Yes	222.00	201.82	226.00	205.45	1.8%	Per metre if > 2m in height. If tree <= 2m, dead, diseased or determined by Council Officer - no charge; if not dead or diseased, an inspection fee of \$87 may apply.
Road Sweeper	No	Yes	Yes	178.00	161.82	181.00	164.55	1.7%	Per hour (minimum charge 3 hours = \$543); staff penalty rates apply after hours. Increase in both labour costs and waste disposal costs - including additional allowance for travel (Depot/Depot)
Removal of encroaching vegetation	No	Yes	Yes	86.00	78.18	87.00	79.09	1.2%	Per person, per hour. Minimum charge \$174. Increase in labour cost (3%)
Arboriculture services	No	Yes	Yes	133.00	120.91	135.00	122.73	1.5%	Per person, per hour. Minimum charge \$270. Increase in labour costs and additional allowance for works on site
General gardening services	No	Yes	Yes	86.00	78.18	87.00	79.09	1.2%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$174). Staff penalty rates apply after hours / call outs. Increase in labour costs (3%)
Irrigation repair & installation	No	Yes	Yes	86.00	78.18	87.00	79.09	1.2%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$174). Staff penalty rates apply after hours / call outs. Increase in labour costs (3%)
Line marking (Sportsfield & Pavement Marking)	No	Yes	Yes	86.00	78.18	87.00	79.09	1.2%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$174). Staff penalty rates apply after hours / call outs. Increase in labour costs (3%)



## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Tender Documents (Council documentation)	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	May be charged for voluminous sets of tender documentation
<b>Road Events</b>									
<i>Temporary Parking Control</i>									
Application Fee	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Authorisation Fee	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
<i>Road Events - Temporary Road Closures</i>									
Application Fee	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Authorisation Fee	No	Yes	No	N/A	150.00	N/A	153.00	2.0%	
Newspaper Advertising	No	Yes	Yes	POA	N/A	POA	N/A	N/A	
<i>Private Parking Areas</i>									
Application Fee	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Authorisation Fee	No	Yes	No	N/A	138.00	N/A	140.00	1.4%	
<b>City Development</b>									
<b>Consents</b>									
Category 3 Public Notification (newspaper advertisement)	Yes	Yes	Yes	570.00	518.18	600.00	545.45	5.3%	Average cost for 2017 was approximately \$600.00
<b>Development Plan Amendments/File Recovery</b>									
Development Plan Amendment Base fee	Yes	Yes	No	N/A	21.00	N/A	21.00	0.0%	Amount above base fee may apply, depending number of pages involved
File Recovery from Secure Storage	No	Yes	Yes	30.00	27.27	30.00	27.27	0.0%	Any enquiry requiring DA file recovery from secure storage, actual cost ~ \$10
File Recovery from Secure Storage - Urgent	No	Yes	Yes	50.00	45.45	50.00	45.45	0.0%	Cost to us is \$45 therefore this is acceptable
Copy of Certificate of Title	No	Yes	Yes	35.50	32.27	35.50	32.27	0.0%	CPI Increase, intended to be cost neutral
Copy of LMA documentation	Yes	No	No	N/A	13.60	N/A	13.90	2.2%	Fee current 01/07/16 per Development Regulations, changes 1 July each year (Development Regulations s57 or s57A(7))
<b>Development approvals - Plan &amp; Other Documentation Copies (Council Documents)</b>									
A4 Black and White Plan Print	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A4 Colour Plan Printing	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page
A3 Black and White Plan Printing	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A3 Colour Plan Printing	No	Yes	No	N/A	4.00	N/A	4.00	0.0%	Per page
A2 Black & White Plan Printing	No	Yes	No	N/A	6.60	N/A	6.60	0.0%	Per page
A2 Colour Plan Printing	No	Yes	No	N/A	19.25	N/A	19.25	0.0%	Per page
A1 Black & White Plan Printing	No	Yes	No	N/A	7.15	N/A	7.15	0.0%	Per page
A1 Colour Plan Printing	No	Yes	No	N/A	30.25	N/A	30.25	0.0%	Per page
A0 Black & White Plan Printing	No	Yes	No	N/A	9.90	N/A	9.90	0.0%	Per page
A0 Colour Plan Printing	No	Yes	No	N/A	53.35	N/A	53.35	0.0%	Per page
<b>Development approvals - Plan &amp; Other Documentation Copies (Non-Council Documents)</b>									
A4 Black and White Plan Print	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A4 Colour Plan Printing	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page
A3 Black and White Plan Printing	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges as the public machine can't deal with 5cent increments)
A3 Colour Plan Printing	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per page
A2 Black & White Plan Printing	No	Yes	Yes	6.60	6.00	6.60	6.00	0.0%	Per page
A2 Colour Plan Printing	No	Yes	Yes	19.25	17.50	19.25	17.50	0.0%	Per page
A1 Black & White Plan Printing	No	Yes	Yes	7.15	6.50	7.15	6.50	0.0%	Per page
A1 Colour Plan Printing	No	Yes	Yes	30.25	27.50	30.25	27.50	0.0%	Per page
A0 Black & White Plan Printing	No	Yes	Yes	9.90	9.00	9.90	9.00	0.0%	Per page
A0 Colour Plan Printing	No	Yes	Yes	53.35	48.50	53.35	48.50	0.0%	Per page
<b>Community Services</b>									
<b>Library Services</b>									
IT training - minimum course fee	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Includes Basic Internet and Email (in house)
IT training - maximum course fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Learning Centre membership @ \$50 for 3 months; \$30 for 3 month renewal
Memory stick	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Cost Recovery
Faxing (local)	No	Yes	Yes	1.50	1.36	1.50	1.36	0.0%	Per page
Faxing (STD)	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	First page - \$1.50 per page for additional pages
Faxing (ISDN)	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	First page - \$2.00 per page for additional pages
Receiving Faxes	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Service no longer offered - no demand
Overdue items - minimum	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per day, per item



## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Overdue items - maximum	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	Per item - maximum
Printing / Photocopies (b&w) A4	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	
Printing / Photocopies (b&w) A3	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	
Printing / Photocopies (colour) A4	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Self served service
Printing / Photocopies (colour) A3	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Self served service
Replacement membership card	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	
Lost items - processing fee	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	**Moved from sliding scale (\$2-8 depending on complexity of processing) to a flat fee \$5, a uniform OneCard charge across the state.
Book Sales	No	Yes	Yes	\$0.10 - \$15.00	\$0.09 - \$13.64	\$0.10 - \$15.00	\$0.09 - \$13.64	Varies	Prices vary according to nature of item (may be > \$15.00)
Headphones	No	Yes	Yes						Cost Recovery
<b>Laminating</b>									
A3 (297 * 420)	No	Yes	Yes	5.50	5.00	5.50	5.00	0.0%	
A4 (210 * 297)	No	Yes	Yes	4.50	4.09	4.50	4.09	0.0%	
Card (95 * 65)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Service no longer offered - no demand
<b>Community Development</b>									
<b>Community Activities</b>									
Community Classes / Workshops / Activities	No	Yes	Yes	\$0 - \$40.00	N/A	\$0 - \$40.00	N/A	N/A	Prices vary according to nature of activity, or as determined in consultation with Manager Community Services
<b>Community Bus Service</b>									
Regular routes, Recreational, Shopping, Meal Programs	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	Min per person per trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Max per person per trip
Children's, Youth & Disability Program	No	Yes	Yes	Free	Free	Free	Free	N/A	
<b>Commonwealth Home Support Program (CHSP) and Home Support Program replacing Home and Community Care (HACC) - Single Pensioner Fee</b>									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance Spring cleans	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance (tap washers, globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Minor Maintenance - Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Ramps, steps and banister rails and installation	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	up to \$300 per annual per client per financial year
<b>Commonwealth Home Support Program (CHSP) and Home Support Program replacing Home and Community Care (HACC) - Couple / two per household Pensioner Fee</b>									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance Spring cleans	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	25.00	N/A	25.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	



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Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Minor Maintenance - Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Ramps, steps and banister rails and installation	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	up to \$300 per annual per client per financial year
<b>Commonwealth Home Support Program (CHSP) and Home Support Program replacing Home and Community Care (HACC) - Self Funded Retiree Fee</b>									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance Spring cleans	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance - Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Ramps, steps and banister rails and installation	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	up to \$300 per annual per client per financial year
Modifications - Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	up to \$300 per annual per client per financial year
<b>Facility Hire</b>									
<b>Plympton Community Centre USER CATEGORY A - Community based group</b>									
Main Hall	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Rooms	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Late Cancellation Fee	No	Yes	No	50.00	45.45	50.00	45.45	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook
<b>Plympton Community Centre USER CATEGORY B - Community based group when charging participants</b>									
Main Hall	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Kitchen	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Meeting Rooms	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
<b>Plympton Community Centre USER CATEGORY C - Corporate / Government / Private Hire</b>									
Main Hall	No	Yes	Yes	20.00	18.18	20.00	18.18	0.0%	Increased in line with cost recovery
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Meeting Rooms	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond Weekend	No	Yes	Yes	N/A	500.00	N/A	500.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
<b>Plympton Community Centre - Additional Fees</b>									
Emergency Assistance	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	cost recovery
Additional cleaning - weekday	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour



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Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
<b>Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) USER CATEGORY A - Community based group when charging participants</b>									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Kitchen - Meetings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Late Cancellation Fee	No	Yes	No	50.00	45.45	50.00	45.45	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook
<b>Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) USER CATEGORY B - Community based group when charging participants</b>									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
<b>Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) USER CATEGORY C - Corporate / Government / Private Hire</b>									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond Weekend	No	Yes	Yes	N/A	500.00	N/A	500.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged)
<b>Community Room at 173 Sir Donald Bradman Drive (Est availability from 2017) - Additional Fees</b>									
Emergency Assistance	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	cost recovery
Additional cleaning - weekday	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
<b>Thebarton Community Centre - USER CATEGORY A - Community based group</b>									
Room 2 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 3 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 4 - General Meetings	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	
Hall A - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 3 hours
Hall A - With kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Hall B - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 3 hours
Hall B - With kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Kitchen A	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Kitchen B	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	N/A	cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	N/A	cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	N/A	cost is per person per service (new service to meet expectation from hirers)
Bond Fees	No	Yes	No	N/A	120.00	N/A	120.00	0.0%	
Bond Fees - high risk events	No	Yes	No	N/A	Free	N/A	Free	N/A	Not applicable
Late Cancellation Fee	No	Yes	No	50.00	45.45	50.00	45.45	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook - cancellation and 'no shows' have been an issue
<b>Thebarton Community Centre - USER CATEGORY B - Community based group when charging participants</b>									
Room 2 - Meetings / seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	in line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	in line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	in line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	
Hall A - Without kitchen / bar facilities	No	Yes	Yes	35.00	31.82	35.00	31.82	0.0%	Weekend hire - min 3 hours



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Hall A - With kitchen / bar facilities	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Hall B - Without kitchen / bar facilities	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Weekend hire - min 3 hours
Hall B - With kitchen / bar facilities	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Kitchen A	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	New fee - seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	New fee - seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	N/A	New service offered - cost is per person per service (new service to meet expectation from hirers)
Bond Fees	No	Yes	No	N/A	120.00	N/A	120.00	0.0%	
Bond Fees - high risk events	No	Yes	No	N/A	Free	N/A	Free	N/A	Not applicable
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged) - cancellation and 'no shows' have been an issue
<b>Thebarton Community Centre - USER CATEGORY C - Corporate / Government / Private Hire</b>									
Room 2 - Meetings / seminars	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	in line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	in line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	in line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	
Hall A - Without kitchen / bar facilities	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	Weekend hire - min 3 hours
Hall A - With kitchen / bar facilities	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Hall B - Without kitchen / bar facilities	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	Weekend hire - min 3 hours
Hall B - With kitchen / bar facilities	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	No Longer a Fee - Kitchen hire listed as separate cost (to make fee structure simpler for hirers)
Kitchen A	No	Yes	Yes	15.00	13.64	15.00	13.64	N/A	seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	10.00	9.09	10.00	9.09	N/A	seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	600.00	545.45	600.00	545.45	N/A	flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	900.00	818.18	900.00	818.18	N/A	flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Full Day (open to close)	No	Yes	Yes	1,500.00	1,363.64	1,500.00	1,363.64	N/A	flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	1,200.00	1,090.91	1,200.00	1,090.91	N/A	flat rate - added to fee structure because of demand from hirers for flat rates
Whole Centre - Full Day (open to close)	No	Yes	Yes	2,400.00	2,181.82	2,400.00	2,181.82	N/A	flat rate - added to fee structure because of demand from hirers for flat rates
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	N/A	cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	N/A	cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	N/A	cost is per person per service (new service to meet expectation from hirers)
Bond Fees	No	Yes	No	N/A	500.00	N/A	500.00	0.0%	
Bond Fees - high risk events	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	Cancellation fee will be charged unless 4 weeks written notice - increased to encourage enough notice to rebook (if booking is less than \$300, the entire booking fee will be charged) - cancellation and 'no shows' have been an issue
<b>Thebarton Community Centre - Additional fees</b>									
Emergency Assistance	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	cost recovery
Additional cleaning - weekday	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	\$65 - as cost recovery reflecting true cost of replacing lost cards.
<b>West Torrens Auditorium and Gallery Hire</b>									
Special Use									To be determined by the Manager Community Services
<b>Compliance</b>									
<b>Animal Control</b>									
<b>Dog Registrations</b>									



## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Non-Standard Dog Registration	Yes	Yes	No	N/A	80.00	N/A	80.00	0.0%	Council can set fees. Max. fee \$100
Standard Dog Registration	Yes	Yes	No	N/A	40.00	N/A	40.00	0.0%	(50% off the "Non-Standard Dog Registration Fee)
Dog Registration - Transfer Fee	Yes	Yes	No	N/A	8.00	N/A	0.00	-100.0%	DACO does not cater for transfer fees
Dog Registration - Replacement Tag/Disc	Yes	Yes	No	N/A	7.50	N/A	0.00	-100.0%	Dogs issued number for life in DACO System
Dog Registration - Specified Training Program (10% rebate = \$8)	Yes	Yes	No	N/A	72.00	N/A	72.00	0.0%	\$72.00 if no other rebate applies. Council sets fees, Minister must approve them.
Dog Registration - Obedience Titled Certificate (15% rebate = \$12.00)	Yes	Yes	No	N/A	68.00	N/A	0.00	-100.0%	REMOVE - DACO is unable to cater for 2 Training rebates
Dog Registration - Pensioner Concession	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% concession on remaining fee after rebates.
Dog Registration - Part year Jan - June	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% discount subject to dog being at the mandatory registration age of 3 months when registered.
Dog Registration - Business involving Kennel ... - Application Fee	Yes	Yes	No	N/A	60.00	N/A	60.00	0.0%	
Dog Registration - Business involving Kennel ... - Annual Fee	Yes	Yes	No	N/A	70.00	N/A	70.00	0.0%	Per dog
Dog Registration - Late Registration Fee	Yes	Yes	No	N/A	20.00	N/A	20.00	0.0%	25% of maximum fee; In addition to registration fee
Dog Registration - Seizure & Detention Fee - Registered Dog	Yes	Yes	No	N/A	70.00	N/A	70.00	0.0%	Detained Registered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Seizure & Detention Fee - Unregistered Dogs	Yes	Yes	No	N/A	80.00	N/A	80.00	0.0%	Detained Unregistered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Impounding Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
Dog Registration - Pound Fee / Sustenance Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
<b>Other Animal Control</b>									
Printed extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract
Surrender of Dog	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Surrender of Cat or Kitten	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Possum/Cat Trap Deposit	No	Yes	No	N/A	80.00	N/A	80.00	0.0%	Deposit will be refunded if the cage is returned within the agreed hire return due date
<b>Parking Permit, Exemptions &amp; Vouchers - Residential Permits</b>									
Transitional 1 year	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Transitional 2 years	No	Yes	No	N/A	25.00	N/A	25.00	0.0%	
Zone Permit Vehicle Specific 1 year	No	Yes	No	N/A	40.00	N/A	35.00	-12.5%	Reduce to match the street permits
Zone Permit Vehicle Specific 2 year	No	Yes	No	N/A	70.00	N/A	60.00	-14.3%	Reduce to match the street permits
Zone Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Zone Permit Vehicle Transferrable 1 year	No	Yes	No	N/A	40.00	N/A	40.00	0.0%	
Zone Permit Vehicle Transferrable 2 year	No	Yes	No	N/A	70.00	N/A	70.00	0.0%	
Zone Permit Vehicle Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Street Permit Vehicle Specific 1 year	No	Yes	No	N/A	30.00	N/A	35.00	16.7%	Increased to match the Zone Permits
Street Permit Vehicle Specific 2 year	No	Yes	No	N/A	50.00	N/A	60.00	20.0%	Increased to match the Zone Permits
Street Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Street Permit Transferrable 1 year	No	Yes	No	N/A	40.00	N/A	40.00	0.0%	
Street Permit Transferrable 2 year	No	Yes	No	N/A	70.00	N/A	70.00	0.0%	
Street Permit Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
<b>Parking Permit, Exemptions &amp; Vouchers - Business Parking Permits</b>									
Business Street Permit Transferrable 1 year	No	Yes	No	N/A	200.00	N/A	200.00	0.0%	
Business Street Permit Transferrable 2 year	No	Yes	No	N/A	380.00	N/A	380.00	0.0%	
<b>Parking Permit, Exemptions &amp; Vouchers - Visitor Parking Permits</b>									
Visitor Parking Permits 12 per book	No	Yes	No	N/A	15.00	N/A	16.00	6.7%	Per book
Temporary Tradesperson Parking Permit	No	Yes	No	N/A	Free	N/A	Free	N/A	
Community Services Parking Permit	No	Yes	No	N/A	Free	N/A	Free	N/A	
Replacement Permit	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
<b>Bylaws</b>									
By-law expiation fee	Yes	Yes	No	N/A	185.00	N/A	185.00	0.0%	Up to 25% of Maximum Penalty \$750 is fixed by Local Government Act s246(5)
By-law Continuous Offence expiation fee	Yes	Yes	No	N/A	12.50	N/A	12.50	0.0%	Up to 25% of Maximum Penalty \$50 is fixed by Local Government Act s246(5)



## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Sign display - Application & Authorisation By-Law 4	No	Yes	No	N/A	60.00	N/A	60.00	0.0%	
Release Impounded Banners/Signs	No	Yes	No	N/A	63.00	N/A	63.00	0.0%	To cover costs
By-Law 2 & 3 Activity Authorisation Permit	No	Yes	No	N/A	43.00	N/A	43.00	0.0%	
Kennel Licence - Keeping of dogs - Application Fee	No	Yes	No	N/A	68.00	N/A	68.00	0.0%	By-Law 5 - cost neutral
Kennel Licence - Keeping of dogs - Licence Fee	No	Yes	No	N/A	66.00	N/A	66.00	0.0%	By-Law 5 (fee is per annum) - to cover costs
Exemption to limit on no. of dogs - Application Fee	No	Yes	No	N/A	68.00	N/A	68.00	0.0%	By-Law 5 - cost neutral
Exemption to limit on no. of dogs - Permit Fee	No	Yes	No	N/A	18.00	N/A	18.00	0.0%	By-Law 5 - permit fee
<b>Alteration to Public Roads</b>									
Skip Bins - Application Fee	No	Yes	No	N/A	75.00	N/A	76.00	1.3%	Administration and initial assessmet - cost neutral
Skip Bins - Permit Fee	No	Yes	No	N/A	8.00	N/A	9.00	12.5%	Per day
Skip Bins - Extension of permit duration (Admin Fee)	No	Yes	No	N/A	28.00	N/A	28.00	0.0%	Authorisation to extent permit plus permit fee per day of extension duration
Hoardings - Application Fee	No	Yes	No	N/A	75.00	N/A	76.00	1.3%	Duration of authorisation - cost neutral
Hoardings - Permit Fee	No	Yes	No	N/A	8.00	N/A	9.00	12.5%	Per day
Hoardings - Extension of permit duration	No	Yes	No	N/A	28.00	N/A	28.00	0.0%	Authorisation to extent permit plus permit fee per day of extension duration
<b>Outdoor Dining</b>									
Outdoor Dining Application Fee	No	Yes	No	N/A	100.00	N/A	100.00	0.0%	
Outdoor Dining Annual Permit Fee	No	Yes	No	N/A	85.00	N/A	86.00	1.2%	Per unit
Outdoor Dining Transfer Fee	No	Yes	No	N/A	62.00	N/A	62.00	0.0%	
<b>Other</b>									
Mobile Vending Permit (Annual Fee)	No	Yes	No	N/A	Minimum rate	N/A	Minimum rate	N/A	Annual Fee (< \$2,000 fees are fixed by Local Government (General) Regulations s24A(1)(b)(ii)(A))
Mobile Vending Permit (Monthly Fee)	No	Yes	No	N/A	0.00	N/A	85.00	100%	Per Month (< \$200 fees are fixed by Local Government (General) Regulations s24A(1)(b)(ii)(B))
Mobile Vending Permit Transfer Fee	No	Yes	No	N/A	58.00	N/A	62.00	6.9%	
Temporary Trading Stands - Authorisation Fee	No	Yes	No	N/A	76.00	N/A	76.00	0.0%	Duration of authorisation
Mothers Day Flowers Side of Rd - Authorisation Fee	No	Yes	No	N/A	80.00	N/A	80.00	0.0%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Residential	No	Yes	No	N/A	265.00	N/A	265.00	0.0%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Commercial	No	Yes	No	N/A	630.00	N/A	630.00	0.0%	Duration of authorisation
Selling Goods on Footpath App'n Fee	No	Yes	No	N/A	75.00	N/A	76.00	1.3%	
Footpath - Up to 2.5 sq. mtrs	No	Yes	No	N/A	89.00	N/A	90.00	1.1%	
Footpath - 2.5 - 5.0 sq. mtrs	No	Yes	No	N/A	128.00	N/A	129.00	0.8%	
Footpath - 5.0 - 10.0 sq. mtrs	No	Yes	No	N/A	178.00	N/A	179.00	0.6%	
Footpath - 10.0 + sq. mtrs	No	Yes	No	N/A	295.00	N/A	296.00	0.3%	
Footpath - Transfer Fee	No	Yes	No	N/A	60.00	N/A	62.00	3.3%	
Unightly Condition of Land Clearance	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Fire Prevention block clearance	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
<b>Impounded Vehicles</b>									
Motor Vehicle Search Fee	Yes	No	No	N/A	Cost recovery	N/A	Cost recovery	N/A	
Incumbrance Search Fee	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Towing Fee (Business Hrs)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Towing Fee (After Hrs)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Advertising Fee (if applicable)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
Storage Fee (per day)	No	Yes	No	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery
<b>Unclaimed Goods</b>									
Storage Fee	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
Maintaining goods	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
<b>Corporate Publicity &amp; Promotion</b>									
<b>Advertising Rates</b>									
Inside pages (colour)	No	Yes	Yes	460.00	418.18	460.00	418.18	0.0%	
Inside pages (colour)	No	Yes	Yes	230.00	209.09	230.00	209.09	0.0%	
Inside pages (colour)	No	Yes	Yes	77.00	70.00	77.00	70.00	0.0%	
<b>Council Documents</b>									
<b>Copies of Council Documents</b>									
A4 Black and White Copies	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)



## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
A4 Colour Copies	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page
A3 Black and White Copies	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A3 Colour Copies	No	Yes	No	N/A	4.00	N/A	4.00	0.0%	Per page
A2 Black and White Copies	No	Yes	No	N/A	6.60	N/A	6.60	0.0%	Per page
A2 Colour Copies	No	Yes	No	N/A	19.25	N/A	19.25	0.0%	Per page
A1 Black and White Copies	No	Yes	No	N/A	7.15	N/A	7.15	0.0%	Per page
A1 Colour Copies	No	Yes	No	N/A	30.25	N/A	30.25	0.0%	Per page
A0 Black and White Copies	No	Yes	No	N/A	9.90	N/A	9.90	0.0%	Per page
A0 Colour Copies	No	Yes	No	N/A	53.35	N/A	53.35	0.0%	Per page
Individual extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	per individual extract
<b>Copies of Non-Council Documents</b>									
A4 Black and White Copies	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A4 Colour Copies	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page
A3 Black and White Copies	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges as the public machine can't deal with 5 cent increments)
A3 Colour Copies	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per page
A2 Black and White Copies	No	Yes	Yes	6.60	6.00	6.60	6.00	0.0%	Per page
A2 Colour Copies	No	Yes	Yes	19.25	17.50	19.25	17.50	0.0%	Per page
A1 Black and White Copies	No	Yes	Yes	7.15	6.50	7.15	6.50	0.0%	Per page
A1 Colour Copies	No	Yes	Yes	30.25	27.50	30.25	27.50	0.0%	Per page
A0 Black and White Copies	No	Yes	Yes	9.90	9.00	9.90	9.00	0.0%	Per page
A0 Colour Copies	No	Yes	Yes	53.35	48.50	53.35	48.50	0.0%	Per page
<b>Cummins House Hire</b>									
<b>Cancellation or non-attendance</b>									
Administration fee			Yes	50.00	45.45	50.00	45.45	0.0%	Charges will apply for any cancelled bookings / non-attendance
<b>Refundable Bond</b>									
Refundable Bond - Weddings	No	Yes	No	N/A	400.00	N/A	400.00	0.0%	
Refundable Bond - Functions other than Weddings	No	Yes	No	N/A	400.00	N/A	400.00	0.0%	
<b>Garden Wedding &amp; Courtyard Reception</b>									
Wedding & Reception - Full Package	No	Yes	Yes	1,820.00	1,654.55	1,820.00	1,654.55	0.0%	CPI Increase
Extra time (per hour)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	Extra time - per hour - CPI Increase
<b>Garden Wedding</b>									
Wedding	No	Yes	Yes	960.00	872.73	960.00	872.73	0.0%	CPI Increase
Extra time (per hour)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	Extra time - per hour - CPI Increase
<b>Drawing Room Wedding</b>									
Wedding	No	Yes	Yes	960.00	872.73	960.00	872.73	0.0%	CPI Increase
Extra time (per hour)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	Extra time - per hour - CPI Increase
<b>Courtyard Wedding Reception</b>									
Reception	No	Yes	Yes	910.00	827.27	910.00	827.27	0.0%	CPI Increase - significant increase in FY1516 PLUS "active" hire hrs reduced - now includes set up/ take down time
Extra time (per hour)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	Extra time - per hour - CPI Increase
<b>Pop Up Wedding (Winter Months / Weekday)</b>									
Wedding	No	Yes	Yes	405.00	368.18	405.00	368.18	0.0%	CPI Increase
Refundable Bond - Pop Up Weddings	No	Yes	No	N/A	200.00	N/A	200.00	0.0%	
<b>Wedding Incidentals</b>									
Additional rehearsal time	No	Yes	Yes	86.00	78.18	86.00	78.18	0.0%	Per hour - CPI Increase
<b>Wedding Photography</b>									
Per Hour (For weddings not held at Cummins House)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	CPI Increase
<b>Courtyard function</b>									
Seminar, per day	No	Yes	Yes	475.00	431.82	475.00	431.82	0.0%	CPI Increase
Seminar, per 4 hours	No	Yes	Yes	375.00	340.91	375.00	340.91	0.0%	CPI Increase
Extra time Seminar, per hour	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	Extra time - per hour No increase proposed
Party/Dinner etc.	No	Yes	Yes	315.00	286.36	315.00	286.36	0.0%	CPI Increase
Extra time (per hour)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	CPI Increase
Funeral/Memorial Service	No	Yes	Yes	285.00	259.09	285.00	259.09	0.0%	CPI Increase

## 2018/19 Fees &amp; Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2017/18 (incl. GST)	2017/18 (excl. GST)	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	% change in base price	Comments
Extra time (per hour)	No	Yes	Yes	86.00	78.18	86.00	78.18	0.0%	Extra time - per hour - CPI Increase
<b>Dining Room Dinner</b>									
Room Hire	No	Yes	Yes	480.00	436.36	480.00	436.36	0.0%	CPI Increase
<b>Garden Function</b>									
Garden Party or Function (per hour)	No	Yes	Yes	106.00	96.36	106.00	96.36	0.0%	CPI Increase
Meetings	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	Per hour (up to 2 hours) - new in 2015 No increase proposed
<b>Enviromental Health Services</b>									
<b>Sharps Containers</b>									
1.4 litre	No	Yes	Yes	5.25	4.77	5.40	4.89	2.5%	Based on cost recovery only.
3.1 litre	No	Yes	Yes	7.50	6.82	8.40	7.64	12.0%	Based on cost recovery only.
7.8 litre	No	Yes	Yes	11.80	10.73	13.00	11.82	10.2%	Based on cost recovery only.
<b>Pest Control</b>									
Rat Bait (6 x 25g packets)	No	Yes	Yes	6.50	5.91	6.50	5.91	0.0%	Based on cost recovery only.
<b>Food Act</b>									
Inspection of small businesses	Yes	Yes	No	N/A	85.50	N/A	118.00	38.0%	Maximum Inspection Fees set in Food Regulations 2017. ATO ruling that inspections are GST exempt
Inspection of large businesses	Yes	Yes	No	N/A	214.00	N/A	294.00	37.4%	Maximum Inspection Fees set in Food Regulations 2017. ATO ruling that inspections are GST exempt
<b>Food Safety Audits</b>									
<b>Community and charitable organisations</b>									
On-site audit	No	Yes	No	N/A	79.00	N/A	80.50	1.9%	per hour - based on 15 minute increments rounded down to nearest quarter hour. ATO ruling that audits are GST exempt
Desk-top audit	No	Yes	No	N/A	39.50	N/A	40.00	1.3%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	79.00	N/A	80.50	1.9%	per hour - based on 15 minute increments rounded down to nearest quarter hour
<b>For all other organisations</b>									
On-site audit	No	Yes	No	N/A	158.00	N/A	161.00	1.9%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Desk-top audit	No	Yes	No	N/A	79.00	N/A	80.50	1.9%	per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	158.00	N/A	161.00	1.9%	per hour - based on 15 minute increments rounded down to nearest quarter hour
<b>Legionella Legislative Requirements</b>									
High Risk Manufactured Water System	Yes	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Microbiological sampling of water sample collected from HRMWS

## 17.2 2016/7 Joy Baluch Award for Women in Local Government

### Brief

This report advises that the Local Government Association is seeking nominations of currently serving female Elected Members for the 2016/17 Joy Baluch Award for Women in Local Government.

### RECOMMENDATION

It is recommended to Council that:

Cr .....be nominated for the 2016/17 Joy Baluch Award for Women in Local Government.

Or

The 2016/17 Joy Baluch Award for Women in Local Government report be received.

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### Introduction

The Local Government Association (LGA) has advised via Circular 2.4 (**Attachment 1**) that it is seeking nominations from Councils of currently serving female Elected Members for the 2016/17 Joy Baluch Award.

### Discussion

The Joy Baluch Award (Award) honours the late (Nancy) Joy Baluch AM, former President of the LGA and Mayor of Port Augusta. The award was established to recognise the contributions of women currently serving as Elected Members of South Australian councils.

An information flyer detailing the nomination process has been included for Member's consideration at **Attachment 2**.

Nominees must be able to demonstrate actions and outcomes that have been inspirational, innovative and beneficial to the Council and/or community.

In particular, the nominees must:

- have made a significant contribution to their Council and/or community during the 12 months prior to the award being made;
- be able to demonstrate the achievement of beneficial outcomes to the Council and/or community through innovation, extraordinary leadership, collaboration and vision;
- have provided inspiration to other women to become further involved in their Council and/or community;
- exhibit the ability to promote the diverse perspectives of women in local government.

Nominations, addressing the above criteria, must be submitted to the LGA prior to 5pm on Friday 2 March 2018. The award will be presented at the Council Best Practice Showcase and Ordinary General Meeting Dinner on 12 April 2018.

### Conclusion

The LGA has called for nominations for the 2016/17 Joy Baluch Award. Nominations are to be received by the LGA prior to 5pm on Friday 2 March 2018.

### Attachments

1. LGA Circular 2.4 2016/17 Joy Baluch Award
2. Nomination Information for the Joy Baluch Award





**Local Government Association  
of South Australia**

## 2016/17 Joy Baluch Award - Circular 2.4

To	<b>Chief Executive Officer Elected Members Marketing and Public Relations Staff</b>	Date	<b>11 January 2018</b>
Contact	<b>Rebecca Wake</b>  Email: <a href="mailto:rebecca.wake@lga.sa.gov.au">rebecca.wake@lga.sa.gov.au</a>		
Response Required	No		
Summary	<b>A reminder that nominations for the Joy Baluch Award close 2 March 2018. Further information can be found in this Circular.</b>		

## The Joy Baluch Award for Women in Local Government

In recognition of the contributions made by women to the Local Government sector as Elected Members of South Australian Councils.



The Award recognises the contributions made by women to the Local Government sector as Elected Members of South Australian Councils.

**Nominations will close on 2 March 2018.** Please email to [rebecca.wake@lga.sa.gov.au](mailto:rebecca.wake@lga.sa.gov.au).

For a copy of the flyer and nomination for please visit [www.lga.sa.gov.au/joybaluchaward](http://www.lga.sa.gov.au/joybaluchaward).

If you have any questions please contact Rebecca Wake on 8224 2047 or [rebecca.wake@lga.sa.gov.au](mailto:rebecca.wake@lga.sa.gov.au).

# The Joy Baluch Award for Women in Local Government

In recognition of the contributions made by women to the Local Government sector as Elected Members of South Australian Councils.



## Introduction

(Nancy) Joy Baluch AM passed away on 14 May 2013 after a long battle with cancer. As the former Mayor of Port Augusta and for a total of 29 years over three separate terms, Joy was often described as a fearless, courageous and feisty advocate for the city that she loved.

She was a passionate and fearless supporter of her community "the Centre of the Universe" and regional Australia, constantly reminding Governments that there was life on the other side of Gepps Cross. She was an advocate for solar power, clean air, women's rights and education. Joy was a strong defender of Local Government and Councils' role in making a difference to their communities. Joy Baluch was an empowered woman who led Port Augusta Council with influence, vision and tenacity.

This award has been established to recognise these qualities in other women currently serving as Elected Members in South Australian Councils.

## Eligibility

To enter a woman nominee must at the time of the call for nominations, be a current Elected Member of a South Australian Council, and be nominated by a Council, peer group or other organisation that seeks to support the advancement of women in Local Government.

## Why you should be nominated

There are many benefits from entering the Award, including;

- recognition of leadership within your community and/or Council;
- highlighting the achievements of women in Local Government; and
- promoting the role and contributions of women in Local Government.

## Timetable

- Nominations open at the 2017 LGA Conference and AGM on Thursday 16 November.
- Nominations close in COB Friday 2 March 2018
- Judging Panel meets in March
- Award presentation at Council Next Practice Showcase and OGM Dinner on 12 April 2018.

## Awards Committee

An Awards Committee is responsible for the judging of nominations. The Panel comprises the LGA President, Chief Executive Officer and Ms Michelle Baluch. The Panel may co-opt other members as necessary to undertake research / interviews.



The voice of local government.

### **Award Criteria**

Nominees will be able to demonstrate actions and outcomes that have been inspirational, innovative and beneficial to the Council and/or community and have influenced other women to increase participation in the Local Government sector.

### **The Nominee Must:**

- have made a significant contribution to their Council and/or Community during the 12 months prior to the award being made;
- demonstrate the achievement of beneficial outcomes to the Council and/or Community through innovation, extraordinary leadership, collaboration and vision;
- have provided inspiration to other women to become further involved in the work of their Council and/or Community; and
- exhibit the ability to promote the diverse perspectives of women in Local Government.

### **Winner's Prize**

The winner of the Award receives a framed certificate, an engraved wine glass and complimentary registration to a training seminar of choice within the financial year.

### **Nomination Forms**

Nomination forms can be downloaded from the LGA website <https://www.lga.sa.gov.au/joybaluchaward>

### **Closing Date for Nominations**

Nominations close at 5.00pm on Friday 2 March 2018

Completed nomination forms and supporting documentation should be forwarded to [rebecca.wake@lga.sa.gov.au](mailto:rebecca.wake@lga.sa.gov.au). Nominations will be acknowledged up on receipt.

### **Further Information**

For further information about the Award, contact Rebecca Wake on (08) 8224 2047 or [rebecca.wake@lga.sa.gov.au](mailto:rebecca.wake@lga.sa.gov.au).

### **17.3 Nominations to the Board of the Waste Management Association of Australia**

#### **Brief**

The Local Government Association is seeking nominations to a Director position on the board of the Waste Management Association of Australia.

#### **RECOMMENDATION**

It is recommended to Council that:

Cr .....be nominated as a Director to the Board of the Waste Management Association of Australia.

Or

The Nominations to the Board of the Waste Management Association of Australia report be received.

---

#### **Introduction**

The Local Government Association (LGA) has advised that the Waste Management Association of Australia (WMAA) is seeking a senior professional working in local government as member of the WMAA's Board.

#### **Discussion**

The WMAA's Board currently consists of nine Directors, three being elected positions (including the President and Vice President) and six being nominated positions. In 2018 the WMAA will be undergoing a process of Board renewal. The first stage of the process is to appoint up to four nominated Directors. The process for determining the elected Directors will commence after that.

Directors of the WMAA's Board play an essential role in satisfying key elements of the WMAA's strategic plan and nominees must have strong, senior government professional experience.

Nominees must be willing to become financial members of WMAA and retain financial membership throughout their term on the Board. Members may self-nominate with the endorsement of two proposers who are current financial members of WMAA.

Successful candidates will take office for a term of two years effective from the date of the WMAA AGM 2018. Directors are responsible for the governance of WMAA over the course of the two years. There is no remuneration applicable to the position.

Nominees must submit a 200 word summary outlining their key attributes and describe what they will be able to contribute to the Board. This summary, a copy of a current CV and completed nomination form are to be received by the LGA by Friday 16 February 2018.

Further information about the nomination process and the role of Directors on the WMAA's Board may be found in LGA Circular 4.6 which has been included at **Attachment 1**.

#### **Conclusion**

The Local Government Association is seeking nominations from a senior local government professional to the WMAA's Board of Directors. Nominations must be received by the LGA by Friday 16 February 2018.

#### **Attachments**

- 1. LGA Circular 4.6 Call for Waste Management Association of Australia Nominated Board Director Roles**





## Local Government Association of South Australia

### Call for Waste Management Association of Australia nominated Board Director roles - Circular 4.6

To	<b>Chief Executive Officer</b> <b>Corporate Services Staff</b> <b>Economic Development and Tourism Staff</b> <b>Elected Members</b> <b>Environment Staff</b> <b>Information - Engineering Staff</b> <b>Policy and Strategic Planning Staff</b> <b>Recycling - Waste Management</b>	Date	<b>23 January 2018</b>
Contact	<b>Emily Heywood-Smith</b>  Email: <a href="mailto:emily.heywoodsmith@lga.sa.gov.au">emily.heywoodsmith@lga.sa.gov.au</a>		
Response Required	Yes	Respond By	<b>16 February 2018</b>
Summary	<b>For the first time, the Waste Management Association of Australia (WMAA) is dedicating one of its four nominated Director positions to a member with senior government experience. Other nominated Director positions are dedicated to members with industry knowledge and experience. This creates a new opportunity for a senior professional working in the local government sector to influence growth and development of the waste industry in Australia.</b>		

WMAA is a member driven, CEO led organization with a governance Board whose responsibilities include adding strategic value. WMAA's membership is diverse enabling it to reflect the breadth and depth of this important essential industry. WMAA encourages nominations from members that reflect the sector's diversity and ensure an equitable representation of the sector.

WMAA's Board currently consists of nine Directors, three being elected positions (including the President and Vice President) and six being nominated positions. In 2018 WMAA will be undergoing a process of Board renewal. The first stage of the process is to appoint up to four nominated Directors. The process for determining the elected Directors will commence after that.

Therefore, WMAA is now calling for nominations for, in particular, a member with government experience to assist in satisfying specific objects of the WMAA Strategic Plan. Members with strong senior government professional experience, and who meet the other eligibility criteria, are encouraged to nominate. Nominations will be accepted until **Friday 16 February 2018**.

Nominees must be willing to become financial members of WMAA and retain financial membership throughout their term on the Board. Members may self-nominate with the endorsement of two proposers who are current financial members of WMAA.

Successful candidates will take office for a term of two years effective from the date of the WMAA AGM 2018. Directors are responsible for the governance of WMAA over the course of the two years.

If you would like to discuss this opportunity please contact Emily Heywood-Smith, Senior Policy Officer, on ph: 8224 2033 or email: [Emily.heywood-smith@lga.sa.gov.au](mailto:Emily.heywood-smith@lga.sa.gov.au).

Nomination forms are available here:

[Click here for Government Director Nomination Form](#)



## **18 LOCAL GOVERNMENT BUSINESS**

### **18.1 Local Government Circulars**

#### **Brief**

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

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

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

---

#### **Discussion**

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

The indices attached for Members' information in this report are numbers 2, 3 and 4.

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

#### **Attachments**

##### **1. Local Government Circulars Weeks 2, 3 and 4**



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

### **2.1 Career Development Opportunity -Secondment to the LGA - Non-Compliant Building Cladding**

A unique risk opportunity has arisen to add value and influence safety across the local government sector.

### **2.2 Feedback Sought - Standard Operating Procedures for Authorised Persons - Revised Procedures**

The LGA has recently revised two standard operating procedures for authorised persons. They are the standard operating procedure for removing a vehicle from a road under s237 of the Local Government Act and the standard operating procedure, under s40N of the Road Traffic Act, for removing a vehicle from a road when it is causing a hazard or obstruction. The LGA is seeking feedback on the continued usefulness of these standard operating procedures. Further information is available in this circular.

### **2.3 2018 LGA Ordinary General Meeting - Notices of Motion and Appointment of Delegates**

The 2018 LGA Ordinary General Meeting will be held on Friday 13 April at the Adelaide Town Hall, King William Street, Adelaide. This circular provides information about council Notices of Motion and appointment of voting delegates.

### **2.4 2016/17 Joy Baluch Award**

A reminder that nominations for the Joy Baluch Award close 2 March 2018. Further information can be found in this Circular.

### **2.5 Social Media Webinars for Council Staff**

The LGA's Education & Training (E&T) Service is requesting expressions of interest from across the sector from council staff who are interested in participating in one-hour Social Media Webinars.



## Local Government Association of South Australia

### **3.1 Registration of interest sought for power line undergrounding projects**

The Power Line Environment Committee is seeking registrations of interest from councils for proposals to underground power lines. This Circular provides further details.

### **3.2 Consultation open on draft National Housing Finance and Investment Corporation Bill 2018**

The Commonwealth Treasury has released the National Housing Finance and Investment Corporation Bill 2018 for public consultation. Comment on the draft Bill and associated explanatory material is invited and will be received up until Monday 22 January 2018.

### **3.3 Membership of Local Government Emergency Management Planning Project Governance Group**

Expressions of interest are now called for membership of the Local Government Emergency Management Planning Project Governance Group. This circular has details.

### **3.4 Mainstreet Management A Tool for Placemaking**

Mainstreet businesses are facing increased competition from online and large shopping centres. Can they survive? The author of a new book says YES.

### **3.5 2018 LG Professionals, SA Annual State Conference – Register Today!**

2018 LG Professionals, SA Annual State Conference - FAST FORWARD: Navigating the Future.

### **3.6 LG Professionals, SA - Do you want to help improve Community Engagement?**

LG Professionals, SA and their friends at OurSay would like to know more about Local Government's use of online community engagement tools and strategies that are currently being used to consult with your community.

### **3.7 E&T Training - ChemAlert Search, Stock and Risk Assessment Program**

The LGA's Education and Training Service is offering the 'ChemAlert Search, Stock and Risk Assessment Program' on Tuesday 27th March 2018 for council staff who are responsible for safety aspects relating to chemicals used in the workplace. Further details can be found in this circular.

### **4.1 Social Media Webinars for Council Staff – ENROL NOW**

The LGA's Education & Training Service (E&T) has scheduled a series of 12 one-hour Social Media webinars over the next months. Further information about these webinars and prices for attending multiple sessions please see the below circular.





## Local Government Association of South Australia

### **4.2 LGA Board Meeting 25 January 2018 - Agenda available**

The LGA Board will meet on Thursday 25 January 2018 at LG House, 148 Frome Street, Adelaide. The agenda is now available. This Circular provides a list of reports to be considered at the meeting.

### **4.3 Feedback sought - Review of Social Effect Inquiry Process and Principles**

The Independent Gambling Authority is conducting a statutory review of the Social Effect Inquiry Process and Principles and the prescribed form of Responsible Gambling agreement. The Authority invites interested LGA members to make a written submission.

### **4.4 University of Melbourne seeking nominations for McKinnon Prize in Political Leadership**

The University of Melbourne has launched the inaugural McKinnon Prize in Political Leadership. This Circular contains further information and information on how to nominate.

### **4.5 Registrations open for the Department for Communities and Social Inclusion's Changing Places Forum**

The Department for Communities and Social Inclusion is holding a free Changing Places forum on Friday 16 February 2018. This Circular contains further details and registration information.

### **4.6 Call for Waste Management Association of Australia nominated Board Director roles**

For the first time, the Waste Management Association of Australia (WMAA) is dedicating one of its four nominated Director positions to a member with senior government experience. Other nominated Director positions are dedicated to members with industry knowledge and experience. This creates a new opportunity for a senior professional working in the local government sector to influence growth and development of the waste industry in Australia.

### **4.7 Call for Abstracts: Australian Disaster Resilience Conference**

Call for abstracts is now open for the Australian Disaster Resilience Conference.

### **4.8 Specialised Procurement Training for Councils**

Procurement is an essential part of councils operations that can reduce costs, add value and forms a key component of a risk management strategy. LGA Procurement developed this suite of training modules to enhance staff knowledge and understanding of "good purchasing" practice in Local Government.

### **4.9 LG Functional Support Group Plan**

The LG Functional Support Group Plan version 1.0 has now been approved by the LGFSG Manager and is available on the LGA website. [lga.sa.gov.au/lgfsg](http://lga.sa.gov.au/lgfsg)

### **4.10 Women in Leadership – LG Professionals, SA Women's Network Forum**

LG Professionals, SA Women's Network presents Women in Leadership Forum.

### **4.11 LG Professionals, SA Annual State Conference**

Introducing Diana Renner at FAST FORWARD: Navigating the Future.

### **4.12 LG Professionals, SA - Navigating the Road to Retirement Workshop – Start Planning Today!**

When it comes to saving for retirement you have probably heard it all... and your nest egg is looking pretty healthy, but how about those important questions around your purpose, dreams and what you'll be doing for the next 30 years?

## **18.2 LGA Metropolitan Local Government Group Meeting - Key Outcome Summary**

### **Brief**

This report presents the Key Outcome Summary from the 17 January 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 17 January 2018 (**Attachment 1**).

### **Attachments**

#### **1. Metropolitan Local Government Group Meeting - Key Outcome Summary**

## **Metropolitan Local Government Group Meeting – Key Outcomes Summary – 17 January 2018**

### **2018 MLGG Governance**

The Metropolitan LG Group approved recommended changes to the Group's Terms of Reference and re-elected Mayor Redman as Chairperson. The Lord Mayor and Mayors Aldridge, Evans and Knight were elected as members of the MLGG Executive Committee as well as Mr Terry Buss, representing the Metropolitan CEO's Group.

The MLGG also confirmed the appointment of the LGA President to the MLGG Executive Committee in accordance with the Committee's Terms of Reference.

### **Guest Speakers**

The MLGG heard from Associate Professor Nick Falkner, University of Adelaide Smart Cities Consortium regarding Smart Cities (Technologies) Snapshot results.

### **Smart Cities (Technology) Snapshot Update**

The Group noted that RDA Adelaide has provided an additional \$5,000 towards the Smart Cities (Technology) Snapshot; and provided 'in-principle' support for a Smart Cities (Technology) Audit to enable a more detailed project plan and scope to be developed and considered.

### **Proposed 2018 MLGG Work Plan**

The Metropolitan Local Government Group deferred consideration of the proposed MLGG Work Plan 2018 with a further report to be brought to the next meeting.

### **City of Adelaide appointment to the Metropolitan Strategic Roads Committee**

The Group endorsed the appointment of Mr Clinton Devenish to the Metropolitan Strategic Roads Committee.

### **Super Cricket**

The MLGG endorsed the Chairperson writing to all metropolitan councils encouraging them to support the initiative.

## **19 MEMBER'S BOOKSHELF**

- SYC Annual Report 2017

### **RECOMMENDATION**

That the additions to Members' bookshelf be noted.

## **20 CORRESPONDENCE**

### **20.1 Supplementary Local Road Funding 2017-2018**

Correspondence has been received from the Minister for Regional Development and Minister for Local Government, Hon Geoff Brock MP, regarding the allocation of the Supplementary Local Road Funding to the West Torrens Council for 2017-2018 (**Attachment 1**).

### **20.2 Way2Go Bike Ed - Letter of Thanks**

Correspondence has been received from the Department of Planning, Transport and Infrastructure, thanking Council for the ongoing active commitment to the Way2Go partnership (**Attachment 2**).

### **20.3 Implementing New Planning System**

Correspondence has been received from the General Manager Planning and Development of the Department of Planning, Transport and Infrastructure, Ms Sally Smith, regarding implementing a new planning system (**Attachment 3**).

### **20.4 Underdale and Torrensville Urban Renewal Zone Amendment Approval**

Correspondence has been received from the Deputy Premier and Minister for Planning, the Hon John Rau MP, regarding approval of the requested Underdale and Torrensville Urban Renewal Zone Amendment (**Attachment 4**).

### **RECOMMENDATION**

That the correspondence be received.

---

### **Attachments**

#### **20.1 Supplementary Local Road Funding 2017-2018**

#### **20.2 Way2Go Bike Ed - Letter of Thanks**

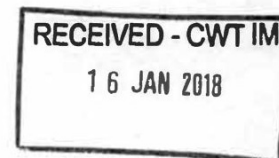
#### **20.3 Implementing New Planning System**

#### **20.4 Underdale and Torrensville Urban Renewal Zone Amendment Approval**



Government  
of South Australia

eA183269



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

Dear Mayor *John*

As you would be aware, the 2017-2018 Federal Budget included measures to reinstate the Supplementary Local Road Funding program, providing \$20 million per year during 2017-2018 and 2018-2019 to local government in South Australia.

I am pleased to advise that the Federal Minister and I have signed a Funding Agreement for the provision of the Supplementary Local Road Funding program, and the 2017-2018 funding has been distributed to councils based on the recommendations of the South Australian Local Government Grants Commission. Payment was made on Tuesday 9 January 2018.

The Supplementary Local Road Funding program has been distributed in the same manner as the previous program, and in line with other road funding for South Australia. Eighty-five percent of the pool of funding has been distributed in the same proportions as the 2017-2018 Identified Local Road Funding and 15 percent has been allocated as part of the Special Local Roads Program.

The Supplementary Local Road Funding has been paid in one lump sum for the 2017-2018 financial year. Allocation of the funding to the West Torrens Council for 2017-2018 comprises:

Formulae Funding	\$	306,173
Special Local Roads Program	\$	*
<b>Total Supplementary Local Road Funding for 2017-2018</b>	<b>\$</b>	<b>306,173</b>

\* *Monies provided under the Special Local Roads Program (Supplementary Local Road Funding Program) have been allocated for work on the following project:*

Minister for Regional Development  
Minister for Local Government

Level 17, 25 Grenfell Street Adelaide SA 5000 | GPO Box 2557 Adelaide SA 5001 DX 667  
Tel 08 8226 1300 | Fax 08 8226 0316 | [pisa.MinisterBrock@sa.gov.au](mailto:pisa.MinisterBrock@sa.gov.au)





- 2 -

It would be appreciated if you could forward this information to your relevant council officers.

As you would be aware, local government in South Australia maintains approximately 11.8 percent of the national local road network, and has 7.06 percent of the national population, but receives only 5.5 percent of the national pool of Identified Local Road funding.


I am therefore pleased that the Supplementary Local Road Funding program has been reinstated to at least partly address this inequity. I will continue to work with the South Australian local government sector to ensure the continued provision of this program and to address the inequity of our road funding over the longer term.

Should you have any queries regarding your council's Supplementary Local Road Funding, please contact Mr Peter Ilee, the Local Government Grants Commission's Executive Officer, on telephone 7109 7148 or via email to [grants.commission@sa.gov.au](mailto:grants.commission@sa.gov.au).

Yours sincerely



Hon Geoff Brock MP  
**MINISTER FOR REGIONAL DEVELOPMENT**  
**MINISTER FOR LOCAL GOVERNMENT**

 January 2018

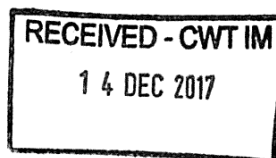
cc: Mr Terry Buss, Chief Executive Officer



Government of South Australia

Department of Planning,  
Transport and Infrastructure

*In reply please quote 2015/01608/01  
Enquiries to Michelle Postill  
Telephone 08 8343 2208*



Honourable John Trainer  
Mayor  
City of West Torrens  
165 Sir Donald Bradman Drive  
Hilton SA 5033

**PLANNING AND  
DEVELOPMENT DIVISION**

77 Grenfell Street  
Adelaide SA 5000

GPO Box 1533  
Adelaide SA 5001

Telephone: 08 8343 2222  
Facsimile: 08 8343 2768

ABN 92 366 288 135

Dear Mayor Trainer,

**WAY2GO**

During 2017 you took time out of a busy schedule to present class certificates at Richmond Primary School.

During the **Way2Go Bike Ed** component of the program students from Lockleys North, Plympton, West Beach, Richmond Primary's, St John Bosco, St John the Baptist Catholic, and William Light R-12 Schools participated in practical sessions, led by expert instructors, to learn bike handling and maintenance skills, road rules knowledge and safe riding and responsible road use behaviours.

We would like to thank you for your Council's ongoing active commitment to the **Way2Go** partnership and we look forward to continuing this effective collaboration into the future.

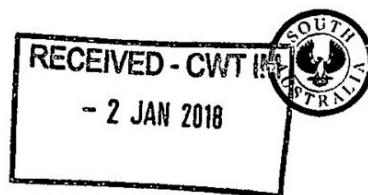
Yours sincerely,

A handwritten signature in black ink, appearing to read "Margaret Howard".

Margaret Howard  
Manager, Living Neighbourhoods and Travel Behaviour

December 2017

*In reply please quote  
Enquiries to Anita Allen  
Telephone (08) 7109 7099*



**Government of South Australia**

Department of Planning,  
Transport and Infrastructure

22 December 2017

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

**Development Division**

50 Flinders Street  
Adelaide SA 5000

GPO Box 1533  
Adelaide SA 5001

Telephone: 08 8343 2222  
Facsimile: 08 8343 2768

ABN 92 366 288 135

Dear Mr Buss,

### **Implementing our New Planning System**

As this year draws to a close, it is important to recognise the collaborative efforts of local government and the Department in laying the foundation for our new planning system. Already, we have seen some big changes take place, which have had an immediate and positive impact on the way we approach planning and land use in South Australia.

The establishment of the State Planning Commission and new Council Assessment Panels provides a foundation for improved governance across the planning system. We have paved a path for our communities to better engage in the planning process through the Community Engagement Charter, which will be released early in 2018. We have also delivered new Environment and Food Production legislation to ensure we manage and preserve our valuable food producing and rural areas for the future.

Earlier this year, I wrote to you outlining a commitment to work in partnership with local government to ensure a successful transition to our new planning system. To do this, we established a dedicated Planning Reform Transition Team who in recent months have travelled the State to meet all councils individually.

The key purpose of these meetings has been to initiate the transition, and begin to program the key tasks and milestones requiring collaborative work between state and local government to prepare for the new system. To deliver this, the Department is developing a Collaborative Work Program with each council, many of which have already been completed and agreed to.

I also note the feedback from councils following these first meetings has been overwhelmingly positive, and I would like to thank you for your commitment to participating, and accordingly, for making your staff available.

Next year will bring with it a range of new opportunities in the implementation of the new system, particularly regarding the preparation of the first generation of the Planning and Design Code Library, State Planning Policies and the Professional Accreditation Scheme. A clear program of work for 2018 will be provided to all councils early in the new-year. In the meantime, you, or your staff, are welcome to get in touch with any questions.

I would like to again take the opportunity confirm the Departments commitment to supporting local government throughout the development and implementation of our new planning system. Accordingly, I also seek your commitment to continue our partnership, and work together to deliver these important reforms.

Should you wish to discuss the above information further, please don't hesitate to contact Anita Allen, Manager Planning Reform on (08) 7109 7099 or [Anita.Allen@sa.gov.au](mailto:Anita.Allen@sa.gov.au).

Yours sincerely

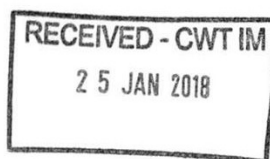
A handwritten signature in black ink, appearing to be 'Sally Smith', with a large circular flourish at the bottom.

Sally Smith  
**GENERAL MANAGER, PLANNING AND DEVELOPMENT**

**The Hon John Rau MP**

#11990975

22 January 2018



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



**Government  
of South Australia**

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

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

**Attention:** Ms Hannah Bateman

Dear Mr Buss

**Request to consider the Underdale and Torrensvile Urban Renewal Zone Amendment  
for Approval**

I refer to your letter requesting approval for the above-mentioned Amendment.

I have now considered your request and am pleased to approve the Amendment. Please note that in order for the Amendment to come into effect a 'Notice' under section 25(17) is published in the Government Gazette.

Following the approval of this amendment, the current version of your Development Plan will be changed to incorporate the Amendment. A copy of this new version of the Development Plan will then be sent to Council.

However, as Council is aware, the passing of the *Planning, Development and Infrastructure Act 2016* (PDI Act) provides for the introduction of the Planning and Design Code (the Code). The Code is intended to provide a consistent and contemporary planning policy framework across the State. Council should therefore be aware that any policy affected by this DPA will need to be revisited as part of the transition to the Code.

Please contact Nadia Gencarelli on 7109 7036 should you require further clarification or assistance in relation to the abovementioned matters.

Yours sincerely

**John Rau**  
Deputy Premier  
Minister for Planning

**21      CONFIDENTIAL**

Nil

**22      MEETING CLOSE**

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<b>9</b>	<b>Motions with Notice .....</b>	<b>1</b>
	Nil	
<b>10</b>	<b>Motions without Notice.....</b>	<b>1</b>
<b>11</b>	<b>Urban Services Division Reports.....</b>	<b>2</b>
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**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****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 16 January 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 Operation Moving Traffic Plan

#### Brief

To provide Council with key information regarding the Draft Moving Traffic Plan (MTP) (**Attachment 1**) for the City of West Torrens by the Department of Planning, Transport and Infrastructure (DPTI).

#### RECOMMENDATION

The Committee recommends to Council that:

1. The information contained in the Draft Moving Traffic Plan (MTP) document from Department of Planning, Transport and Infrastructure (DPTI) in October 2017 be received.
2. The Administration write to DPTI to express its disappointment that, contrary to the previous agreement between DPTI and Council, physical change of the speed limit on Henley Beach Road (from 60km/hr to 50km/hr) was implemented prior to appropriate community consultation being undertaken to determine that there was appropriate support for this speed limit change.
3. The Administration also seek written confirmation from DPTI ensuring that Council be briefed on the outcome of the DPTI Signal Operation review, prior to any of the signal changes being implemented.
4. The Administration continue to work collaboratively with DPTI to:
  - i) advance the proposal for extended clearways in Sir Donald Bradman Drive, between Airport Road and South Road;
  - ii) identify new study areas within West Torrens for the next phase of MTP development;
  - iii) ensure that appropriate consultation is undertaken with the affected stakeholders during the appropriate stages of development of the MTP and prior to implementation of any works.

---

#### Introduction

In 2015 the South Australian Government launched the Operation Moving Traffic (OMT) initiative managed by the Department of Planning, Transport and Infrastructure (DPTI). The OMT seeks to improve the efficiency and reliability of the transport network in terms of travel time, safety and services. It focuses on making the best use of existing road and public transport assets through a mix of short to medium term low cost actions.

A Moving Traffic Plan (MTP) is a blueprint which guides transport network operators in moving people and goods safely and efficiently. At the same time, it also supports key activity centres along transport routes by recognising their movement and place significance.

Development of Moving Traffic Plans will support the OMT initiative in the medium term by establishing a new mechanism for assessing competing road uses and balancing user priorities in order to achieve optimal network operations.

A MTP tells us who gets what priority on what road at what time and at what place. It takes into account:

- the strategic role and function of a road;
- its place and movement context;
- modes that use it, including the number of people using the mode; and
- time of day.

Council will recall that at its meeting held on 1 November 2016 it considered a report on the request from DPTI to participate in the OMT initiative and resolved the following:

- "1. *The report be received.*
2. *Council accepts the invitation from DPTI to participate in the Operation Moving Traffic program for the City of West Torrens and authorises the Administration to participate and partner with the Department to develop appropriate solutions in transport management that would benefit the community."*

Accordingly, the Administration worked with DPTI over the past year to assist in developing the draft MTP for the City of West Torrens.

The Development of the Draft MTP for the City of West Torrens is a joint effort between Council and DPTI.

The two key study areas selected for the first stage of this project were: Henley Beach Road (between Marion Road and South Road) and Sir Donald Bradman Drive (between Airport Road and South Road).

### Discussion

Henley Beach Road is assigned the following roles and functions under the State Roads Functional Hierarchy:

- High Frequency Public Transport Corridor
- High Activity Pedestrian Area (between Marion Road and James Congdon Drive)
- Commuter Cycling Route

Sir Donald Bradman Drive is assigned the following roles and functions under the State Roads Functional Hierarchy:

- Major Traffic Route
- Freight Route
- Standard Frequency Public Transport Corridor
- Commuter Cycling Route
- High Activity Pedestrian Area (between Marion Road and James Congdon Drive)

The overall network operational strategies identified for the two roads include:

- Signal operation review
- Lower the speed limit
- Extend clearway times
- Improve the Lipsett-Hounslow Bike Boulevard to the City
- Bus stop management
- Key intersection upgrades (mid to long-term treatments – reference Integrated Transport and Land Use Plan)

The recommended short term treatments for implementation under OMT are:

- **Henley Beach Road (between Marion Road and South Road)**

1. Signal Operation Review

- To reduce pedestrian crossing delays during business peak periods and on weekends
- Key intersection operation to balance traffic delays for both North-South and East-West movements

2. Lower speed limit - to improve pedestrian safety during business periods and support place making on Henley Beach Road

Council has previously advised DPTI that it does not support a speed limit of 40 km/h suggested by DPTI but would consider a 50 km/hr speed limit, provided there is appropriate community consultation that supports the change.

DPTI have recently implemented a 50 km/hr speed limit on Henley Beach Road, between South Road and Stephens Avenue, with the signs installed on 17 December 2017. Unfortunately, the reduction in speed limit to 50 km/hr was undertaken by DPTI with no consultation with Council and the community. This is inconsistent with the previously-agreed approach by DPTI.

- **Sir Donald Bradman Drive (between Airport Road and South Road)**

1. Extend clearway times - to improve traffic flow on this major traffic route
  - 7am - 10am city bound
  - 3pm - 7pm out bound

Currently, there are full time bicycle lanes in Sir Donald Bradman Drive (between Brooker Terrace and South Road). The proposal to extend clearway times will have no impact on this section of the road.

Currently, Sir Donald Bradman Drive (between Brooker Terrace and Airport Road) has bicycle lanes that operate on weekdays between 7.30am-9am in the city bound direction and 4.30pm-6.00pm in the outbound direction. The proposal to extend the clearway times will have an impact on properties that are located on this section of the road.

### **Next steps for the City of West Torrens' MTP**

DPTI and Council staff will work together in a continued collaborative manner to:

- Promote the agreed network operation strategies by developing concepts for the recommended treatment options, and seeking funding to implement the preferred concept design.
- Identify new study areas within West Torrens for the next phase of MTP development.

As part of the further work, consultation with the community and affected stakeholders will be essential. The Administration will seek DPTI agreement to develop appropriate strategies for consultation as part of the implementation process. The recent implementation of the 50 km/hr speed limit on Henley Beach Road is one example where the DPTI process is not consistent with the previously-agreed approach. The lack of consultation, even with Council, shows that much needs to be improved if the collaborative approach that has been agreed to by DPTI is to be the framework for future proposals.

### **Conclusion**

It is recommended to Council that the information contained in the MTP document from DPTI in October 2017 be received. It is recommended that the Administration continue to work with DPTI towards the implementation of the short term strategies outlined for Henley Beach Road and Sir Donald Bradman Drive and to determine which other key roads should form part of the next stage of the MTP development. It is also critically important that DPTI be reminded of the agreed process to implement future proposals, where consultation with Council and the community is essential for the proposals to be successful.

### **Attachments**

1. **Draft Moving Traffic Plan (MTP) from DPTI**

**Government of South Australia**Department of Planning,  
Transport and Infrastructure

*In reply please quote* #12191149  
*Enquiries to Tony Carbone*  
*Telephone : 8226 8222*

**SAFETY AND SERVICE  
DIVISION**GPO Box 1533  
Adelaide SA 5001Telephone: 08 8226 8222  
Facsimile: 08 8226 8330

ABN 92 366 288 135

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

Attention: Mr. Joseph Ielasi, Manager City Assets

Dear Mr Buss,

***DRAFT MOVING TRAFFIC PLAN REPORT FOR THE CITY OF WEST  
TORRENS***

Further to our letter to the council in June 2016 and the subsequent council endorsement for council's participation in the Moving Traffic Plan process, I am pleased to advise that the draft Moving Traffic Plan report for the City of West Torrens has been completed and sent to council.

DPTI values the continued collaboration with council in the development of the West Torrens Moving Traffic Plan and would like to invite council to provide feedback and comments with regards to this report before it is finalised.

We look forward to receiving your feedback and improving the outcomes of the Moving Traffic Plan for The City of West Torrens. If you need further information please contact Tony Carbone or Jasmina Jovanovic on 8226 8222.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Tony Carbone".  
Tony Carbone**MANAGER, TRAFFIC OPERATIONS**

*15* December 2017

# 12191149

1

# MOVING TRAFFIC PLAN

FOR THE CITY OF WEST TORRENS



TRAFFIC OPERATIONS

OCTOBER 2017



**Government of South Australia**  
Department of Planning,  
Transport and Infrastructure



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## 1. Executive Summary

Traffic congestion is an enduring problem facing Australian capital cities. Due to physical and fiscal constraints, it is neither practical nor sustainable to solve congestion issues through continuous infrastructure expansion. To keep traffic moving while achieving the strategic objectives of the land transport network, a proactive network operation strategy proves essential.

In 2015, the South Australian Department of Planning, Transport and Infrastructure (DPTI) started the Operation Moving Traffic (OMT) initiative to improve the efficiency and reliability of the transport network in terms of travel time, safety and services. OMT focuses on making the best use of existing road and public transport assets through a mix of short to medium term, low-cost actions.

Development of Moving Traffic Plans will support the OMT initiative in the medium term by establishing a new mechanism for assessing competing road uses and balancing user priorities in order to achieve optimal network operations.

A Moving Traffic Plan (MTP) is a blueprint which guides transport network operators in moving people and goods safely and efficiently. At the same time, it also supports key activity centres along transport routes by recognising their movement and place significance. MTP tells us who gets what priority on what road at what time and at what place. It takes into account:

- The Strategic Role and Function of a Road;
- Its Place and Movement Context;
- Modes that use it, including the number of people using the mode; and
- Time of day.

The Moving Traffic Plan development process follows the Austroads Network Operation Planning framework. It is a top-down process aiming at establishing a close connection between high level network planning objectives and day to day traffic operation. By quantifying the network operating gaps which are the differences between the target and existing performance of each transport mode, effective traffic operation strategies can be developed.

The development of the MTP for the City of West Torrens is a joint effort between West Torrens City Council and DPTI. The study area includes Henley Beach Road (between Marion Road and South Road) and Sir Donald Bradman Drive (between Airport Road and South Road). The MTP technical working group, which includes DPTI and council officers, identified a list of strategies to reduce the operating gaps of the targeted transport modes within the study area. Candidate treatment options under each strategy are proposed in this document.

The recommended treatments for implementation under OMT includes:

**Henley Beach Road:**

- Signal operation review
- Lower speed limit

**Sir Donald Bradman Drive:**

- Extend clearway times

Individual project based stakeholder/community consultation is not within the scope of this study and is planned for the implementation stage.

## 2. Introduction

Traffic congestion is an enduring problem facing Australian capital cities. Due to physical and fiscal constraints, it is neither practical nor sustainable to solve congestion issues through continuous infrastructure expansion. To keep traffic moving while achieving the strategic objectives of the land transport network, a proactive network operation strategy proves essential.

An effective network operation strategy must target multi-modal operating gaps of the network. The operating gap of each transport mode is a generalised measure of the difference between the existing modal performances and their intended performance targets. The performance target should reflect the strategic road use of the transport network.

A Moving Traffic Plan (MTP) is a blueprint which guides transport network operators, in moving people and goods effectively. At the same time, it also supports key activity centres along transport routes by recognising their movement and place significance.

MTP tells us who gets what priority on what road at what time and at what place. It takes into account:

- The Strategic Role and Function of a Road;
- Its Place and Movement Context;
- Modes that use it, including the number of people using the mode; and
- Time of day.

Following this plan, traffic operation would become more strategic in terms of achieving the State's high-level transport network objectives and supporting its planned land use and urban form.

This report discusses the MTP development process and presents the key outcomes of the West Torrens MTP which covers a section of Henley Beach Road (between Marion Road and South Road) as well as Sir Donald Bradman Drive (between Airport Road and South Road).



### 3. Background

In 2015, the South Australian Department of Planning, Transport and Infrastructure (DPTI) started its Operation Moving Traffic (OMT) initiative to improve the efficiency and reliability of South Australia's transport network in terms of travel time, safety and services. The OMT initiative will strive to improve services for all users of the transport network, including freight operators, commuters, public transport patrons, cyclists and pedestrians.

Operation Moving Traffic focuses on making the best use of existing road and public transport assets through a mix of short to medium term, low-cost actions. These actions will complement current major infrastructure improvements such as the North-South Corridor and the O-Bahn busway extension.

Development of Moving Traffic Plans will support the OMT initiative in the medium term by establishing a new mechanism for assessing competing road uses and balancing user priorities in order to achieve optimal network operations. MTP development is the South Australian version of Network Operation Planning, promoted by Austroads (Austroads 2016).

MTP will establish road user priority in the road space of strategic corridors (arterial roads) along with significant local roads within local government jurisdictions. The development of these network-wide, multi-partner plans will involve a high level of consultation with local governments and affected communities.

A well-developed MTP will guide traffic operation to achieve strategic objectives of the multi-modal transport network. It also provides a means for transport planners to perform a reality check of current strategic transport policies. In addition, the process brings state government, local government and key stakeholders together in a collaborative manner to address common issues of a common transport network – arterial network and local network as a whole.

## 4. Moving Traffic Plans

A Moving Traffic Plan contains a series of maps and tables which outline:

- The road functions of the transport network and the relative priority among competing transport modes within the MTP study area (see Figure 1);

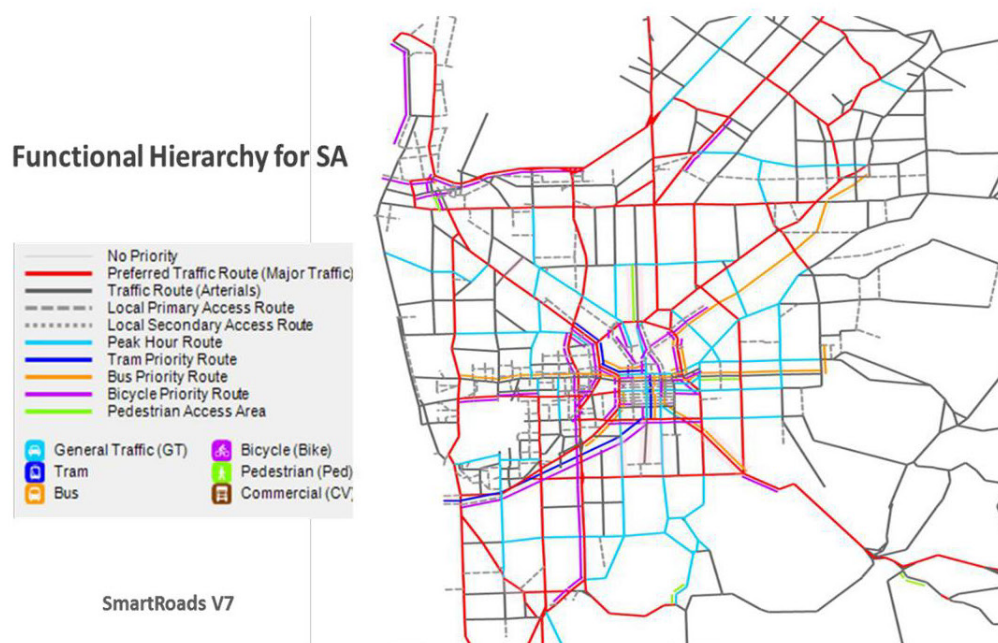


Figure 1: Strategic road use map (based on ITLUP / Functional Hierarchy for SA's Land Transport Network)

- The transport network's multi-modal operational issues - the operating gaps between a mode's existing performance and its intended operating target (see Figure 2);

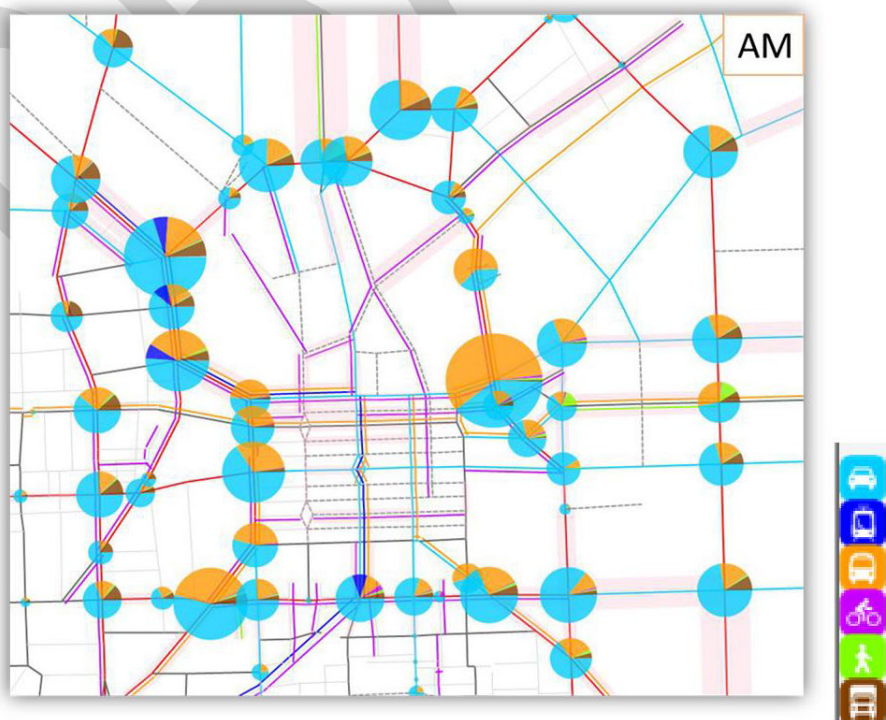


Figure 2: Graphical representation of network operating gaps



- Network operating strategies – responding to the key operating gaps of targeted transport modes and;
- Candidate treatments – traffic operation & infrastructure improvements that are aligned with the identified network operating strategies.

#### 4.1. Moving Traffic Plan process

The Moving Traffic Plan development process follows the Austroads Network Operation Planning Framework (NOP, Austroads 2016). It is a top-down process aiming at establishing a close connection between high level network planning objectives and day to day traffic operation (see Figure 3). The MTP process stops at step 5 of the NOP framework.



Figure 3: Network Operation Planning process (Austroads, GTM 2016, Part 4)

The key components/activities in each step of the MTP process are:

**Step 1** – Outlining the transport network’s operation objectives, relative to transport outcomes sought by the government and the community. Network operation objectives, therefore, incorporate the following:

- government policies and objectives;
- road user group requirements (for all modes);
- traffic and road-based transport productivity targets;
- road functions; and
- overall performance of the network.

**Step 2** – Relative road use priorities are developed through the application of the Movement and Place Framework (Austroads 2016), on the basis of the network operation objectives, for the various road users for each link (mid-block section) and node (intersection) in the network.

These priorities recognise the existing functional road hierarchies (i.e. ITLUP/Functional hierarchy for SA land transport network and relevant Council’s transport strategies), road management arrangements and time of day operations.



It is often the case that the requirements of the various road user groups could not be accommodated simultaneously due to limited road space. A set of network operation targets for each transport mode are determined through the established relative road use priorities.

**Step 3** – an operating gap is the difference between a transport mode's existing and its target operation performance metric, derived from the relative priorities determined in Step 2. Operating gaps are calculated for individual road user groups on individual links.

A map of operating gaps of the study area, Figure 2, provides a clear insight into the nature of network issues which is central to the development of MTPs. This helps the development of appropriate and effective network operation strategies within the MTP to support decision making regarding investment priorities.

It is important to note that the operating gaps, identified in the MTP process, do not take into account safety considerations per se. The exception being for cyclists where the utilised performance metrics is the quality of infrastructure provision, which has direct safety implications.

**Step 4** – Network strategies provide guidance in developing traffic management, operation and infrastructure solutions. The strategies directly respond to the operating gaps identified in step 3. They do not, however, specify particular solutions at this stage of the MTP process.

Network strategies indicate how the network should operate, in order to be more strategic with regards to network objectives, rather than outlining detailed treatments. Consequently, there is room for different options to be developed under the proposed strategies, provided that their outcomes are aligned.

**Step 5** – The network operation plan contains initiatives to manage the operation of the network. These include operational treatments and infrastructure projects that support the network operation objectives. It is important that network strategies are established prior to determining options/solutions. Having an agreed network strategy as the context of option/solution identification facilitates understanding and consensus building amongst stakeholders. High level safety implications are considered when developing the candidate treatments.

**Step 6 & 7** – Implementation, review and evaluation of recommended treatment options contained within the MTP.

The MTP can be used to guide the development of other strategically aligned operational services, activities and projects that relate to the day-to-day management of the road network. The MTP can also be used to support general decision-making on a range of operational, customer liaison, project delivery, planning, and policy issues.

#### 4.2. MTP decision support tool

The Austroads NOP decision support tool, SmartRoads V7, is used to assist MTP development. The tool was originally developed by VicRoads but was further refined and subsequently adopted by Austroads to support a harmonised NOP application at a national level.

The key features of the SmartRoads tool include:

- an interactive planning environment to visualise road use priorities, operating gaps and potential impacts of the proposed treatments (e.g. Figure 1 and 2);

- network wide multi-modal assessment (i.e. general traffic, buses, freight vehicles and active transport);
- facilitating the consistent application of the NOP framework including jurisdiction-specific specifications and standards.

### 4.3. MTP for the City of West Torrens

The first stage of MTP for the City of West Torrens concentrates on the following two shaded areas in Figure 4:

- The Henley Beach Road (between Marion Road and South Road) and
- Sir Donald Bradman Drive (between Airport Road and South Road).

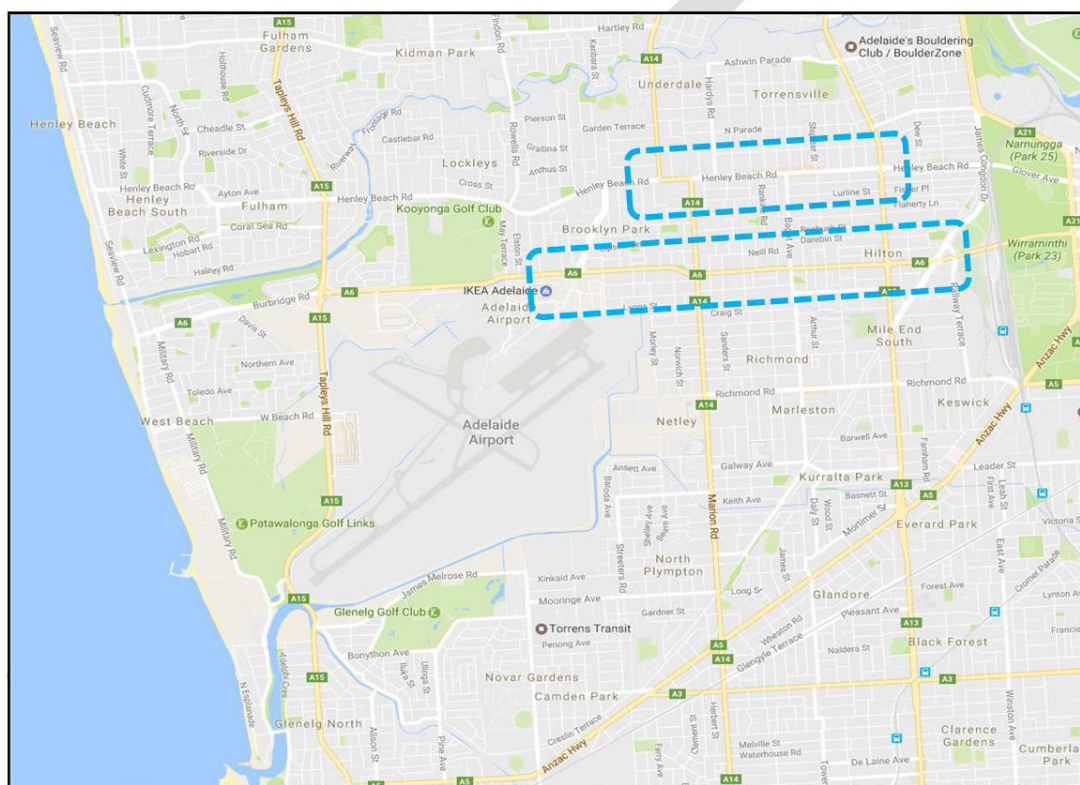


Figure 4: Study areas within the City of West Torrens

Figures 5 and 6 present the general road and traffic environment of the two study areas.



Figure 5: Henley Beach Road





*Figure 6: Sir Donald Bradman Drive (Sir Donald Bradman Drive/Airport Road intersection and mid-block)*

Initial discussions were held with City of West Torrens council officers to introduce the Austroads NOP process and the SmartRoads tool to discuss how this might be used to assist DPTI and Council in establishing a collaborative approach to network operation planning.

Two workshops, facilitated by AECOM, were held with attendance by both DPTI and council officers. The first workshop introduced the Moving Traffic Plan process and discussions regarding how the MTP process could be applied within West Torrens Council. It was confirmed that the Henley Beach Road be included in the scope of analysis due to its strategic importance to Council as an Urban Corridor. DPTI also recognises Henley Beach Road's unique capacity to serve as a key destination for activities as well as catering for large volumes of weekday peak period traffic.

In the second workshop, DPTI presented findings of its multi-modal network operating gap analysis. The focus of the workshop was to discuss and confirm the traffic operation issues, identified through both traditional traffic assessment and operating gap analysis in the study areas. Sir Donald Bradman Drive is appended to the scope of the MTP due to recognition of its status as the key Major Traffic Corridor through the council and it being an alternative traffic route to Henley Beach Road.

Following the conclusion of the second workshop and follow up discussions, the MTP technical working group, which includes DPTI and Council officers, identified a list of operating strategies to reduce the operating gaps of the targeted transport modes. Candidate treatment options under each strategy were also proposed. These strategies and candidate treatments were subsequently reviewed by both DPTI and council officers.

The identified strategies and candidate treatments are included as part of this draft MTP report which includes recommended treatment options for implementation.

Sections 5 to 8 of this report documents the development process of the key outcomes within the scope of the current City of West Torrens MTP.

## 5. Network Operation Target

### 5.1. Strategic Road Use

At the network level, the Functional Hierarchy for SA's land transport network, which is integral to the development of the Integrated Transport and Land Use Plan for SA (ITLUP), defines which transport mode should be encouraged on which link of the network. The road use hierarchy map is the starting point of network operation target setting (see Figure 7).

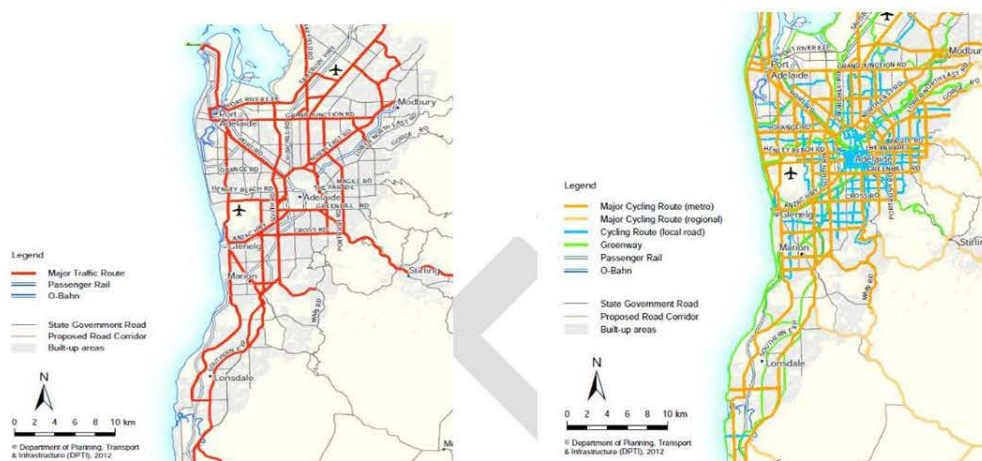


Figure 7 Road use hierarchy (major traffic & cycling routes)

The Functional Hierarchy is from the perspective of road use, including cycling and walking, to assign modal priority to a road. For example, Henley Beach Road is assigned the following roles and functions under the Functional Hierarchy:

- High Frequency Public Transport Corridor
- High Activity Pedestrian Area (Between Marion Road and James Congdon Drive)
- Commuter Cycling Route

Sir Donald Bradman Drive has the following functions under the Functional Hierarchy:

- Major Traffic Route
- Freight Route
- Standard Frequency Public Transport Corridor
- Commuter Cycling Route and
- High Activity Pedestrian Area (between Marion Road and James Congdon Drive)

Figure 8 is a combined strategic land use and road function map for the City of West Torrens council area. It defines the role and function of major arterial roads and key local collector roads which aligns with ITLUP and West Torrens Council's integrated transport strategies. At the same time, it highlights the underlining land uses that these road use functions supports.



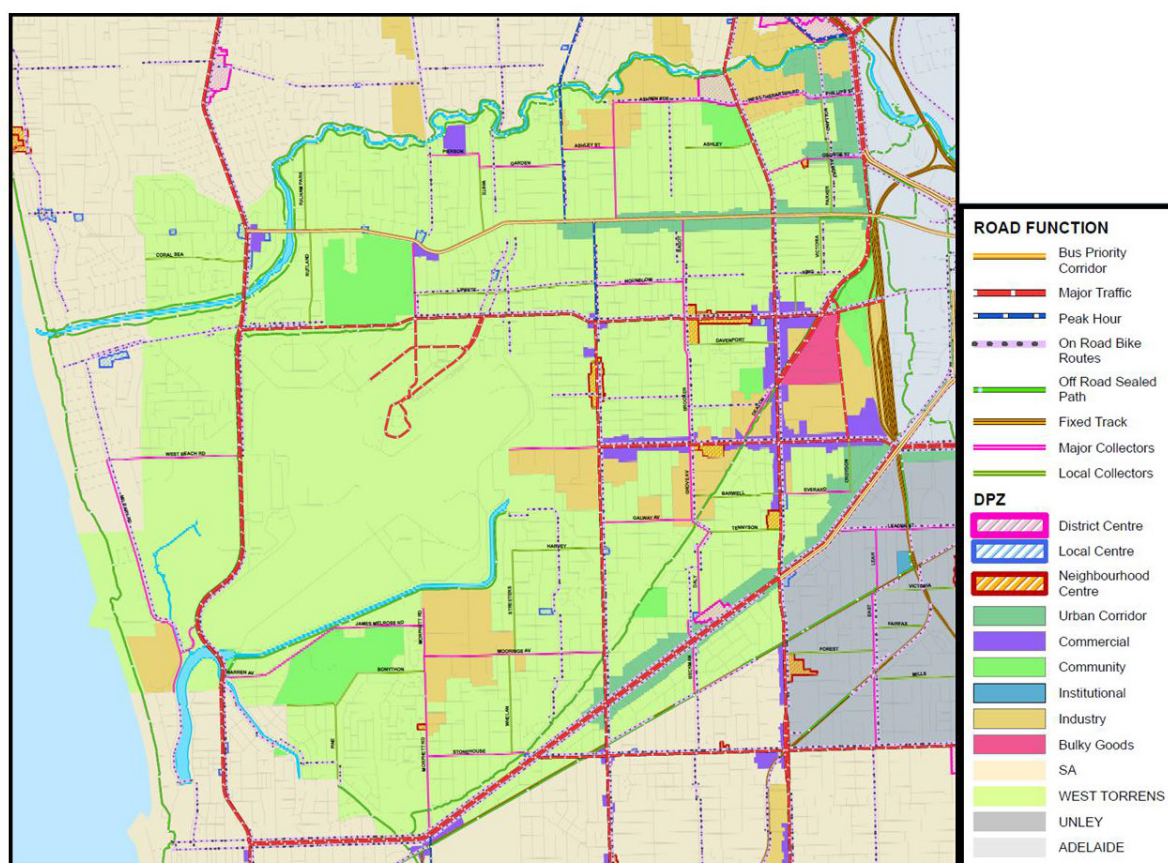


Figure 8: A combined strategic land use and road function map for West Torrens area

## 5.2. Movement and Place

It is important to emphasise that roads serve two primary roles/functions for its users, that being to:

- facilitate the movement of people and goods, and/or
- act as places for people

At the link level, the place significance of a road (or section of a road) should be considered side-by-side with the movement function of the road in determining the operation target for each of the modes.

The Movement and Place Framework (Austroads Guide to Traffic Management Part 4 – traffic operation focus) has the same origin as the Link and Place Framework (Street for People for SA compendium – road design focus).

The framework formally recognises the capacity for road and roadside environments to act as places of activity that can significantly alter its operating characteristics. Once the position of a road in the movement-place matrix (see Figure 9) is established, the relative priority for each transport mode that uses the road is able to be assigned. Subsequently the operation target for each mode can be determined.



Figure 9: Movement & Place Framework (Austroads 2016)

The place significance of a road can be determined using Figure 10, which is based on the amount of pedestrians that are in the immediate vicinity of a road as well as the land use context of the road.

Place significance				
Place				
Urban areas	Local Place	Local Centre	Strategic Centre (and areas of high pedestrian activity)	City Centre (Sydney and Parramatta CBDs)
Regional areas	Local Place	Local Centre	Strategic Centre (and areas of high pedestrian activity)	City Centre (Wollongong and Newcastle CBDs)
Transport	Public transport stop	Railway station	Transport interchange (and areas of high pedestrian activity)	International Ports/Airports/ Gateways
Community	Home based community activities	School/ childcare/church/ community hall/ local markets	University/ hospital/regional markets (and areas of high pedestrian activity)	Special events (including planned road closures)

Figure 10: Place Significance Definitions (Austroads 2016)

The role and function of a road may change according to the time of day such as 'High Streets' which may have a high movement function in the peak commuting periods and a high place function in the business of off peak periods. The relative modal priorities assigned to a road should reflect the change in the intended function of the road throughout the different periods of the day and/or week (see Figure 11).

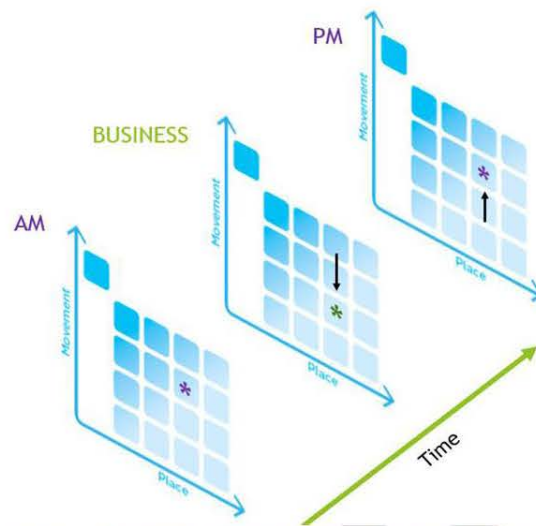


Figure 11: Change in functions of a road throughout time

The operation target of a transport mode must represent the level of priority/encouragement assigned to the mode. The stronger the encouragement assigned to the mode, the higher its operation target should be (for example 'strong encouragement' equates to a target level of service (LOS) A, which corresponds to the highest performance expectation for the mode).

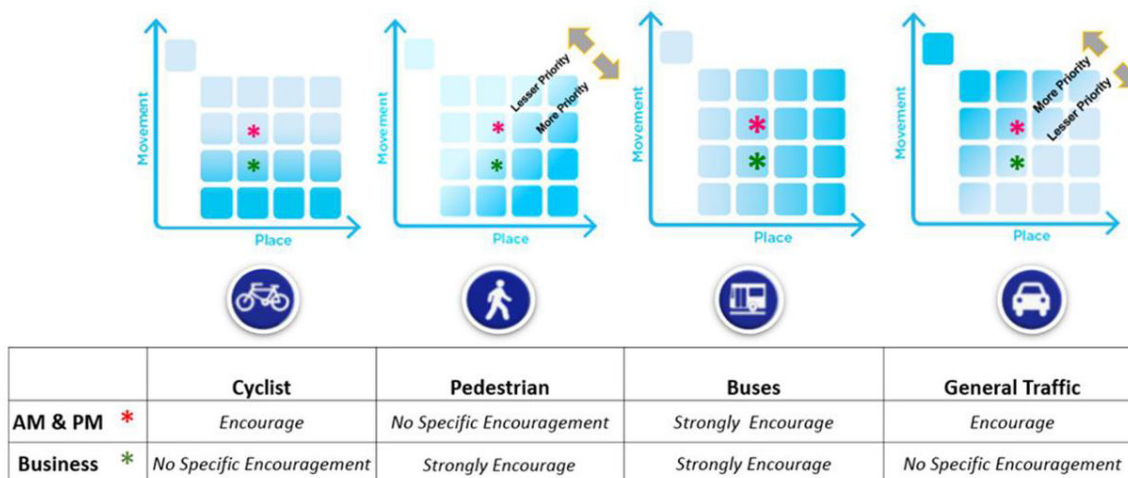
By outlining the operation target for each mode (or its **LOS\_target**) and eliminating uniform expectations for all modes, a more strategically aligned assessment of the performance of all competing modes is able to be conducted. This is especially true for modes that are traditionally associated with places such as walking, cycling and public transport. These modes have traditionally been given ad-hoc considerations which then were not consistently applied across the network.

By adopting this target-based and structured approach to multi-modal operational analysis, a balanced network operation could be achieved



### 5.3. Operating target settings in study areas

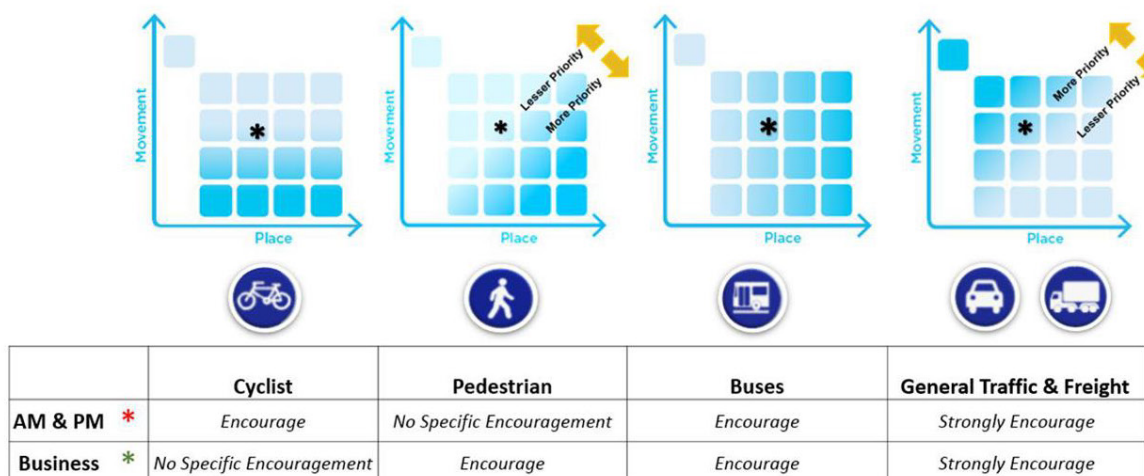
#### 5.3.1. Henley Beach Road



**Note:** the darker the blue, the stronger the level of encouragement (higher priority)

Using General Traffic (cars and light commercial vehicles) as an example, a higher relative priority is given to General Traffic during AM and PM peak periods when the movement significance of Henley Beach Road is high.

#### 5.3.2. Sir Donald Bradman Drive



## 6. Network Operating Gaps

Both the Strategic Road Use and the Movement and Place framework help us gain a clear understanding of modal priority at the network level to set appropriate operation targets at the link level. The difference between the operation target and the existing traffic performance of a road for each transport mode is the operating gap ( $OG = LOS_{existing} - LOS_{target}$ ), which provides an insight into the nature of the operational issues with respect to their strategic function. By addressing these issues, traffic operation is expected to be more effective and strategic.

Well established traffic analysis methods, processes and advanced traffic modelling tools are used to assess the existing traffic performances ( $LOS_{existing}$ ). Traffic data from various automated traffic management systems (e.g. SCATS traffic signal control systems, AddInsight real time traffic information systems, Public transport ticketing and scheduling systems, etc.) and traffic surveys are available for use.

The vehicle based traffic analysis helps paint a clear picture of the existing network performance in the West Torrens area. For example, Figure 12 presents the traffic intensity at key intersections of the West Torrens network during the morning peak hour. It shows that the traffic intensity inside the West Torrens area is relatively low.

### Intersection through-put (veh/hr)

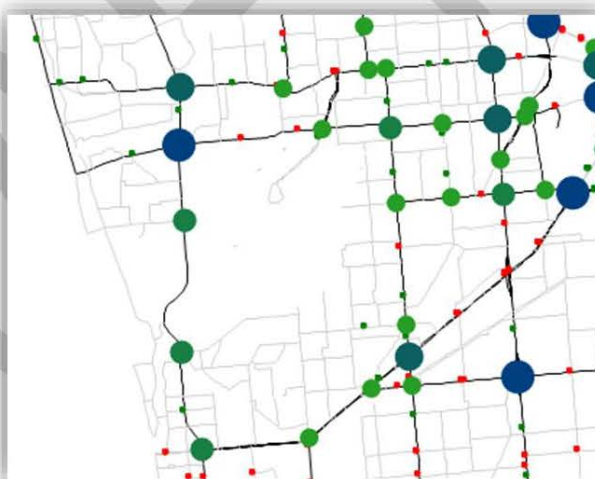


Figure 12: AM peak hour intersection throughput (veh/hr)

Figure 13 highlights the congested locations of the West Torrens network. It shows that traffic congestion occurs at most major intersections within the council.

### Intersection degree of saturation (volume/capacity)

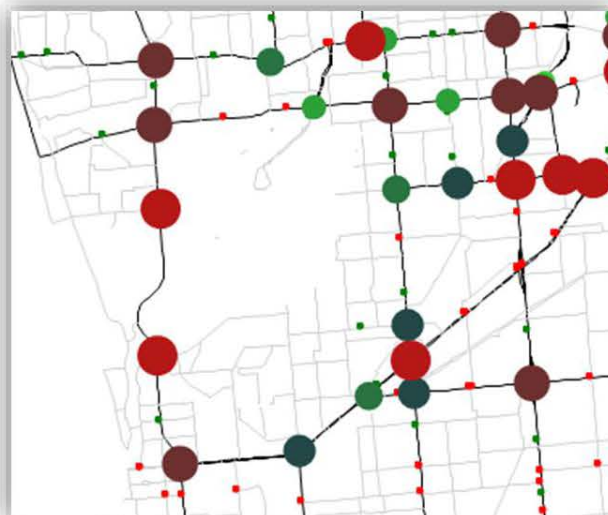
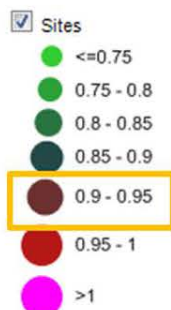


Figure 13: AM peak hour intersection Degree of Saturation (volume/capacity ratio)

Using the traffic analysis results and the available mode specific traffic data, we can estimate the existing LOS for each transport mode (**LOS<sub>existing</sub>**).

An operating gap is an aggregated measure at the mode level (not the individual user level) by taking into account the volumes for that mode in terms of the number of people (occupancy) and 'goods' (delay costs) moved. A much higher cost of delay is assigned to freight movements for a fair representation of the 'goods' moved through this mode.

Figure 14 shows the operating gap pie chart, which is a graphical representation of the multi modal operating gaps of an intersection. Each coloured slice of the pie shows how large the operating gap (difference between the existing performance and its operational target) is for a specific mode. The smaller the size, the less significant the operational issue.

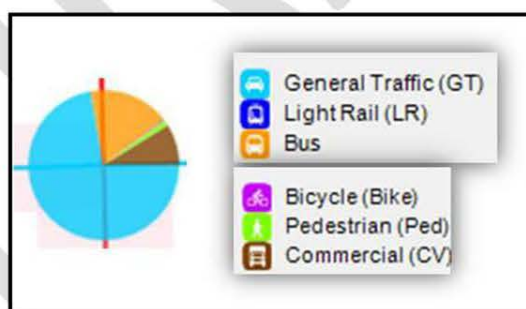


Figure 14: Operating gaps of a road link / intersection

Figure 15 shows the multi-modal network operating gaps in the City of West Torrens area (AM peak used as an example). The map of multi-modal operating gaps for West Torrens network is quite different from Figure 13 which shows its vehicle based network performance. Both the operation target setting for a mode and the number of people using the mode have significant influences on its operating gap.

At the network level, Sir Donald Bradman Drive experiences much larger operating gaps compared to Henley Beach Road. At the intersection level, the contribution of each mode to



the overall operating gap (i.e. the size of each slice of the pie) varies due to difference in volume, performance and operation target between the modes.

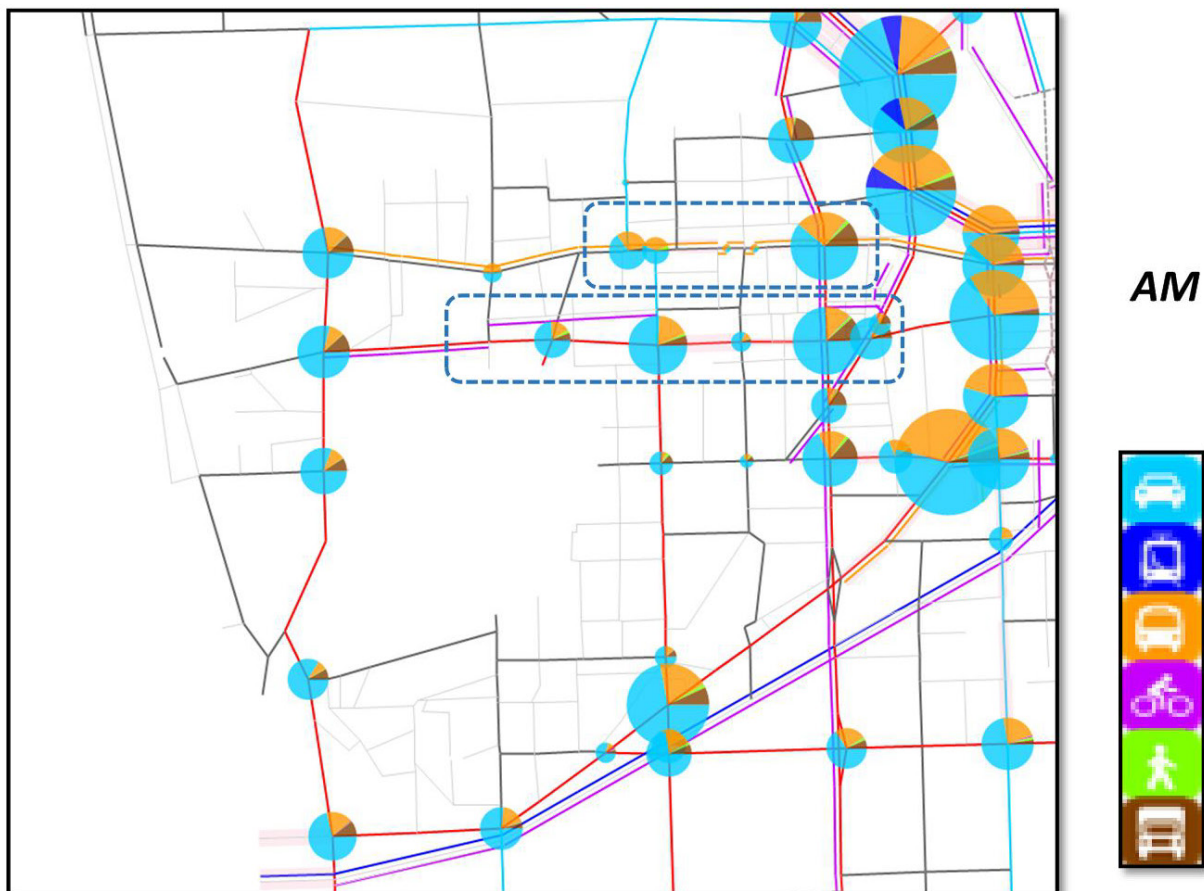


Figure 15: Network Operating Gaps of West Torrens Area

## 6.1. Henley Beach Road

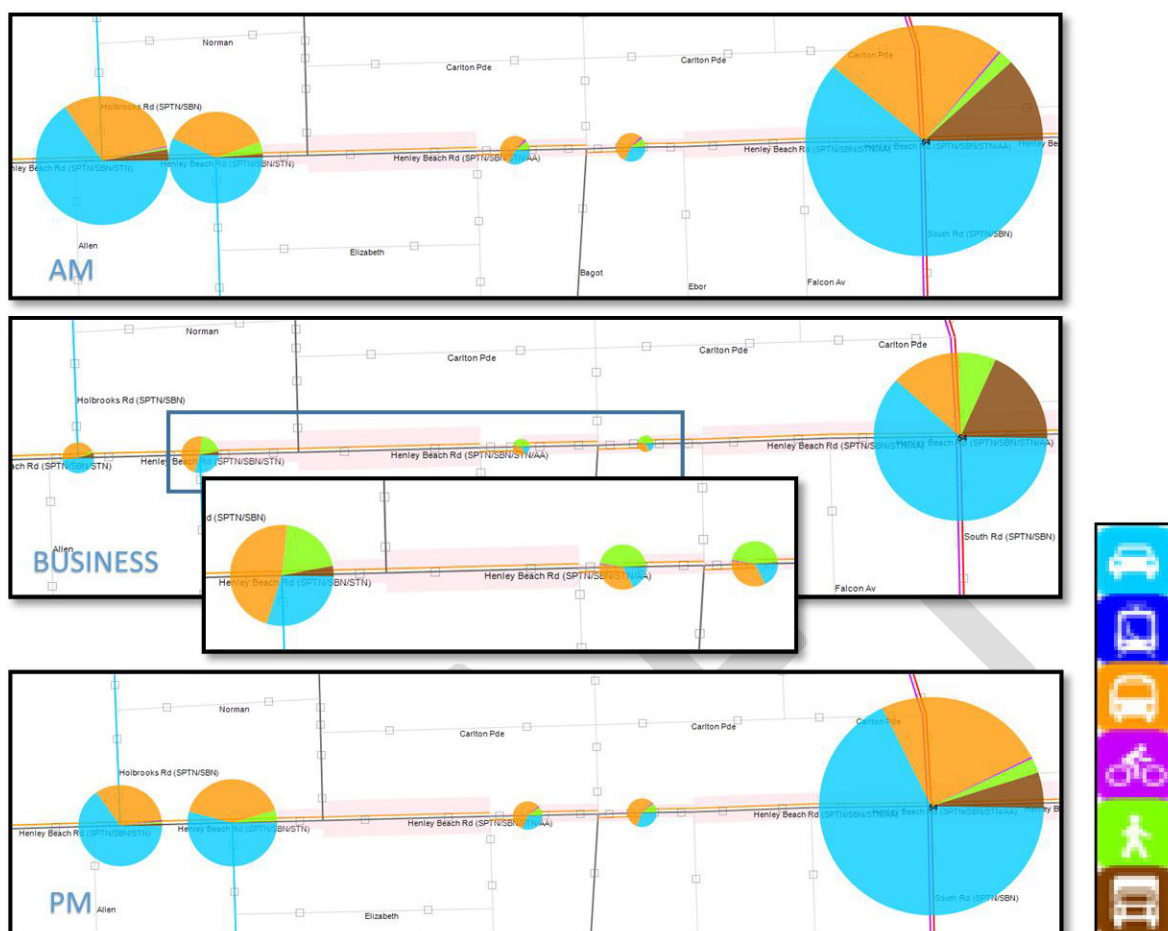


Figure16: Operating Gaps of Henley Beach Road

Figure 16 shows the operating gaps of Henley Beach Road between Holbrooks Road and South Road across three time periods. Different scales were used to produce these OG maps to show in detail the operating gap distribution among the different transport modes.


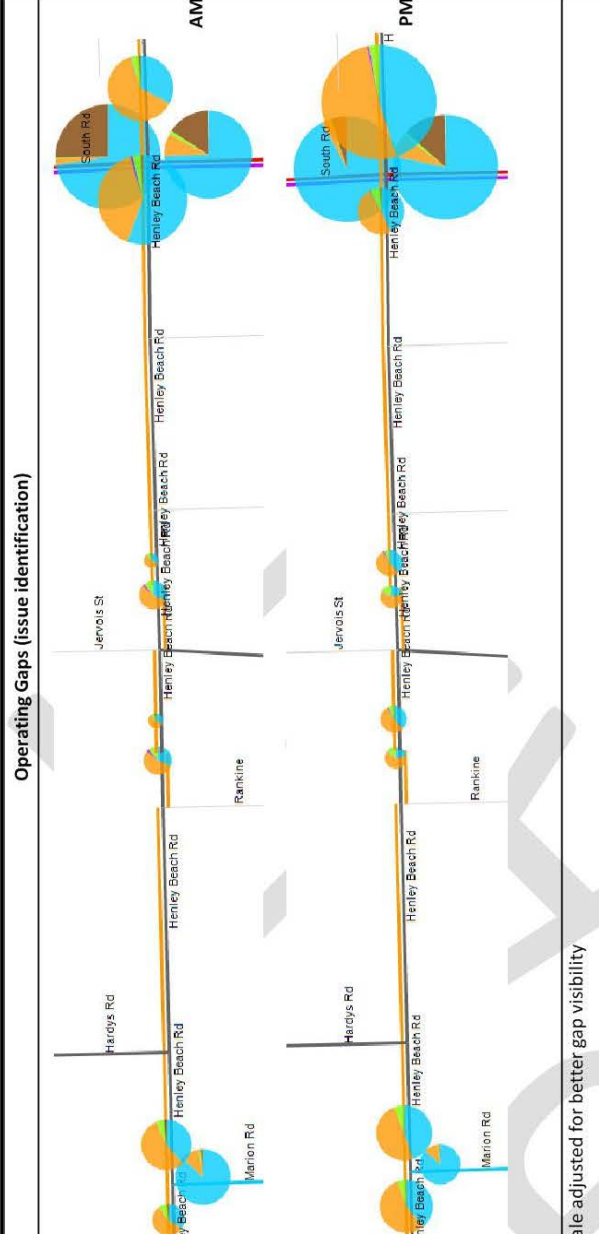







General Traffic gaps, i.e. blue slices, in AM and PM graphs of Figure 16 indicate that the dominant operational issues are associated with general traffic for this studied area. Figure 16 also depicts that the operating gaps for buses, i.e. orange slices, are significant in the morning and afternoon peak hours. This trend changes in the business peak period where the pedestrian gaps (green slices) becomes dominant. In addition, the operating gaps for commercial vehicles (brown slices) are noticeable at the South Road intersection.

As discussed before, the size of the operating gap for each mode at a location is influenced by the relative priority setting of the mode, its current performance and the number of people using the mode. The significant reduction of operating gaps for general traffic in the Business peak period is heavily affected by its lower operation target setting (i.e. no specific encouragement, LOS\_target = C). In contrast, the operation target for pedestrians is LOS B (encouragement), which reflects the 'place significance' of Henley Beach Road during this period.

Table 1 describes the key traffic operational issues of each target mode along Henley Beach Road. The issues are sorted according to different time periods in order to assist with the development of network operation strategies.

Examples of operating gaps for each approach of the key intersections are provided in Table 1. The operational issues of each transport mode were identified by analysing these approach-based operating gaps.



Time	Target Mode	Issues	Operating Gaps (issue identification)
AM & PM		less issues due to low pedestrian activity	
		*Conflicts between high numbers of commuting cyclists and high traffic volumes on Henley Beach Road. The safety risk is not picked up by OG analysis. *Priority between Henley Beach Road and The adjacent Lipsett/Hounslow bike boulevard is unclear.	
		Significant bus passenger delays due to high traffic volumes/congestion on Henley Beach Road.	
		Car passenger delays are very high on all approaches of the South Road / Henley Beach Road intersection	
		*Crossing delay due to increased pedestrian activity. *Increased safety risk for crossing pedestrians.	
Business		Friction and safety risks for cyclists due to kerbside parking (Not shown through Operating Gaps).	
		*Reduced bus & car passenger delay due to a decrease in traffic volume.	
		*Kerb side parking still present an obstacle for bus operation	

## 6.2. Sir Donald Bradman Drive



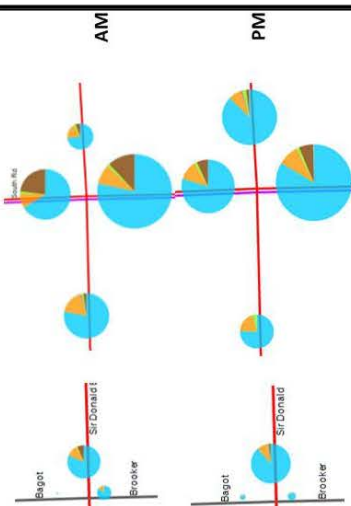

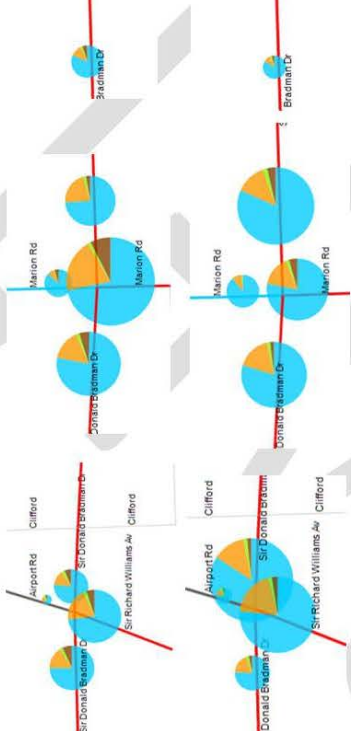


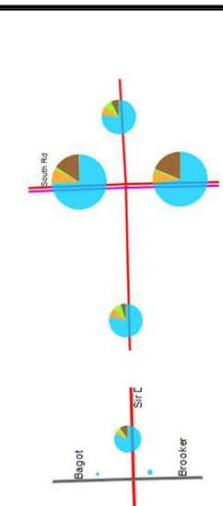

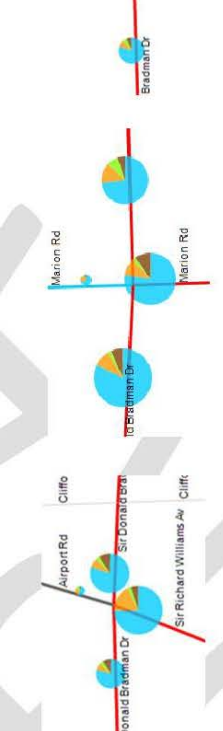
The operating gaps of Sir Donald Bradman Drive in the three different time periods are shown in Figure 17. In contrast to Figure 16, the blue colour (general traffic gaps) is dominant across the whole day on Sir Donald Bradman Drive, and the overall operating gaps reduction during the business period is much less compared with Henley Beach Road. Note that Figure 16 and Figure 17 are produced using different scales for presentation purposes.



Figure 17: Operating Gaps for Sir Donald Bradman Drive

Table 2 summarises the key issues concerning traffic operation on Sir Donald Bradman Drive. The approach-based operating gap analysis forms the basis for issue identification.

Table 2: Operation issues – Sir Donald Bradman Drive

Time	Target Mode	Issues	Operating Gaps (issue identification)
AM & PM	 	Car passenger & commercial vehicle delays due to high traffic volumes /congestion	
		*Conflicts between high numbers of commuting cyclists and high traffic volumes on Sir Donald Bradman Drive. The safety risk is not picked up by OG analysis. *Priority between Sir Donald Bradman Drive and the adjacent Lipsett/Hounslow bike boulevard is unclear.	
Business	 	Reduced overall car passenger and commercial vehicle delays due to decrease in traffic volume.	
		*Crossing delay due to increased pedestrian activity. *Increased safety risk for crossing pedestrians.	




## 7. Network Operation and Improvement Plans

The road use hierarchy provides a general idea about the relative priority each road user group should enjoy at the network level. The multi-modal operating gap analysis provides a solid basis for determining where and when these relative priorities could be assigned. These priorities can be supported through appropriate network operation strategies.



Any effective strategy must respond to operating gaps by either reducing them or rebalancing the gap distribution among the transport modes. A strategy must target at least one but can include other modes depending on its likely operational impacts.

### 7.1. Operational strategies

*Table 3: Henley Beach Road Strategies*

Target Mode	Strategies	Target Period				Comments
		AM	PM	Business	Weekend	
	Improve Public Transport Performance	◆	◆	◆	◆	
	Reduce Pedestrian crossing Delay Times			◆	◆	Supports place making
	Promote Cycling on Quieter Streets	◆	◆	◆	◆	Reduce bike conflicts with on road vehicles

*Table 4: Sir Donald Bradman Drive Strategies*




Target Mode	Strategies	Target Period				Comments
		AM	PM	Business	Weekend	
 	Improve Traffic Flow on Sir Donald Bradman Drive	◆	◆	◆	◆	Enhance major traffic route function

### 7.2. Potential treatment options

Under each proposed network operation strategy, aligned candidate treatments can be developed with a particular focus (e.g. operational solution, infrastructure solution, media campaign, etc.). Although these treatments will benefit the targeted transport mode to varying degrees, they can have varying impacts on the other transport modes as well. The potential impact of each treatment on all modes is highlighted in Table 5.





Table 5: Henley Beach Road Candidate Treatments

Target Mode	Treatment Options	Effective Period				Potential Impact						Comments
		AM	PM	Business	Weekend	General Traffic	Public Transport	Pedestrians	Cyclists	Commercial Vehicles	Safety	
	Signal operation adjustment to reduce pedestrian crossing delays			◆	◆	✗	✗	✓			✓	*Encourages pedestrians to use signalised crossing points which are safer
	Lower speed limits	◆	◆	◆	◆	✗	✗	✓	✓		✓	*Adverse impacts to on road vehicles depending on speed limit settings *Reduces risk of all crash types
	Improve Lipsett/Hounslow Bike Boulevard by a) reducing cyclist delays at major crossings and b) enhancing mid-block cycling priority	◆	◆	◆	◆				✓		✓	*Requires some access improvements to Lipsett/Hounslow from demand generators and destinations *Promotes overall cyclist safety through reduced exposure to on road traffic
	Balance signal operation	◆	◆	◆	◆	✓				✓		*Investigate current signal phasing arrangements to balance east-west and north-south movements at key intersections (i.e. South Road, Marion Road)
	Bus stop management and timing point review	◆	◆	◆	◆	✓	✓				✓	*Increase both efficiency and safety *Potential impacts to local access
	Key intersection upgrades	◆	◆	◆	◆	✓	✓	✓	✓	✓	✓	Potential mid to long term treatments (refer to the TLUP strategies)

✓	Positive Impacts
✗	Negative Impacts

Table 6: Sir Donald Bradman Drive Candidate Treatments

Target Mode	Treatment Options	Effective Period				Potential Impact						Comments
		AM	PM	Business	Weekend	General Traffic	Public Transport	Pedestrians	Cyclists	Commercial Vehicles	Safety	
 	Balanced Signal Operation	◆	◆	◆	◆	✓	✓			✓		Investigate current signal phasing arrangements to optimise/balance intersection performance (i.e. South Road)
	Clearway Extension	◆	◆			✓	✓		✓	✓	✓	*Consider appropriate parking management measures to mitigate impacts *Reduces risk of side swipe and rear end crashes
	Key Intersection Upgrades (at Airport Road, Marion Road, South Road)	◆	◆	◆	◆	✓	✓	✓	✓	✓	✓	✓

✓	Positive Impacts
✗	Negative Impacts

✓	Positive Impacts
✗	Negative Impacts

## 8. Recommendations

### 8.1. Recommended treatment options

The recommended treatments for implementation under OMT include:

**Henley Beach Road** (between Marion Road and South Road)

- Signal operation review
  - to reduce pedestrian crossing delays during business peak period and on weekends
  - key intersection operation to balance traffic delays for both North-South and East-West movements
- Lower speed limit - to improve pedestrian safety during business periods and support place making on Henley Beach Road.

**Sir Donald Bradman Drive** (between Airport Road and South Road)

- Extend clearway times – to improve traffic flow on this major traffic route
  - 7am – 10am city bound;
  - 3pm-7pm outbound.

These treatments support the primary role and function of Henley Beach Road and Sir Donald Bradman Drive, benefit multiple road user groups, and are relatively economical to implement.

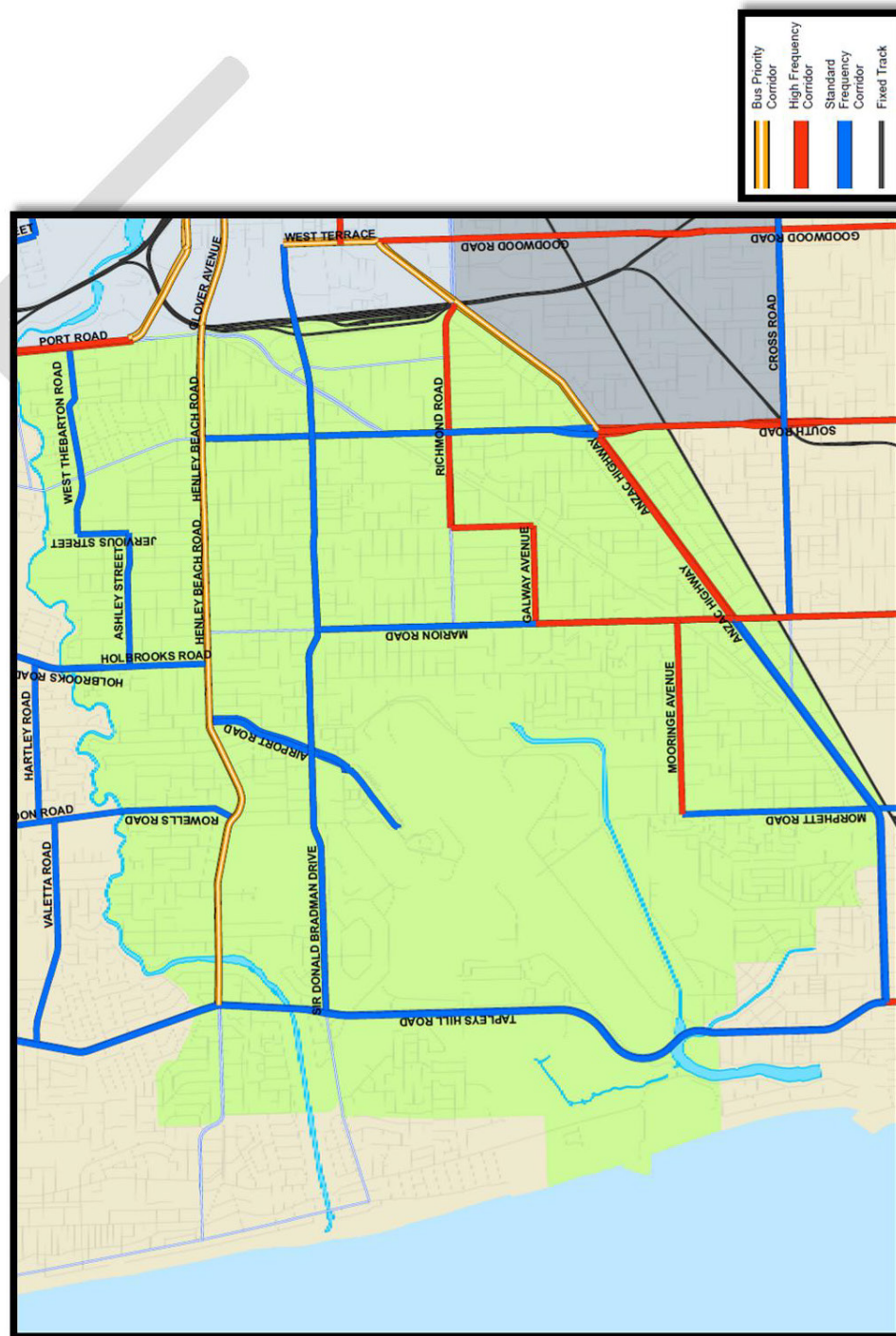
### 8.2. Next steps for the City of West Torrens MTP

As the next step in the development of the MTP for the City of West Torrens, DPTI and Council staff will work together in a continued collaborative manner to:

- Promote the agreed network operation strategies by developing concepts for the recommended treatment options, and seeking funding to implement the preferred concept design;
- Identify new study areas within West Torrens for the next phase of MTP development.

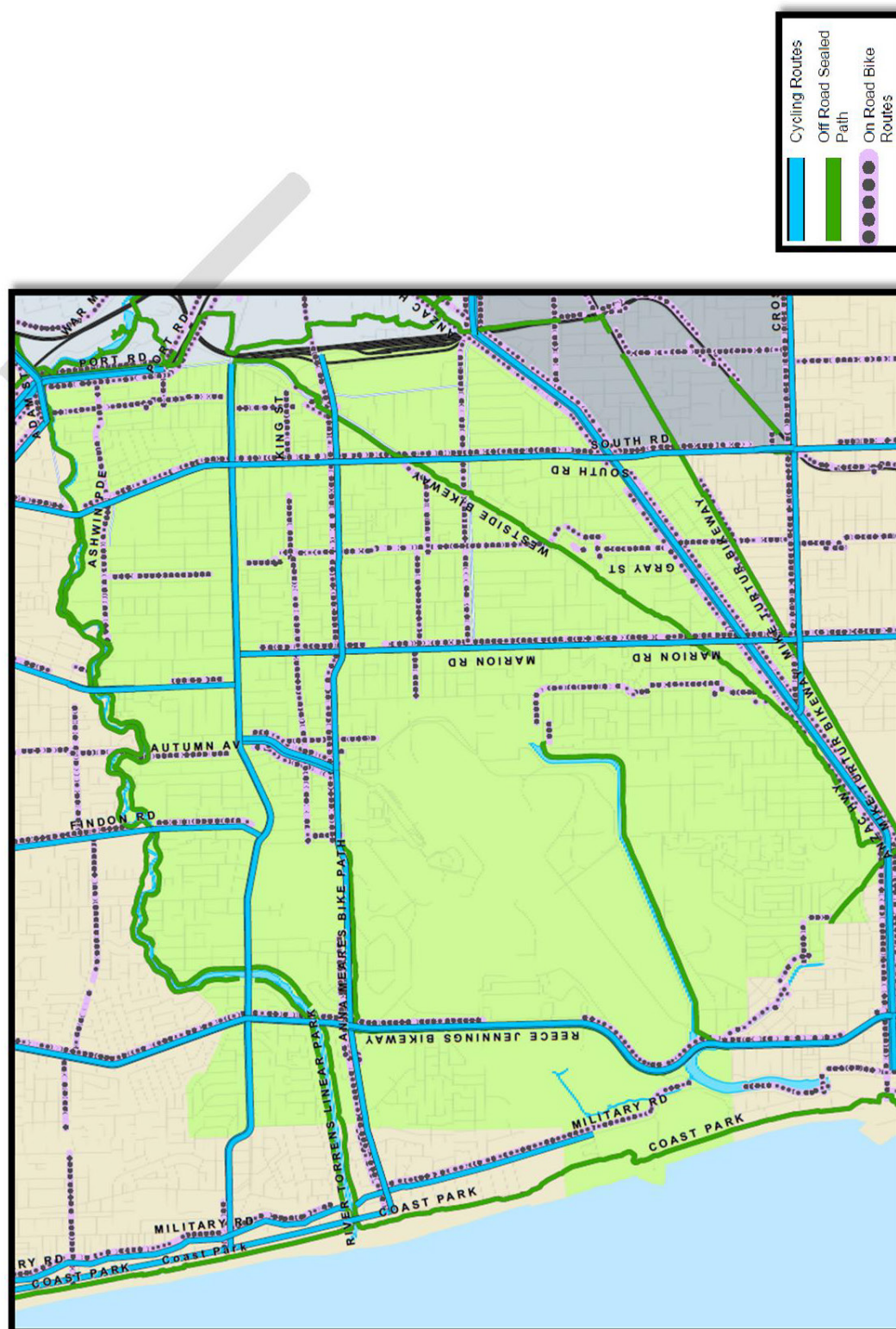
## Appendix A Functional hierarchy map for City of West Torrens

### Public Transport Routes

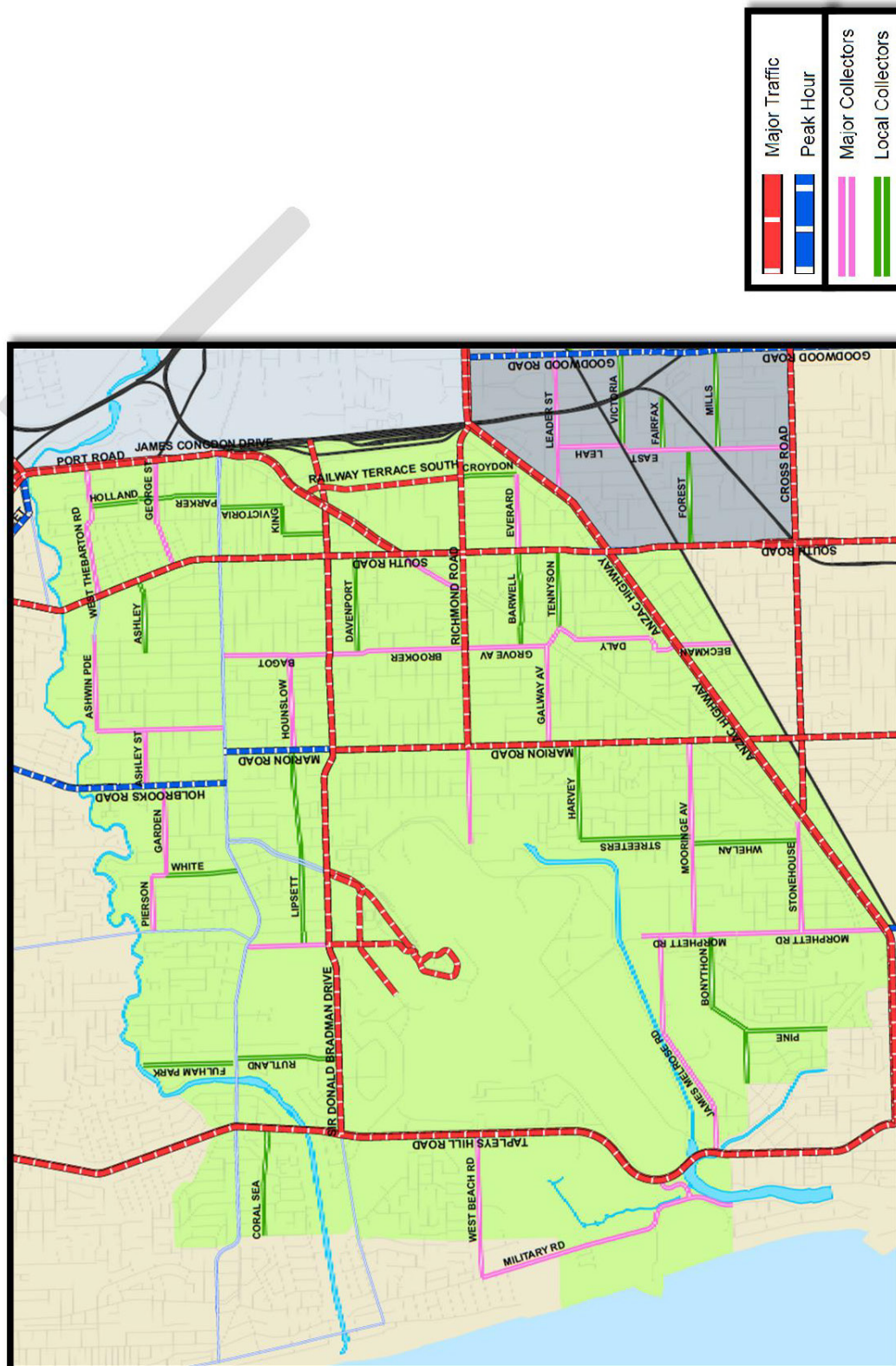




## Cycling Routes

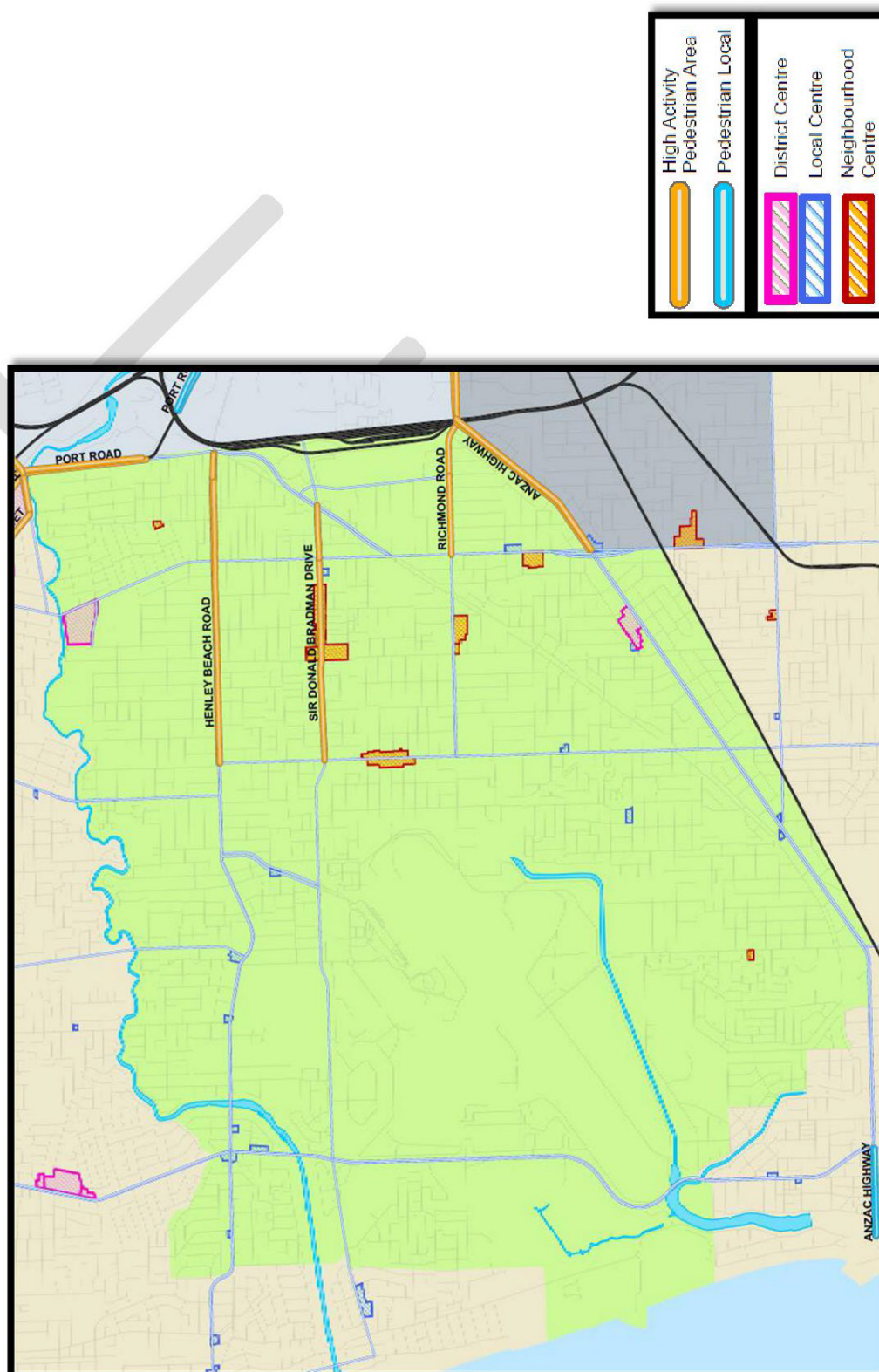


## Traffic Routes



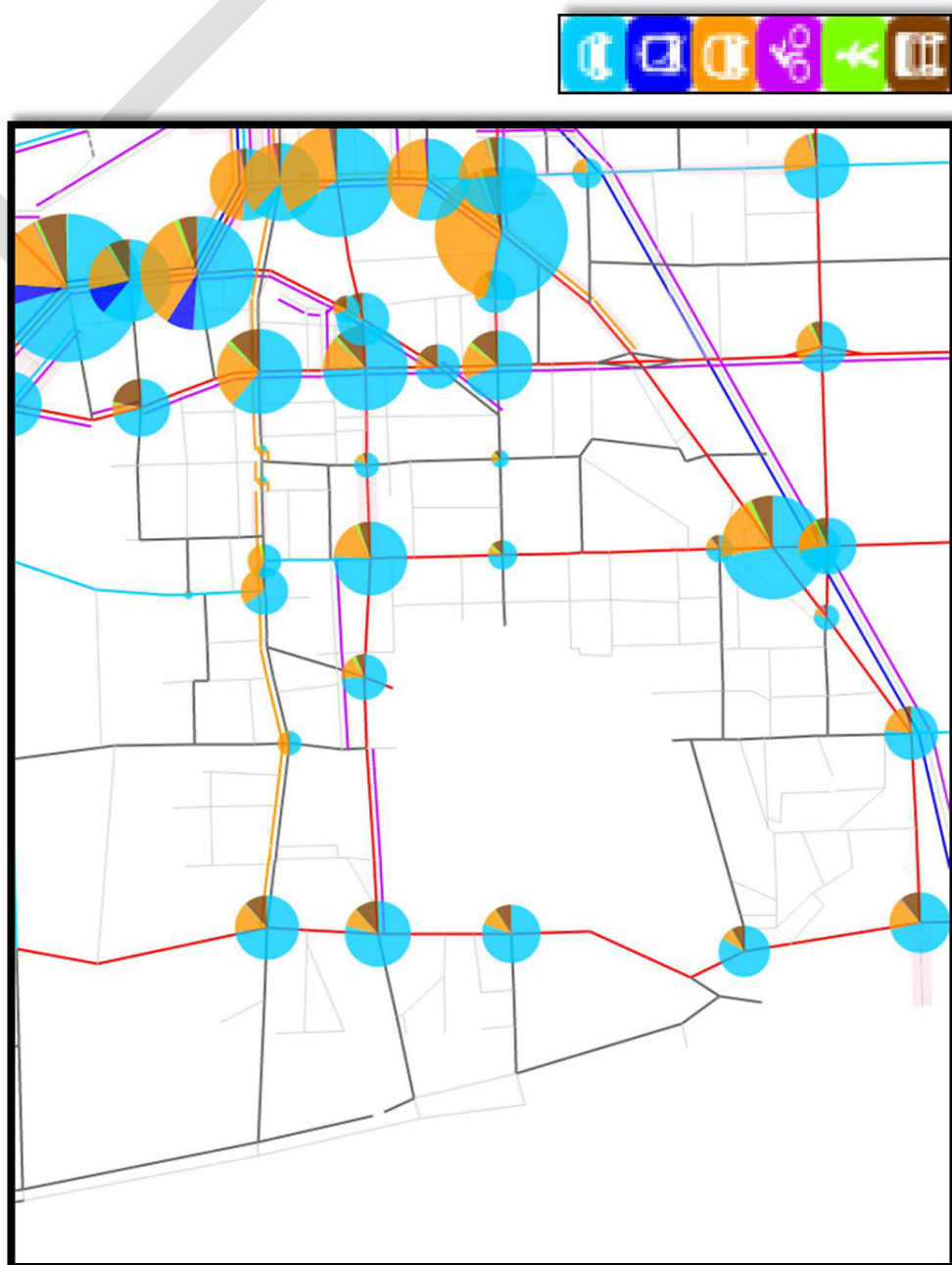


## Pedestrian Activity Areas



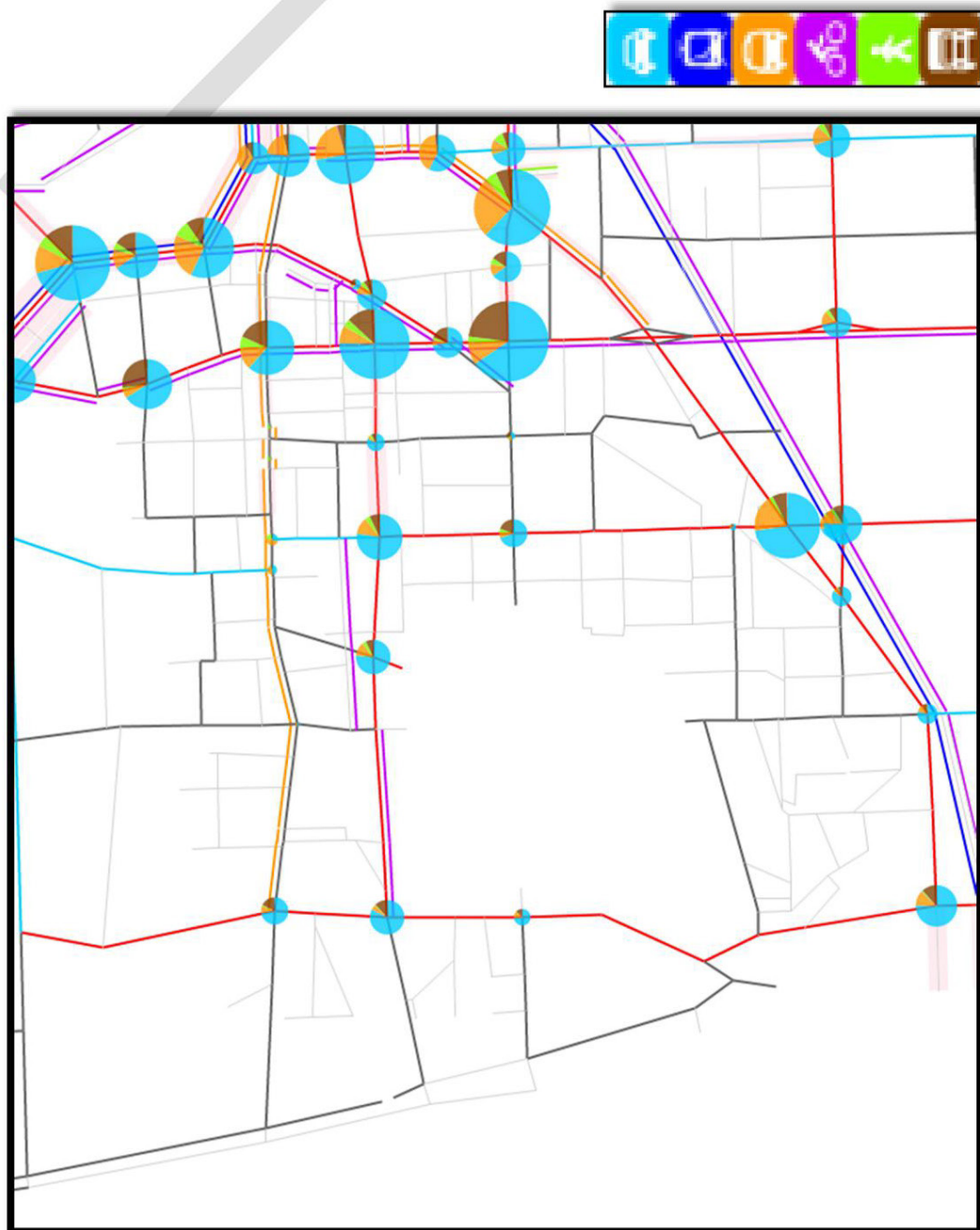
## Appendix B1 Operating gaps

AM Peak

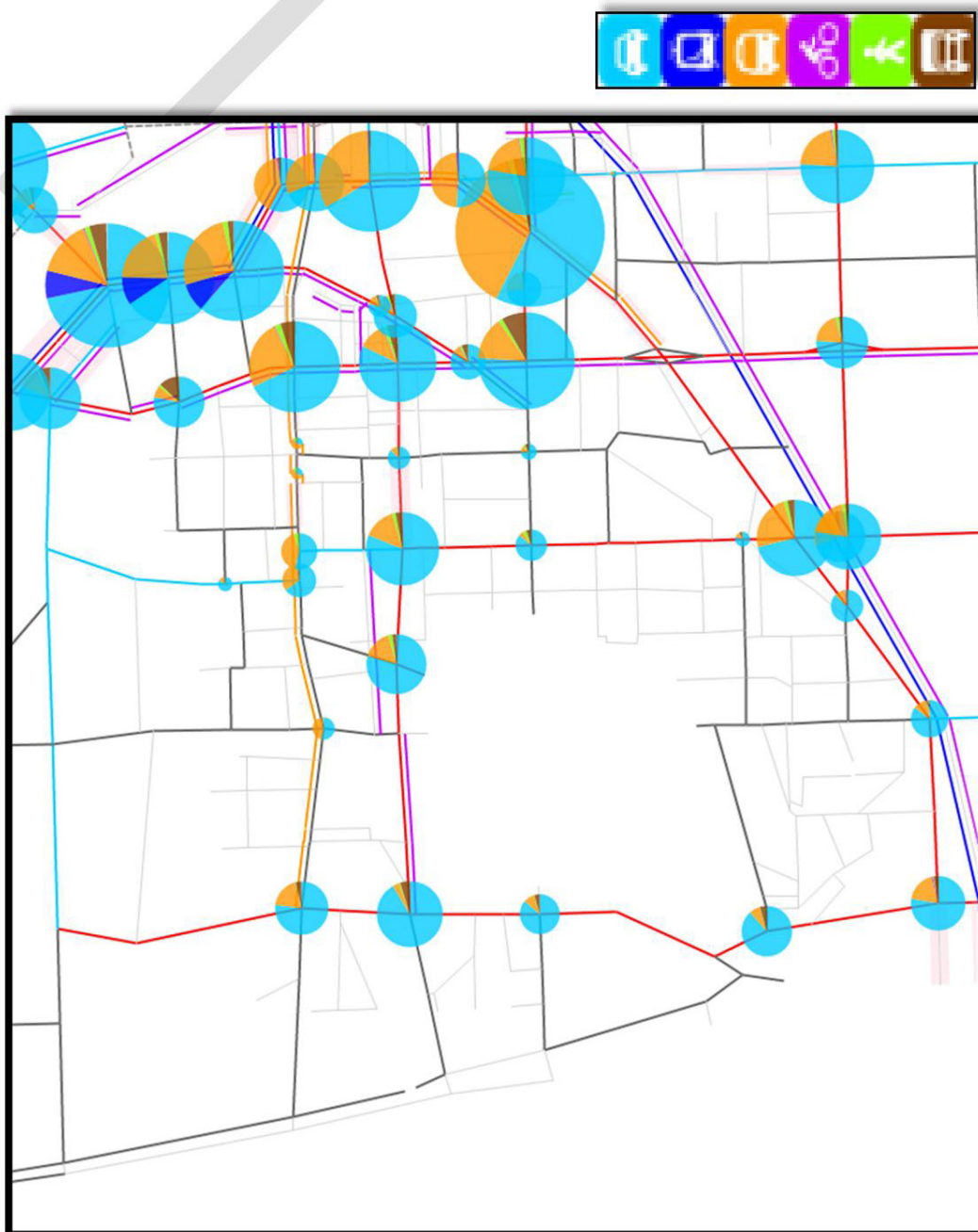




Business Period






PM Peak




## Appendix B2 Network operation strategies

### Henley Beach Road

Target Mode	Strategies	Target Period				Comments
		AM	PM	Business	Weekend	
	Improve Public Transport Performance	◆	◆	◆	◆	
	Reduce Pedestrian crossing Delay Times			◆	◆	Supports place making
	Promote Cycling on Quieter Streets	◆	◆	◆	◆	Reduce bike conflicts with on road vehicles



### Sir Donald Bradman Drive

Target Mode	Strategies	Target Period				Comments
		AM	PM	Business	Weekend	
	Improve Traffic Flow on Sir Donald Bradman Drive	◆	◆	◆	◆	Enhance major traffic route function



## Appendix C Level of Service Criteria

The tables below set out the LOS descriptions for each transport type. (Source: Smartroad Guidelines, February 2015)

Transport type	LOS	Description
Tram & Bus  	A	Generally free flow conditions with operating speed at least 80% of the free flow speed (excluding boarding times). Trams/Buses are unimpeded in manoeuvring in the traffic stream and delay at intersections is minimal.
	B	Relatively unimpeded flow with operating speed between 50-80% of the free flow speed (excluding boarding times). Manoeuvring in the traffic stream is only slightly restricted and intersection delays are low.
	C	Stable operating conditions but with manoeuvring becoming more restricted and other vehicles have an impact on tram/bus operation. Operating speeds are between 30-50% of the free flow speed (excluding boarding times). At signalised intersections, trams/buses generally have to stop in a queue but clear the intersection in 1 signal cycle (if boarding time is excluded).
	D	Conditions border on a range in which any small increases in traffic volumes can significantly increase delay for trams/buses. Operating speeds are between 20-30% of the free flow speed (excluding boarding times). At signalised intersections, trams/buses always join the back of an existing queue and take 2 signal cycles to clear the intersection.
	E	Conditions are characterised by significant delays with operating speeds between 10-20% of the free flow speed (excluding boarding times). At signalised intersections, trams/buses take 3 or more signal cycles to clear the intersection.
	F	Tram/bus operation at this level is at very low speeds (less than 10% of the free flow speed excluding boarding times). At signalised intersections, trams/buses can take 3 or more signal cycles to clear the intersection. Backups from downstream or right-turning traffic ahead of tram/bus significantly impacts traffic flow.


On-Road						Off-Road							
Midblock <sup>1</sup>							Midblock <sup>1</sup>				Midblock <sup>3</sup>		
F	F	E	D-	D	D+	C-	C	C+	B-	B	B+	A-	A
No Bicycle Facilities	Wide kerbside lane	1m bicycle lane or Shared Bicycle/Lane	1.2 m bicycle lane with kerbside parking	1.2m bicycle lane, without green paint across side streets	1.5m bicycle lane, with green paint across side streets	1.7m bicycle lane, with green paint across side streets and no kerbside parking	1.7m bicycle lane, with green paint across side streets and no kerbside parking.	2.0m bicycle lane, with green paint across side streets and no kerbside parking.	Dedicated 2.0m kerb side separated by parking and/or hard separator with <0.5m lateral clearance to obstruction	Dedicated 2.0m kerb side lane, separated by parking and/or hard separator	Shared Path <2.0m wide	Share d Path >3.0m wide	Dedicat ed minimum 3.0 metre off road path, grade separate d, and minimal delay.
Approach to Intersection <sup>1</sup>									Approach to Intersection				
Nothing <sup>2</sup>	Nothing <sup>g2</sup>	Nothing <sup>z2</sup>	Nothing <sup>2</sup>	Nothing <sup>2</sup>	Nothing <sup>2</sup>	Bicycle lanes completed to intersections with green paint.	Bicycle lanes completed to intersections with green paint.	Bicycle lanes completed to intersections from intersections with green paint.	Bicycle lanes completed to intersections with green paint.	Bicycle lanes completed to and from intersections with green paint.			

LOS depicted in above table for "On-Road" Bicycle Lanes refers to 60kmh roads. LOS will be improved one level for "On-Road" Bicycle lanes with lower speed limits.

Higher Bus frequency ( $>10/\text{hr} = -1/3\text{LOS.}$ ), high left turn volumes, can lower the LOS up to one level.

Widening of bike lane, adding bicycle lane to and from intersection, green paint across side streets, bicycle Lantern, can improve the LOS by Maximum 2/3. Conversely, lanes without green paint across side streets can reduce LOS by 1/3.

<sup>3</sup>Crossing delays for Off-road paths intersecting with roads will incur the following change in LOS: <30 seconds = No Change; 30-60 seconds = - 1/3 LOS; 60-90 Seconds = - 2/3 LOS; >90 Seconds = -1 LOS.

Transport type	LOS	Description
Pedestrian 	A	Crossing opportunities are within 25m of demand. Minimal delay in crossing.
	B	Crossing opportunities are within 50m of demand. Average delay before being able to safely cross is less than 30 sec.
	C	Crossing opportunities are within 100m of demand. Average delay before being able to safely cross is less than 45 sec.
	D	Crossing opportunities are within 200m of demand. Average delay before being able to safely cross is less than 60 sec. Significant numbers of pedestrians start crossing illegally.
	E	Crossing opportunities are within 400m of demand. Average delay before being able to safely cross is less than 90 sec.
	F	Crossing opportunities are more than 400m from demand. Average delay before being able to safely cross is more than 90 sec.

The table below reflects a matrix of the time required to travel to the crossing points and the wait times for crossing opportunities, consistent with the above descriptors.



Wait time at Crossing (seconds)		*Spacing (m)						Total delay**	LOS	
		<25	26-50	51-100	101-200	201-400	400+			
180+	E+	E+	E	E	E-	F	F-	0	A	<36
151-180	D-	D-	E+	E	E	F	F-	19	A-	37-72
121-150	D	D	E+	E	E	F+	F-	37	B+	73-128
91-120	D+	D+	D-	D	E+	F+	F	49	B	129-227
61-90	C-	D+	D	D	E+	E-	F	61	B-	228-423
46-60	C+	C	D+	D	D-	E-	F+	73	C+	424+
31-45	B-	C+	C-	C-	D-	E-	F+	91	C	
16-30	B	B-	C-	C-	D-	E-	F+	110	C-	
<15	A-	B	C	C	D	E	F+	129	D+	
								162	D	
								195	D-	
								228	E+	
								293	E	
								358	E-	
								424	F+	
								492	F	
								560	F-	
								628		

\* Spacing is distance between crossing points

\*\* Total Delay= Wait Time + Walk Time (Sec)

\***Spacing** refers to the closest walking distance required for pedestrians to cross the road using a pedestrian facility. These facilities include but not limited to, Signalised Intersections/Crossings, Pram ramps, Zebra Crossings, School Crossing areas when School Crossing supervisor is present, etc.



Transport type	LOS	Description
General traffic & freight on arterial roads  	A	Generally free flow conditions with operating speed at least 80% of the free flow speed. Vehicles are unimpeded in manoeuvring in the traffic stream and delay at intersections is minimal.
	B	Relatively unimpeded flow with operating speed between 50-80% of the free flow speed. Manoeuvring in the traffic stream is only slightly restricted and intersection delays are low.
	C	Stable operating conditions but with manoeuvring becoming more restricted and motorists experience appreciable tension in driving. Operating speeds are between 30-50% of the free flow speed. At signalised intersections, vehicles generally have to stop in a queue but clear the intersection in 1 signal cycle.
	D	Small increases in traffic volumes can significantly increase delay. Operating speeds are between 20-30% of the free flow speed. At signalised intersections, vehicles always join the back of an existing queue and take about 2 signal cycles to clear the intersection.
	E	Conditions are characterised by significant delays with operating speeds between 10-20% of the free flow speed. At signalised intersections, vehicles take 3 or more signal cycles to clear the intersection.
	F	Traffic flow at this level is at very low speeds (less than 10% of the free flow speed). At signalised intersections, vehicles can take 3 or more signal cycles to clear the intersection and backups from downstream significantly impacts traffic flow.

## **11.2 2017/2018 State Black Spot Program - T-junction of Morphett Road and Stonehouse Avenue, Camden Park**

### **Brief**

The Department of Planning, Transport and Infrastructure has written to Council advising that a recent Black Spot funding submission for the construction of a roundabout at the junction of Stonehouse Avenue and Morphett Road, Camden Park has been successful. A funding deed will need to be entered into to secure this funding.

### **RECOMMENDATION**

The Committee recommends to Council that:

1. The funding arrangement for installation of a roundabout at the junction of Stonehouse Avenue and Morphett Road, Camden Park be agreed to and that the Mayor and the Chief Executive Officer be authorised to sign and seal the funding deed to secure this funding.
2. Council's contribution of \$146,666 (GST inclusive) be included in the December 2017 Budget Review.

---

### **Introduction**

Council is provided with updated crash data collected by SA Police and the Department of Planning, Transport and Infrastructure (DPTI) typically in September of each year which is used to identify Black Spot locations across the City.

In October of 2016 the Administration applied for Black Spot funding through the State and Federal Governments for the installation of a roundabout at the existing T-junction of Morphett Road and Stonehouse Avenue, Camden Park.

### **Discussion**

Black Spot data is reviewed annually with all identified sites on roads managed by Council being analysed over the last five (5) years. A site is eligible for Black Spot nomination where there are two (2) or more 'injury' or higher incident crashes over a five (5) year period.

The T-junction of Morphett Road and Stonehouse Avenue, Camden Park was nominated as part of Council's annual Black Spot Program submission.

The proposal is to install a roundabout at this intersection which will address the Black Spot crashes and better facilitate traffic and pedestrian movements in the area.

The total estimated project cost is \$440,000 (GST inclusive). The approved funding contribution by DPTI is \$239,334 (GST inclusive) and the required Council contribution is \$146,666 (GST inclusive).

To be eligible to receive this funding, the seal of Council is to be affixed to the funding agreement for each project (Attachment 1).

### **Conclusion**

To receive Black Spot funding for installation of a roundabout at the existing T-junction of Morphett Road and Stonehouse Avenue, Camden Park, Council will need to enter into a funding deed.

### **Attachments**

1. **Funding Deed for 2017-2018 SA State Black Spot Program**

**Hon Chris Picton MP**



**Government  
of South Australia**

EXT17D0600

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

Dear Mr Buss

**2017/2018 STATE BLACK SPOT PROGRAM**

Thank you for submitting your Council's proposal to undertake a road safety project under the 2017/18 State Black Spot Program.

The following project was successful in attracting funding under the program:

- The installation of a roundabout at the existing T-junction of Morphett Road and Stonehouse Avenue, Camden Park
  - Total project cost: \$440,000 (GST inclusive)
  - Approved funding: \$293,334 (GST inclusive) and Council contribution: \$146,666 (GST inclusive)

This offer is subject to your Council's acceptance of the contents of the attached Funding Deed. This offer will lapse if the Council's acceptance is not received within six weeks of the date of this letter unless a late acceptance is expressly confirmed in writing.

Two copies of the Funding Deed are attached. This deed contains information regarding project funding and timing conditions, reporting, and payment arrangements.

Please insert the required details in item 2 of Schedule 1, attach seal and sign on page 8 and return both copies of the completed deed to:

*Mr Amit Dua*  
*Senior Road Safety Engineer*  
*People and Business Division*  
*Department of Planning, Transport and Infrastructure*  
*77 Grenfell Street*  
*ADELAIDE SA 5000*

Minister for Police  
Minister for Correctional Services  
Minister for Emergency Services  
Minister for Road Safety  
Minister Assisting the Minister for Health  
Minister Assisting the Minister for Mental Health and Substance Abuse  
Level 2, 45 Pirie Street, ADELAIDE SA 5000 | GPO Box 668 ADELAIDE SA 5001 | DX 450



Once received, the Funding Deed will be countersigned by the Minister for Transport and Infrastructure and one original returned to your office.

It is important that the obligations and conditions in the Funding Deed are met. Work on the project is to be undertaken in accordance with appropriate Austroads, Australian and Departmental Standards and the requirements of the State Black Spot Program Guidelines.

If you have any questions please contact Mr Amit Dua, Senior Road Safety Engineer, on telephone number (08) 8343 2416 or via e-mail [amit.dua@sa.gov.au](mailto:amit.dua@sa.gov.au).

Yours sincerely



**Hon Chris Picton MP**  
Minister for Road Safety

7 112 12017

Encl: Funding Deed



**FUNDING DEED**

under

**2017-2018 SOUTH AUSTRALIA STATE BLACK SPOT PROGRAM**

Location	T-junction Intersection of Morphett Road and Stonehouse Avenue, Camden Park
Project Description	Installation of a roundabout to improve overall road safety
Project Funding	\$ 293,334.00 (GST Inclusive)

between

**MINISTER FOR TRANSPORT AND INFRASTRUCTURE**

("Grantor")

and

**THE COUNCIL NAMED IN SCHEDULE 1**

("Council")

**FUNDING DEED**

Between:

**MINISTER FOR TRANSPORT AND INFRASTRUCTURE**, a body corporate pursuant to the *Administrative Arrangements Act 1994*, (administered by the Department of Planning, Transport and Infrastructure) (ABN: 92 366 288 135).....(**"Grantor"**)

And

**THE COUNCIL NAMED IN SCHEDULE 1**, a body corporate under the *Local Government Act 1999*.....(**"Council"**)

**IT IS AGREED:****1. BACKGROUND**

- 1.1 The Council has proposed to undertake the project ("**Project**") described in item 3 of Schedule 1.
- 1.2 This deed sets out the terms and conditions under which the Grantor intends to provide funding to the Council solely for the purpose ("**Purpose**") described in item 3 of Schedule 1 which includes the conduct of the Project.
- 1.3 The maximum amount that may be paid to the Council under this deed is set out in item 4 of Schedule 1 ("**Funding**").
- 1.4 Item 3 of Schedule 1 indicates whether or not the Project is to be conducted on a road(s) under the care, control and management of the Commissioner of Highways ("**Commissioner**").
- 1.5 If conducted on a road(s) under the care, control and management of the Commissioner, the additional terms and conditions set out in Schedule 2 will also apply.

**2. FUNDING**

- 2.1 Subject to this deed, the Grantor will pay the Council up to the amount of the Funding.
- 2.2 The Council must only use the Funding for the Purpose.
- 2.3 For the purposes of this deed, the "**Funding Period**" is the period commencing on the Start Date and, subject to funding being available, will continue until the End Date. The "**Start Date**" and "**End Date**" are set out in item 4 of Schedule 1.
- 2.4 The Funding is payable by way of progress payments in arrears for work undertaken for the Purpose and may also be part payable (if indicated in item 5 of Schedule 1) by way of an Initial Instalment in Advance.
- 2.5 During the Funding Period, the Council is entitled in accordance with the conditions set out in item 5 of Schedule 1:
  - (a) to invoice the Grantor for the payment of the amount of any Initial Instalment in Advance set out in item 5 of Schedule 1 (if any); and
  - (b) once the amount of the Initial Instalment in Advance (if any) has been expended on work undertaken for the Purpose, to invoice the Grantor for progress payment(s) for work undertaken for the Purpose.

The total of any Initial Instalment in Advance (if any) and all progress payments must not exceed the amount of the Funding.
- 2.6 At the end of the Funding Period the Council must provide a report on the level of any unexpended Funding.

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- 2.7 The Council must repay any part of the Funding which is unexpended at the end of the Funding Period to the Grantor, unless the Grantor gives written approval for the Council to retain the money.
3. **GST**
- 3.1 The Funding (including any Initial Instalment in Advance or any progress payment) is all-inclusive and not subject to any adjustment for GST or any other tax or cost.
- 3.2 In this Deed "*Taxable Supply*", "*GST*" and "*Tax Invoice*" have the meaning attributed under the *A New Tax System (Goods and Services Tax) Act 1999* ("**GST Law**").
4. **ADMINISTRATION OF DEED**
- 4.1 Any power or discretion exercisable by the Grantor under this deed may be exercised by the person ("**Grantor's Representative**") for the time being in the position within the Department of Planning, Transport and Infrastructure ("**Department**") set out in item 2 of Schedule 1.
- 4.2 Any power or discretion exercisable by the Council under this deed may be exercised by the person ("**Council's Representative**") for the time being in the position within the Council set out in item 2 of Schedule 1.
5. **PROVISION OF FINANCIAL INFORMATION**
- 5.1 The Council must provide the Grantor with appropriate and regular information, records and reports as the Grantor may request from time to time about:
- (a) the administration and financial affairs of the Council;
  - (b) the progress of (and any change to) the authorised scope of the Purpose or the Project;
  - (c) any significant changes to the nature and scope of the activities conducted by the Council;
  - (d) any other matter relevant to the granting of assistance;
  - (e) any other funding or financial assistance promised or received from any source other than the Grantor;
  - (f) the Council's management of the Funding, including, but not limited to, the economic and efficient use of resources to achieve the outcomes of the Purpose; and
  - (g) the performance of the Council's undertakings and obligations under this deed.
- 5.2 The information provided by the Council must be sufficient for the Grantor to make an informed judgement about:
- (a) the Council's ongoing financial position and its resources and expertise in relation to the Purpose;
  - (b) the Council's performance in managing public moneys, acquiring and using resources economically and efficiently and in achieving specified objectives in relation to the Purpose;
  - (c) the overall effectiveness of the Funding throughout the Funding Period;
  - (d) compliance with legislation and generally accepted accounting principles; and

- 
- (e) compliance with the Council's constitution and the conditions of this deed.

5.3 The Council must permit any officer authorised by the Grantor:

- (a) to enter the Council's premises and to have access to all accounting records, equipment, documents and information in possession of the Council; and
- (b) to interview employees of the Council on matters pertaining to the operations of the Council.

## 6. GENERAL OBLIGATIONS OF THE COUNCIL

The Council must:

- 6.1 use the Funding only for the Purpose for which the Funding was made;
- 6.2 maintain accounting records of the Funding in accordance with generally accepted accounting principles;
- 6.3 ensure that any activity carried out by the Council in connection with the Council's use of the Funding complies with the laws from time to time in force in South Australia;
- 6.4 comply with its constitution;
- 6.5 comply with the additional reporting requirements set out in item 6 of Schedule 1;
- 6.6 prepare financial statements in accordance with Australian Accounting Standards at the end of the Funding Period and submit the financial statements, signed by a senior office holder of the Council, to the Grantor no later than one calendar month after the expiry of the Funding Period;  
(Note: for the purposes of compliance with Australian Accounting Standards ("AAS") this includes Tier 1 ASS and Tier 2 ASS – Reduced Disclosure Requirements)
- 6.7 where the Funding to Council is in excess of One Million Dollars (GST exclusive), prepare financial statements in the nature of General Purpose Financial Statements; and
- 6.8 where requested by the Grantor, provide to the Department management accounts, annual reports, financial statements and any other information or documents relevant to the Council's operations.

## 7. CONDUCT OF THE PROJECT

- 7.1 The Council must ensure that any works undertaken towards the Purpose and/or the Project are undertaken in accordance with (and to the standard required by) any applicable Standards published by Austroads and Standards Australia Limited.
- 7.2 If (as indicated in item 3 of Schedule 1) the Project is to be conducted on a Road(s) under the care, control and management of the Commissioner, the Council must comply with the additional terms and conditions set out in Schedule 2.
- 7.3 The Council must erect signs on each road approach to the Project that conform to the layout shown in *State Black Spot Program Guidelines* (as published from time to time by the Department) and each sign must remain in place for one year after the completion of works.



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## 8. TERMINATION

- 8.1 If the Council fails to comply with this deed and/or fails within 6 months from the Commencement of this deed to commence the works on the Project (or make sufficient progress to the satisfaction of the Grantor), the Grantor may:
- (a) require the Council to repay either the whole or a portion of the Funding (whether expended or not);
  - (b) withhold all future funding from the Council;
  - (c) pursue any legal rights or remedies which may be available to the Grantor; and
  - (d) terminate or curtail any program or project conducted by the Grantor of which the Purpose conducted by the Council is part.
- 8.2 The Grantor may review any decision made pursuant to this clause if the Council is able to satisfy the Grantor within a period of 30 days from the decision that the Council has complied with the conditions of this deed.
- 8.3 Nothing in this deed is to be taken to limit the Grantor's discretion to determine whether and how any program or project of the Grantor is to be conducted, except if and to the extent that the Grantor gives an express undertaking in that regard.

## 9. GENERAL TERMS AND CONDITIONS

### 9.1 Insurance

The Council warrants that it is a member of the Local Government Association Mutual Liability Scheme ("**Scheme**") and is bound by the Scheme pursuant to section 142 and Schedule 1, Part 2 of the *Local Government Act 1999* (SA) ("**Act**") and in the event that the Council ceases to be a member of the Scheme it will forthwith, pursuant to Section 142(1) of the Act and the regulations under that Act, take out and maintain insurance to cover its civil liabilities at a minimum level of cover of AUD \$50 million.

### 9.2 Audit

The Grantor may direct the Council to arrange for the financial accounts relating to the Funding to be audited at the Council's expense. The Grantor may specify the minimum qualifications to be held by a person appointed to conduct the audit.

### 9.3 Acknowledgements

The Council acknowledges that the Funding represents a one-off contribution by the Grantor towards the Purpose, and the Council agrees that any request for subsequent funding will require a new application to the Grantor. The Grantor is under no obligation to agree to pay any subsequent funding to the Council.

The Council further acknowledges and agrees that the Grantor will not be liable to reimburse the Council for any losses or cost over runs that may result from the operation of this deed or the carrying out of the Purpose or the Project.

### 9.4 Indemnity

The Council acknowledges and agrees that it remains at all times solely responsible for the conduct of the Project and it releases and indemnifies the Grantor, the Commissioner and the Crown in right of the State of South Australia together with their employees, contractors and agents ("**those indemnified**") from and against any loss or liability incurred or

suffered by any of those indemnified as a result of any claim, suit, demand, action or proceeding brought by any person against any of those indemnified in respect to the works to complete the Project or otherwise caused by any breach or default of the Council under this Deed.

**9.5 Assignment**

The Council must not assign, novate or encumber any of its rights or obligations under this deed.

**9.6 Publicity**

The Council must not make (or permit a public announcement or media release to be made) about any aspect of this deed without first obtaining the Grantor's written consent.

**9.7 Consent**

If the Council requires the Grantor's consent under this deed, the Grantor may, in its absolute discretion, give or withhold its consent and if giving consent, the Grantor may impose any condition on that consent that it considers appropriate. The Grantor's consent will not be effective unless it is in writing and signed.

**9.8 Entire Deed**

This deed incorporates any attached schedules and annexures. This deed contains the entire agreement between the parties with respect to its subject matter and supersedes any prior agreement, understanding or representation of the parties on the subject matter.

**9.9 Proper Law**

The laws in force in South Australia apply to this deed.

**9.10 Jurisdiction of Courts**

The courts of South Australia have non-exclusive jurisdiction to determine any proceeding in relation to this deed. Any proceeding brought in a Federal Court must be instituted in (and remain with) the Adelaide Registry of that Federal Court.

**9.11 Compliance with Laws**

The Council must comply with the laws in force in South Australia in the course of performing its obligations under this deed.

**9.12 Notices**

A notice is properly given or served if the party delivers it by hand, posts it or transmits it by electronic mail or facsimile, to the address of the Representative of the other party. A notice is taken to be received:

- (a) if sent by post, at the time it would have been delivered in the ordinary course of the post to the address to which it was sent;
- (b) if sent by facsimile, at the time which the sender's facsimile machine records that the communication has been transmitted satisfactorily (or, if such time is outside normal business hours (9am to 5pm on a business day), at the time of resumption of normal business hours);
- (c) if sent by electronic mail or other electronic means, only in the event that the other party acknowledges receipt by any means; or
- (d) if delivered by hand, the party who sent the notice holds a receipt for the notice signed by a person employed at the physical address for service.

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**9.13 Performance and future proposals**

The satisfactory completion of the works for the Purpose, the making of regular progress payments (see note under item 5 of Schedule 1) and on-going compliance with reporting obligations, may be taken into account as a factor in assessing any applications by the Council for future funding.

**9.14 Waiver**

Any waiver of any provision of this deed is ineffective unless it is in writing and signed by the party waiving its rights. A waiver by either party in respect of a breach of a provision of this deed by the other party is not a waiver in respect of any other breach of that or any other provision.

The failure of either party to enforce any of the provisions of this deed at any time must not be interpreted as a waiver of that provision.

**9.15 Variation**

Any variation of this deed must be in writing and signed by each party (or its Representative). Any request by the Council for agreement to vary the Funding, the Purpose, the scheduled timing for the conduct of the works for the Project and/or the Funding Period must be accompanied by sufficient details explaining the reasons for the requested variation to enable the Grantor to have regard to its merits.

**9.16 Reading down and Severance**

In the event that any provision (or portion of any provision) of this deed is held to be unenforceable or invalid by a Court of competent jurisdiction, the validity and enforceability of the remaining provisions (or portions of such provisions) of this deed shall not be adversely affected. The offending provision (or part of a provision) shall be read down to the extent necessary to give it legal effect, or shall be severed if it cannot be read down, and the remaining part and provisions of this deed shall remain in full force and effect.

**9.17 Auditor General**

Nothing in this deed derogates from the powers of the Auditor-General under the *Public Finance and Audit Act 1987* (South Australia). Without limiting this clause, the Council acknowledges the Auditor General's obligations and powers under sections 32 and 34 of the *Public Finance and Audit Act 1987* (South Australia).

**9.18 Public Disclosure**

The Grantor may disclose this deed (and/or information relating to this deed) in both printed or electronic form and either generally to the public or to a particular person as a result of a specific request. Nothing in this clause derogates from the Council's obligations under any provision of this deed or the provisions of the *Freedom of Information Act, 1991*.

**9.19 Special Conditions**

The special conditions set out under item 7 of Schedule 1 (if any) form part of this deed.

**EXECUTED as a DEED**

By the Grantor

**THE COMMON SEAL of the  
MINISTER FOR TRANSPORT  
AND INFRASTRUCTURE**

)  
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)  
)  
)

was affixed on: .....

(Date above)

(Affix Seal Above)

in the presence of:

Witness Signature:.....

Print Name: .....

By the Council

**THE COMMON SEAL of the  
COUNCIL NAMED IN SCHEDULE 1**

)  
)  
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)  
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)  
)  
)  
)

was affixed on: .....

(Date above)

(Affix Seal Above)

as attested by the Principal Member and  
Chief Executive Officer.

Signature:.....

Signature: .....

Print Name: .....

Print Name: .....

Principal Member

Chief Executive Officer



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## SCHEDULE 1 - PARTICULARS

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### 1. THE COUNCIL

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Name: **City of West Torrens**

Site Address: **Civic Centre, 165 Sir Donald Bradman Drive, HILTON, South Australia, 5033**

Postal Address: **Civic Centre, 165 Sir Donald Bradman Drive, HILTON, South Australia, 5033**

ABN: **16 346 877 634**

### 2. REPRESENTATIVES

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Grantor's Representative	Council's Representative
Name: <b>Ms Fiona Cartwright</b>	Name: _____
Position: <b>A/Manager Safety Strategy, Planning and Transport Policy</b>	Position: _____
<b>Department of Planning, Transport and Infrastructure</b>	_____
Address: <b>77 Grenfell Street</b>	Address: _____
<b>ADELAIDE SA 5000</b>	_____
Telephone: <b>(08) 8343 2687</b>	Telephone: _____
E-mail: <b>Fiona.cartwright@sa.gov.au</b>	E-mail: _____

### 3. THE PURPOSE, DESCRIPTION OF PROJECT & DETAILS OF THE ROAD(S)

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The Purpose: The Funding is provided for the Purpose of the Council undertaking on the Road(s) identified below (within the Funding Period) the Project described below (and in any plans and/or proposal attached to this deed) in accordance with (and to the standard required by) any applicable Standards published by Austroads and Standards Australia Limited.

Description of Project: Project Description **Install roundabout at the intersection of Morphett Road and Stonehouse Avenue to improve overall road safety.**

**Note:** Please ensure that a full description setting out all aspects of the Project is included (this is of particular importance for Projects undertaken on DPTI maintained roads).

Details of the Road(s): **T-junction intersection of Morphett Road and Stonehouse Avenue, Camden Park**

Is the Road(s) under the care control and management of the Commissioner

**No**

**Note:** If under the care, control and management of the

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of Highways:

Commissioner then Schedule 2 will apply.

#### 4. THE FUNDING

The Funding: **\$ 293,334.00** (GST Inclusive)

The Funding Period: Start Date: **1 July 2017**

End Date: **30 May 2018.**

#### 5. MANNER & CONDITIONS OF PAYMENT

##### Limit on payments

The Funding of **\$ 293,334** (GST Inclusive) is the maximum total amount the Grantor may be liable to pay the Council under this deed.

##### Initial Instalment in Advance & Progress Payments

The following table sets out the details of payments comprising the Funding the Council may invoice the Grantor for in accordance with clause 2.5 of the deed.

Payment	Amount AUD (GST Inclusive)
Initial Instalment in Advance <small>(Note: If no amount is indicated then no Initial Instalment in Advance will be made and the Funding will be made entirely through Progress Payments in arrears)</small>	<b>\$nil</b>
Allocation for Progress Payments	<b>\$ 293,334.00</b>
Total Funding	<b>\$ 293,334.00</b>

##### Periodic Progress Payments

Except in relation to the last Quarter prior to an End Date of 30 June, the Council is entitled (provided any instalment in advance has been expended) to invoice the Grantor after the end of each Quarter (or after another interval agreed between the parties) for progress payments for work undertaken for the Purpose.

A "Quarter" is the 3 calendar month period ending on 31 March, 30 June, 30 September and 31 December of each year during the Funding Period.

Last Quarter: If the End Date is 30 June (to coincide with the end of the Financial Year) then the Council must by **1 June** issue the Grantor with the final invoice for all works undertaken for the Purpose. Late invoices will only be accepted with the written agreement of the Grantor.

Note on Regular Invoices: The Grantor expects that works for the Purpose will be undertaken promptly during the Funding Period and expects to receive the invoice for any instalment in advance (if any) soon after the commencement of this deed and then regular subsequent receipt of invoices for progress payments.

##### Invoices

The Grantor is **not** obligated to pay an invoice unless properly rendered. An invoice is properly rendered if it:

- is issued in respect of a payment for which the Council is entitled to invoice for under this deed;
- quotes the relevant purchase order number allocated by the Grantor;
- is accompanied by a Claim Form and invoices (if any) from the Council's contractor(s) undertaking work for the Purpose;

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- (d) reflects the correct amount for payment under this deed; and
- (e) is a valid Tax Invoice in accordance with GST Law.

The **"Claim Form"** must set out:

- (a) The progress of the work towards the Purpose.
- (b) Project expenditure report from Council's financial management system and a summary schedule of expenditure.
- (c) Statement of the amount of any under or over expenditure of the Funding.

A pro-forma Claims Form is available from web-link:

[http://www.dpti.sa.gov.au/roadsafety/safer\\_roads/black\\_spot\\_program\\_2](http://www.dpti.sa.gov.au/roadsafety/safer_roads/black_spot_program_2)

### Payment Term

Provided that the total amount of the Funding has not been (or will be) exceeded, the Grantor must pay the amount of a properly rendered invoice for an Initial Instalment in Advance (if indicated above) and a progress payment for work undertaken towards the Purpose issued by the Council, within 30 days of receiving the Council's invoice.

### 6. ADDITIONAL REPORTING REQUIREMENTS

Report (Title)	Frequency (By when)	Requirements (Information and applicable standard)
<b>Project Report</b>	1 <sup>st</sup> Report- 1 <sup>st</sup> August  2 <sup>nd</sup> Report-1 <sup>st</sup> November  3 <sup>rd</sup> Report-1 <sup>st</sup> February  4 <sup>th</sup> Report- 1 <sup>st</sup> May  <b>or 7 days from request</b>	<ul style="list-style-type: none"> <li>The progress of the Project and scheduling of works.</li> <li>Updated Expenditure forecasts during the term of the funding period.</li> <li>The management of the Funding (i.e. break down of expenditure of the Funding).</li> <li>Any changes to the authorised scope of the Project.</li> <li>Any significant changes to the nature, scope and cost of the activities conducted by the Council.</li> <li>Any operational matters requested from time to time by the Grantor for inclusion in the Project Report.</li> <li>Use Template as per attachment (DPTI PM reporting template (PM203-1))</li> </ul>
<b>Completion Report</b>	Within 30 days from the completing the works for the Project.	<ul style="list-style-type: none"> <li>Use Template as per <a href="http://www.dpti.sa.gov.au/roadsafety/safer_roads/black_spot_program_2">http://www.dpti.sa.gov.au/roadsafety/safer_roads/black_spot_program_2</a></li> </ul>

<b>Financial Statements</b> (As referred to in clauses 6.6 and 6.7 of the Deed)	Within 30 days from the expiry of the Funding Period.	<p>Financial Statements prepared in accordance with Australian Accounting Standards setting out in detail the Council's expenditure of the Funding (with invoices attached from any contractors engaged for the Purpose) and signed by a senior office holder of the Council.</p> <p><b>Standard:</b> <u>If</u> the Funding is in excess of \$1 M (GST exclusive) <u>then</u> the recipient must prepare its Financial Statements in the nature of General Purpose Financial Statements.</p> <p>(Note: for the purposes of compliance with Australian Accounting Standards ("AAS") this includes Tier 1 ASS and Tier 2 ASS – Reduced Disclosure Requirements)</p>
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## 7. SPECIAL CONDITIONS

- 7.1 The People and Business Division will contact Council for a commencement meeting or other meetings as required.



## SCHEDULE 2 – WORKS ON COMMISSIONER MAINTAINED ROAD(S)

### 1. APPLICATION OF THIS SCHEDULE 2

The Council must comply with the terms and conditions set out in this Schedule 2 if (as indicated in item 3 of Schedule 1) the Council's proposed Project funded under this deed involves work on (or alterations to) a road ("Road") that is under the care, control and management of the Commissioner of Highways ("Commissioner").

### 2. LEGAL REQUIREMENT TO GAIN COMMISSIONER'S APPROVAL

Subsection 26(7) of the *Highways Act 1926* (SA) provides that a council must not exercise its powers under Part 2 of Chapter 11 of the *Local Government Act 1999* (SA) (e.g. the powers to conduct roadwork) in relation to a road under the care, control and management of the Commissioner except to the extent (if any) as the Commissioner may approve by written notice to the council.

The Council therefore acknowledges that prior to undertaking any works on the Road it will first need to gain the written approval of the Commissioner pursuant to section 26(7) of the *Highways Act 1926*.

### 3. TERMS AND CONDITIONS FOR WORKS ON COMMISSIONER'S ROAD

3.1 The Grantor and the Commissioner make no warranties or representations concerning the suitability of the Road for the Purpose or the presence of third party installations on, in, along, over, under or near the Road. The Council must arrange for any required relocation or alteration of third party installations at its own cost.

In this Deed "third party installations" means any rail, gas, electrical, telecommunications, stormwater, water or other underground or overground installation on, in, along, over, under or near the Road.

3.2 The Council must:

- (a) not less than one calendar month prior to the commencement of works for the Purpose, submit the detailed design(s), any applicable drawings and plans and its Traffic Management Plan(s) to the Commissioner (acting through the Department) for its comment;
- (b) modify the documents submitted in accordance with the preceding item 3.2(a) in accordance with any comments received from the Commissioner (or the Department);
- (c) give prior notification to the Commissioner before commencing any works on the Road and abide by (and ensure that its contractor also abides by) any requirements imposed as to the times for access to the Road;
- (d) undertake (and ensure that its contractor undertakes) the works on the Road in accordance with:
  - (i) the Department's requirements as outlined in "*Works by other Organisations on Roads Maintained by the Commissioner of Highways*" available at [http://www.dpti.sa.gov.au/contractor\\_documents](http://www.dpti.sa.gov.au/contractor_documents) ; and
  - (ii) the detailed design(s), drawings and plans and Traffic Management Plan agreed to by the Commissioner,
 unless a variation is first agreed in writing by the Commissioner;
- (e) ensure that any works undertaken do not disrupt (or impede) any activity undertaken by the Commissioner (or the Department) on the Road;
- (f) ensure that a defect liability period of not less than 24 calendar months applies to the works and the Council must invite (and make provision for) a representative of

the Commissioner to attend inspections to assess both practical completion and final completion of the works;

- (g) ensure that any additional works required to reach practical completion or any remediation (or repair of) defects that are required to allow for final completion, identified by either the Council or the Commissioner, are promptly carried out by the Council (or its contractor);
- (h) at its cost, comply with any written direction by the Commissioner in relation to the conduct of the works, any alteration or removal of any infrastructure installed, the removal or minimisation of any risks to safety identified, the reinstatement of pavements, traffic management, the public's access to the Road or partial road closures;
- (i) undertake such reasonable safety measures necessary to protect its employees, contractors, the public and commuters [including without limitation compliance with (and ensuring its contractor complies with) the *Work Health and Safety Act, 2012* (SA) and the *Work Health and Safety Regulations, 2012* (SA)];
- (j) notify the Commissioner of any safety risk posed by the works or any infrastructure installed or any activity undertaken by the Council (or its employees, contractors and agents), on the Road; and
- (k) following practical completion of the works [and following any further modifications undertaken by the Council (or its contractor)] provide at the Council's cost, the Commissioner with as constructed drawings and plans accurately depicting the type and location of the works (and any infrastructure installed) in accordance with Departmental standards available at:

[http://www.dpti.sa.gov.au/contractor\\_documents](http://www.dpti.sa.gov.au/contractor_documents) (intellectual property in the plans and drawings vests in the Commissioner).

- 3.3 If the Council fails to comply with the requirements of item 3.2(g) or fails to carry out a direction of the Commissioner issued in accordance with item 3.2(h) then the Commissioner may (without being obliged to) carry out (or engage a contractor to carry out) the necessary work and the Council promises to pay to the Commissioner the cost it incurs in doing so.

# Attachment

- **DPTI Project Management Quarterly Report Template**

KNet Project File No: 2017/07377/01

<b>BLACK SPOT PROJECT DELIVERY REPORT FOR THE PERIOD ENDING:</b>	<b>[Replace with Month/Year]</b>
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<b>Quarterly Status Rating:</b> (Current rating to be determined at Project Review meeting).					
<b>Previous Month</b>			<b>Current Month</b>		
<b>Red</b>	<b>Amber</b>	<b>Green</b>	<b>Red</b>	<b>Amber</b>	<b>Green</b>

**Red:** There are significant issues that require the project to be stopped or delayed until resolution is achieved.

**Amber:** The project has issues which if not addressed now will have the potential to escalate to the Red rating.

**Green:** The project is progressing as planned with no current issues that will delay delivery within budget.

<b>Project Sponsor:</b>	
<b>Sponsor's Agent:</b>	
<b>Project Manager:</b>	
<b>Contact Number:</b>	
<b>Project No:</b>	
<b>Project Title:</b>	
<b>Project Description:</b>	

<b>Strategic Outcome(s) and Project Objective(s):</b>

<b>Commitments:</b> <ul style="list-style-type: none"> <li>• From Government</li> <li>• From the Minister</li> <li>• From a Director</li> <li>• From a Council</li> <li>• From Other</li> </ul>	
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Version No: 1  
Doc. Owner: Safety Strategy

Page 1 of 6



KNet Project File No: 2017/07377/01

<b>Proposed Procurement Strategy:</b>	
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<b>Publicity Opportunities:</b>	
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<b>Risks/Issues:</b>	
The following table is a summary of key project risks or issues for discussion with the Project Sponsor at Project Review meetings. Risk assessments and plans must be regularly reviewed and updated throughout the project life cycle.	
<b>Risk</b>	<b>Action</b>
[Example: Project delay due to compulsory land acquisition.]	[Example: Early involvement of Property Services to manage acquisition process. Regular review of status. Identify contingency options.]
<b>Issues</b>	<b>Action</b>
<b>Issues</b>	<b>Action</b>

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**KNet Project File No: 2017/07377/01**

<b>Status of Project – Current Quarter</b>
<b>Activities Expected - Next Quarter</b>

KNet Project File No: 2017/07377/01

TOTAL PROJECT – FINANCIAL			
Approved Total Project Cost Limit	\$	DPTI Funding Program	
Estimated Project completion date			
Expenditure History (if applicable):			
	Total Project Costs		
Actual spend. (If applicable)	2016/17	\$	
Proposed Project Expenditure	2017/18	\$	
	2018/19 (if applicable)	\$	
Total Proposed Expenditure		\$	

EXPENDITURE - CURRENT FINANCIAL YEAR 2017/18						
Approved DPTI Program						
Approved Expenditure Funding for Current year.	Approved Expenditure	\$	Revised Approved Expenditure:	\$	Change to:	\$
Reason for Variation:						
Expenditure Cash flow (Accumulative):						
	July	August	September	October	November	December
Estimated	\$	\$	\$	\$	\$	\$
Actual	\$	\$	\$	\$	\$	\$
	January	February	March	April	May	June
Estimated	\$	\$	\$	\$	\$	\$
Actual	\$	\$	\$	\$	\$	\$

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KNet Project File No: 2017/07377/01

<b>EXPENDITURE –FINANCIAL YEAR 2018/19 (if applicable, in case stage project )</b>						
<b>Approved DPTI Program</b>						
<b>Approved Expenditure Funding for Current year.</b>	<i>Approved Expenditure</i>	\$	<i>Revised Approved Expenditure:</i>	\$	<i>Change to:</i>	\$
<b>Reason for Variation:</b>						
<b>Expenditure Cash flow (Accumulative):</b>						
	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
<b>Estimated</b>	\$	\$	\$	\$	\$	\$
<b>Actual</b>	\$	\$	\$	\$	\$	\$
	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>
<b>Estimated</b>	\$	\$	\$	\$	\$	\$
<b>Actual</b>	\$	\$	\$	\$	\$	\$

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KNet Project File No: 2017/07377/01

<b>Project Estimate Record</b>			
Following are the minimum <u>formal</u> estimates required on major infrastructure projects. Please record formal estimates, as they become known.			
	<u>Due</u>	<u>Estimate</u>	<u>Estimate Number</u>
<b>1. Concept Estimate</b>			
1.1 Review 1			
1.2 Review 2			
<b>2. Planning Estimate</b>			
2.1 Review 1			
2.2 Review 2			
<b>3. Detailed Estimate</b>			
4.1 Review 1			
4.2 Review 2			
<b>4. Pre-Tender Estimate</b>			
<b>5. Final Cost</b>			

<b>Log of Approved Variations</b>			
<b>No.</b>	<b>Variation to: Time/Cost/Scope</b>	<b>Date of Sponsor Approval</b>	<b>Reason for Variation</b>

### 11.3 New Depot Facility - Morphet Road, North Plympton

#### Brief

To provide Elected Members with an update on the relocation to the new depot facility at Morphet Road, North Plympton.

#### RECOMMENDATION

The Committee recommends to Council that the report be received.

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#### Introduction

At the Council Meeting on 12 December 2017, the following motion was resolved by Cr Michael Farnden and Cr John Woodward:

*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 handover of the depot site on 12 September 2017.

#### 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 Morphet Road:

- The possession and handover of the depot site occurred on 12 September 2017.
- Consultants, including engineering, architecture and building services/compliance were commissioned in September for the relocation from Marion Road to Morphet Road.
- Upon possession of the new depot site a substantial clean-up of all areas was required to remove debris and unwanted materials. This cleaning included all areas of the workshop and offices.
- Installation and commissioning of the dedicated optic fibre network cable for Information, Communication and Technology (ICT) and telephony for the connection from the Civic Centre to the new depot site was completed at the end of November 2017. The commissioning of the network cable allowed for the commencement and transition of staff (initially office based) relocation in early December. The works commenced in October and were completed ahead of the delivery program. (Works were originally scheduled to be completed by Christmas.)
- Since possession of the depot site compliance testing and maintenance has commenced in all areas of the site, including fire compliance, lift servicing, air conditioning, building maintenance etc. Additional repairs were required on some of the building elements for occupancy of the building.
- The Administration has implemented a delivery framework for staff consultation with the relocation to the new depot. The delivery framework provides for a structured approach to the move using different staff reference groups for the implementation, delivery and relocation of the staff to the new depot.

- In September 2017, the consultants commenced the 30% design component for the depot site. Different design options (floor plan layouts) with analysis of the different traffic movements have been investigated and considered in consultation with the staff groups. The 30% design component will be finalised in February 2018.
- The consultant has been commissioned to conduct a feasibility study into the installation of solar/battery and other sustainability solutions at the new depot. Further details will be provided in the next update report.
- Detailed design has commenced on some of the different elements, including:
  - Facility modifications (female)
  - Wash-down bay
  - Fuel and oil storage
  - Welding / mechanical fabrication
  - Mechanical workshop

The allocated budget for 2017/2018 for the depot relocation is \$1,000,000. The funds expended to 30 December 2017 have been approx. \$225,000. The majority of the funds already expended was for the installation of the optic fibre network cable (approx. \$189,000).

This report on the progress of the staff relocation to the new depot site will evolve based on feedback from Elected Members as to the level of detail required.

### **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	The contract for the civil works associated with this project has been awarded. Based on the impact of works on Henley Beach Road and the finalisation of material supplies and service alterations, and avoiding the timing of a major golf tournament at Kooyonga Golf Course, on ground works are scheduled to commence in March 2018.
George Street, Thebarton Stormwater Drainage Upgrade and Road Reconstruction	George Street (South Road to Dew Street) - Construction works underway. Currently installing the underground stormwater pipes and culverts.
Dew Street and Maria Street, Thebarton, Stormwater Drainage Upgrade	Refer to George Street Stormwater Drainage and Road Upgrade.
George Street and Dew Street, Thebarton, New Roundabout	Refer to George Street Stormwater Drainage and Road Upgrade.
Brown Hill and Keswick Creek Maintenance	Consultant quotes are currently being sought for three sites where maintenance works are necessary to be undertaken on these creeks.
Brown Hill Creek Bridge Replacements	Consultant quotes are currently being sought for the concept design of two replacement road bridges over Brown Hill Creek at Daly Street, Kurralt Park, and Watson Avenue, Netley.
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 awarded.  Site works are underway with schedule completion in April 2018.
Westside Bikeway, (Pedestrian Lighting Project)	The Westside Bikeway Pedestrian Lighting Project for 2017/2018 has been awarded. The site works along Birdwood Terrace, North Plympton, and Deacon Avenue, Richmond, will commence in February 2018.



Captain McKenna Pathway, (Pedestrian Lighting Project).	<p>The Captain McKenna Pathway Pedestrian Lighting Project for 2017/2018 is currently in the design and documentation stage. The scope of the project is to design new lighting from Watson Avenue, Netley, to Tapleys Hill Road, West Beach.</p> <p>A staged works program is to be scheduled, subject to project budget funding, for 2018/2019.</p>
Rolling Underground Stormwater Condition Audit 2017	The inspections associated with the first two stages (out of three stages) of this financial year's scope of works has been completed.

### Capital Works

Road Reconstruction Works	<p>The following is an update on roadworks occurring in our City:</p> <p>West Beach Road - the administration are continuing to work with the City of Charles Sturt to develop detailed design and documentation.</p> <p>Design and documentation is currently being undertaken for the following roads:</p> <ul style="list-style-type: none"> <li>- Mortimer Street (Gray Street to Grassmere Street)</li> <li>- St Andrews Crescent (Sunningdale Avenue to Bonython Avenue)</li> <li>- St Andrews Crescent (Bonython Avenue to Hoylake Street)</li> <li>- Aldridge Terrace (Richmond Road to Lucknow Street)</li> <li>- Toledo Avenue</li> <li>- Cambridge Avenue</li> <li>- White Avenue (Tracey Crescent to Pierson Street)</li> </ul> <p>Design and documentation have been completed and tender documentation is being developed for the following roads:</p> <ul style="list-style-type: none"> <li>- West Thebarton Road/Phillips Street - It is anticipated that tenders will be called in February 2018 following completion of the undergrounding of power.</li> <li>- Birmingham Street (South Road to Pymbrah Road) - Tenders to be called in February 2018.</li> <li>- Britton Street (Marion Road to Norwich Street) - Construction works scheduled in March 2018.</li> </ul> <p>The tendering process has been completed and construction works have commenced on the following roads:</p> <ul style="list-style-type: none"> <li>- Wainhouse Street (Ashley Street to Carlton Parade) - Construction works are underway and expected to be completed in April 2018.</li> <li>- George Street (South Road to Dew Street) - Construction works are underway and expected to be completed by end of June 2018.</li> </ul>
Undergrounding of Power West Thebarton Road/ Phillips Street, Thebarton	Power pole and cabling works are ongoing. There was a delay due to contractual issues between SAPN and their contractor. SAPN have now advised that the completion date for the project will be February 2018.

Kerb & Water table Program	<p>The following is a list of the streets allocated for kerb only works in 2017/2018. The streets have been divided into two (2) stages of equal duration.</p> <p>Stage 1 - Works underway:</p> <ul style="list-style-type: none"> <li>- Ebor Avenue (Darebin Street to Tarragon Street)</li> <li>- Laverack Road (Birdwood Terrace to Marion Road)</li> <li>- Moss Avenue (Richmond Road to Commercial Street)</li> <li>- Tilden Street (James Street to Gray Street)</li> <li>- Thanet Street (Henley Beach Road to Marshall Terrace)</li> </ul> <p>Stage 2 - Works complete:</p> <ul style="list-style-type: none"> <li>- Clifford Street (Oscar Street to Lipsett Terrace) - complete</li> <li>- Bonython Avenue - complete</li> <li>- East Parkway (Riverside Drive to Hughes Avenue) - complete</li> <li>- Kellett Avenue (Kenton Street to Torrens Avenue) - complete</li> <li>- La Jolla Avenue (Huntington Avenue to Ayton Avenue) - complete</li> <li>- Lorraine Avenue (Anthus Street to Grallina Street) - complete</li> </ul>
Road Reseal Program	<p>The road reseal program has commenced.</p> <p>The following streets have been completed:</p> <ul style="list-style-type: none"> <li>- Clifton Street (Stonehouse Avenue to Carlton Road)</li> <li>- Patricia Avenue (Clifton Street to Whelan Avenue)</li> <li>- Warwick Avenue (Daphne Street to Cross Terrace)</li> <li>- Coulter Street (Allchurch Avenue to Galway Avenue)</li> <li>- Mackay Avenue (Edward Davies Street to Laverack Road)</li> <li>- Park Terrace (Allchurch Avenue to Talbot Avenue)</li> <li>- Talbot Avenue (Marion Road to Birdwood Terrace)</li> <li>- Darebin Street (Ebor Avenue to Falcon Avenue)</li> <li>- Albert Street (Milner Road to Martin Avenue)</li> <li>- Arthur Street (Brooker Terrace to Shaw Avenue)</li> <li>- Davenport Terrace (South Road to Milner Road)</li> <li>- Smith Street (Dew Street to Holland Street)</li> <li>- Sherriff Court</li> <li>- Bedford Street (Wakefield Place to end)</li> <li>- Acacia Avenue (End to Willingale Avenue)</li> <li>- Fulham Park Drive (Arcoona Avenue to Corona Avenue)</li> <li>- Rostrata Street (Willingale Avenue to End)</li> <li>- Torrens Avenue (End to Dartmoor Street)</li> <li>- Rankine Road (Grey Street to House No 31)</li> <li>- Torrens Street (Wilton Terrace to Ferris Street)</li> <li>- Wilton Terrace (Elizabeth Street to end)</li> <li>- Fitch Road (Halsey Road to Good Street)</li> <li>- Layton Street (Henley Beach Road to Ashburn Avenue)</li> <li>- Samuel Street (Mackirdy Street to Weetunga Street)</li> <li>- Susan Street (Ayton Avenue to Henley Beach Road)</li> </ul>

	<p>Road reseal works are due to re-commence in the following streets in February 2018:</p> <ul style="list-style-type: none"> <li>– Sunningdale Avenue (Muirfield Street to St Andrews Crescent)</li> <li>– Read Lane (Coneybeer Street to Major Avenue)</li> <li>– Mcarthur Avenue (Glenburnie Terrace to Long Street)</li> <li>– Norma Street (South Road to Falcon Avenue) - on hold due to development</li> <li>– Dew Street (Rose Street to George Street)</li> <li>– James Street (Phillips Street to Smith Street)</li> <li>– Victoria Street (Henley Beach Road to Hughes Street)</li> <li>– Huntington Street (Henley Beach Road to Riverside Drive)</li> <li>– Charles Veale Drive (Windsor Terrace to Tapleys Hill Road)</li> <li>– Burbridge Road (Davis Street to Boundary)</li> <li>– Halsey Road (Western end side road)</li> </ul>
Road Rejuvenation program	<p>Preparatory works have been completed. Rejuvenation is programmed to commence in the following streets in February 2018:</p> <ul style="list-style-type: none"> <li>– Victoria Street (Ballara Street to Daringa Street)</li> <li>– Railway Terrace (Hughes Street to Junction Lane)</li> <li>– Hughes Street (Railway Terrace to First Chicane)</li> <li>– Babidge Lane (Cuming Street to Flaherty Lane)</li> <li>– Flaherty Lane (Railway Terrace to End)</li> <li>– William Street (Rosslyn Street to End)</li> <li>– Burt Avenue (South Road to Milner Road)</li> <li>– Fewings Avenue (Clifford Street to Byrnes Street)</li> <li>– Byrnes Street (Lipsett Terrace to Sir Donald Bradman Drive)</li> <li>– Witter Place (Lewis Street to End)</li> <li>– Cudmore Terrace (St Anton Street to Richmond Road)</li> <li>– Sarah Street (George Street to Richmond Road)</li> <li>– Fenner Avenue (Brooker Terrace to End)</li> <li>– Sanders Street (Lucas Street to Bignell Street)</li> <li>– Weaver Avenue (Lucas Street to Redin Street)</li> <li>– Lane Street (Brooker Terrace to Weaver Avenue)</li> <li>– Broughton Avenue (Clifford Avenue to Selby Street)</li> <li>– Ballantyne Street (Lowe Street to South Road)</li> <li>– Pine Avenue (Capri Avenue to Coorilla Avenue)</li> <li>– Bonython Avenue (Leane Avenue to Boundary)</li> <li>– Ayliffe Place (Stanford Avenue to End)</li> <li>– Coral Sea Road (Burnley Street to Halsey Road)</li> <li>– Riverside Drive (East Parkway to City Boundary)</li> <li>– Tapleys Hill Road (Service Road) (Weston Street to Tapleys Hill Road)</li> <li>– Sir Donald Bradman Drive (Service Road) (Brecon Street to Rutland Avenue)</li> <li>– Sir Donald Bradman Drive (Service Road) (Moresby Street to Brecon Street)</li> <li>– Lasscock Avenue (Riverview Drive to Garden Terrace)</li> <li>– Mawson Crescent (Rutland Avenue to Rutland Avenue)</li> <li>– Mccann Avenue (Orana Avenue to Shannon Avenue)</li> <li>– **BOUNDARY**</li> <li>– Crossley Street (Glenburnie Terrace to Long Street)</li> </ul>

	<ul style="list-style-type: none"> <li>- Sabre Street (Streeters Road to Convair Street)</li> <li>- Allchurch Avenue (Packard Street to Marion Road)</li> <li>- Lewis Crescent (Bransby Avenue to Neston Avenue)</li> <li>- Raymond Avenue (Kinkaid Avenue to Padman Street)</li> <li>- Lea Street (Raymond Avenue to End)</li> <li>- Dudley Avenue (Edward Davies Street to Birdwood Terrace)</li> <li>- Bransby Avenue (Hawson Avenue to End)</li> <li>- Deeds Road (End to Kinkaid Avenue)</li> <li>- Victoria Avenue (Curzon Street to Morphett Road)</li> <li>- Fairfax Terrace (Elizabeth Street to End)</li> <li>- Lantana Court (Hopson Street to End)</li> <li>- Frasten Street (Torrens Street to End)</li> <li>- Day Avenue (Anzac Highway to Everard Avenue)</li> <li>- Selby Street (Basnett Street to End)</li> </ul>
Footpath Program	<p>The following is a list of the streets allocated for footpath works in 2017/2018:</p> <p>Renewal Footpath Program - Works complete:</p> <ul style="list-style-type: none"> <li>- Warwick Avenue (Mortimer Avenue to Anzac Highway) - complete</li> <li>- Tapleys Hill Road (Chippendale Avenue to Suburb Boundary) - complete</li> <li>- Tapleys Hill Road (Suburb Boundary to Sir Donald Bradman Drive) - complete</li> <li>- August Street (Neville Road to South Road) - complete</li> <li>- Delray Street (Gault Avenue to Crispian Street) - complete</li> </ul> <p>New Footpath Program - Works underway:</p> <ul style="list-style-type: none"> <li>- Ingerson Street (Tapleys Hill Road to Kitt Street) - works complete</li> <li>- Ingerson Street (Kitt Street to Davis Street) - works complete</li> <li>- Broughton Avenue (Tennyson Street to Clifford Street)</li> <li>- Clifford Street (Lipsett Terrace to Kennedy Street)</li> <li>- Clifford Street (Fewings Avenue to Sir Donald Bradman Drive)</li> <li>- Clifford Street (Kennedy Street to Fewings Avenue)</li> <li>- Airport Road and Lipsett Terrace (Southern Centre Island)</li> <li>- Queen Street (Reid Street to West Thebarton Road)</li> <li>- Clyde Avenue (Frontage Road to Castlebar Road)</li> </ul>



<p>Playground Upgrade 2017/2018</p>	<p>The following is an update on the current outstanding program of works:</p> <ul style="list-style-type: none"> <li>– Memorial Gardens, Hilton - Draft concept/plans are currently being updated by the Administration. Further details will be provided to Elected Members on completion of the concept/draft plans in February 2018.</li> <li>– Joe Wells Reserve, Netley - Playground project is completed. Additional works are currently underway to upgrade the reserve, including irrigation and plantings etc. Works are completed awaiting audit process to be finalised.</li> </ul> <p>Works are scheduled to commence in the coming months on the following replacement program for playgrounds at:</p> <ul style="list-style-type: none"> <li>– Montreal Avenue Reserve, Novar Gardens</li> <li>– East Parkway Reserve, Fulham</li> <li>– Dove Street Reserve, Thebarton</li> <li>– Jubilee Park Reserve, Glandore</li> </ul>
<p>Upgrade of St Georges Reserve, Glandore</p>	<p>The proposed project to upgrade the reserve includes the following:</p> <ul style="list-style-type: none"> <li>• Upgrade to the irrigation</li> <li>• Additional playground equipment, including shade to the existing play area</li> <li>• New path, fencing and reserve furniture</li> <li>• New plantings in the reserve</li> </ul> <p>The works program has been updated to commence works in February 2018. Consultation will be undertaken with the neighbouring Glandore Kindergarten regarding the final project plan for the reserve.</p>
<p>Reserve Irrigation Upgrades, 2017/2018</p>	<p>The following is the status update on the current program of works:</p> <ul style="list-style-type: none"> <li>• Frank Norton Reserve, Torrensville - completed</li> <li>• Amy Street Reserve, Novar Gardens - completed</li> <li>• Joe Wells Reserve, Netley - completed</li> </ul> <p>The remaining irrigation projects are currently in design/documentation and scheduling or the current year's program:</p> <ul style="list-style-type: none"> <li>• Westside Bikeway, Plympton (staged)</li> <li>• Mile End Common Reserve, Mile End</li> <li>• Jubilee Park Reserve, Glandore</li> </ul> <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 from 28 November 2017. A further update will be provided at the next Community Facilities General Committee scheduled for 27 March 2018.</p>

Traffic Projects and Parking Management	
Torrensville/Thebarton LATM	<p>Detailed development of the following projects is continuing:</p> <ul style="list-style-type: none"> <li>• Pedestrian crossing installation (adjacent to Thebarton Senior College)</li> <li>• Concept plan being developed for Ashley Street (between Holbrooks Road and Hayward Avenue)</li> </ul> <p>The following projects are completed:</p> <ul style="list-style-type: none"> <li>• North Parade and Wainhouse Street kerb extension - works complete</li> <li>• Hardys Road and Ashley Street roundabout (Black Spot funding - \$79,950) - works complete</li> <li>• Ashwin Parade and Hardys Road intersection realignment works complete</li> </ul> <p>Concept for Ashley Street/Sheriff Street roundabout removal is complete and detail design is currently being developed.</p>
Novar Gardens/Camden Park LATM	Community feedback currently being reviewed to develop draft solutions paper and it is proposed that an Elected Members Working Party meeting be programmed in March 2018.
Richmond/Mile End LATM	Baseline traffic data has been collected.
Rutland Avenue slow points	Concepts of upgrade of speed control devices and associated drainage upgrade have been developed. Consultation with residents is scheduled to occur during February 2018.
Marion Road Upgrade Planning Study - Grade separation of Marion Road from the intersection of Anzac Highway to Cross Road	<p>The project is to undertake planning for the upgrade of Marion Road. The planning work will look at the grade separation of Marion Road from the intersection of Anzac Highway to Cross Road, grade separation of Marion Road from the tramline to Cross Road and a tramline overpass of Marion Road and Cross Road.</p> <p>DPTI advised that the planning study is expected to commence in late 2017 and be completed in mid-2018.</p>
Glenelg Tram Overpass across South Road	The works on the Glenelg Tram Overpass shared use path are nearly complete. DPTI aims to reopen the path to the public by the end of this month.
New School Zone at Malurus Avenue	New School Zone and speed reduction signs have been installed on Malurus Avenue to accommodate the needs of Lockleys Children's Centre.
Parking Review	<p>Installed one on-street disabled parking spot fronting 360-364 Richmond Road, Netley.</p> <p>Installed temporary work zone fronting 10 &amp; 12 Farnham Road Keswick for building construction. The temporary work zone is until 15 July 2018.</p> <p>Road directional signs installed at Ashwin Parade/Hardys Road intersection.</p>

Bus Stop Upgrades	<p>Approximately \$200,000 is available for bus stop upgrades this financial year. Locations for the upgrade have been selected and works have commenced for this financial year.</p> <ul style="list-style-type: none"> <li>– Holbrooks Road - Stop 13 West side</li> <li>– Ashley Street - Stop 7, 8,10,11 &amp;12 North side</li> <li>– Mooringe Avenue - Stop 14 &amp; 15 North side</li> <li>– Morphett Road - Stop 15D West side</li> <li>– Morphett Road - Stop 15D &amp; 15A East side</li> <li>– Rowells Road - Stop 13A West side</li> <li>– All Bus Stops along Everard Avenue have been upgraded.</li> </ul> <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 anticipated for completion by February 2018.</p> <p>Bus Stop 13 on Cambridge Avenue, West Beach, will be relocated, subject to consultation with DPTI.</p> <p>Bus stop 11 White Avenue relocated to West side to address DDA program.</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 \$393,334 will be contributed by DPTI as part of the total project cost of \$440,000.</p> <p>A concept plan of the upgrade has been completed by Traffic Consultants and is now being assessed internally to determine cost and service implications.</p>
Blackspot project - Albert Street/George Street	<p>The proposed threshold treatment for 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.</p>

### Property and Facilities

Weigall Oval Masterplan and Facility Development	<p>Site works are now continuing after the Christmas/New Year shut-down to deliver the stage 1 and 2 components of the upgrade of the facilities. Works are scheduled for completion in June 2018.</p> <p>Infrastructure required by the Weigall Oval Trainers Association to enable its continued use of the site has been relocated to the eastern side of the tennis courts. In addition, a temporary access point has been established from Urrbrae Terrace, east of the tennis courts, which will allow float access for the trainers.</p> <p>The first quarterly project update report (required under the terms and conditions of the SLGIP grant program) has been lodged with the LGA. The grant funding of \$1.2M was received in January 2018.</p> <p>Council's consultants are continuing with the preliminary plan concepts and design documentation of the next stage following the start-up meeting which was held with lessee/licensee stakeholders prior to Christmas.</p>
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Lockleys Oval Masterplan and Facility Development	Council's consultants are continuing to progress and finalise the plans/design documentation for Lockleys Oval facility upgrade. The procurement process is expected to commence in February 2018.
Apex Park Masterplan and Facility Development	<p>The advance works to the greater upgrade of Apex Park Reserve are continuing with the construction of the replacement stormwater culvert from Burbridge Road (and includes a section along Burbridge Road) to the wetland. Due to the complexity of the drainage works it is now expected to be completed by mid-February 2018.</p> <p>The procurement process and review of submissions is continuing for Stage 1 works. These delays are due to the complexity of the project incorporating the changes and improvements to the open space/wetlands area and the upgrade to the drainage network.</p>
Camden Oval Masterplan and Facility Development	<p>The procurement process for the supply and installation of the senior synthetic soccer pitch is expected to be finalised shortly, with the project expected to commence early February 2018.</p> <p>The detailed design and documentation for both the soccer and football club buildings is also nearly finalised with the development approval process underway. Procurement for the greater project is scheduled to commence early February 2018.</p>
Kings Reserve Masterplan	<p>The draft masterplan has been updated incorporating feedback received from community consultation. In accordance with the direction provided by the Community Facilities General Committee and Council, the SAAFL has provided further information and clarification in regard to its desire to reposition the playing surface etc.</p> <p>A further report detailing these proposed works will be provided to the next Community Facilities General Committee.</p>
Torrensvile Bowling Club	<p>The Torrensvile Bowling Club's (TBC) Development Application was considered by the Council Assessment Panel at its meeting of 16 January 2017. Whilst there were a number of representors present at the meeting, the amendment to the TBC plan (to reduce the extent of additional car parking) satisfactorily addressed the concerns and resulted in the application receiving approval.</p> <p>The Club is seeking some amendments to the terms of the lease. Should these be material or significant in nature a further report will be presented to the Council.</p> <p>Part of the club development involves improvements to the local drainage within Kings Reserve, namely the construction of a wetland/water feature. This project commenced in January and is anticipated to be completed during May 2018.</p>

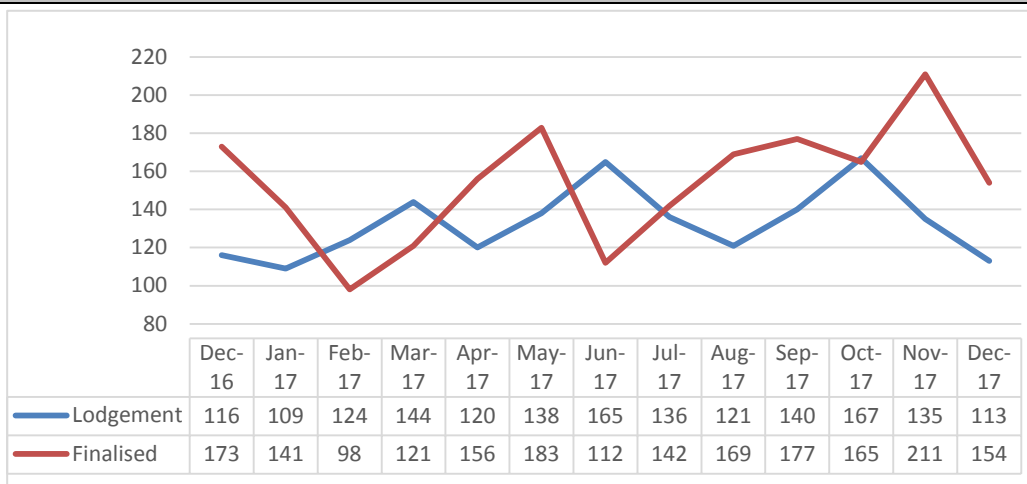


Thebarton Theatre Complex	<p>The lessee has sought to activate the extension (for a term of a further five years) for the former Thebarton Town Hall premises (but not the adjacent cottage at 164 South Road) which is available under the current lease.</p> <p>The Administration has foreshadowed a desire to incorporate the lease of the theatre and adjoining former town hall premises into a single lease and continues to pursue this option in association with the extension requested. A report will be provided to the March meeting of Council's Urban Services Committee in regard to this matter.</p> <p>The electrical and structural works upgrade program for 2017/2018 is continuing within the theatre.</p>
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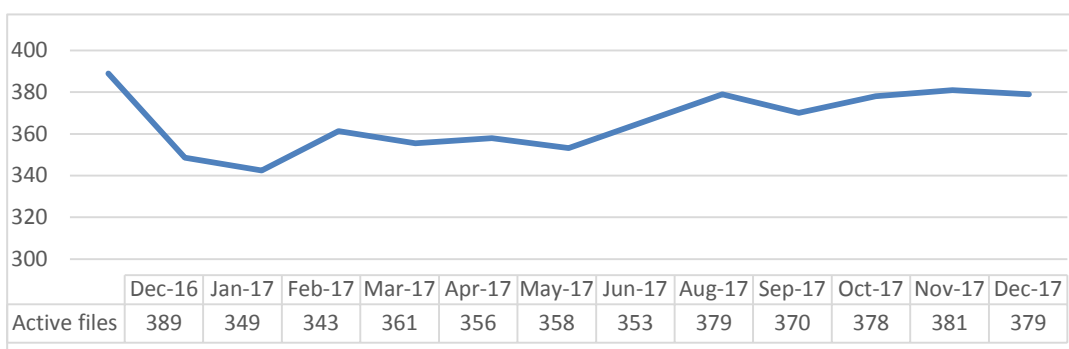
Civil and General Maintenance																				
Monthly Update	<table><tr><td colspan="2">Concrete, Block Paver &amp; Asphalt Footpath/Dr Crossover</td><td>254m<sup>2</sup></td></tr><tr><td colspan="2">Kerbing &amp; Water table / Invert</td><td>84m</td></tr><tr><td colspan="2">Road Repairs</td><td>61m<sup>2</sup></td></tr><tr><td rowspan="3">Graffiti Removal</td><td>Council property</td><td>16 locations (110m<sup>2</sup>)</td></tr><tr><td>Private property</td><td>59 locations (344m<sup>2</sup>)</td></tr><tr><td>Bus stops</td><td>2 locations (6m<sup>2</sup>)</td></tr></table>			Concrete, Block Paver & Asphalt Footpath/Dr Crossover		254m <sup>2</sup>	Kerbing & Water table / Invert		84m	Road Repairs		61m <sup>2</sup>	Graffiti Removal	Council property	16 locations (110m <sup>2</sup> )	Private property	59 locations (344m <sup>2</sup> )	Bus stops	2 locations (6m <sup>2</sup> )	
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Drainage and Cleansing Services																				
Monthly Update	<table><tr><td rowspan="5">Pump Station inspections</td><td>Chippendale</td><td>Completed</td></tr><tr><td>Shannon</td><td>Completed</td></tr><tr><td>Riverway</td><td>Completed</td></tr><tr><td>West Beach</td><td>Completed</td></tr><tr><td>Duncan Laneway</td><td>Completed</td></tr><tr><td colspan="2">Illegal Rubbish Dumping</td><td>4.9t</td></tr><tr><td colspan="2">Road Sweepers</td><td>103.7t</td></tr></table>			Pump Station inspections	Chippendale	Completed	Shannon	Completed	Riverway	Completed	West Beach	Completed	Duncan Laneway	Completed	Illegal Rubbish Dumping		4.9t	Road Sweepers		103.7t
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Road Sweepers		103.7t																		
Horticulture Services																				
Monthly Update	<table><tr><td>Trees Pruned</td><td>384</td></tr><tr><td>Removals</td><td>23</td></tr><tr><td>Weed Control (Reserves, Verges, Traffic Islands)</td><td>140L</td></tr></table>			Trees Pruned	384	Removals	23	Weed Control (Reserves, Verges, Traffic Islands)	140L											
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	Removals	23																		
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## Development Assessment

### Development Applications

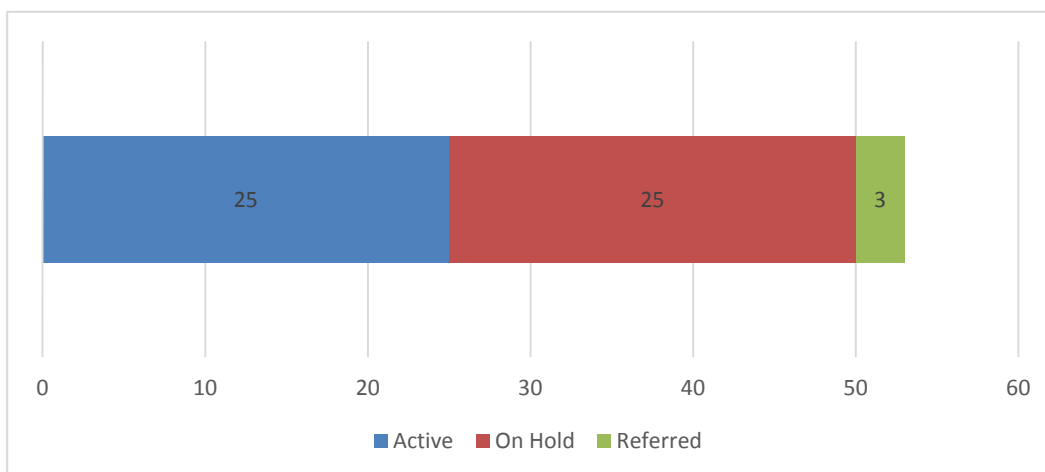


### Active files Development Approval

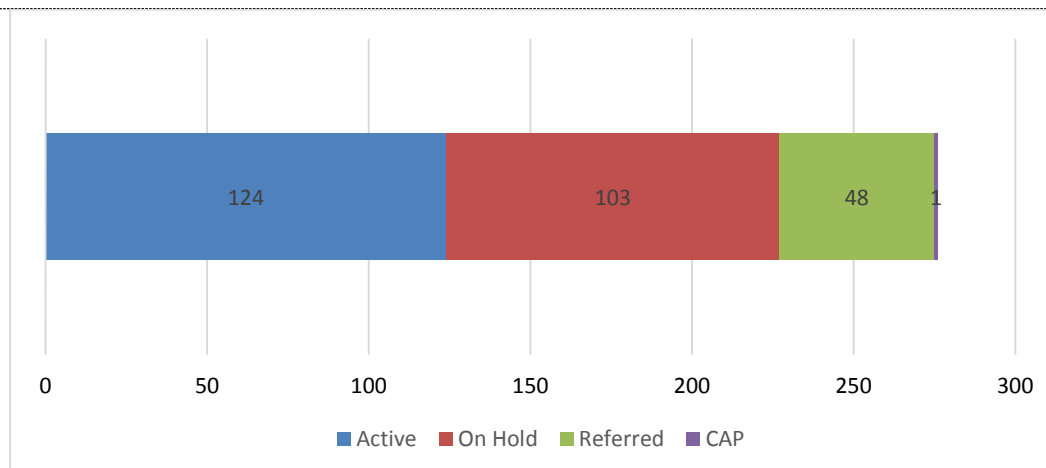


Active files shows all development applications that have been lodged with Council but are yet to receive a decision, it includes applications for Development Plan Consent, Building Rules Consent and Land Division Consent.

### Current Applications Building Rules Consent

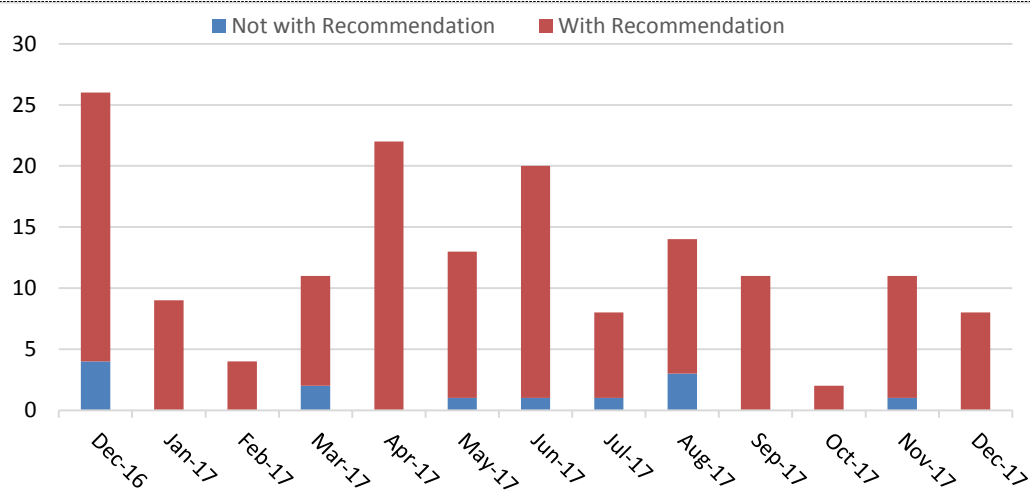


Building Rules Consent, is the process where applications are assessed against the Building Code of Australia (BCA), not all applications are assessed against the BCA (e.g. land divisions, tree removals) and some are only assessed against the BCA.

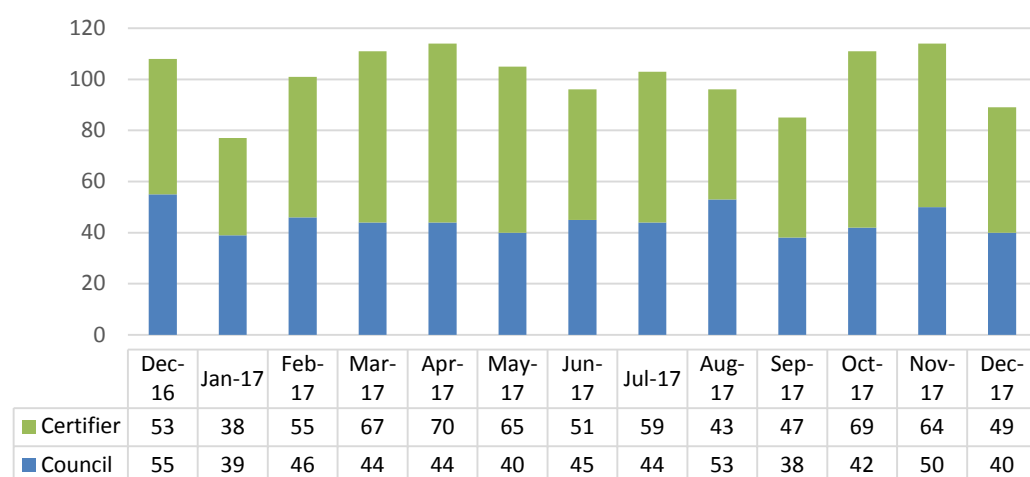
Current Applications  
Development Plan Consent

*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 Decision

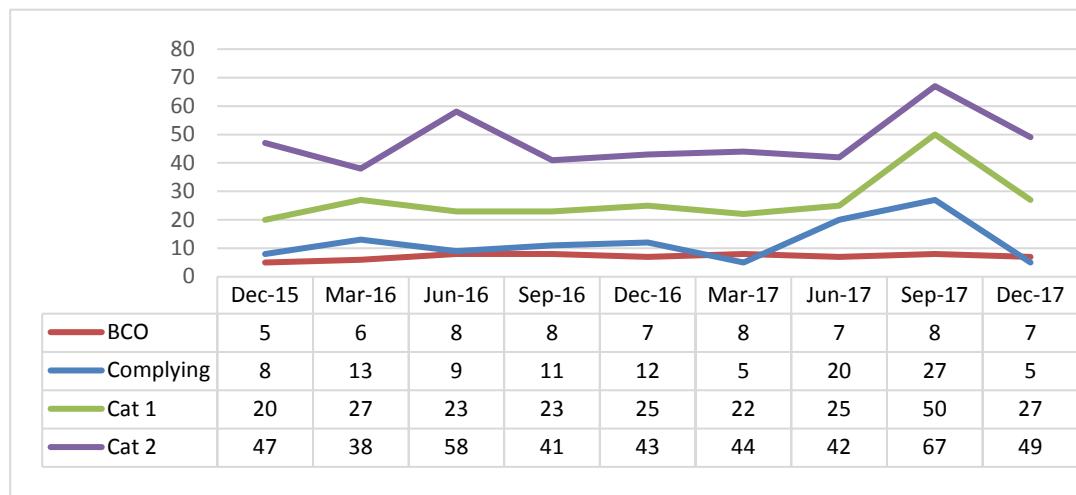


## Building Rules Consent issued



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

## Median Assessment Timeframes

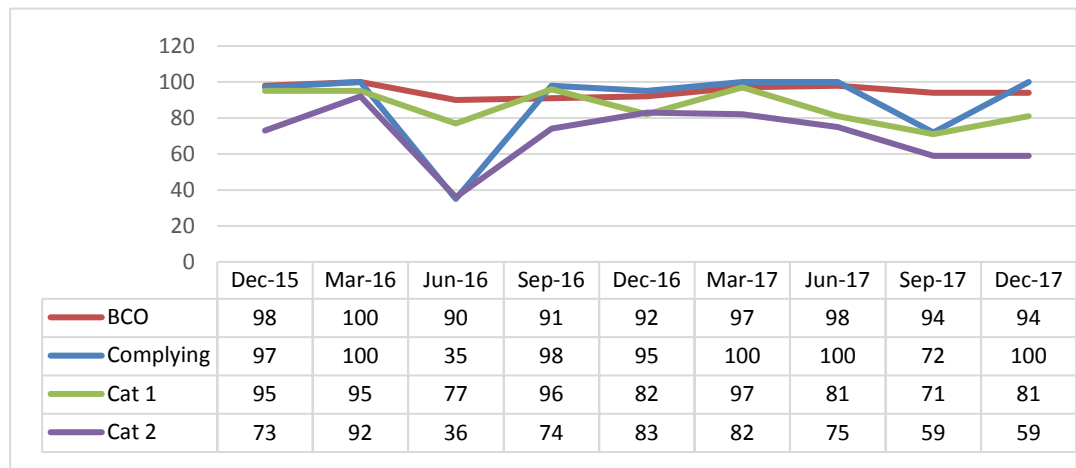


Maximum Statutory Timeframes are as follows:

Building Code Only (BCO) - 20 days

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

## Percentage of DAs that met Statutory Timeframes



Maximum Statutory Timeframes are as follows:

Building Code Only (BCO) - 20 days

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



## Compliance

Month/Year	No of Actions Received	Actions Resolved within the month	Actions Resolved from previous months	Total Ongoing Actions	Section 84 Issued	Section 69 Issued	New Actions with ERD Court	Resolved Actions with ERD Court	Total ongoing Actions with ERD Court	Section 51 Clearances
Dec 16	16	8	0	51	3	-	-	1	2	9
Jan 17	19	14	0	56	1	-	-	-	2	11
Feb 17	11	7	0	60	-	-	-	-	2	5
Mar 17	27	24	8	55	-	-	-	-	2	10
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
Sep 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

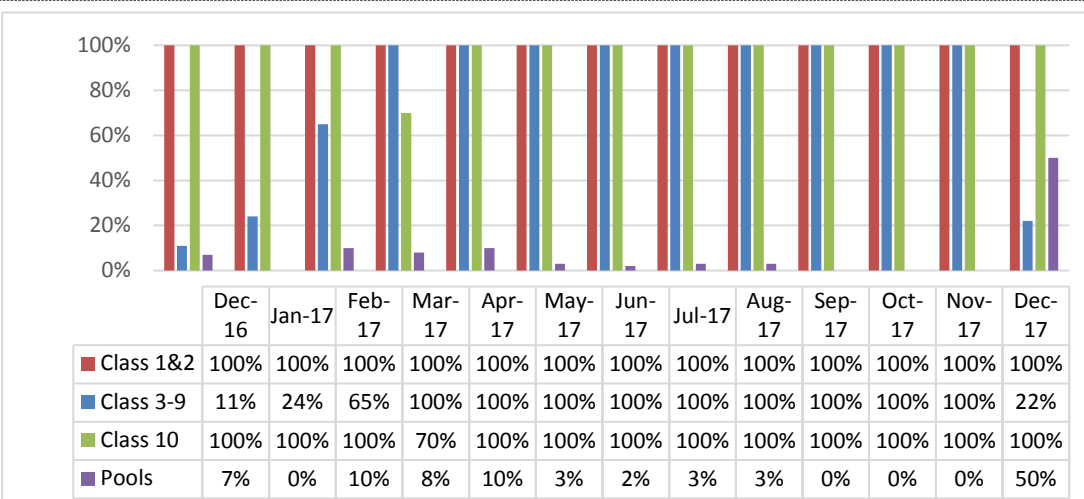
Compliance actions include investigating potential use of properties for activities that haven't been approved, buildings being constructed without the required approvals, checking of older buildings that may be becoming structurally unsound.

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

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

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

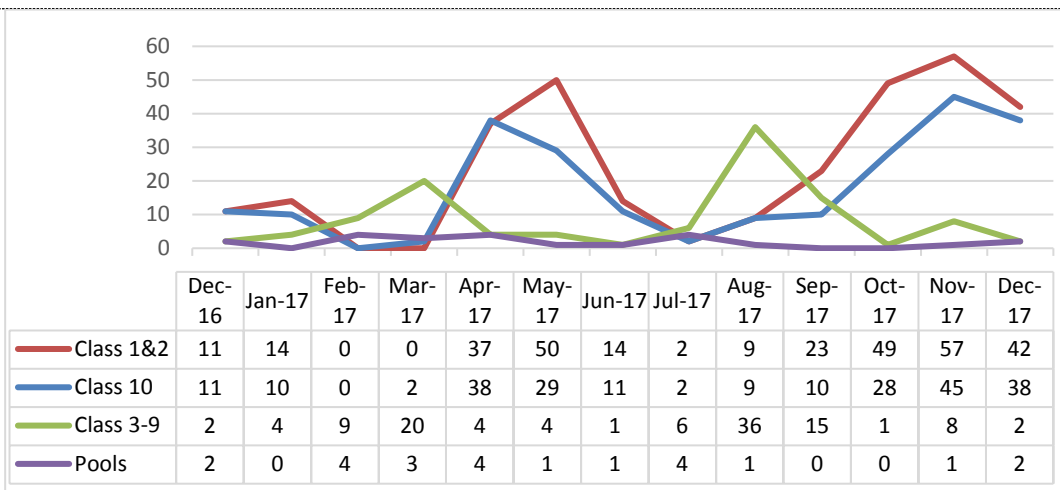
## Building Inspections



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

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

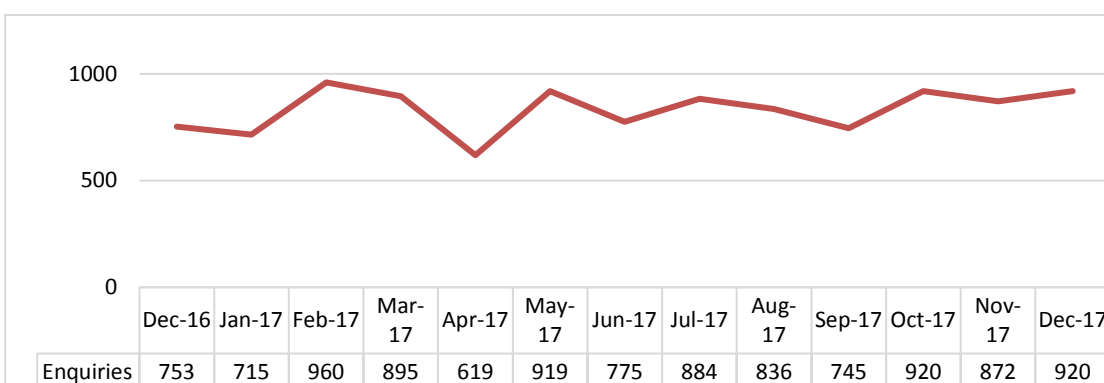
## Actual Satisfactory Building Inspections Undertaken



*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.*

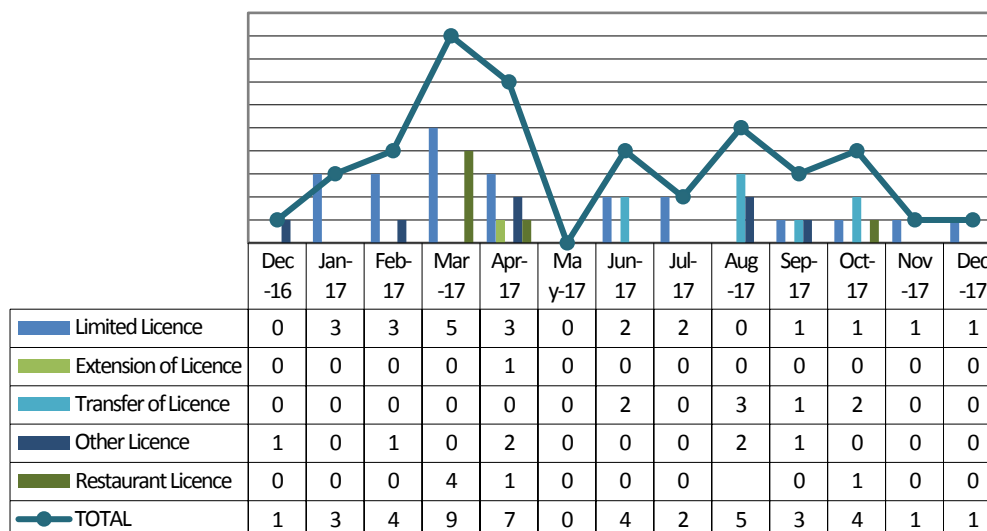
*NOTE: Only successful inspections are recorded, failed inspections are listed for re-inspection*

## ePathway Online Development Application Enquiries



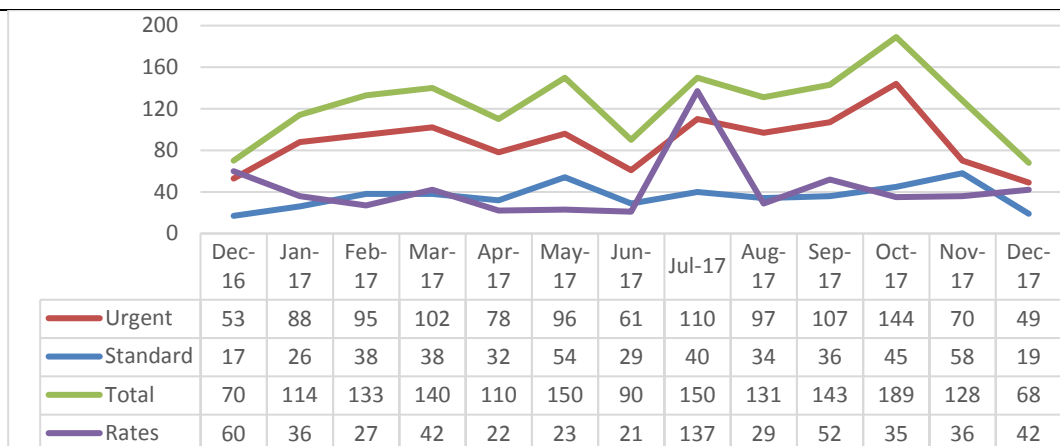
*Since 2011, people have been able to check the progress of their own development applications or check the history of development applications on an allotment via the internet on Council's website. Since 2013, the department has been adding historic applications to this system with the aim of creating a database where all of the area's application history can be accessed electronically; we expect this project to be completed by mid-2017.*

## Liquor Licence 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**

<b>1</b>	<b>Meeting Opened .....</b>	<b>1</b>
<b>2</b>	<b>Present .....</b>	<b>1</b>
<b>3</b>	<b>Apologies .....</b>	<b>1</b>
<b>4</b>	<b>Disclosure Statements .....</b>	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes.....</b>	<b>1</b>
<b>6</b>	<b>Communications by the Chairperson.....</b>	<b>1</b>
<b>7</b>	<b>Questions with Notice .....</b>	<b>1</b>
	Nil	
<b>8</b>	<b>Questions without Notice.....</b>	<b>1</b>
<b>9</b>	<b>Motions with Notice .....</b>	<b>1</b>
	Nil	
<b>10</b>	<b>Motions without Notice.....</b>	<b>1</b>
<b>11</b>	<b>Governance Reports.....</b>	<b>2</b>
11.1	Kaurna Native Title Claim Update .....	2
11.2	Complaints Lodged with the Ombudsman's Office - July 2017 to December 2017 .....	30
11.3	Legislative Progress Report - January 2018.....	35
<b>12</b>	<b>Meeting Close .....</b>	<b>38</b>

**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****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 16 January 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 GOVERNANCE REPORTS

### 11.1 Kurna Native Title Claim Update

#### Brief

This report presents an update on the Kurna Native Title Claim.

#### RECOMMENDATION

The Committee recommends to Council that the Kurna Native Title Claim be received.

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#### Introduction

In 2000, the Kurna people (Claimants) submitted a native title claim (Claim) to the Federal Court of Australia (Court), over land which includes the whole of the City of West Torrens. It is interesting to note that this is the last capital city Claim not yet determined under the *Native Title Act 1993*.

Since that time, the Claim has been subject to numerous hearings (Hearings) in the Court as well as case management conferences (CMC). CMCs allow for identified parties such as the representatives of the Kurna claimants, state government, commonwealth government and various interested industry and energy entities to work through issues associated with the Claim outside of the formal Hearings. Updates following each Hearing or CMC are presented to the Committee for information.

The last report to the Committee was at its 6 June 2017 meeting. That report briefed the Committee on the activity undertaken since the March 2017 Hearing and CMC. This included very detailed information on the progress of the Claim in the Court. That report advised that the next Hearing was scheduled for 5 June 2017, but this was adjourned for a number of reasons. However, while Council is non active respondent to the first stage trial (as reported previously), Council's lawyers in this matter, Norman Waterhouse, has been keeping a watching brief on the progress of the Claim.

As previously reported to Council, the first stage trial, with regard to this Claim commences on 3 April 2017. It is scheduled to be followed by a second stage trial in 2019.

#### Discussion

Norman Waterhouse has advised that the Claimants have filed an amendment to their Claim (**Attachment 1**). As a result, a new set of timetabling orders has been issued by the Court with regard to the first stage trial (**Attachment 2**). Given Council is a non-active respondent to the first stage trial, it will likely become active in the second stage trial, this is for Council's information only at this time.

This amendment to the Claim includes an extension to the north-eastern boundary of the Claim area to now include the Clare Valley. It also includes a minor reduction in the border to the north-west boundary of the Claim area. These are shown in the map attached as an annexure in **Attachments 1 and 3**.

These amendments to the Claim boundary give rise to significant issues given the north-eastern boundary change will likely result in an overlap dispute with the Ngadjuri Nation #2 Claim. If a Claim dispute does occur then very protracted Claim proceedings should be expected.

In addition, this extension to the Claim boundary also means that that the area will be inconsistent with the registered and unregistered Indigenous Land Use Agreements (ILUA), including the ILUA in which Council is involved. However, this is unlikely to impact too detrimentally on West Torrens as the ILUA in which it has been involved has not progressed for some time.

**Conclusion**

Norman Waterhouse has provided an update on the progress of the Kaurna Native Title Claim which is provided to Council for information along with an overview report of the proceedings to date.

**Attachments**

- 1. Norman Waterhouse Correspondence and Annexure**
- 2. Federal Native Title Court Orders**
- 3. Proposed Replacement Statement of Issues, Facts and Contentions (First Stage) - filed in Court**

**PRIVATE AND CONFIDENTIAL**

Ref: NLJ\M00246830F05056611.DOCX

11 December 2017

Ms P Koritsa  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033

Dear Pauline

**Kaurna Native Title Claim – claim amendment**

1. We refer to our previous report back letters in relation to this matter. We confirm, as instructed, that we have maintained our 'watching brief' while the Council remains a 'non-active' respondent to the first-stage trial (pursuant to the Notice which we filed in the Court on the Council's behalf).
2. There have been numerous procedural events in the proceeding (and issues regarding the timing and number of expert reports). Many of these have had no bearing on the Council's interest in the proceeding, and so we have not specifically reported upon them. However, at this stage we consider it appropriate to provide an update of the last several months of development, as we head into the end of year.
3. Significantly, the Kaurna have now signalled that their claim will be amended. We **enclose** the Kaurna's Proposed Replacement Statement of Issues, Facts and Contentions (First Stage) (**Replacement Statement**). This has been filed in accordance with a new set of timetabling orders made by Justice Mortimer (also **enclosed**).
4. A review of this more well-developed argument from the Kaurna (it is intended to replace the original Points of Claim document) will assist the Council in appreciating the issues to be ventilated at the trial, which will still commence on 3 April 2018 (the new timetabling orders schedule a trial of five weeks from 3 April 2017, plus one further week from 21 May 2018).
5. Of particular importance:
  - 5.1 Clause 17 of the of the Replacement Statement (and the footnote therein) foreshadows a change to the claim area to withdraw part of the claim area;
  - 5.2 Clause 18 of the of the Replacement Statement (and the footnote therein) foreshadows a new native title claim on the North-Eastern side of the current claim, to encompass the Clare Valley;

- 2 -

11 December 2017

- 5.3 We note that this proposed new claim would seem on its face to create an 'overlap dispute' with the Ngadjuri Nation #2 claim, which may potentially complicate the entire Kurna proceeding;
- 5.4 Clause 19(i)–(n) foreshadows the expansion of the group of 'apical ancestors' from whom Kurna People are descended, meaning that the claim group of Kurna People will increase in population.
6. We considered it necessary to bring these changed mapping details to the attention of Local Government generally because the new boundaries, if allowed by the Court:
  - 6.1 are no longer consistent with the area subject to ILUAs done with Kurna, thus meaning that any existing and unregistered ILUAs are unlikely to be registered; and
  - 6.2 alter the areas which the Kurna claim are their country—this affects not only Native Title, but could also lead to a change regarding heritage assertions under the *Aboriginal Heritage Act 1988* (SA) in those areas.
7. We say above that these changes are 'foreshadowed' because it remains for the Kurna to formally lodge an amended 'Form 1' outlining the details of the boundary withdrawal and apical ancestor changes, and to formally lodge a new claim in respect of the new North-Eastern area. We expect that at least the amendment of the Form 1 will occur soon. That is not to say that the Court will necessarily accept these changes, but the Kurna will press for them nevertheless.
8. These proposed changes are underpinned by expert reports which have been filed by the Kurna in these proceedings from various specialists. We have reviewed those reports; they are voluminous and so we do not enclose them with this letter, but unrestricted reports can be provided or inspected upon request.
9. We include a rough sketch of the revised claim area and proposed new claim as an **Annexure** to this letter, based upon the simple textual description of the proposals outlined in the Replacement Statement. However, precise mapping will only become available once the Kurna supply such mapping in their amended Form 1 and any new claim.
10. As indicated, although the Council does not need to take an active part in these proceedings, it is necessary to at least keep a watching brief running. The recent changes to mapping could affect heritage surveys conducted in those areas. More significantly, the change in membership of the claim can also have an effect on the validity or otherwise of previous heritage surveys in any area of the claim (i.e. if the claim is amended to exclude a family, then any survey conducted by that family would cease to have utility). In the cut and thrust of a native title trial, there are a number of developments which can happen very quickly. Although these recent developments are fairly self-contained, they should provide an illustration of how the trial process can change things very quickly.

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- 3 -

11 December 2017

11. Ultimately, we expect that others revisions will continue to occur up to the closing of the trial, and will continue to report on the more significant developments as part of our watching brief, in order to ensure that the trial does not create circumstances where Council could be caught unaware or otherwise inadvertently be exposed to legal problems arising from sudden changes in the Kaurna's position.

Yours faithfully  
Norman Waterhouse



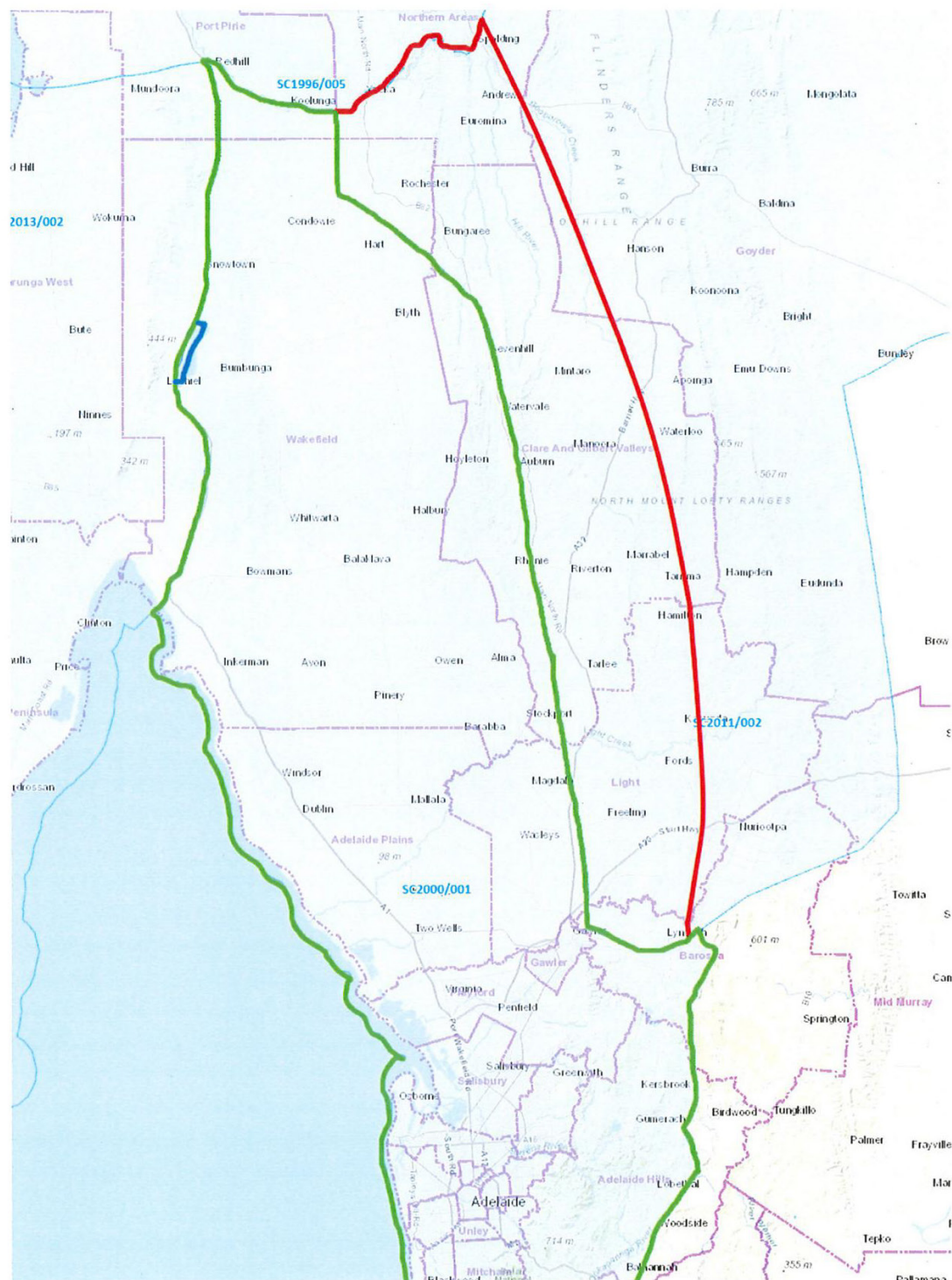
Nick Llewellyn-Jones  
Partner  
Direct Line: (08) 8210 1269  
e-mail: nllewellyn-jones@normans.com.au

Encls

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## ANNEXURE



Green = present Kaurna Native Title Claim external boundary (upper part)  
 Blue = approximate proposed claim boundary withdrawal  
 Red = approximate boundary of proposed new native title claim

# Order NOT Entered

No: (P)SAD6001/2000

Federal Court of Australia

District Registry: South Australia

Division: General

**GARTH AGIUS** and others named in the schedule  
Applicant

**STATE OF SOUTH AUSTRALIA** and others named in the schedule  
Respondent

## ORDER

**JUDGE:** Justice Mortimer

**DATE OF ORDER:** 15 November 2017

**WHERE MADE:** Melbourne

### THE COURT ORDERS THAT:

1. The orders of White J dated 11 November 2016 and the orders of Mortimer J dated 7 April 2017, 24 August 2017 and 6 November 2017 are vacated and replaced with the following consolidated orders.

2. Pursuant to r 30.01 *Federal Court Rules 2011*, the following questions be decided separately from and before any other questions in the proceedings:

But for any question of extinguishment of native title and the determination of matters required by s 225(c), (d) and (e) of the *Native Title Act 1993* (Cth):

- (a) Does native title exist in relation to any and what land and waters of the Kaurna claim area?
- (b) In relation to that part of the Kaurna claim area to which the answer to (a) above is in the affirmative:

- (i) Who are the persons, or each group of persons, holding the common or group rights comprising the native title?
- (ii) What is the nature and extent of the native title rights and interest?

### **Trial**

- 3. The trial of the separate question is set down for hearing for an estimate of five weeks (part heard) commencing at **10.15 am on 3 April 2018**.
- 4. The part heard trial be further listed for an estimate of one week commencing at **10.15 am on 21 May 2018**.

### **Parties**

- 5. The Applicant, the State and the Commonwealth are excused from serving documents on any party which has not filed a notice to the effect that it requires that it be served with all documents filed in relation to this part of the proceeding.

### **Pleadings**

- 6. The Applicant file and serve a proposed replacement statement of issues, facts and contentions (**SIFC**) in two stages:
  - (a) On or before **28 November 2017**, a proposed replacement SIFC limited to:
    - (i) the relevant society and the country boundaries of the relevant group as at 1836;
    - (ii) apical ancestors;
    - (iii) the impacts of colonial settlement in the 1800s; and
    - (iv) the selection of land for aboriginal reserves in around the 1840s; and
  - (b) On or before **2 February 2018**, a final proposed replacement SIFC, incorporating the contents of the document filed on 28 November 2017 and adding only new matters not dealt with in the 28 November 2017 document.
- 7. On or before **9 February 2018**, the State and the Commonwealth file and serve any objections to leave being granted to the Applicant to rely on the final proposed replacement SIFCs.
- 8. On or before **16 February 2018**, if there are no objections filed pursuant to order 7, then each of the State and the Commonwealth file and serve a response which identifies:

- (a) the facts in the SIFCs which are disputed;
- (b) any additional facts or contentions relied upon in opposition of the Applicant's claim; and
- (c) any further or alternative orders sought.

**Evidence of witnesses other than expert witnesses**

9. The parties are to provide the lay evidence in support of their claims/defences by filing and serving:
  - (a) a statement of evidence for a witness (other than expert witnesses) whom it proposes will give evidence in writing; or
  - (b) an outline of the evidence proposed to be led from a witness (other than an expert witness) orally.
10. On or before **15 December 2017**, the Applicant file and serve:
  - (a) a list of the proposed witnesses (other than expert witnesses) upon whose evidence the Applicant will rely; and
  - (b) a statement of evidence for a witness (other than expert witnesses) whom it proposes will give evidence in writing; or
  - (c) an outline of the evidence proposed to be led from a witness (other than an expert witness) orally; and
  - (d) a copy of each photograph or other document (appropriately captioned or described) which it proposes to tender or refer to in the evidence of a witness.
11. On or before **16 February 2018**, the State and the Commonwealth, if intending to lead evidence from a non-expert witness, file and serve:
  - (a) a list of the proposed witnesses (other than expert witnesses) upon whose evidence they will rely; and
  - (b) a statement of evidence for a witness (other than expert witnesses) whom it proposes will give evidence in writing; or
  - (c) an outline of the evidence proposed to be led from a witness (other than an expert witness) orally; and
  - (d) a copy of each photograph or other document (appropriately captioned or described) which it proposes to tender or refer to in the evidence of a witness.

12. Without the leave of the Court, no party may lead evidence from a witness (other than an expert witness) unless a statement of evidence or an outline of evidence has been filed in accordance with orders 10 or 11.

**Objections to evidence of witnesses other than expert witnesses**

13. On or before **2 March 2018**, any party who does not consent to the whole of a statement or document filed in accordance with orders 10 or 11 being admitted into evidence file and serve a notice identifying:
- (a) those parts of any statement of evidence or outline of evidence which that party objects to being admitted into evidence, together with the basis for such objection; and
  - (b) those parts of any statement of evidence which that party contends should be given as oral evidence from the witness, during examination in chief; and
  - (c) those photographs or documents or parts thereof the tender of which is objected to, stating the basis for such objection.

**Expert evidence**

14. The Applicant file and serve:
- (a) on or before **23 October 2017**, any further expert historian's report by Dr R Foster limited to the issue of the basis for and the significance of the selection of land in or about the 1840s for Aboriginal Reserves;
  - (b) on or before **23 October 2017**, an expert anthropologist's report by Associate Professor N Draper in relation to the relevant society and the country boundaries of the relevant group as at 1836 and apical ancestors;
  - (c) on or before **23 October 2017**, substantially updated genealogies by Associate Professor N Draper;
  - (d) on or before **7 November 2017**, an expert ethno-historian's report by Dr S Krichauff in relation to the relevant apical ancestors.
15. On or before **29 January 2018**, the Applicant file and serve an expert report by Associate Professor N Draper dealing with connection issues, other than the relevant society and the country boundaries of the relevant group as at 1836 and apical ancestors.



16. On or before **20 November 2017**, the State and the Commonwealth file and serve any expert evidence on which that party seeks to rely in response to the filed expert reports of Dr R Foster, Dr S Krichauff, and the filed expert report and updated genealogies of Associate Professor N Draper referred to in orders 14(b) and 14(c);
17. On or before **28 February 2018**, the State and the Commonwealth file and serve any expert evidence on which that party seeks to rely in response to the expert report of Associate Professor N Draper referred to in order 15.
18. Any expert's report filed by any party is to comply with the Court's Guidelines for Expert Witnesses.
19. Upon a request of another party, a party who has filed an expert's report shall allow the requesting party to inspect and, if requested, provide at the requesting party's expense, copies of all documents referred to in the expert's report which are unpublished or not reasonably accessible by the requesting party's experts, within 14 days of such request.
20. The expert witnesses for those parties who have filed expert evidence are to attend a conference(s) (Experts' Conference) before a Registrar of the Court for the purpose of narrowing or removing any differences in their relevant opinions, and the experts shall produce for the use of the parties and the Court a document(s) identifying with respect to matters and issues within their expertise:
  - (a) the matters and issues about which their opinions are in agreement;
  - (b) the matters and issues about which their opinions differ; and
  - (c) where their opinions differ the reasons for their difference.
21. The Experts' Conference shall proceed in two stages as follows:
  - (a) the first stage of the conference to take place on **4 and 5 December 2017**, commencing at 9.30 am, to consider the issues addressed in the expert reports filed to that date;
  - (b) the second stage of the conference take place on **15 March and 16 March 2018**, commencing at 9.30 am to consider the issues in the expert reports filed pursuant to orders 15 and 17.
22. Within one week before the date of the Experts' Conference, the Registrar convening the conference is, in consultation with the Applicant and those respondents who have

filed an expert anthropological report, to circulate an agenda to the participating experts.

23. The participants in the Experts' Conference are limited to those experts who have authored reports filed pursuant to these orders, the Registrar and such Court staff as are required to assist the Registrar.
24. Within 10 days of the conclusion of each of the Experts' Conference, the Registrar produce a report for the use of the parties and the Court in identifying:
  - (a) the matters and issues about which the opinions of the experts are in agreement; and
  - (b) the matters and issues about which their opinions differ.

#### **Objections to expert evidence**

25. On or before **13 March 2018**, each of the parties is to file and serve a notice identifying any parts of any expert report to which it intends to object with a brief statement identifying in each case the reasons for the objection.
26. The parties are to use their best efforts to resolve any objections which are filed pursuant to order 25 prior to the commencement of the hearing.

#### **Other documentary evidence**

27. On or before **2 March 2018**, the Applicant will file and serve an index of any other documents that it intends to tender as evidence at trial, and make available for inspection copies of the documents listed in the index.
28. On or before **9 March 2018**, the State and any other Active Respondent, will file and serve an index of any other documents that it intends to tender as evidence at trial, and make available for inspection copies of the documents listed in the index.
29. On or before **29 March 2018**, the parties will file and serve an index of, and copies of, documents which may be tendered at the trial, identifying:
  - (a) those documents which the parties agree are admissible and can be tendered;
  - (b) those documents which are not agreed and which the Applicant seeks to tender;
  - (c) those documents which are not agreed and which any of (identifying which) the respondents seek to tender.

30. Under the guidance of a Registrar following case management, by **2 March 2018** the Applicant shall provide to the Court and the Active Respondents in draft, and by **21 March 2018**, the parties shall provide to the Court in final form, a timetable for the conduct of the trial of the separate question (**the hearing schedule**). The hearing schedule should include the parties' best estimates of when each witness will be called to give evidence, the sequence of witnesses, and how long each party will examine/cross-examine the witness; whether there is to be any evidence given on country (alternatively site inspections) and if so, when; whether expert evidence is to be given concurrently; whether it is expected closing submissions will be made immediately upon the conclusion of the evidence at the trial.

### **Submissions**

31. On or before **19 March 2018**, the Applicant file and serve an outline of submissions that includes the main issues in dispute, any issues agreed, and an overview of the case as that party sees it.
32. On or before **22 March 2018**, the State and the Commonwealth file and serve an outline of submissions that includes the main issues in dispute, any issues agreed, and an overview of the case as that party sees it.

### **Non-compliance by a party with these orders**

33. Subject to any further order of the Court, no extension of the times fixed by these orders will be allowed except by the consent of all the parties taking an active part in the trial of the separate question, or on an application filed at least seven days before the time sought to be extended.
34. In the event of any party failing to comply with these orders, the proceeding may be listed by a Registrar of the Court on short notice, and any party may make an application for the defaulting party to be dismissed as a party to the proceedings.

### **General**

35. The Registrar convene a case management conference on **29 November 2017** at **2.15pm**.
36. The matter be adjourned for a case management hearing at **9.00am in the week commencing 12 February 2018**.

Date that entry is stamped:

Deputy District Registrar



Federal Court of Australia  
District Registry: South Australia  
Division: General

No: SAD 6001/2000

**GARTH AGIUS** and others named in the schedule  
Applicant

**STATE OF SOUTH AUSTRALIA** and others named in the schedule  
Respondent

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**PROPOSED REPLACEMENT STATEMENT OF ISSUES, FACTS AND CONTENTIONS (FIRST STAGE)**  
(Filed pursuant to Order 6(a) of the orders made by Mortimer J 15 November 2017)

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Filed on behalf of (name & role of party)	The Applicant
Prepared by (name of person/lawyer)	Tim Campbell
Law firm (if applicable)	Campbell Law
Tel	(08) 8227 1223
Fax	
Email	tim@campbelllaw.com.au
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## NOTICE OF FILING

This document was lodged electronically in the FEDERAL COURT OF AUSTRALIA (FCA) on 29/11/2017 12:42:26 PM ACDT and has been accepted for filing under the Court's Rules. Details of filing follow and important additional information about these are set out below.

### Details of Filing

Document Lodged:	Non-Prescribed Pleading
File Number:	SAD6001/2000
File Title:	Garth Agius & ors on behalf of the Kaurna People and The State of South Australia & ors (Kaurna Peoples)
Registry:	SOUTH AUSTRALIA REGISTRY - FEDERAL COURT OF AUSTRALIA



Dated: 29/11/2017 4:29:18 PM ACDT

A handwritten signature in black ink, which appears to read 'Warwick Soden'.

Registrar

### Important Information

As required by the Court's Rules, this Notice has been inserted as the first page of the document which has been accepted for electronic filing. It is now taken to be part of that document for the purposes of the proceeding in the Court and contains important information for all parties to that proceeding. It must be included in the document served on each of those parties.

The date and time of lodgment also shown above are the date and time that the document was received by the Court. Under the Court's Rules the date of filing of the document is the day it was lodged (if that is a business day for the Registry which accepts it and the document was received by 4.30 pm local time at that Registry) or otherwise the next working day for that Registry.

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## Introduction

1. In accordance with Order 6(a) of the orders made by Mortimer J on 15 November 2017, this document is a proposed replacement Statement of Issues Facts and Contentions limited to:
  - (a) the relevant society and the country boundaries of the relevant group as at 1836;
  - (b) apical ancestors;
  - (c) the impacts of colonial settlement in the 1800s; and
  - (d) the selection of land for aboriginal reserves in around the 1840s.
2. The Applicant proposes that this document replaces paragraphs 1 to 16 of the Points of Claim filed on behalf of the Applicant on 30 March 2017.

## Definitions and Interpretation

3. In this document, the words and terms set out below have the following meanings, unless the context requires otherwise:
 

**Amended Form 1** means the document titled "Minute of Proposed Amended Native Title Determination Claimant Application (Form 1)" filed on 4 July 2001;

**Apical Ancestors** means the persons who are identified at paragraph 19 below;

**Claim Area** means the area described in Schedule B of the Amended Form 1, the external boundaries of which are depicted on the map at Annexure C of the Amended Form 1;

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**Claim Group** means the living descendants of the Apical Ancestors;

**descendants** mean those persons who are biological descendants and those Aboriginal people who were raised as children and as part of the family of the biological descendants, and also their descendants; and **descended** has a corresponding meaning.

4. In this document each assertion is an assertion of summary fact, unless it is expressly identified as a contention or statement of an issue.

**The relevant society and the country boundaries of the relevant group as at 1836**

**Sovereignty and first settlement**

5. Sovereignty In respect of mainland Australia as far west as the 135<sup>th</sup> degree of east longitude, including the whole of the Claim Area, was asserted by the Imperial Crown at latest on 26 January 1788<sup>1</sup> (**sovereignty**).
6. At sovereignty:
  - (a) the Claim Area was inhabited by Aboriginal people; and
  - (b) such inhabitancy occurred pursuant to, and was governed by, a normative system of laws and customs (**traditional laws and customs**).
7. Sustained non-Indigenous activities involving contact with, and impact on, the predecessors of the members of the Claim Group occurred differentially across the Claim Area from or about 28 December 1836 on which day Governor Hindmarsh read a Proclamation announcing the establishment of government in the Colony of South Australia in the presence of about 200 colonists (**first settlement**).

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<sup>1</sup> The Applicant accepts that It is not open to challenge this assertion of sovereignty by the Imperial Crown in any Australian municipal court.

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8. Prior to first settlement:

- (a) the population of the Aboriginal people who inhabited the Claim Area is likely to have been considerably reduced, as a result of the overland spread of disease, probably smallpox, from New South Wales;
- (b) there had been contact between whalers and sealers based on Kangaroo Island and the Aboriginal people who inhabited the southern part of the Claim Area, including the removal of some Aboriginal women.

**Society**

9. After first settlement, the names used by the colonists to refer to the inhabitants of the Claim Area, or particular sub-groups of them, were numerous and included the following:

- (a) the *Tandanya* or Adelaide Tribe (the expression 'Adelaide tribes' was also used);
- (b) the *Mullakki* people of the Port Gawler / Para area;
- (c) the Onkaparinga Tribe (including the Maitpunga (Myponga) Tribe);
- (d) the Yankalilla Tribe;
- (e) the Rapid Bay Tribe;
- (f) the Waitpinga Tribe;
- (g) the Wonkamejo;
- (h) the *Wito Meyunna* (the Reed Men);
- (i) the Cowandilla tribe;
- (j) the *Wirra* tribe or group;
- (k) the Hutt River tribe or group; and
- (l) the Wakefield tribe.

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10. Although the name "Kurna" can be found in the historical record as far back as 1879, its usage to refer to the people who were the inhabitants of the Claim Area (more or less) at first settlement and their descendants was popularised by Norman Tindale in or from the 1920s.

11. Today, many members of the Claim Group identify themselves, and are identified by others, as Kurna people.

(The term 'Kurna people' is hereinafter refers to the people who were the inhabitants of the of the land and waters referred to at paragraphs 16 to 18 below at sovereignty and at first settlement, and their descendants.)

12. At sovereignty and at first settlement, each Kurna person was a member of an exogamous local group or clan. Each such group or clan was associated with a particular tract of land and waters and, in combination, those tracts comprised the land and waters of the Kurna people.

13. The Applicant contends that:

- (a) at sovereignty and at first settlement, the Kurna people formed part of a regional society, being a body of persons united in and by its acknowledgment and observance of a body of law and customs; and
- (b) that society also included the peoples who are known as the Ngadjuri people, and the Narrunga people, and possibly the Nukunu people, and may also have included other peoples.

14. The contention made in paragraph 13 above, is supported by numerous matters including the following:

- (a) the statement of Dr Moorhouse, Protector of Aborigines in or about 1840, to the effect that the languages of Adelaide, Encounter Bay, Pomunda and 'West of the Lake' all belonged to the same family of languages;
- (b) the statement of R.H. Mathews in 1900 that:



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Owing to the similarity of dialects of the Yorke Peninsula and Adelaide tribes, the prevalence of circumcision and other customs, together with the fact of their being adjoining neighbours, seems to me to justify the assumption that they were practically the same people. I have therefore included these two tribes in one nation.

- (c) the statement of J.M. Black, who had made notes on Aboriginal languages from 1882, in 1920:

Like all coastal languages east of the two gulfs, [‘narunga] is very closely allied to the Adelaide speech; in fact, the coastal tribes from Cape Jervis to north of Port Augusta can have had no difficulty in understanding each other.

- (d) the statement by R.M. Berndt in 1940:

The similarity of the Narunga dialect with that spoken by the Ngadjuri and the Kurna indicates a close relationship between these peoples. The relationship between the Yorke Peninsula tribe and the Adelaide tribe was recognized by Schmidt, while that of the Ngadjuri was noticed by Berndt.

- (e) Norman Tindale’s placement on his 1974 map of the eastern limit of the circumcision rite, such that Kurna, Ngadjuri, and Narungga, were all located to the west of, and close to, that line.

- (f) the statement of R.W. Ellis in 1976:

The Kurna, unlike the Murray societies, practised circumcision, and their closest social ties appear to have been with their northern neighbours who shared similar customs and systems of social organisation. The Mt. Lofty Ranges, which separated the Kurna from the Murray Plains, appear traditionally to have operated as an important social and cultural barrier.

- (g) the statement of linguist Dr Jane Simpson in 1998:

The neighbours immediately to the north of Kurna include members of the same language family, Ngadjuri, Narrunga and Nukunu. Further north still are the countries of speakers of related languages, Adnyamathanha and Kuyani. ... The Kurna and their northern neighbours had some similar cultural practices – people practiced circumcision, had a ceremony of tattooing or cicatrice-making for young men called *wilyaru* and were divided into two exogamous groups according to their mothers. From the Kurna north to the Diyari similar names were given to these matrilineal moieties, *KaRarru* and *MathaRi*. The neighbours of Kurna on the south and east are culturally distinct as Meyer (1846:1) recognised. They do not appear to have the practices just mentioned. They also belong to clearly distinct language families ... .

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(h) the facts and opinions set out in Associate Professor Draper's report filed on 23 October 2017, including his opinion at paragraph 195 that "culturally and linguistically, there were many similarities and few differences between the Kurna and their northern neighbours, Narungga, Ngadjuri, and to some degree, Nukunu and the Peramangk to the east in the Mt Lofty Ranges".

15. Further or alternatively to paragraph 13 above, the Applicant contends that, at sovereignty and at first settlement, the inhabitants of the land and waters referred to at paragraphs 16 to 18 below themselves formed a "society" being a body of persons united in and by its acknowledgment and observance of a body of law and customs.

**Boundaries of the relevant group**

16. Subject to the matter referred to in paragraph 17 below, the land and waters of the Kurna people at sovereignty and first settlement included the whole of the Claim Area.
17. The land and waters of the Kurna people at those times did not include a small part of the Claim Area bounded on the western side by the Augusta Highway and bounded on the eastern side by the extension of the midline of Lake Bumbunga, extending from or near Lochiel in the south to a point a short distance to the north of the lake in the north<sup>2</sup>.
18. Further, the land and waters of the Kurna people at sovereignty and first settlement:
- (a) extended beyond the Claim Area on its north-eastern side;
  - (b) included the land and waters today known as the Clare Valley; and

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<sup>2</sup> The Applicant will obtain a more detailed description of this area and then seek to further amend the Amended Form 1 and this document so as to reduce the size of the Claim Area accordingly.

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- (c) included, more or less, the land and waters on which the towns or areas known as Clare, Riverton, Bungaree, Freeling, Lyndoch, Kapunda, Hamilton, Tamma, Manoora, Mintaro, Euromina and Spalding are situated today<sup>3</sup>.

#### **The apical ancestors**

19. The Apical Ancestors of the Kaurna people comprise the following persons:
- (a) Kudnarto;
  - (b) father of Charlotte;
  - (c) father of King Rodney;
  - (d) Nancy Mitchell;
  - (e) mother of Alice Miller;
  - (f) Rathoola;
  - (g) mother of Sarah Taikarabbie;
  - (h) Mary Monarto (also known as Mary Wilkins and Nellie Raminyemmermin);
  - (i) Sam Stubbs;
  - (j) Agnes Waddick (also known as Agnes Horrocks), the mother of Augusta Horrocks;
  - (k) James Goldsmith;
  - (l) Eli (also known as Willie) Bews or Bewes;
  - (m) David Bews or Bewes;

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<sup>3</sup> The Applicant will obtain a more detailed description of this area and then file another native title determination application relating to this area of land and waters outside the Claim Area.

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(n) Mary McCarthy (also known as Mary McCarty)<sup>4</sup>.

20. Each of the members of the Claim Group is descended from one or more of the Apical Ancestors.
21. The Applicant contends that it may reasonably be inferred that the Apical Ancestors were descended from the persons who inhabited the land and waters referred to at paragraphs 16 to 18 above at sovereignty.

#### **The impacts of colonial settlement in the 1800s**

22. First settlement and subsequent events in the 1800s had a very substantial impact on the ability of the predecessors of the members of the Claim Group:
- (a) to live their lives in the manner in which they had done previously; and
  - (b) to acknowledge and observe all of the traditional laws and customs.
23. Such events in the 1800s, among other things, had the following consequences:
- (a) the colonists quickly came to outnumber the Kurna people occupying the Adelaide plains;
  - (b) the population of the Kurna people declined very substantially;
  - (c) many Kurna people were dispossessed of their lands;
  - (d) some Kurna people, including younger people, were removed to the Poonindie Training Institution, an Anglican 'mission' established near Port Lincoln on the Eyre Peninsula in or about 1850;
  - (e) prior to the closure of Poonindie Training Institution in the 1890s, some Kurna had already been taken to, and were living at:

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<sup>4</sup> The Apical Ancestors referred to at (a) to (g) were identified in Schedule A of the Amended Form 1. The Apical Ancestor referred to at (h) was identified in Schedule A of the Amended Form 1 as "Nellie Raminyemmermin", but has been renamed in accordance with a resolution passed at an authorisation meeting held on 25 November 2017. The Apical Ancestors referred to at (i) to (n) were added as a result of resolutions passed at the same meeting.

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- (i) Point Pearce mission on the Yorke Peninsula; and
- (ii) Point McLeay mission (Raukkan) on Lake Alexandrina near the mouth of the River Murray.

With the closure of Poonindie Training Institution, most of those living there, including various Kurna people, were transferred to these missions.

24. Notwithstanding these matters, at all material times to the end of the 1800s, there were Kurna people who continued:

- (a) to live on the Claim Area;
- (b) to visit the Claim Area and family members living there from places such as Poonindie, Point Pearce mission and Point McLeay mission;
- (c) to acknowledge and observe without substantial interruption the traditional laws and customs (including those that were adapted over time in such a manner that the adapted laws and customs had their origins in, or were rooted in, the traditional laws and customs).

25. Further, those Kurna people who were living at or in the vicinity of Point Pearce mission in the 1800s were thus living:

- (a) in the company of many other Aboriginal people, including Kurna people;
- (b) on Narungga country; and
- (c) on the country of a group of people who were members of the same native title society, namely the society referred to at paragraph 13 above.

26. The Applicant contends that, at all material times to the end of the 1800s, each of the societies referred to at paragraphs 13 and 15 above continued to have a continuous existence and vitality.



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**The selection of land for Aboriginal reserves in around the 1840**

27. At least in the period from 1840-42, the sections in and around the Claim Area reserved for Aboriginal people appear to have been made with some cognizance of Aboriginal rights and interests in the regions where they were selected. (These matters are addressed in the report of Associate Professor Foster filed 23 October 2017, especially at paragraphs 25 to 26.)

Dated: 29 November 2017

**Statement pursuant to Rule 16.01(a) and (b)**

We, Tom Keely and David Billington, settled the first stage of this proposed replacement Statement of Issues, Facts and Contentions.

**Certificate pursuant to Rule 16.01(c)**

I, Tim Campbell, certify that the factual and legal material available to me at present provides a proper basis for each allegation in the first stage of this proposed replacement Statement of Issues, Facts and Contentions.



.....  
Lawyer for the Applicant

Dated: 29 November 2017

**SCHEDULE**

No: SAD6001/2000

Federal Court of Australia

District Registry: South Australia

Division: General

**KAURNA PEOPLES NATIVE TITLE CLAIM****Applicants**

Applicant:	GEORGINA WILLIAMS
Applicant:	LYNETTE CROCKER
Applicant:	MAUREEN WANGANEEN
Applicant:	GLENICE SUMNER
Applicant:	JOSEPH MITCHELL
Applicant:	VINCE BUCKSKIN
Applicant:	CARROLL KARPANY
Applicant:	SHIRLEY LAMPARD
Applicant:	RODNEY O'BRIEN
Applicant:	FRANK WANGANEEN
Applicant:	CECIL GRAHAM

**Respondents**

Respondent:	CITY OF VICTOR HARBOR
Respondent:	COMMONWEALTH OF AUSTRALIA
Respondent:	ADELAIDE CITY COUNCIL
Respondent:	CITY OF PLAYFORD
Respondent:	CITY OF PORT ADELAIDE ENFIELD
Respondent:	CITY OF ONKAPARINGA
Respondent:	CITY OF MITCHAM
Respondent:	CITY OF HOLDFAST BAY
Respondent:	CITY OF CHARLES STURT
Respondent:	CAMPBELLTOWN CITY COUNCIL
Respondent:	BAROSSA COUNCIL
Respondent:	ALEXANDRINA COUNCIL
Respondent:	ADELAIDE HILLS COUNCIL
Respondent:	CITY OF MARION
Respondent:	CITY OF SALISBURY
Respondent:	CITY OF WEST TORRENS
Respondent:	CITY OF TEA TREE GULLY
Respondent:	PORT PIRIE REGIONAL COUNCIL
Respondent:	WAKEFIELD REGIONAL COUNCIL
Respondent:	LIGHT REGIONAL COUNCIL
Respondent:	DISTRICT COUNCIL OF YANKALILLA
Respondent:	DISTRICT COUNCIL OF MT BARKER
Respondent:	DISTRICT COUNCIL OF MALLALA
Respondent:	COUNCIL OF THE CITY OF PROSPECT

Respondent:	CORPORATION OF THE TOWN OF WALKERVILLE
Respondent:	CORPORATION OF THE CITY OF NORWOOD, PAYNEHAM & ST PETERS
Respondent:	CLARE & GILBERT VALLEYS COUNCIL
Respondent:	CORPORATION OF THE CITY OF UNLEY
Respondent:	MAUREEN MARGARET BARKER
Respondent:	RAMINDJERI HERITAGE ASSOCIATION
Respondent:	FRANCES MARGARET BARONS
Respondent:	A.S.C. LTD
Respondent:	DAVID JOHN BARKER
Respondent:	BRIAN CHARLES BARKER
Respondent:	ROGER JOHN APPLEBEE
Respondent:	LORRAINE FLORENCE APPLEBEE
Respondent:	ANGELO NOMINEES PTY LTD
Respondent:	AMBRO PTY LTD
Respondent:	A & V BERGAMIN PTY LTD
Respondent:	GIANNI BATTISTELLA
Respondent:	GINA BATTISTELLA
Respondent:	CHEETHAM SALT LTD
Respondent:	FRANK WOLFGANG BARONS
Respondent:	PAULINE ANN BARKER
Respondent:	FRANK CALVARESI
Respondent:	BRUNO CALVARESI
Respondent:	C & I CIROCCO NOMINEES PTY LTD
Respondent:	VENNETTA MILLIE BRUS
Respondent:	RUBY EDITH BRUS
Respondent:	ALLEN ALFRED BRUS
Respondent:	MALVINA BRAZZALOTTO
Respondent:	FRANCO BRAZZALOTTO
Respondent:	LINA BRAZZALOTTO
Respondent:	BOWTHORPE PTY LTD
Respondent:	ZOFIA BOTTIN
Respondent:	SUSAN LEE BOTTIN
Respondent:	ROBERT BOTTIN
Respondent:	PAUL BOTTIN
Respondent:	DENNIS BOTTIN
Respondent:	BFG INVESTMENTS PTY LTD ACN 067 925 562
Respondent:	BETHANY CHRISTIAN SCHOOL
Respondent:	HORST BEIER
Respondent:	JON CAMERON-HILL
Respondent:	FRANCESCO CARBONE
Respondent:	MARIA CARPINELLI
Respondent:	CARMELA CARRIERA
Respondent:	ANTONIO CARUSO
Respondent:	LINDA MARJORIE CARUSO
Respondent:	ROCOO CARUSO
Respondent:	DOMINIC CATANZARITI
Respondent:	TIMOTHY BRIAN CAWTE
Respondent:	CDZ PTY LTD

## 11.2 Complaints Lodged with the Ombudsman's Office - July 2017 to December 2017

### Brief

The South Australian Ombudsman has provided a report of all complaints received and any investigations conducted by his office relating to the City of West Torrens during the period 1 July 2017 to 31 December 2017.

### RECOMMENDATION(S)

The Committee recommends to Council that the report Complaints Lodged with the Ombudsman's Office 1 July 2017 - 31 December 2017 be received.

### Introduction

Every six (6) months, the South Australian Ombudsman (the Ombudsman) provides Council with a report that summarises those complaints received, as well as any investigations initiated, by him involving the City of West Torrens. The Ombudsman has provided his 1 July 2017 to 31 December 2017 report to Council (**Attachment 1**). The report does not contain full descriptions of the matters due to the confidential nature of that information.

### Discussion

The report indicates that 16 complaints were received by the Ombudsman's office during the reporting period. In each case, the complainant may or may not have contacted the Administration prior to referring the matter to the Ombudsman.

This compares to 47 complaints received for the period 1 January 2017 to 31 June 2017.

A total of 84 complaints were lodged with the Ombudsman for the 2016/2017 financial year. This compares to a total of 53 complaints being lodged with the Ombudsman in the 2015/2016 financial year.

A table comparing the comparing the outcome of the complaints received by the Ombudsman for both halves of the 2016/17 financial year and the first half of the 2017/2018 financial year is provided below:

Resolution	July - December 2016	January to June 2017	July - December 2017
Ombudsman Declined	12	20	4
Alternative remedy available through another body	10	7	5
Withdrawn	2	0	1
Complainant not contactable	1	0	0
Referred to Administration	12	14	6
Resolved with Administration	0	5	0
Carried over to 2017/18	0	1	0
<b>Totals</b>	<b>37</b>	<b>47</b>	<b>16</b>

Of the complaints lodged from 1 July 2017 to 31 December 2017:

- The Ombudsman declined to investigate four (4) complaints as he deemed investigation to be unnecessary or unjustifiable.
- Five (5) complainants were advised that an alternative remedy was available with another body.
- Six (6) complainants were referred back to the Administration. It should be noted that not all complainants elect to submit their complaint to the Administration following contact with the Ombudsman.

Of the six (6) complainants that were referred back to the Administration by the Ombudsman, two (2) complainants contacted the Administration and the complaints were resolved in accordance with relevant policies.

Of the two (2) complaints referred back to Council one (1) matter related to an unapproved home business and the other to a debt recovery process.

Details of these two (2) complaints are below:

Complainant	Date Referred by Ombudsman	Date Contacted Administration	Matter	Outcome
Chelsea Johnson	16/08/2017	8/09/2017	Unreasonable decision to close business	<p>Ms Johnson has advised Council that the vehicles have been removed and she intends to relocate the business to commercial premises in March 2018.</p> <p>The Administration has confirmed that the vehicles have been removed and no further compliance action has been undertaken pending the relocation of the business in March 2018.</p>
Sharka Vesecky	11/10/2017	13/10/2017	Unreasonable recovery action for unpaid rates	<p>The resident has a history of late and unpaid rate payments over a period of a number of years.</p> <p>The City instigated legal action to recover the outstanding monies and as result charges have been added.</p> <p>Sharka Vesecky has contacted rates staff on a number of occasions regarding the legal action that the City has undertaken and the costs associated with this being added to the debtor account.</p>



				<p>The CEO wrote to Sharka Vesecky on 20 November 2017 and advised that the payment of rates and the associated additional costs associated with debt recovery are a statutory obligation.</p> <p>No further correspondence has been received.</p>
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The Ombudsman's Office advises that the half yearly report is not required to be kept in confidence as it does not contain any confidential details.

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

### **Conclusion**

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

### **Attachments**

- 1. Complaints Lodged with the Ombudsman's Office 1 July 2017 - 31 December 2017.**

## CITY OF WEST TORRENS

1 July 2017 - 31 December 2017

Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2017/08116	Hanna, Phillip	09/08/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/10672	Pratt, Linda	23/10/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/11490	Hall, Seaton	09/11/2017	Unreasonable expiation notices	Alternate Remedy Available with Another Body
City of West Torrens	2017/12403	Cori, Linda	04/12/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/13116	Paton, Russell	21/12/2017	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2017/07929	Evans, Heather	04/08/2017	Unreasonable enforcement of expiation notice	Declined/Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/11137	Zareh, Nuri	02/11/2017	Unreasonable refusal of insurance claim	Declined/Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/11353	Mason, Tracie	06/11/2017	Unreasonable expiation notice	Declined/Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/12279	Vesecky, Sharka	20/11/2017	Unreasonable enforcement of debt for rates	Declined/Investigation Unnecessary or Unjustifiable
City of West Torrens	2017/06984	Dedai, Ray	09/07/2017	Unreasonable investigation of noise complaint	Referred Back to Agency
City of West Torrens	2017/08343	Johnson, Chelsea	16/08/2017	Unreasonable decision to close business	Referred Back to Agency
City of West Torrens	2017/09096	Lannelli, Angelo	06/09/2017	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2017/10053	Winterburn, David	05/10/2017	Unreasonable expiation notices	Referred Back to Agency
City of West Torrens	2017/10312	Vesecky, Sharka	11/10/2017	Unreasonable recovery action for unpaid rates	Referred Back to Agency

Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2017/13118	Terrell, Airini	21/12/2017	Failure to take action regarding neighbour's behaviour	Referred Back to Agency
City of West Torrens	2017/08289	Anagnostopoulos, Athena	15/08/2017	Unreasonable expiation notice	Withdrawn by Complainant

### 11.3 Legislative Progress Report - January 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 - January 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

Recent Amendments to Legislation	
1.	<i>Nil</i>
Summary of Proposed Amendments to Legislation	
<i>Nil</i>	
Bills previously reported on where the status has changed	
<i>Nil</i>	
Bills previously reported on where the status remains unchanged	
<ul style="list-style-type: none"> <li>The <i>Disability Inclusion Bill 2017</i> was introduced into the Legislative Council on 28 September 2017 at which it was adjourned at its second reading.</li> <li>The <i>Statutes Amendment (Intensity of Development) Bill 2017</i> (Bill) was debated in the Legislative Council on 29 November 2017 at which it was adjourned at its second reading.</li> <li>The <i>Local Government (Fixed Charges) Amendment Bill 2017</i> (Bill) was introduced into the Legislative Council on 1 November 2017 at which it was adjourned at its second reading. The Bill was further debated on 29 November 2017 and received in the House of Assembly on 30 November 2017 where it was adjourned at its first reading.</li> </ul>	

- The *Public Interest Disclosure Bill 2016* (Bill) was introduced to the House of Assembly on 6 July 2016 and adjourned with the House of Assembly requesting a conference be granted in respect to certain proposed amendments. On 22 June 2017, a motion to suspend Standing Orders to enable the House of Assembly to continue to sit during the conference was rejected in the House of Assembly. On 31 October 2017 the House of Assembly disagreed with amendments and the Bill was laid aside in the Legislative Council. The Bill cannot be reintroduced without changes until after the State election.
- *Local Government (Elections) Amendment Bill 2017* (Bill) was introduced into the House of Assembly on 16 November 2017 at which it was adjourned at its second reading.
- *Dog and Cat Management (Dog Attacks) Amendment Bill 2017* (Bill) was introduced into the Legislative Council on 15 November 2017 at which it was adjourned at its second reading.
- *Valuation of Land (Separate Valuations) Amendment Bill 2017* was introduced into the Legislative Council on 27 September 2017 at which it was adjourned at its second reading.
- *Referendum (One Vote One Value) Bill 2017* was introduced into the Legislative Council on 28 September 2017 at which it was adjourned at its second reading.
- *Retail and Commercial Leases (Miscellaneous) Amendment Bill 2017* was introduced into the House of Assembly on 5 July 2017 at which it was adjourned at its second reading. The Bill was further debated, agreed to and amended on 28 September 2017. The Bill was received in the Legislative Council on 17 October 2017 at which it was adjourned at its second reading.
- *Tobacco Products Regulation (E-Cigarette Regulation) Amendment Bill 2017* was received in the House of Assembly on 18 May 2017 at which it was adjourned at its second reading. The Bill was further debated, agreed to and received in the Legislative Council on 19 October 2017 at which it was adjourned at its first reading.
- The National Transport Commission (NTC) recently published draft amendments to the *Australian Road Rules*. The NTC will seek Ministerial approval for the proposed amendments in November 2017.
- *Independent Commissioner Against Corruption (Serious or Systemic Misconduct or Maladministration) Amendment Bill 2017* was introduced to the House of Assembly on 31 May 2017 with The Hon. Susan Close MP moving that Standing Orders be suspended. The Bill was then received in Legislative Council on 21 June 2017 and on 5 July 2017 at which time it was rejected. The *Independent Commissioner Against Corruption (Serious or Systemic Misconduct or Maladministration) Amendment (No.2) Bill 2017* was introduced by Mr Steven Marshall Opposition Leader and returned to the House of Assembly on 5 July 2017 at which it was adjourned at its second reading on 6 July 2017.
- *Disability Services (Inclusion and Monitoring) Amendment Bill 2016* was introduced to the House of Assembly on 10 March 2016 and was adjourned at its second reading on 23 June 2016.
- *Whistleblowers Protection (Miscellaneous) Amendment Bill 2016* was received by the House of Assembly on 22 September 2016. The *Whistleblowers Protection Act 1993* will be repealed once the *Public Interest Disclosure Bill 2016* comes into effect.
- *Liquor Licencing (Small Venue Licence) Amendment Bill 2016* was adjourned in the Legislative Council at its 2<sup>nd</sup> reading on 27 July 2016.



- *Local Government (Members Contesting State Elections) Amendment Bill 2017* was adjourned in the House of Assembly at its second reading on 18 May 2017. The Bill was further adjourned at its second reading on 10 August 2017.

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

#### **Acts Assented to but Not Yet Commenced**

- The *Constitution (One Vote One Value) Amendment Act 2017* received Royal Assent on 12 December 2017 and is yet to be proclaimed.
- The *Fines Enforcement and Debt Recovery Act 2017* (Act) received Royal Assent on 12 December 2017 and came into operation immediately. Sections 3 to 76 (inclusive) and Schedule 1 clauses 1 to 35 (inclusive) will come into operation on a day to be fixed by proclamation.
- 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.
- The *Local Government (Mobile Food Vendors) Amendment Act 2017* (Amendment Act) received Royal assent on 22 August 2017 and was proclaimed on 14 November 2017. However, following a request from the Local Government Association to delay the start, the Amendment Act will come into force on 1 March 2018.
- The *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.
- The *Work Health and Safety (Representative Assistance) Amendment Act 2017* (Act) received Royal Assent on 14 November 2017 and will come into operation 3 months after the day of assent, i.e. 15 February 2018.

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

**Parliamentary Inquiries****Parking and Traffic Movement**

The Parliament of South Australia's Legislative Review Committee (Committee) is undertaking an Inquiry into the Regulation of Parking and Traffic Movement and are currently receiving evidence pertaining to the investigation.

The Administration provided a submission to the Legislative Review Committee on Friday 21 July 2017 and provided a copy to the LGA who will be preparing a submission in consultation with member councils that focusses on the terms of reference.

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

**Conclusion**

This report on legislative amendments is current as at 23 January 2018.

**Attachments**

**Nil**

**12 MEETING CLOSE**

CITY OF WEST TORRENS



# **ATTACHMENTS**

## **UNDER SEPARATE COVER**

**Council**

**6 February 2018**

Item 17.1 Fees and Charges 2018-19

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17.1 Fees and Charges 2018-19

Attachment 2 Fees & Charges 2018/2019 ..... 1

# CITY OF WEST TORRENS



## **FEES AND CHARGES**

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

**EFFECTIVE 1 JULY 2018**



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# CITY OF WEST TORRENS



## **City Assets and City Works**

**City of West Torrens****Effective 1 July 2018****Fees and Charges – City Assets and City Works****Revised 6 February 2018**

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**Roads and Related Construction Works**

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

**Private Works**

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

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

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

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

**Road Reinstatement**

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

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

**Application Forms**

Application fee to undertake private works on Council land.     ^     \$     30.00

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

**Contract Concrete Works**

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – City Assets and City Works****Revised 6 February 2018**

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

	per metre (2m minimum charge)
Kerbing and Guttering	\$ 262.00
Vehicular Invert	\$ 262.00
Spoon Drain	\$ 262.00
Mountable Kerb	\$ 166.00

The minimum charge rate for concrete paving type works is five (5) square metres (m<sup>2</sup>).

	per square metre (5m <sup>2</sup> minimum charge)
Concrete 75mm depth	\$ 118.00
Concrete 100mm depth	\$ 134.00
Concrete 125mm depth	\$ 152.00
Placement F82 reinforcing steel mesh	\$ 36.00

**Concrete Block Paving Works**

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

The minimum charge rate for block paving type work is five (5) square metres (m<sup>2</sup>).

	per square metre (5m <sup>2</sup> minimum charge)
Paving 60mm (no base)	\$ 118.00
Paving 60mm (100mm base)	\$ 134.00
Paving 80mm (150mm base)	\$ 158.00

**Household Stormwater Connection Repairs**

Repair and replacement only of stub end of the household stormwater connection at the road kerb and gutter	\$ 152.00
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Replacement of the household stormwater pipe from the property boundary to the road kerb and gutter, including replacement of footpath	\$ 640.00
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Stormwater Adaptor - 90mm to 125x75mm	\$ 76.00
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**Road Pavement (Bitumen)**

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

The minimum charge rate for road pavement works is two (2) square metres (m<sup>2</sup>).

	per square metre (2m <sup>2</sup> minimum charge)
Road pavement repair per square metre	\$ 178.00

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – City Assets and City Works****Revised 6 February 2018****Verge Material**

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

**Road Verge Maintenance**

There is no charge for road verge maintenance.

**Tree Removal for Driveway Construction**

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

No charge

Trees exceeding two (2) metres in height

\$ 226.00 per metre

At the discretion of the Council Officer, for trees less than or equal to two (2) metres in height, an inspection fee of \$87.00 may be charged.

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

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

***Directional signs relating to commercial facilities***

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

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

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

***Replacement signs***

Deterioration due to natural causes

cost to applicant

Damage due to other causes

cost to Council

**Road Sweeper**

Normal business hours

\$181.00 per hour

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated



**City of West Torrens****Effective 1 July 2018****Fees and Charges – City Assets and City Works****Revised 6 February 2018****Encroaching Vegetation from Private Property**

Where encroaching vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, a charge of \$87.00 per person per hour shall apply, with a minimum charge of \$174.00.

**Arboriculture Services**

Where vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, and requires use of specialist arboricultural plant and equipment, a charge of \$135.00 per person per hour shall apply with a minimum charge of \$270.00.

**General Gardening Services**

General gardening activities including mowing \$ 87.00 per hour

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

**Irrigation Works**

Repair and installation \$ 87.00 per hour

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

**Line Marking (Sports Field and Pavement Marking)**

New and remarking \$ 87.00 per hour

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

**Tender Documentation**

Sets of documentation for City of West Torrens projects are presently available free of charge or as determined by the Manager City Assets from time to time. A fee of up to ^ \$51.00 may be charged for voluminous sets of tender documentation.

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

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

Application Fee	^ \$ 51.00 *
Authorisation Fee	^ \$ 52.00

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – City Assets and City Works****Revised 6 February 2018*****Road Events - Temporary Road Closures***

For specific public events temporary road closures are permitted.

Application Fee	^ \$ 51.00 *
Authorisation Fee	^ \$ 153.00
Newspaper Advertising	price on application (POA)

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

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

Application Fee	^ \$ 51.00 *
Authorisation Fee	^ \$ 140.00

**Refunds**

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

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## City Development

**City of West Torrens**  
**Fees and Charges – City Development**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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

**Provisional Development Plan Consents**

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

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

Schedule 7 provides for the distribution of fees between authorities.

**Public Notification Category 3 Advertisement in a Newspaper**

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

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

Advertising fee	\$ 600.00
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**Development Plan Amendments**

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

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

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

**Development Application / File Recovery**

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

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

**Land Management Agreements**

A ^ \$ 13.90 fee will apply to provide a copy of a Land Management Agreement as per legislation.

**Certificates of Title**

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – City Development****Revised 6 February 2018****Building Rules Consent**

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

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

**Development Approvals (Building) - Fees to Provide Information**

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated





# CITY OF WEST TORRENS



## Community Services

- **West Torrens Library Service**
- **Community Development**
- **Facility Hire**

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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**General**

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

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

**Services to the community provided free of charge**

***For community groups:***

- Photocopying
- Use of community resource collection

***For all residents:***

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

**West Torrens Library Service**

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

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

**Fees**

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

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

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

***Inter Library Loans***

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

***Lost Items***

Items 28 days overdue are classified as lost items.

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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

***IT Training***

The Learning Centre offers training in various software packages and one-on-one assistance from the Learning Centre tutors and volunteers. The majority of courses are free however there may be a cost dependent on resources involved in delivery.

Courses	Free to \$ 75.00
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***Book Sales***

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

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

***Special Programs and Functions***

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

**Community Development**

***Community Activities***

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

***Community Bus Service***

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated



**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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

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

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

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

<b>Service Type</b>	<b>Single Pensioner Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)	<b>Couple/ two per household Pensioner Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)	<b>Self-Funded Retiree Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)
Domestic Assistance (Cleaning and laundry)	^ \$ 12.50	^ \$ 15.00	^ \$ 17.50
Domestic Assistance (Shopping by List)	^ \$ 5.00	^ \$ 5.00	^ \$ 5.00
Social Support- individual (Shopping, Outings, Medical Transport)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Social Support - group (Meal, activities and entertainment)	^ \$ 10.00 each event	^ \$ 10.00 each event	^ \$ 10.00 each event
Minor Maintenance Spring cleans	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Window cleaning	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Gutter cleans	^ \$ 20.00	^ \$ 25.00	^ \$ 30.00
Minor Maintenance Rubbish removal	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Minor Maintenance	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – Community Services****Revised 6 February 2018**

Essential gardening/yard tidy/tree trimming (impacting on safety or security of the home)			
Modifications Electrical hard wired smoke alarms and installation*	50% subsidy (up to \$ 300 annually)	50% subsidy (up to \$ 300 annually)	50% subsidy (up to \$ 300 annually)
Modifications Ramps, steps and banister rails and installation*	20% subsidy (up to \$ 300 annually)	20% subsidy (up to \$ 300 annually)	20% subsidy (up to \$ 300 annually)
Modifications Grab rails, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.*	20% of material cost (up to \$ 300 annually)	20% of material cost (up to \$ 300 annually)	20% of material cost (up to \$ 300 annually)

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

***Special Programs and Functions***

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

**Facility Hire**

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

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

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

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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

Unless otherwise specified, hourly rates have been quoted above.

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

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

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

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

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

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

**Note 6** Services incurring additional fees:

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated



**City of West Torrens**  
**Fees and Charges – Community Services**

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**Effective 1 July 2018**  
**Revised 6 February 2018**

**West Torrens Auditorium and Gallery**

Special use only - determined by the Manager Community Services.

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Compliance

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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

**Animal Control**

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

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

**Dog Registrations**

**Registration Category**

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

**Rebate Category**

- |   |                              |
|---|------------------------------|
| (f) If the dog is trained;  | 10% of the maximum fee       |
| (g) If the dog is owned by a person eligible for a pensioner Rebate and that the rebate shall be applied after the deduction of all other qualifying rebates;   | 50% of fee otherwise payable |
| (h) If the dog is registered for the first time between 1 <sup>st</sup> January and 30 <sup>th</sup> June, and are at the mandatory registration age of 3 months when registered; a 50% discount will apply;                    | 50% of fee otherwise payable |
| (i) Registration, or renewal of registration, of a business consisting of or involving a kennel at which dogs are bred or trained or the provision of security or other services involving the use of dogs shall be the maximum |                              |

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
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registration fee per dog multiplied by the maximum number of dogs that it is intended will be kept or used in connection with the business at any one time during the period of registration;

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

Pursuant to Section 26(6)(b)(i) of the Dog and Cat Management Act 1995, a differential fee for dog registration, being a pensioner rebate, shall apply to a person who holds a current Centrelink Concession Card; or

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

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

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

Fees for offences against the Dog and Cat Management Act 1995 are prescribed within the Act and Regulations.

**Other Fees and Charges**

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

**Possums/Cat Cages**

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

**Parking Expiation Fees**

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
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**Effective 1 July 2018**  
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**Parking Permits, Exemptions and Vouchers**

Residential Permits:

Transitional (1 year)	^ \$ 15.00
Transitional (2 year)	^ \$ 25.00
Zone Permit Vehicle Specific (1 year)	^ \$ 35.00
Zone Permit Vehicle Specific (2 year)	^ \$ 60.00
Zone Permit Vehicle Specific Pensioners	^ 50% discount
Zone Permit Vehicle Transferrable (1 year)	^ \$ 40.00
Zone Permit Vehicle Transferrable (2 year)	^ \$ 70.00
Zone Permit Vehicle Transferrable Pensioners	^ 50% discount
Street Permit Vehicle Specific (1 year)	^ \$ 35.00
Street Permit Vehicle Specific (2 year)	^ \$ 60.00
Street Permit Vehicle Specific Pensioners	^ 50% discount
Street Permit Transferrable (1 year)	^ \$ 40.00
Street Permit Transferrable (2 year)	^ \$ 70.00
Street Permit Transferrable Pensioners	^ 50% discount

Business Permits:

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

Visitor Parking Permits (12 per book)	^ \$ 16.00 per book
Temporary Tradesperson Parking Permit	No charge
Community Services Parking Permit	No charge
Replacement Permit	^ \$ 10.00

**By-Laws**

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

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

Expiation fee	^ \$ 185.00
Continuous offence	^ \$ 12.50
Permit to display a banner/sign in accordance with By-Law No. 4 Moveable Signs	^ \$ 60.00
Release impounded banner/sign	^ \$ 63.00
Permit for any activity requiring permission under By-Law No. 2 Local Government Land and By-Law 3 Roads	^ \$ 43.00

^ Fee is GST free

All fees include GST unless otherwise indicated



**City of West Torrens****Effective 1 July 2018****Fees and Charges – Compliance****Revised 6 February 2018**

Kennel licence for keeping dogs on a temporary or permanent basis in accordance with By-Law No. 5 Dogs

- Application fee ^ \$ 68.00 \*
- Licence fee (per annum) ^ \$ 66.00

Exemption to keep more than the limit on dog numbers in accordance with By-Law No. 5 Dogs

- Application fee ^ \$ 68.00 \*
- Permit fee ^ \$ 18.00

**Local Government Act - Section 221**

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

**Skip Bins**

- Application fee ^ \$ 76.00 \*
- Permit fee ^ \$ 9.00 per day
- Extension of duration of permit ^ \$ 28.00 Administration fee plus Permit fee per day for extension duration

**Hoardings**

- Application fee ^ \$ 76.00 \*
- Permit fee ^ \$ 9.00 per day
- Extension of duration of permit ^ \$ 28.00 Administration fee plus Permit fee per day for extension duration

**Local Government Act - Section 222**

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

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

**Outdoor Dining**

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

**Mobile Vending**

- Annual fee charges Lower minimum property rate
- Monthly fee charges ^ \$ 85.00
- Transfer fee ^ \$ 62.00

**Temporary Trading Stands**

- Authorisation fee ^ \$ 76.00 duration of authorisation

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2018**  
**Revised 6 February 2018**

***Mothers Day Flower Sales from Side of Road***

Authorisation fee ^ \$ 80.00 duration of authorisation

***Real Estate Advertising Signs***

Authorisation fee:

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

***Goods on the Footpath***

Application fee ^ \$ 76.00 \*

Annual fees:

- Up to 2.5 square metres ^ \$ 90.00
- 2.5 - 5.0 square metres ^ \$ 129.00
- 5.0 - 10.0 square metres ^ \$ 179.00
- 10.0 + square metres ^ \$ 296.00

Transfer fee ^ \$ 62.00

**Local Government Act**

***Abandonment of Vehicles***

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

***Removal of Vehicles***

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

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

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

**Road Traffic Act - Section 40N**

Pursuant to Section 40N of the Road Traffic Act 1961 Council has the authority to remove a vehicle unattended or broken down if the vehicle and is in a dangerous position or obstructing:

- causing harm, or creating a risk of harm, to public safety, the environment or road infrastructure
- Causing or likely to an obstruction to traffic or any event lawfully authorised to be held on a road
- Obstructing or hindering, or likely to obstruct or hinder, vehicles from entering or leaving land adjacent to the road

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
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- Removal, custody and maintenance of vehicles;
- Serving, posting or publishing of notices required by the Road Traffic Act 1961; and
- Sale or attempted sale, or otherwise disposal, of vehicles

**Environment Protection (Burning) Policy**

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

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

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

**Environment Protection (Water Quality) Policy**

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

**Fire Prevention** (Fire and Emergency Services Act 2005)

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

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

To recover costs, each block will be individually assessed.

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

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

***Local Nuisance***

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

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

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

***Deposit of Litter***

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

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

**Unclaimed Goods Act 1987 - Release of Goods Found in Vehicles**

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

**Late Payment Fee**

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

**Refunds**

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Corporate Publicity and Promotion



**City of West Torrens****Effective 1 July 2018****Fees and Charges – Corporate Publicity and Promotion****Revised 6 February 2018**

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**Commercial Advertising**

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

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

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

Advertising is limited to the following sizes and costs:

**Advertising rates**

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

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

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Council Documents

**City of West Torrens****Effective 1 July 2018****Fees and Charges – Council Documents****Revised 6 February 2018****Access to Council Documents under the Local Government Act 1999**

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

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

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

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

Documents to be made available:

Reviews of Council constitution, wards and boundaries

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

Registers and returns

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

Codes

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – Council Documents****Revised 6 February 2018**

## Meeting papers

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

## Policy and administrative documents

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

## By-laws

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated



# CITY OF WEST TORRENS



## Cummins House



**City of West Torrens**  
**Fees and Charges – Property**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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**Cummins House Hiring Charges**

***General***

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

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

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

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

All hiring must cease by 11:00pm.

The property must be vacated by 11:30pm.

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

***Cancellation or non-attendance***

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

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

The bond will still be refunded in full.

Fees are subject to review annually.

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Property**

**Effective 1 July 2018**  
**Revised 6 February 2018**

***Weddings***

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

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

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

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

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

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

Duration of hire – up to 7 hours, additional time charged at \$106 per hour or part thereof.

Hire duration includes one (1) hour set up time.

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

**Garden Wedding** **\$ 960**

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

**Drawing Room Wedding** **\$ 960**

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

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

Food or drink is not permitted in the heritage section of the house.

**Courtyard Wedding Reception** **\$ 910**

Package includes use of the grounds for photographs.

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

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

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Property**

**Effective 1 July 2018**  
**Revised 6 February 2018**

***Other Events***

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

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

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

<b>Courtyard Seminar</b>	\$ 475 per day
	\$ 375 per four hours
Extra time	\$ 100 per hour

<b>Courtyard Party, Dinner etc. (3 hour function)</b>	\$ 315
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Duration of hire – up to 3 hours, additional time charged at \$106 per hour or part thereof.  
Hire duration includes setup time.

<b>Funeral / Memorial Services</b>	\$ 285
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Duration of hire – up to 2 hours, additional time charged at \$86 per hour or part thereof.

<b>Dining Room Dinner</b>	\$ 480
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Duration of hire – up to 5 hours for a maximum of 12 guests  
Catering arrangements can include pre-dinner drinks on the porch or in the hall.

<b>Garden Party or Other Garden Function</b>	\$ 106 per hour
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Duration of hire - up to 3 hours, including setup and takedown time

<b>Meetings</b>	\$ 100 per hour
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Duration of hire - up to 2 hours

<b>Commercial Photography/Filming</b>	\$ TBD*
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\*To be determined following receipt of, and evaluation of, a written request

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Environmental Health Services**

**City of West Torrens**  
**Fees and Charges – Environmental Health Services**

**Effective 1 July 2018**  
**Revised 6 February 2018**

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

**Local Nuisance**

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

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

**Environment Protection (Air Quality) Policy**

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

**Environment Protection (Water Quality) Policy**

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

**Environment Protection (Noise) Policy**

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

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

**Sharps Containers**

Council is reimbursed by the recipients of this service

1.4 litre	\$ 5.40 per container
3.2 litre	\$ 8.40 per container
8 litre	\$ 13.00 per container

**Pest Control**

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

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

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2018****Fees and Charges – Environmental Health Services****Revised 6 February 2018**

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

**Supported Residential Facilities**

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

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

**Supported Residential Facilities Indemnity Fund**

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

**High Risk Manufactured Water System**

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

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

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

**Food Premises Inspections**

Inspection fees for small businesses	^ \$ 118.00
Inspection fees for large businesses	^ \$ 294.00

**Food Safety Audits**

Community and charitable organisations

On-site audit	^ \$ 80.50 per hour
Desk-top audit	^ \$ 40.00 per hour
Follow up audit	^ \$ 80.50 per hour

For all other organisations

On-site audit	^ \$ 161.00 per hour
Desk-top audit	^ \$ 80.50 per hour
Follow up audit	^ \$ 161.00 per hour

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated





# CITY OF WEST TORRENS



## Sundry Fees and Charges

**City of West Torrens****Effective 1 July 2018****Fees and Charges – Sundry Fees and Charges****Revised 6 February 2018****Council Overheads**

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

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

Where relevant the overheads rate includes a charge for:

- **Employee on-costs** (annual leave, sick leave, long service leave, public holidays, insurance premiums, workers compensation, superannuation)
- **Engineering and infrastructure administration**
- **Depot infrastructure costs**
- **Other administration**

**Overhead Rates**

Council employees	80%
Contractors depot	45%
Contractors drainage	10%
Contractors capital works	10%
Contractors road reconstruction	10%
Materials ex store	25%
Direct materials – depot	25%
Fuel and oil	5%
Plant hire	Various

**Rates Arrears and Interest*****Fine***

Pursuant to Section 181(8) of the Local Government Act 1999, if an instalment of rates is in arrears a fine may be made.

Fine	2% of the amount due
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***Interest***

Following the expiration of one month from the date of arrears, interest on the amount of arrears including the amount of any previous unpaid fine and interest is payable.

Interest is calculated at the “prescribed percentage” - see Section 181(8)(c) and 181(17) of the Local Government Act 1999.

***Interest on Postponement of Rates - Seniors***

Pursuant to Section 182A(5) of the Local Government Act 1999, interest will accrue on the amount affected by the postponement at the prescribed rate as calculated under Section 182A(12).

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated