

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

- **City Finance and Governance 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, 15 OCTOBER 2019
at 7.00pm

Terry Buss PSM
Chief Executive Officer

City of West Torrens Disclaimer

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

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1 MEETING OPENED

1.1 Acknowledgement of Country

1.2 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 1 October 2019 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 11 October 2019)

In the 2 weeks since the last Council Meeting of 1 October 2019 functions and meetings involving the Mayor have included:

Wednesday 2 October

- Participated in an Elected Member Workshop for the Adelaide Airport Master Plan.

Thursday 3 October

- Participated in my regular monthly interview on Coast FM with David Hearn.
- Participated in the CLAIR (Council of Local Authorities for International Relations) Delegation in which Ms Pauline Koritsa hosted Mr Hiroaki Isobe, Mr Hirotomo Akaiwa and Ms Shizuka Narita in a visit to the City of West Torrens.
- Participated in an Elected Member Workshop for the Plympton Development Plan Amendment.
- Participated in the West Torrens Road Safety Group meeting.

Friday 4 October

- Attended the Greek Orthodox Community of SA Official Opening of the 14th Adelaide Hellenic Cultural Festival at the Olympic Hall, Adelaide.

Saturday 5 October

- Attended the Bharathiya Hindu International Malayalee Association Navratri Mahotsavam Celebration at Woodville Town Hall.
- Attended the Under 15 Lacrosse National Tournament Closing Ceremony at City Mazda Stadium.
- Attended and gave a speech at the South Australian Telangana Association Bathukamma Festival Celebration.

Tuesday 8 October

- Presented trophies at the Australian Masters Games teams event finals at Badminton SA in Lockleys.

Wednesday 9 October

- Presented a guest lecture on Leadership at the University of South Australia Business School.

Thursday 10 October

- Met with Terry Buss and a representative from Resource Co to discuss the Mooringe Avenue Site.
- Attended the Greek Orthodox Community of SA Opening Night Gala of the Delphi Bank 26th Greek Film Festival at Palace Nova Eastend Cinemas.
- Attended the West End Brewery 160 Year Anniversary Celebration at the Brewery in Thebarton.

Saturday 12 October

- Presented trophies at the Australian Masters Games individuals event finals at Badminton SA in Lockleys.

Sunday 13 October

- Attended the Dimitria Greek Festival Celebration Lunch at the Hellenic Macedonian Cultural Centre.

Monday 14 October

- Attended the Opening of the first exhibition of the Greek Museum of Adelaide - "The History of Spinning and Textiles, Life and Art in Greek Culture" at the West Torrens Auditorium Gallery.

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 City Finance and Governance Standing Committee.

11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS

11.1 City Finance and Governance Standing Committee Meeting

RECOMMENDATION

That the recommendations of the City Finance and Governance Standing Committee held on 15 October 2019 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 Audit General Committee Meeting

RECOMMENDATION

That the Minutes of the Audit General Committee held on 8 October 2019 be noted and the recommendations adopted.

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE

15.1 Climate Change Action Statement

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

MOTION

That:

1. West Torrens publish a Climate Change Action Statement that identifies environmental initiatives being undertaken to both improve environmental outcomes and contribute towards reducing the impact of climate change.
2. The Climate Change Action Statement is updated each year in the West Torrens Adopted Budget and Annual Business Plan.

15.2 Community Sponsorship Program for Refugees

Cr Graham Nitschke gave notice of his intention to move the following motion:

MOTION

Council moves that:

1. The City of West Torrens is a community which welcomes refugees that supports an expanded and improved Community Sponsorship Program; and
2. Requests that the Mayor write to the Minister for Immigration, Citizenship and Multicultural Affairs, on behalf of council, calling on the federal government to improve and expand the Community Sponsorship Program to ensure the program:
 - a. Does not take places from others in need
 - b. Provides adequate support and services
 - c. Limits the costs on sponsors
 - d. Allows community, family and businesses to act as sponsors
 - e. Creates more places for people in need of protection to settle in Australia

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Response to Adelaide Airport Preliminary Draft Master Plan 2019

Brief

The Adelaide Airport Preliminary Draft Master Plan (AAMP 2019) has been released on public consultation with submissions closing 28 October 2019. This report presents a recommended response to the document.

RECOMMENDATION

It is recommended to Council that the proposed response to the Adelaide Airport Preliminary Draft Master Plan 2019 be approved and submitted to Adelaide Airport Limited (AAL) within the consultation period which closes 28 October 2019.

Introduction

As part of AAL's statutory obligations under the Airports Act 1996 the Adelaide Airport Preliminary Draft Master Plan 2019 was made available for public review. The comment period of 60 days commenced 5 August, with submissions to Adelaide Airport formally closing 28 October 2019.

Discussion

The Adelaide Airport Preliminary Draft Master Plan provides a detailed plan for the continued development of the Airport over the next 8 years and foreshadows plans for growth of the airport over a 20 year horizon. It is the Airport's primary planning tool for the next eight years while also presenting the long-term strategic plans out to 2039.

This is the first Adelaide Airport Master Plan to be developed since the legislative changes that triggered an extended Master Plan timeframe, of up to 8 years. It is acknowledged that the Adelaide Airport was previously required to produce a Master Plan every 5 years.

As a key neighbour, local government service provider, customer, stakeholder (and now lessee) of the Adelaide Airport, Council has long maintained an interest in the future plans for development of the airport site. In particular, Council seeks better integration between the Commonwealth legislation under which airport development is assessed and the state planning laws which determine land uses in surrounding areas.

The prominence of the Airport Precinct as a major economic and employment generator in the State continues to grow, and as such the flow on impacts to the surrounding road network and land uses become an increasing issue to manage. It currently employs more than 7,100 people on the airport and indirectly employs an additional 15,600, which is a total of more than 22,800 people. The benefits of having a major capital city airport so convenient to the city require potential impacts to be carefully balanced in order to 'future proof' the airport's location.

The document covers all aspects of airport planning and operations from forecast growth in air movements and associated terminal development, through to ground transport changes, non-aeronautical land uses, environment strategies, aircraft noise and significant emphasis on the potential for commercial development.

Data in the AAMP 2019 indicates that by 2039, aircraft movements will increase from 106,075 to 168,500 aircraft movements per year. Passenger aircraft movements will account for the majority of the increase, up by around 50,000 movements. These aircraft will accommodate a forecast increase in passenger numbers which are set to more than double, up to 18.8 million per year. Freight tonnage is also expected to more than double to 146,000 tonnes, however most will continue to be moved in the undercarriage of passenger aircraft, rather than dedicated freight aircraft.

The AAL is proud of being the first airport in Australia to be recognised by the global Airport Carbon Accreditation program in 2015 for optimising the management and reduction of carbon emissions.

Council Context

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

Recognising the important role that the Adelaide Airport has to play as a key employment precinct and premium piece of tourism and emergency services infrastructure also requires a balanced approach to accommodating the community expectations of liveability in residential areas affected by the airport's air and ground transport.

The Most Relevant aspirations from the Community Plan include:

Community Life- active, healthy and learning communities.

Built Environment- Accessible and reliable transport options, including improving the number of people cycling, walking and using public transport.

City Prosperity- A thriving business environment and a vibrant city, measured on employment diversity, business type diversity and visitor perception.

Natural Environment- reduction in our ecological impact, measuring stormwater detention, treatment and reuse volume.

As a key voice for the community in City of West Torrens Council has a role to play in advocating to the Adelaide Airport to consider minimising the impact of any changes on nearby sensitive land uses. Council must leverage this role as a partner working in cooperation with Adelaide Airport, State Government and the Commonwealth to implement measures that minimise the impact of any changes to the Airport Master Plan on surrounding residents and non-Airport land uses.

Community Life

Council's Community Plan identifies the need to support a range of retail, commercial and industrial development, while minimising conflicts with neighbouring land uses and conversely suggesting that a range of development be enabled by providing and advocating for quality infrastructure and appropriately zoned land.

The language in the 2019 Airport Master Plan policy moves away from recognising the impacts on neighbouring residents, instead making only cursory reference to compatible land uses.

City Prosperity

The community aspiration for accessible and reliable transport options includes a long term strategy to facilitate the healthy, safe and effective movement of people through the city. Traffic congestion can detract from a visitor's perception of a location and be the source of daily frustration for local residents and employees. Any changes to access points or transport routes that interface with the transport network external to the Airport site should be based on modelling that gives due consideration to the "downstream" impacts of the proposed changes.

Ground Transport Issues

Council appreciated AAL representative's attendance at a technical meeting to discuss ground transport and land use issues at a meeting arranged by the City of West Torrens on Monday 30 September 2019. Following the meeting between AAL representatives and Council's technical staff, subsequent further technical data was provided to Council to assist the assessment of the 2019 PDMP.

Unfortunately, truncated reporting timelines, meant that the provision of further information left little opportunity for comprehensive review of the technical information provided prior to the finalisation of this response. It is anticipated that there will be further opportunity to discuss this as plans progress.

AAL representatives have advised that they will shortly be engaging a consultant to undertake further detailed modelling work (including MASTEM modelling input) and the further work would be undertaken in consultation with DPTI, Council and other stakeholders.

At this stage, in the absence of the detailed assessment work, it is unclear what the upgrade works entail or what the actual impacts on intersection capacities may be. As a consequence, the Council comments regarding some aspects of the Ground Transport Plan are general in nature.

The Administration has reviewed the document and sought additional information from AAL to inform the proposed response from Council (**Attachment 1**). In addition, a workshop with Elected Members was held on Wednesday 2 October and feedback from that workshop has been used to inform the response. While many comments were in relation to ground transport issues outside of the airport boundaries, these will be included in future discussions with AAL once the detailed traffic modelling is completed.

AAL has committed to continuing to collaborate with Council as the detailed traffic modelling informs potential changes to the airport and interfaces with land uses outside the boundaries.

Conclusion

The attached, proposed response to the Adelaide Airport's Preliminary Draft Master Plan is recommended as Council's submission, by the close of consultation on 28 October 2019.

Attachments

- 1. Adelaide Airport Master Plan 2019 Submission - subject to Council Approval**

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

City of West Torrens Proposed Submission to Adelaide Airport Limited- subject to Council approval.

Introduction

This is the first Adelaide Airport Master Plan to be developed since the legislative changes that triggered an extended Master Plan timeframe, of up to 8 years. It is acknowledged that the Adelaide Airport was previously required to produce a Master Plan every 5 years.

As a key neighbour, local government service provider, customer, stakeholder (and now lessee) of the Adelaide Airport, Council has long maintained an interest in the future plans for development of the airport site. In particular, Council seeks better integration between the Commonwealth legislation under which airport development is assessed and the state planning laws which determine land uses in surrounding areas.

The prominence of the Airport Precinct as a major economic and employment generator in the State continues to grow, and as such the flow on impacts to the surrounding road network and land uses become an increasing issue to manage. The benefits of having a major capital city airport so convenient to the city require potential impacts to be carefully balanced in order to 'future proof' the airport's location.

Consultative Process

Council appreciated AAL representative's attendance at a technical meeting to discuss ground transport and land use issues at a meeting arranged by City of West Torrens on Monday 30 September. Following the meeting between AAL representatives and Council's technical staff subsequent further technical data was provided to Council to assist the assessment of the 2019 PDMP.

Adelaide Airport Limited (AAL) representatives have advised that they will shortly be engaging a consultant to undertake further planning work including detailed modelling and design and the further work would be undertaken in consultation with DPTI, Council and other stakeholders.

Council welcomes the further engagement that AAL proposes with Council for the next stage of the planning work regarding the future upgrade proposals so as to collaboratively, in conjunction with DPTI, address any initial concerns the Council may have.

Council also appreciates the commitment to community consultation that saw AAL host one of their Open Days to consult on the Master Plan at City of West Torrens Civic Centre. Council looks forward to continued engagement through the process of delivering on the objectives of the Master Plan.

Comments below reference sections of the Preliminary Draft Master Plan 2019:

4.3 Local Government Context

The Local Government Context of the Plan currently briefly mentions the City of West Torrens Community Plan before predominantly focussing on the policies in the West Torrens Development Plan.

The State Planning Commission and DPTI are currently undertaking the most significant Planning Reform in a generation, which will mean that each Council Development Plan is to be replaced by one Planning and Design Code for the State. Key objectives of the Planning and Design Code are to increase densities, and as a consequence in many areas building heights will be envisaged to rise.

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This section of the Master Plan may benefit from considering the development types and building heights in the surrounding local government areas- and how this might impact height limits (OLS and PANS OPS). Other improvements could include greater emphasis on the existing land uses in the surrounding Council areas and recognising the potential economic benefit or hindrance posed by proximity to the Airport.

4.3.1 Council Context

City of West Torrens is committed to being the best place to live, work and enjoy life. (The reference in section 4.3.1 requires editing).

Recognising the important role that the Adelaide Airport has to play as a key employment precinct and premium piece of tourism and emergency services infrastructure also requires a balanced approach to accommodating the community expectations of liveability in residential areas affected by the airport's air and ground transport movements.

As a key voice for the community in City of West Torrens, Council has a role to play in advocating to the Adelaide Airport to consider minimising and/or ameliorating the impact of any changes on nearby sensitive land uses. Council sees its position is to leverage this role as a partner working in cooperation with Adelaide Airport, State Government and The Commonwealth Government to consider, and reduce, the impact of any changes to the Airport Master Plan on surrounding residents and non-Airport land uses.

Community Life

Council's Community Plan identifies the need to support a range of retail commercial and industrial development, while minimising conflicts with neighbouring land uses. Conversely suggesting that a range of development be enabled by providing and advocating for quality infrastructure and appropriately zoned land. Some of the language in the land use policy section of the 2019 Airport Master Plan moves away from recognising the impacts on neighbouring residents, instead making reference to compatible land uses.

City Prosperity

The community aspiration for accessible and reliable transport options includes a long term strategy to facilitate the healthy, safe and effective movement of people through the city. Traffic congestion can detract from visitor's perception of a location, and be the source of daily frustration for local residents and employees. Any changes to access points or transport routes that interface with the transport network external to the Airport site should be based on modelling that gives due consideration to the "downstream" impacts of the proposed changes.

7.0 Land Use Plan

Overall comment

- The prescriptive text 'Adequate on-site car parking should be provided for developments' should be included to require all developments to provide sufficient on-site parking to meet the anticipated demands.

The above prescriptive text should either be repeated for all precincts where development is likely to occur under the heading of 'Principles of Development Control' (similar to Council's Development Plan), or captured at the start of the Section to cover all precincts (similar to Council Wide Principles in the Development Plan).

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- It is noted that the 2014 Master Plan has bike paths included in the Figures of the Structure Plan for each of the precincts. The 2019 PDMP has removed all references to 'Bike Path' from the proposed Structure Plans.
- Council understands that reference to 'Bike Paths' is covered in the 'Ground Transport' section of the 2019 PDMP however, Council's preference is that reference to 'Bike Paths' be maintained in the Structure Plan for each of the precincts.
- Encouraging cycling for recreation and work trips should form an important future strategy for the Airport. It is noted that the Airport is one of the largest employers in the Council area. Cycling as a mode of transport, particularly for workers at the Airport, should be encouraged.

There are also significant off-road shared use paths located along the boundaries of the Airport. These paths are used by many recreational cyclists and commuter cyclists around and beyond the Council area.

It is recommended that bike paths reference be reinstated in all of the Structure Plans for the 2019 PDMP to provide future policy guidance to encourage cycling as a mode of transport.

7.3.1 Runways Precinct

7.3.1.2 Principles of Development Control – Structure Plan

The potential new road link between Export Park and the Airport East Precinct (as shown in Figure 7-2) is generally supported in principle. In due course, further clarification is sought from AAL regarding the potential traffic impacts arising from land use changes to Export Park and the one-way traffic flow re-arrangement for Sir Richard Williams Avenue. The new road link could include space for bicycle lanes or a shared use path alongside the new road, dependent on the user types.

The potential new road link from the Airport East Precinct to Morphett Road is supported in principle.

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section.

7.3.2 Terminals & Business Precinct

7.3.2.2 Terminals & Commercial Business Policy Area

There is reference in the 2019 PDMP to the current Export Park Precinct transitioning from industrial/warehouse uses to office accommodation. This change of use has the potential to significantly increase traffic generation and parking demand.

To assess the impact of the additional traffic generated on the potential new road link to Richmond Road (Airport East Precinct) and Council will appreciate this information being provided in due course to allow Council and AAL to work collaboratively together to bring about an orderly transition to the land use change.

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7.3.2.4 Principles of Development Control – Structure Plan

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section (rather than in the policy description Section 7.3.2.3).

The provision of a 'Potential High Capacity Public Transport Corridor' (as shown in Figure 7-3) is supported in principle.

Some aspects of the new access arrangements along Sir Donald Bradman Drive (as shown in Figure 7-3) are of interest to Council – refer to detailed comments in Section 10 Ground Transport Plan.

The potential new road link at the western end of the airport parallel to Tapleys Hill Road (as shown in Figure 7-3) is supported in principle.

Some aspects of the potential new road links from Export Park to the main airport entrance road (as shown in Figure 7-3) require further clarification – refer to detailed comments in Section 10 Ground Transport Plan.

It is recommended that the 'Bike Path' reference be reinstated in the Structure Plan Figure 7-3 to provide future policy guidance to encourage cycling as a mode of transport.

7.3.3 Torrens Precinct

7.3.3.2 Principles of Development Control – Structure Plan

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section (rather than in Section 7.3.2.3).

The 2014 Master Plan has 2 access points located directly on Burbridge Road. The 2019 PDMP has 3 access points proposed (as shown in Figure 7-4), with the new eastern access point being located in very close proximity to the middle access point.

It would be appropriate to review the access point locations as part of the next stage of planning to be undertaken by AAL in consultation with Council and DPTI to ensure that the access points proposed would continue to provide safe and convenient access from Burbridge Road.

It is recommended that the 'Bike Path' reference be reinstated in the Structure Plan Figure 7-4 to provide future policy guidance to encourage cycling as a mode of transport.

7.3.4 West Beach Precinct

7.3.4.2 Principles of Development Control – Structure Plan

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section.

The 2014 Master Plan has 5 access points on West Beach Road. The 2019 PDMP reduces the number of access points for West Beach Road to 3. The proposed access points shown in Figure 7-5 are supported in principle.

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The 2014 Master Plan shows a key bike path linkage from the Reece Jennings Bikeway (Tapleys Hill Road) through this precinct to the metropolitan Coastal Bikeway. This bike path linkage has been deleted in the 2019 PDMP. It is recommended that the 'Bike Path' reference be reinstated in the Structure Plan Figure 7-5 to provide future policy guidance to encourage cycling as a mode of transport.

7.3.4.3 Procedural Matters

There are 3 land uses proposed in the 'Envisaged Development' column: Fast food outlet, Retail showroom and Shop. Council have previously expressed concerns about allowing further high traffic and parking generating land uses in this precinct, where residential dwellings and sporting activities are the primary land uses in the area. The adjoining Tapleys Precinct already accommodates these 3 land uses (Fast food outlet, Retail showroom and Shop) as envisaged land uses.

For these reasons, the inclusion of Fast food outlet, Retail showroom and Shop land uses as 'Envisaged Development' in the West Beach Precinct, from a traffic perspective, require further consideration in consultation with Council as planning for these types of developments progress.

7.3.5 Tapleys Precinct

7.3.5.2 Principles of Development Control – Structure Plan

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section.

The 2014 Master Plan has a northern access point denoted as 'Left in left out'. This northern access has been deleted from the 2019 PDMP. This could improve safety on Tapleys Hill Road and is supported in principle.

A potential new road link is shown in Figure 7-6 linking this precinct to the Terminal & Business Precinct. This new road link is supported.

The above new road link could include space for bicycle lanes or a shared use path alongside the new road. This may have the potential to significantly improve accessibility for cyclists and pedestrians between the Anna Meares Bikeway (and beyond) and the major Harbour Town shopping area.

It is recommended that a 'Bike Path' reference be included in the Structure Plan Figure 7-6 to provide future policy guidance to encourage cycling as a mode of transport.

7.3.6 Morphett Precinct

7.3.6.2 Principles of Development Control – Structure Plan

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section.

The potential new road link from the Airport East Precinct to Morphett Road is supported in principle.

It is recommended that the 'Bike Path' reference be reinstated in the Structure Plan Figure 7 - 4 to provide future policy guidance to encourage cycling as a mode of transport.

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

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7.3.7 Airport East Precinct

7.3.7.2 Principles of Development Control – Structure Plan

PDC - 'Adequate on-site car parking should be provided for developments' should be included in this Section.

The potential new road link from the Airport East Precinct to Morphett Road is supported in principle.

The potential new road link from Richmond Road to Export Park is supported in principle. The above new road link could include space for bicycle lanes or a shared use path alongside the new road, dependent on user type.

The potential new road link from Morphett Road through the precinct to connect to the western end of Richmond Road is supported in principle.

In the Council's submission on the 2014 Master Plan, Council advised that it does not support the proposed access to Morley Street. The Morley Street area is primarily a residential area. While the commercial access driveway to Morley Street is an existing access point, the proposed new road link from Export Park to Richmond Road could allow this current commercial driveway to be relocated to this new road. This could enable commercial traffic to be removed from the residential streets.

Council supports the removal of this access point from Morley Street and a new 'circle' in Figure 7-8 to denote that access could be from the new road link.

7.3.7.3 Procedural Matters

The 2014 Master Plan lists 'Brand outlet centre' as a non-complying development. The 2019 PDMP has removed this land use from the Non-complying list, which implies that such a land use will be possible under consent use.

Council does not support the removal of the 'Brand outlet centre' land use from the Non-complying list. The objective of the Airport East Precinct is described in the 2019 PDMP as accommodating freight, logistics, distribution and storage activities. A significant percentage of the traffic flows within this precinct would be expected to be freight related, including semi-trailers and B Doubles. A 'Brand outlet centre' land use will not be compatible with the objective of the precinct and mixing of shopping traffic with large scale commercial/industrial traffic is not desirable from a traffic and safety perspective.

Council understands that it is not AAL's intent to establish such land uses within the Airport East Precinct and as such, would prefer that 'Brand Outlet Centre' remains in the non-complying land use category.

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

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7.7 Development and Building Assessment Process

7.7.1 Development Assessment

In the 2014 Master Plan, all forms of development that are not listed as Envisaged Development require Agency Referral (including the local Council). The 2019 PDMP appears to remove the need to refer 'Merit' forms of development to Council (see Figure 7-10), as only 'Aviation Authorities Assessment and Public Notification' are listed. Traffic and parking impacts are of concern to Council.

The removal of the requirement to refer the development to Council for 'Merit' forms of development applications does pose some issues for Council and Figure 7-10 should be amended to ensure engagement with Council.

10 GROUND TRANSPORT PLAN

10.9.1 Modelling

AAL advised that SIDRA modelling was used, which considered DPTI's MASTEM modelling data. AAL also advised that the next stage of planning will include further modelling and concept design work, (including AIMSUM modelling) with the consultant to be engaged shortly by AAL. AAL have advised that this next stage of planning would be undertaken in consultation with DPTI, Council and other stakeholders. Some further technical data was provided by AAL to assist with the comments for this submission.

The proposals in the 2019 PDMP would result in additional traffic signals and access points along Sir Donald Bradman Drive, between Sir Richards Williams Avenue and Tapleys Hill Road. Detailed assessment work has not been undertaken by AAL at this stage of the impact of the traffic signals in close proximity to each other on traffic flows on the main road. Council would not like to see any resulting impacts of congestion that would give rise to increased 'through' traffic movements in the local road network adjacent to the Airport.

It is therefore critical that in the next stage of planning by AAL, the traffic analyses have regard to the appropriate modelling data, including MASTEM data, to ensure that the traffic impacts are identified as accurately as possible to assist in the design of the proposed upgrades shown in the 2019 PDMP.

Council acknowledges AAL's ongoing commitment to working collaboratively with Council during the detailed traffic modelling process to ensure any solutions proposed balance the requirements of the airport and the surrounding roads and suburb impacts.

In the absence of the detailed assessment data, some of the comments provided below are of a general nature and are designed to highlight opportunities and issues which can be explored further during detailed traffic modelling.

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

City of West Torrens Proposed Submission to Adelaide Airport Limited- subject to Council approval.

10.9.2 Terminals & Business Precinct_ Figure 10-6: 8-Year Ground Transport Plan

Vimy Avenue/Sir Donald Bradman Drive – Potential location for new traffic signals

- Currently this junction provides left in left out access to Sir Donald Bradman Drive. AAL advised that the new signals are intended to separate the Burbridge Business Park traffic (including heavy vehicle and fuel trucks) from the main passenger traffic flow to the east.
- Council is mindful of the potential traffic impacts on the Rutland Avenue residential area
- During the next stage of planning to be undertaken by AAL, the potential traffic impact can be identified and further amelioration measures, if necessary in the local street network, would be considered by Council in the future.

Fred Custance Street/Sir Donald Bradman Drive – Potential removal of traffic signals but maintain access

- It would appear that the heavy vehicles associated with the Burbridge Business Park would be redirected to use the new traffic signals at Vimy Avenue/Sir Donald Bradman Drive so that the heavy vehicle turning movements can occur with safety.
- Given the increased number of access points and traffic signals along Sir Donald Bradman Drive, consideration could be given to amend the junction to left in left out only in conjunction with the proposed removal of the traffic signals to minimise impacts on traffic flows on the main road and to reduce traffic conflicts from uncontrolled turning movements.

Sir Hubert Wilkins Road/Sir Donald Bradman Drive – Potential location for new traffic signals

- The proposed new access point and new traffic signals is generally supported in principle.
- Council should be consulted in the next stage of planning by AAL's consultant so that the actual impacts arising can be reviewed by Council.

Sir Richard Williams Avenue/Sir Donald Bradman Drive – Potential intersection upgrade

- A one-way traffic flow re-arrangement for passenger traffic from Sir Donald Bradman Drive to Sir Richard Williams Avenue to the terminal and continuing to a new traffic signalised access point at Sir Hubert Wilkins Road/Sir Donald Bradman Drive, is generally supported in principle.
- Council should be consulted in the next stage of planning work by AAL's consultant so that the actual impacts arising can be reviewed by Council.
- The future upgrade of the intersection of Sir Richard Williams Avenue/Sir Donald Bradman Drive (20-year plan) is supported.

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

City of West Torrens Proposed Submission to Adelaide Airport Limited- subject to Council approval.

Potential new road link between Export Park and Airport East Precinct

- In the absence of traffic modelling data from AAL, Council is unable to gauge the traffic impacts of this proposal on the road network around the Airport East Precinct. The potential land use changes in Export Park (to future higher traffic generating land uses compared to the current situation) and the one-way traffic flow re-arrangement in Sir Richard Williams Avenue could result in significant traffic volumes redirected to Richmond Road. This may require road upgrades in Richmond Road, including the new road link/Richmond Road junction, which has not been identified in the 2019 PDMP and the potential impacts on the Richmond Road/Marion Road intersection.
- Council should be consulted in the next stage of planning work by AAL's consultant so that the actual impacts arising can be reviewed by Council.

Potential new road link between the Tapleys Precinct and the Terminals & Business Precinct

- The potential new road link at the western end of the airport and parallel to Tapleys Hill Road is supported in principle. The new road link could consider including space for bicycle lanes or a shared use path alongside the new road. This could significantly improve accessibility for cyclists and pedestrians between the Anna Meares Bikeway (and beyond) and the major Harbour Town shopping area, dependent on the user types

Relocation of the taxi drop off to Atura Circuit

- This proposal is supported in principle, as it would enable the drop off capacity to be improved for private vehicles. Anecdotal evidence suggests that the current drop off lanes are already at capacity, with queuing during peak times extending towards Export Park and beyond.

Figure 10-7: 20-Year Ground Transport Plan Duplication of the drop off area at the terminal

- This proposal is supported in principle.

Frank Collopy Court/Sir Donald Bradman Drive – Potential new road link

- Currently Frank Collopy Court provides emergency access (gate control) to the Airport from Sir Donald Bradman Drive. Opposite this controlled access is May Terrace, which is a major collector road.
- A new left in left out junction is proposed at Sir Donald Bradman Drive to facilitate service vehicle deliveries to the ex-Masters site.
- Council is anxious about the proposed new road link opposite May Terrace. As Sir Donald Bradman Drive is a DPTI road, this proposal can be further considered during the next stage of the planning work to be undertaken by AAL in consultation with Council and DPTI. Advice would be sought from DPTI on possible measures that may assist in providing safe access at the intersection whilst addressing the service access requirements of AAL.

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

City of West Torrens Proposed Submission to Adelaide Airport Limited- subject to Council approval.

10.9.3 Tapleys Precinct

Tapleys Hill Road/West Beach Road (northern intersection) – Potential intersection upgrade

- This proposal is supported in principle, given the potential increase in developments that could occur in this precinct.
- Some sections of Tapleys Hill Road are currently zoned with a speed limit of 80 km/hr. Council is also of the view that, having regard to the future developments that could occur from the Airport Master Plan and which would be immediately abutting Tapleys Hill Road, the 80 km/hr speed limit on Tapleys Hill Road should be changed to 60 km/hr.

Sir Reginald Ansett Drive south/Tapleys Hill Road (southern intersection) – Proposed intersection upgrade with traffic signals

- This proposal is supported in principle. Anecdotal evidence suggests that currently during peak periods, queues of entering vehicles are extending into the through traffic lanes of Tapleys Hill Road creating safety issues.

10.9.4 Airport East Precinct

Potential new road link from Morphett Road to Richmond Road

- The potential new road link from Morphett Road through the precinct to connect to the western end of Richmond Road is supported in principle.

Access to Airport East

- Council envisages that future access to this precinct should consider minimising the impacts of B-Double vehicles on Transport Avenue.
- Council requests that consideration be given to amend Figure 10-9 to include a bridge upgrade at the western end of Richmond Road to facilitate the traffic flows (including for B Double access) as described previously.

Potential new road link between Export Park and Airport East Precinct

- In the absence of traffic modelling data from AAL, Council is unable to gauge the traffic impacts of this proposal on the road network around the Airport East Precinct.
- Council should be consulted in the next stage of the planning work by AAL's consultant so that the actual traffic impacts arising can be reviewed by Council.

Richmond Road/Marion Road intersection upgrade

- The Airport East Precinct relies on the use of Richmond Road for access to Marion Road and the future upgraded South Road (particularly for freight traffic). Figure 10-2 should identify the requirement to upgrade the intersection of Richmond Road/Marion Road to cater for the significant traffic flows (including large volumes of commercial traffic) that could be generated by developments within this precinct. Both the Structure Plan (Figure 7-8) and Figure 10-9 in the 2019 PDMP avoided reference to this intersection, even though this intersection is a key access point for the precinct.
- It is noted that the need to upgrade this key intersection was identified in the 2014 Master Plan (see Figure 9.5 2014 Master Plan).

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

City of West Torrens Proposed Submission to Adelaide Airport Limited- subject to Council approval.

10.10.1 Potential High Capacity Public Transport Corridor

- DPTI's request to replace the reference to 'trams' with 'high capacity transport' is noted.

10.12 Cycleways

- Consideration should be given to rename this section 'Walking and Cycling', given the importance of pedestrian access for the Airport site.
- In recent years, Council has significantly expanded the shared use path network around the Airport boundaries, including constructing the Anna Meares Bikeway and the Captain McKenna Bikeway. Council also has been working with AAL to complete an eastern shared use path from Watson Avenue to Export Park.
- AAL envisages that the Anna Meares Bikeway could be extended east towards Clifford Street. There are significant site constraints along the IKEA frontage which may preclude the extension of the shared use path. If that is the case, Council recommends that AAL investigate alternative shared use path linkages via the internal Airport roadways.
- The 2019 PDMP refers to free bicycle parking and bicycle service stations at the Airport car parks and is supported in principle.
- Given the importance of this mode of transport, Council recommends that a new Figure be included in the 2019 Master Plan to show the current and future routes for walking and cycling to guide future planning at the Airport. As commented in Section 7, the Structure Plans should also include 'Bike Path' in the Figures.

11. Services Infrastructure

11.7 Stormwater Drainage

The first dot point references the Cowandilla Mile End Drain and indicates it is beyond the airport boundary and under control of Council.

Elements (not all) of the drainage system along the perimeter of the airport are on airport land licensed to Council. Council does have full responsibility for these sections.

As indicated the drain discharges into Patawolonga Creek which is purely within airport land and purely under the control of the airport (no Council involvement). The document is potentially misleading on this point.

Reference is made to existing measures to contribute towards gross pollutant, oil and grease stormwater quality improvement. Standard practice stormwater management across the country has now moved well past these metrics of water quality improvement. There is no reference to consideration or assessment against these measures.

Reference is only made to consideration of WSUD principle and water quantity and quality control in relation to future works. No clarification is made in relation to what targeting would be utilised in association with these.

It is noted that many of the new precincts to come on line in future developments are over currently barren land with minimum runoff or minimal contribution to stormwater pollutants, the development of these areas in particular will need very cautious management of stormwater to not adversely impact downstream waters.

ADELAIDE AIRPORT PRELIMINARY DRAFT MASTER PLAN 2019

City of West Torrens Proposed Submission to Adelaide Airport Limited- subject to Council approval.

12 Safeguarding the Airport

12.12 Public Safety Areas

The City of West Torrens Community Plan highlights the community ambition to foster well-being and safety within the built form and maintain health and safety standards.

NASAG Guideline I- Managing the Risk at Public Safety Areas at the Ends of Airport Runways, recommends recognising Public Safety Areas on Commonwealth land through the Master Planning process.

Council is frustrated that the South Australian State Government has not yet determined which model will be used to calculate Public Safety Areas, and therefore Public Safety Areas were not mapped on the Airport Land.

Once the State Government has reached a decision on the appropriate model to be applied to calculate the Public Safety Areas, Council seeks a coordinated approach to identifying the affected areas both within, and outside of the Airport boundary.

Noting that additional residential development in close proximity to the development could end up stifling the growth capacity of the Airport, and increase noise complaints.

Council is of the view that it is the responsibility of State Government to implement a suitable response to Public Safety Areas on relevant land **external** to the Airport boundary- thus reducing the opportunities for any additional sensitive buildings that might otherwise further impinge future growth of the Airport.

It is somewhat disappointing that public safety areas could not be calculated in time for inclusion in the Master Plan.

A key opportunity has been missed to future proof the intended land uses around the airport by minimising the opportunity for additional dwellings and sensitive development in Public Safety Areas. The State Planning Commission and DPTI are currently undertaking the most significant Planning Reform in a generation, with a general goal of increasing residential densities.

17.2 National Recycling Week 2019 Activities

Brief

This report provides information on activities the City of West Torrens is undertaking in support of National Recycling Week 2019.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

National recycling week is an annual event founded by Planet Ark to bring national focus to the environmental benefits of recycling. National recycling week takes place between 11 and 17 November 2019.

Discussion

The Waste Management Team will use National Recycling Week 2019 to trial alternative methods of engaging with the community to promote resource recovery services available within West Torrens and provide waste education on kerbside bins through:

1. workshops that promote resource recovery;
2. showcasing services provided by Council and environmentally focussed businesses within the area and;
3. the delivery of a community event to engage and educate on the importance of recycling.

The City of West Torrens (CWT) has an ongoing relationship with both schools and elderly residents with regard to various waste programs, however the 20 to 35 age group has been a challenging demographic to engage. The program developed for national recycling week is aimed at delivering a series of workshops, providing tools to engage with this age group and developing contact lists for future engagement opportunities.

Workshops

Workshops include:

- *"Feed your belly, not your bin"* is a workshop designed to minimise food waste and reduce grocery costs.
- *"Rag Weaving with Kylie Reynolds"* is an upcycling program that aims to add value to materials that would typically be discarded.

Treasure Hunt

A treasure hunt in West Torrens will be run through a smartphone App to showcase resource recovery themed locations. This challenge will include a series of 'missions' to be undertaken and locations to visit. Missions will include depositing e-waste at an unplug and drop site and visiting various collection points. The treasure hunt will also highlight Council's Mortimer Street sustainable road project.

At the completion of each stage, participants will be awarded points and receive waste reduction tips and tricks. The winner of the treasure hunt will be awarded a prize that will be presented at the CWT national recycling week event to be held on Sunday 17 November.

National Recycling Week Event

Partnering with the Dimitri Festival, the national recycling week event will be held in Kings Reserve and the Thebarton Community Centre. The centrepiece of the event will be a cooking demonstration hosted by Simon Bryant from the ABC's *The Cook and the Chef*. Simon will develop a series of waste reduction themed recipes for CWT that will be released on Council's Facebook page throughout national recycling week to promote Sunday's event. On Sunday, Simon will provide two cooking demonstrations that will encourage attendees to reduce food waste.

Support from CWT business partners has been arranged along with various samples from businesses operating within resource recovery frameworks. A showcase will be set up in Thebarton Community Centre to educate and promote the circular economy concept. Working with Community Development staff, waste education games and activities will also be run.

Waste Management staff will engage the community to educate and promote recycling and waste reduction. Success of this program will result in an expanded contact list of residents for future campaigns, increased subscribers to Council's Facebook and Instagram pages, increased participation for Council's kerbside organic bin service and a decrease in contamination for Council's recycling service.

Conclusion

This report provides notice of activities to be undertaken during National Recycling Week 2019 by the CWT Waste Management Team.

Attachments

Nil

17.3 2019 LGA Conference and AGM

Brief

This report provides notice of the 2019 Local Government Association Conference and Annual General Meeting (AGM) to be held at the Adelaide Oval on Wednesday 30 and Thursday 31 October 2019.

RECOMMENDATION

It is recommended to Council that:

1. Subject to their confirmation, Council approves the attendance of Mayor Michael Coxon as voting delegate and Cr Graham Nitschke as Proxy at the 2019 Local Government Association Conference and Annual General Meeting being held at the Adelaide Oval on Wednesday 30 and Thursday 31 October 2019; and
2. Subject to their confirmation, Council approves the attendance of the following Elected Members at the 2019 Local Government Association Conference and Annual General Meeting being held at the Adelaide Oval on Wednesday 30 and Thursday 31 October 2019;
 - Cr.....
 - Cr.....
 - Cr.....
3. Expenses be reimbursed in accordance with Council policy.

Introduction

The Local Government Association (LGA) has provided notice that its 2019 Local Government Association Conference and Annual General Meeting is being held at the Adelaide Oval on Wednesday 30 and Thursday 31 October 2019 (**Attachment 1**).

Discussion

The theme for the 2019 LGA Conference and AGM is 'Leadership and Teamwork'.

The keynote speaker at this year's Conference will be Paul Roos.

"Paul is an ex-AFL player and coach, with a passion for leadership, and sharing the lessons he's learned during his long and successful sporting career."

The Conference dinner will be held on Wednesday 30 October 2019 at the Ian McLachlan Room, Adelaide Oval.

The LGA Annual General Meeting will be held on the morning of Thursday 31 October 2019.

The draft Program is attached for Members' information (**Attachment 2**).

Registration options and costs are as follows:

- | | |
|--|-------------|
| 1. Full Conference Pass (both days and dinner) | \$610 + GST |
| 2. Day 1 Pass (Wednesday 30 October 2019) | \$380 + GST |
| 3. Day 2 Pass - AGM (Thursday 31 October 2019) | \$190 + GST |
| 4. Dinner Pass only (Wednesday evening) | \$150 + GST |
| 5. Partner Dinner Pass (Wednesday evening) | \$150 + GST |

At its 18 June 2019 meeting, Council appointed Mayor Coxon as its voting delegate at the AGM and Cr Nitschke as proxy but both still require the approval of Council to attend.

Cr Brandon Reynolds has expressed interest in attending the 2019 Local Government Association Conference and AGM.

Attachments

- 1. LGA Circular 38.7 - LGA Conference and AGM 2019**
- 2. Draft 2019 LGA Conference and AGM Program**



Local Government Association of South Australia

2019 LGA Conference and AGM - Registrations now open - Circular 38.7

To	Chief Executive Officer Community Services Staff Corporate Services Staff Elected Members Governance Officers Marketing and Public Relations Staff Policy and Strategic Planning Staff Procurement Staff	Date	19 September 2019
Contact	Angie D'Amato Email: angie.damato@lga.sa.gov.au		
Response Required	No		
Summary	The 2019 LGA Conference and Annual General Meeting will be held at the Adelaide Oval on 30 & 31 October. Further information can be found in this Circular.		



The 2019 LGA Conference and Annual General Meeting will be held on Wednesday 30 and Thursday 31 October at the Adelaide Oval. A draft program will be available to be released by late September.

Registrations

Registrations are now open for the 2019 LGA Conference and AGM. To register for the event please go to: <https://www.lga.sa.gov.au/conference>

Service Certificates

We will again recognize currently serving elected members who have served local government for 20 years or more at the Conference Networking Dinner on Wednesday 30 October. Further information on the service recognition is available at: <https://www.lga.sa.gov.au/serviceswards>

Please complete the following online form by COB Monday 14 October. - <http://www.lga.sa.gov.au/serviceform>.

Annual General Meeting

The agenda for the Annual General Meeting will be available from 1 October from [here](#).

Please note that council delegates for the LGA AGM need to be both [registered for the event](#) and listed with the LGA as a voting delegate. To check your council's nominated voting delegate please contact Astrid Crego on 8224 2000 or lga@lga.sa.gov.au

If you have any questions please contact Angie D'Amato on (08) 8224 2047 or angie.damato@lga.sa.gov.au.



Local Government Association
of South Australia

2019 LGA Conference & Annual General Meeting (AGM)

30-31
October

team work

Adelaide
Oval

program

Conference program

Adelaide Oval
William Magarey Room

team work

leadership

Annual General Meeting (AGM)

**WEDNESDAY
30 October
DAY 1**

**THURSDAY
31 October
DAY 2**

8.30am Registrations open

9.00am Welcome to the 2019 LGA Conference and AGM
 **Amanda Blair**
Conference MC

9.10am Welcome to Country
Aunty Heather Agius

9.20am LGA President's welcome
Mayor Sam Telfer
President, Local Government Association

9.30am Keynote address
 **Hon Stephan Knoll MP**
Minister for Transport, Infrastructure and Local Government, Minister for Planning

9.50am Local government costs and efficiency
Dr Matthew Butlin
South Australian Productivity Commission Chair
Dr Butlin will provide an update on the South Australian Productivity Commission's Inquiry into Local Government Costs and Efficiency

10.20am Managing change through the planning system
Michael Lennon
State Planning Commission Chair
SA is currently in the midst of the biggest changes to its planning system in 25 years. Mr Lennon will present on these reforms, which are scheduled to be implemented in 2020.

10.50am Morning tea

11.20am Platinum sponsor
Statewide Super

11.25am State of the State
 **Professor Andrew Beer**
Professor Beer will present on current trends in SA and what it means for councils and local leadership

11.55am Local Government reform panel
Mayor Erin Thompson
City of Onkaparinga
Mayor Dr Moira Jenkins
City of Victor Harbor
Mayor Dean Johnson
District Council of Kimba
Facilitated by:
Andrew Lamb
LGA Local Government Reform Partner

12.35pm SA Revaluation Initiative
 **Katherine Bartolo**
SA Valuer-General
Ms Bartolo will present on the role of the Office and its ongoing revaluation project

12.55pm Lunch

1.40pm Panel session: Leading communities through tough times
Mayor Brenton Lewis
Rural City of Murray Bridge
Gabrielle Kelly
Director, Wellbeing & Resilience, SAHMRI
Facilitated by:
Lisa Teburea
LGA Executive Director Public Affairs

2.20pm Celebrating 100 years of women in leadership

2.30pm Afternoon tea

3.00pm Leadership workshop
 Facilitated by Josie McLean from The Partnership, this workshop will explore the key challenges experienced by mayors and councillors.

4.00pm Should young people have a role in local government?
 **Dale Williams ONZM JP**
Councillor Carterton District Council
A councillor with Carterton District Council in New Zealand, Dale is an unorthodox but enthusiastic, inspirational and entertaining commentator on the challenges and opportunities of 'young people and jobs', 'community ownership and leadership' and the 'zero waste of youth'.

5.00pm Close

8.30am Registrations open

9.00am LGA President's welcome
Mayor Sam Telfer
President, Local Government Association

9.10am Gold sponsor
HWL

9.15am Keynote address
 **Paul Roos**
Paul is an ex-AFL player and coach, with a passion for leadership, and sharing the lessons he's learned during his long and successful sporting career.

10.00am Morning tea
Business card draws

10.40am Local Government Finance Authority AGM

10.55am National anthem
Adelaide City High School
Year 9 Auslan class

11.00am Local Government Association of SA AGM

1.00pm Lunch

2.00pm Close

**WEDNESDAY
30 October
DINNER
6.30pm**

6.30-10.00pm
Ian McLachlan Room, Adelaide Oval

- Service Awards
- Jim Hullick Award
- MLS/WCS Scheme Awards

Entertainment by Sarah Lloyd
Australia's best kept secret!



day 2

2019 LGA Conference & Annual General Meeting (AGM)

**Special
discount rate
LGA members
only**

If your council registers additional delegates (for the full conference & AGM eg more than the number it sent to the conference in 2018) they will receive one free registration.

In addition, for every four delegates you register for the full event (both days and dinner) the fifth registration is free.

Please note that the free registration only applies if you register for the full conference pass (both days & dinner)

**conditions apply*

For more information please visit

www.lga.sa.gov.au/conference

If you have any questions please contact
Angie D'Amato on 8224 2047 or events@lga.sa.gov.au

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Local Government Association
of South Australia

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

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 39 and 40.

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 39 and 40



Local Government Association of South Australia

39.1 Reminder to Register - Upcoming Procurement Training

Procurement is an essential council function and an area of both risk and opportunity – be it from low level purchasing, to strategic, high value, high risk complex procurement. LGA Procurement offers a suite of training modules, developed and targeted specifically to the local government audience.

39.2 People and Neighbourhoods Policy Discussion Paper released

The State Planning Commission has released a discussion paper that investigates the makeup of South Australia's population and the structure of our neighbourhoods, and proposes a range of new planning policies to improve residential infill development ahead of public consultation on the Planning and Design Code on 1 October.

39.3 Consultation now open on the State Government's Little Corella Management Strategy

Consultation on the South Australian Little Corella Management Strategy is now open and councils are encouraged to provide feedback. The LGA will also be making a submission. The Department for Environment and Water is undertaking this Strategy to provide State-wide guidance on this issue.

39.4 Enrolments open: IAP2 Foundations in Public Participation Program

LGA Training has released new dates for its IAP2 Foundations in Public Participation program in 2020. We welcome your enrolments. Further information about this program can be found in this circular.

39.5 Places filling fast: ChemAlert Search, Stock and Risk Assessment training

LGA Training has scheduled 'ChemAlert Search, Stock and Risk Assessment' sessions in October 2019. Places are filling fast. To claim your place and for further information about this training offering please refer to the contents of this circular.

39.6 Don't miss out: Record Management Fundamentals training

LGA Training has scheduled a two-day 'Records Management Fundamentals' program next month. A substantially revised draft of the general disposal schedule for local government records (to be renumbered GDS 40) is in its final round of consultation. GDS40 will come into effect in January 2020. This training program will include a session on the second day outlining the implications of GDS 40. Further information can be found in this circular.

39.7 LGA Training- What's coming up!

LGA Training schedules a wide selection of training programs annually that meet the needs of the sector. We have some exciting opportunities coming up. Of note a new ChemAlert offering, a Records Fundamentals Program and two Council Meeting Procedures and Chamber Etiquette training sessions scheduled in the regions. Take a look at this circular for details about what training is on offer.

39.8 Special Local Roads Program Outcomes 2019/20

This circular provides the outcomes of the 2019/20 Special Local Roads Program (SLRP) funding round.



Local Government Association of South Australia

40.1 Release of the draft Aquaculture (Standard Lease and Licence Conditions) Policy

PIRSA has released the draft Aquaculture (Standard Lease and Licence Conditions) Policy 2019 for a formal 2 month public consultation period as prescribed by the Aquaculture Act 2001. If you have any feedback on the draft Policy could you please respond by 5pm 29 November 2019.

40.2 Register your interest: Bridge Inspection training

City of Adelaide have scheduled a 'Bridge Inspection' training program in November in Adelaide and welcome expressions of interest from other councils who may be interested in attending. For Further information and to register your interest please see this circular.

40.3 LGA Annual General Meeting - 31 October 2019 - Agenda available

The agenda for the 2019 LGA Annual General Meeting is now available.

40.4 The State Planning Commission has released the draft Planning and Design Code for consultation

The State Planning Commission has released the draft Planning and Design Code for consultation.

40.5 Don't miss out: ChemAlert Search, Stock and Risk Assessment training

There are still places available in ChemAlert Search, Stock and Risk Assessment webinars this month. To claim your place and for further information about this training offering please refer to the contents of this circular.

40.6 Nominations sought for the South Australian Public Health Council

The Chief Public Health Officer has written to the LGA on behalf of the Minister for Health and Wellbeing requesting nominations for a Local Government Member on the South Australian Public Health Council for a term not exceeding three (3) years and commencing in January 2020. Nominations must be forwarded to the LGA by COB 5 November 2019.

40.7 LGA research on cost to councils of providing recycling services – impact of glass

The LGA is seeking to undertake a research project that will feed into its advocacy activities in relation to the State Government review of the Container Deposit Scheme (CDS). The LGA is asking councils who have undertaken waste audits in the last 5 years to make their audit reports available to the LGA for the purposes of this project. The LGA is seeking audit reports by 1 November 2019.

40.8 LGA Circular Procurement Pilot Project information now available on LGA website

In an Australian first, nine South Australian councils have signed a Memorandum of Understanding (MOU) to prioritise buying products made from recycled materials. The details of the LGA Circular Procurement Pilot Project are now available on the LGA website.

40.9 LGA Training- What's coming up!

LGA Training schedules a wide selection of training programs annually that meet the needs of the sector. Places are still available for ChemAlert webinar sessions, Council Meeting Procedures and Chamber Etiquette training in Yankalilla and a new offering for Elected Members. Take a look at this circular for details about what training is on offer.

40.10 Enrolments now open: Enhanced Public Speaking and Presenting for Elected Members

LGA Training is pleased to announce the scheduling of an 'Enhanced Public Speaking and Presenting for Elected Members' session in Adelaide in November. This session is open exclusively to Elected Members and can be attended in person at LG House or live via webinar. To enrol in this program and for further information about this training offering please refer to the contents of this circular.

40.11 2021 South Australian Masters Games Expression of Interest

Sports SA are inviting all South Australian councils to submit an expression of interest to host the 2021 South Australian Masters Games. Bids are to be received by 5.00pm Friday 20 December 2019. This circular has further details.

41.1 Feedback requested – LGFSG Joint Operating Guidelines – Bushfire & Community Sandbag Locations

The LG Functional Support Group has been working with the SES and CFS on Joint Operating Guidelines related to Bushfire Operations – CFS (updating the 2014 version) and Community Sandbag Locations – SES (New).

41.2 Reminder to Register - LGITSA 'To Infinity and Beyond' Conference, Workshop & Gala Awards Dinner – 17 & 18 October 2019

Don't miss out on the Local Government Information Technology SA Conference, Members Only Workshop 'To Infinity and Beyond' and Gala Awards Dinner being held at the Stamford Plaza Adelaide on 17 and 18 October 2019. This Circular provides registration and program information. Registrations close on 10 October 2019.

19 MEMBER'S BOOKSHELF

- Dog and Cat Management Board Annual Report 2018-19

RECOMMENDATION

That the additions to Members' bookshelf be noted.

20 CORRESPONDENCE

20.1 Draft Planning and Design Code

Correspondence has been received from the Executive Director of Planning and Land Use Services of the Department of Planning, Transport and Infrastructure, Sally Smith, regarding the release of the draft Planning and Design Code for public consultation (**Attachment 1**).

20.2 Release of draft Planning and Design Code - Rural and Urban Areas

Correspondence has been received from the Executive Director of Planning and Land Use Services of the Department of Planning, Transport and Infrastructure, Sally Smith, advising that the draft Planning and Design Code has been released for public consultation (**Attachment 2**).

20.3 Breakout Creek Stage 3 redevelopment and joint funding arrangements

Correspondence has been received from the Regional NRM Manager of the Adelaide and Mount Lofty Ranges Natural Resources, Kim Krebs, providing an update of the Breakout Creek Stage 3 redevelopment plan, and joint funding arrangements (**Attachment 3**).

20.4 Climate Emergency Declaration by the City of Burnside

Correspondence has been received from the City of Burnside Mayor, Anne Monceaux, advising of their Council resolution to declare a climate emergency (**Attachment 4**).

20.5 International Campaign to Abolish Nuclear Weapons (ICAN)

Correspondence has been received from the State Coordinator of the Women's International League for Peace & Freedom (SA Branch), Ruth Russell, requesting for Council to endorse ICAN Cities appeal (**Attachment 5**).

RECOMMENDATION

That the correspondence be received.

Attachments

20.1 Draft Planning and Design Code

20.2 Release of draft Planning and Design Code - Rural and Urban Areas

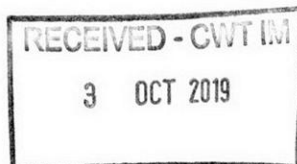
20.3 Breakout Creek Stage 3 redevelopment and joint funding arrangements

20.4 Climate Emergency Declaration by the City of Burnside

20.5 International Campaign to Abolish Nuclear Weapons (ICAN)

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

30 September 2019



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

Planning & Land Use ServicesLevel 5, 50 Flinders Street
Adelaide SA 5000GPO Box 1815
Adelaide SA 5001Telephone 08 7109 7007
ABN 92 366 288 135www.dpti.sa.gov.au

Dear Mr Buss

DRAFT PLANNING AND DESIGN CODE

I am pleased to announce the State Planning Commission will release the draft Planning and Design Code (the Code) for public consultation tomorrow.

This will mark a significant milestone in our state's planning history, reflecting some of the key findings and recommendations from the Expert Panel on Planning Reform. It follows two years of collaboration between the Commission, the Department of Planning, Transport and Infrastructure, local government and the broader practitioner network and community. It will replace zoning rules that have been in place for up to 20 years and reflects the policy rationalisation and reforms referenced in the Commission Policy Discussion Papers and technical papers released over the last two years.

Phased Implementation

Implementation of the Code is being undertaken through a phased approach. Your council is included in Phase Three. Consultation for both Phase Two and Phase Three council areas will be held concurrently in order to provide councils and the community with a view of the whole Code.

Consultation for Phase Three councils runs from **1 October until midnight on 28 February 2019**.

We are committed to supporting your council to gain an understanding of the Code and how it applies to your area. To this end, a Transition Table has been provided to council planning staff. This table outlines the relevant Planning and Design Code module that has been selected for each of the Development Plan zones, policy areas and precincts. This builds on the work of your administration's review of the Development Plan, including what works well and should be carried over, as well as areas for policy improvement and refinement.

In addition, a council specific Code package will be provided in the short term, which will include an extract of the Code modules that apply to your council area, as well as a detailed practitioner's Guide to the Code. A Community Guide to the Code and a range of fact sheets have also been prepared. Access to a translation service will also be available, as well as some translated fact sheets and guide to support members of your community where English is a second language or not spoken at all.

Regional Visits and Workshops

You will be invited to meet with senior representatives from the Commission or the Department to discuss the Code and the State Reform Program from November 2019. In addition, workshops will be conducted with council staff and information sessions will be provided for local community and industry members. We ask for your patience whilst the Commission and Department is visiting the Phase Two councils in October.

In addition, your DPTI Transition Manager will be available throughout the consultation period to assist with any questions that your Elected Members, your team or community may have.

We acknowledge that the Code is a lengthy and complex document and recognise that it has been developed to operate in an ePlanning system, which affects the ease with which the Code can be used and understood during this consultation period. As such, if additional materials would assist please let us know and we will endeavour to provide them. By way of example, a number of common development application packs will be provided, that demonstrate the set of rules that would be generated by the ePlanning system for a particular development type (i.e. a dwelling house in a Suburban Neighbourhood Zone).

Mapping Inconsistencies

We also acknowledge that the version of the draft Code being released for the start of consultation contains some inconsistencies where certain policy and zone mapping may not align exactly with the Development Plan policy. The concise nature of the Code means there has not been a simple approach to one-to-one translation from Development Plans, particularly those plans that were not converted to the South Australia Planning Policy Library through the Better Development Plan program. In the spirit of the Community Engagement Charter, we have established a process of review to address these items during consultation. This process includes:

- maintaining an ongoing record of identified issues; and
- iteratively updating the draft Code through the consultation period.

A list of the current known inconsistencies for each council is attached to this letter.

Consultation Materials

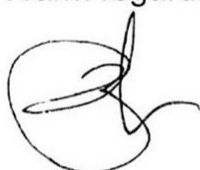
To assist people in reaching a sound understanding of the Code and what it means for them, a learning pathway and a range of supporting materials have been developed. These materials are accessible from the SA Planning Portal and include:

- an introductory video
- a calendar of local engagement activities with councils, industry and the community during the consultation period
- a Community Fact Sheet (translated into six languages)
- a Community Guide to the Code (translated into six languages)
- numerous Key Topic Fact Sheets
- a set of Frequently Asked Questions (which we will keep updated as more questions arise)
- several Policy Position papers
- heat tables, showing the intent of each zone and the level of change proposed
- four Discussion Papers
- a Guide to the Code for practitioners.

This is indeed an exciting time in the development of the new planning system, and we look forward to hearing from your council about the content of the draft Code. To assist in compiling your feedback, an electronic submission form has been created.

Please visit the SA Planning Portal at www.saplanningportal.sa.gov.au anytime during the consultation period to access the Code, support materials, map links and the submission form. In the meantime, if you have any questions on the Code, please contact myself or the team on 1800 318 102 or at dpti.planningreform@sa.gov.au.

Warm regards



Sally Smith
EXECUTIVE DIRECTOR
PLANNING & LAND USE SERVICES

Draft Planning and Design Code

Phase Two and Three

Mapping Improvements

The following inconsistencies have been identified during the transition mapping process and will be addressed in partnership with the relevant council during the consultation process:

ALEXANDRINA

Current Development Plan	P+D Code	Issue
Residential Zone (Strathalbyn North Policy Area)	Suburban Neighbourhood (Low Density)	Technical and Numeric Variations to specify minimum allotment sizes in accordance with Concept Plan Map Alex/16 - Residential Growth (Strathalbyn North)

BAROSSA

Current Development Plan	P+D Code	Issue
Settlement Zone	Rural Settlement Zone	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (locations): Rosedale – 1200m² Light Pass – 2500m²</p> <p>In addition, the limited land division overlay has been applied in the following (locations): Bethany – no land division Kronndorf – no land division</p>

BURNSIDE

Current Development Plan	P+D Code	Issue
Residential Zone (Residential Area 10 Leabrook (North))	Suburban Neighbourhood	Technical and Numeric Variation Overlay to specify minimum allotment sizes in accordance with current Principles of Development Control, The site area per dwelling of any type, other than a detached dwelling, (averaged for group dwellings or dwellings in a residential flat building) should be not less than 600 square metres, except for sites fronting Perry Lane which should have an

		area of not less than 500 square metres.
Residential Zone (Residential Area 17 Ferguson)	Suburban Neighbourhood	Technical and Numeric Variation Overlay to specify minimum allotment sizes in accordance with principles of development control 5 – 7 which differentiates between areas north or south of Hallet Road.
Residential Zone (Residential Area 24 Glenunga (North))	Suburban Neighbourhood	Technical and Numeric Variation Overlay to specify minimum allotment size variation based on current Principles of Development Control.
Residential Zone (Residential Area 26 Glenunga (South))	Suburban Neighbourhood	Technical and Numeric Variation to specify minimum allotment size based on location as per current Principles of Development Control which differentiate between land on Glen Osmond Road and other locations.
Residential Zone (Residential Area 27 Southern Foothills)	Suburban Neighbourhood	Technical and Numeric Variation to specify minimum allotment size based on location as per current Principles of Development Control which differentiate between land on Sunnyside Road between Gill Tce and Wheel Gawler St and the southern side of Wheel Gawler St, and other locations.

CAMPBELLTOWN

Current Development Plan	P+D Code	Issue
Residential Zone Low Density Policy Area 7	Suburban Neighbourhood	Technical and Numeric Variations to specify minimum allotment sizes in accordance with <i>Concept Plan Map Cam/2 - Residential Zone Low Density Policy Area</i>

CEDUNA

Current Development Plan	P+D Code	Issue
Rural Living Zone (Decres Bay Policy Area 24)	Rural Living Zone	Technical and Numeric Variations to specific minimum allotment size should prescribe

		<p>the following (in accordance with the concept plan):</p> <p>Concept Plan identifies areas ranging from 2000m², 2ha and 3ha</p>
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CHARLES STURT

Current Development Plan	P+D Code	Issue
Urban Core Zone	Urban Neighbourhood Zone	Technical and Numeric Variations to apply building heights according to Concept Plan ChSt/25 along dotted blue line - 8 storeys in Core area, 3 storeys in remainder.

CLARE AND GILBERT VALLEYS

Current Development Plan	P+D Code	Issue
Residential Zone	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes for different townships (Clare, Riverton, Saddleworth, Auburn).

CLEVE

Current Development Plan	P+D Code	Issue
Primary Production Zone	Rural Employment	<p>Technical and Numeric Variations to specific minimum allotment size for the council area of 40ha.</p> <p>In addition, the limited land division overlay to apply in the following (Hundred locations): Heggaton – no land division Mangalo – no land division</p>

COORONG

Current Development Plan	P+D Code	Issue
Rural Living Zone	Rural Living Zone	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (in accordance to current policy / location):</p> <p>These range from 0.5, 1, 2, 3, 4 and 10ha pending location and current policy</p>

COPPER COAST

Current Development Plan	P+D Code	Issue
Tourist Accommodation	Tourism Development, Residential	Many of the existing tourist development zones have been carried across to the Code as

		<p>the Tourism Development Zone, which continues to support tourist accommodation and associated facilities.</p> <p>In cases where the land use characteristics are more consistent with an adjacent zone, the Code proposes to transition the area accordingly.</p>
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ELLISTON

Current Development Plan	P+D Code	Issue
Rural Living Zone	Rural Living Zone	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (locations):</p> <p>Waterloo Bay – 1200m² Elsewhere – 5000m²</p>

HOLDFAST BAY

Current Development Plan	P+D Code	Issue
Residential Zone (North West Policy Area)	Suburban Neighbourhood	<p>Technical and Numeric Variations to specify different minimum allotment sizes based on location (400m² along North Esplanade and King Street and 500m² in other locations).</p>

LIGHT

Current Development Plan	P+D Code	Issue
Rural Living Zone (Precinct 32 Rural Living Gawler Belt West)	Rural Living Zone	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (in accordance to current policy / location):</p> <p>East of Clancy Road – 1ha South of Ward Belt Road – 4ha West of Clancy Road and north of Ward Belt Road - 2ha</p>
Settlement Zone	Settlement Zone	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (locations):</p> <p>Hamilton – 2000m² Rosedale – 5000m²</p>

LOWER EYRE PENINSULA

Current Development Plan	P+D Code	Issue
Rural Living Zone	Rural Living Zone	Technical and Numeric Variations to specific minimum allotment size should prescribe the following (locations): Coffin Bay – 5000m2 Boston – 2ha Wangary – 2ha

MARION

Current Development Plan	P+D Code	Issue
Regional Activity	Innovation Zone	Building heights within Laffer's Triangle and Tonsley Innovation District to be specified in Technical and Numeric Variations - to reflect Concept Plan Map Mar/7 and Mar/8 in Marion Council Development Plan - ranges from 4 to 15 building levels maximum

MID MURRAY

Current Development Plan	P+D Code	Issue
Rural Living Zone (Policy Area 21 Truro)	Rural Living Zone	Technical and Numeric Variations to specific minimum allotment size should prescribe the following (locations): East of Watercourse – 4000m2 West of Watercourse – 2000m2

MITCHAM

Current Development Plan	P+D Code	Issue
District Centre	Urban Activity Centre	Blackwood Main Road: Suburban Activity Centre. Cumberland Park (cnr Cross/Goodwood Road): Suburban Activity Centre.
Institutional	Community Facilities	Community Facilities Zone is a good fit for most of the areas that have this zone - but not all (Recreation Zone a better fit for the facilities at the corner of Main South Road and Ayliffs Road). This likely to be split but post consultation.

MURRAY BRIDGE

Current Development Plan	P+D Code	Issue
Country Township	Township	Technical and Numeric Variations to specific minimum

		<p>allotment size should prescribe the following (in accordance with the concept plan):</p> <p>Concept Plan identifies areas ranging from</p> <p>Area A - 1200m2</p> <p>Area B - 3000m2</p> <p>Area C - 1200m2</p> <p>Area D - 5000m2</p>
Rural Living (Central East Precinct)	Rural Living	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (in accordance with the concept plan):</p> <p>Concept Plan identifies areas ranging from 3000m2, 5000m2, or 2ha</p>

NORWOOD, PAYNEHAM & ST PETERS

Current Development Plan	P+D Code	Issue
Residential Character (Evandale / Maylands / Stepney)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages for Maylands, Evandale, Payneham and Stepney as per current Policy Area Principle of Development Control 2.
Residential Character (Heathpool / Marryatville)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages for Heathpool and Marryatville (east of Clapton Road) as per current Policy Area Principle of Development Control 2.
Residential Character (St Peters / Joslin / Royston Park)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages for St Peters, Joslin, Royston Park as per current Policy Area Principle of Development Control 3.
Residential Character (Trinity Gardens / St Morris)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages for St Peters, Joslin, Royston Park as per current

		Policy Area Principle of Development Control 2.
Residential Zone	Suburban Neighbourhood (Medium Density) Zone	Zone may need review Building height limits to be applied
Historic Areas and Character Areas Overlays		Technical and Numeric Variations need review as incorrect in some circumstances
Flooding Hazard Map	Hazards (Flooding) Overlay	Remove development plan Flood Hazard outline from Overlay.

ONKAPARINGA

Current Development Plan	P+D Code	Issue
Mixed Use	Suburban Business and Innovation	Apply the Business Neighbourhood Zone in the area currently zoned McLaren Vale:
Neighbourhood Centre (McLaren Vale Policy Area)	Suburban Main Street	Southern side of Main Road McLaren Vale, apply the Community Facilities Zone
Tourism Development (Moana Foreshore Policy Area)	Tourism Development	The zone accommodates land adjacent to the existing tourist park (caravans and shacks) owned by the City of Onkaparinga. The zone is largely developed and contains the Moana beachfront apartments, as well as residential dwellings / holiday lets. The Tourism Development Zone is applied in the Code, however, the zone could be split between the adjacent Caravan and Tourist Park Zone and a suitable Code residential zone.
Urban Employment	Employment	The Urban Employment Zone delineates areas as core, interface and main roads to encourage a softer edge between incompatible land use areas and to improve urban amenity. These different areas are incorporated into the Employment Zone which supports similar outcomes, however, the Employment Zone could be split to

		incorporate some areas into the Suburban Employment Zone where greater certainty is needed.
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PORT ADELAIDE ENFIELD

Current Development Plan	P+D Code	Issue
Regional Centre Zone	Urban Activity Centre	Technical and numeric variations to prescribe building heights as per Port Adelaide Development Plan Concept Plan Maps PAdE/27-46. Coastal Flooding Building Levels to be applied throughout zone: within 8m of water's edge: 3.65m AHD Over 8m from water's edge: 3.45m AHD Over Water: 4.35m AHD

PORT AUGUSTA

Current Development Plan	P+D Code	Issue
Rural Living	Rural Living	Technical and Numeric Variations to specific minimum allotment size should prescribe the following (in accordance with the concept plan): Concept Plan identifies areas ranging from South of Augusta Highway – 1ha Elsewhere – 2000m2

PORT LINCOLN

Current Development Plan	P+D Code	Issue
Industry (Proper Bay Road Policy Area 4)	Employment	The existing Industry Zone Policy Area 4 adopts different land division requirements depending on location within the area. The proposed Code Employment Zone establishes a standard land division size via a deemed-to-satisfy requirement, where variations are treated on merit and similar to most existing situations. The Code provides the ability to vary minimum

		requirements through a Technical and Numeric Variations Overlay should there be reasons for doing so that were not known at the time of drafting and applicable to other circumstances.
Regional Town Centre	Suburban Main Street Urban Activity Centre	Building heights to be prescribed in Technical and Numeric variations as per Concept Plan Map PtL/1 in Port Lincoln (City) Development Plan – 3 to 12 storeys maximum building height

SALISBURY

Current Development Plan	P+D Code	Issue	
Urban Core	various	Mawson Lakes - Building heights to be prescribed in Technical and Numeric Variations as per Concept Plan Map Sal/8 in Salisbury Council Development Plan - Core Area: 10 storeys and up to 40.5 metres, Transition Area: 4 storeys and up to 16.5 metres	
Urban Core (Salisbury)	Urban Activity Centre	Building heights to be prescribed in Technical and Numeric Variations as per Concept Plan Map Sal/33 in Salisbury Council Development Plan - Core Area: 6 storeys and 24.50 metres Transition Area: 4 storeys and up to 16.5 metres"	

STREAKY BAY

Current Development Plan	P+D Code	Issue
Settlement Zone	Settlement Zone	Technical and Numeric Variations to specific minimum allotment size should prescribe

		<p>the following (current policy / location):</p> <p>Outside Perlubie Landing Estate – 1200m² Within Windmill Point – 1.5ha Within Perlubie Landing Estate – 2800m²</p>
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WAKEFIELD

Current Development Plan	P+D Code	Issue
Tourist Accommodation	Suburban Neighbourhood	Split The zone contains existing shacks/residential dwellings, public reserves owned by the Wakefield Regional Council, the Port Wakefield Caravan Park, and community facilities owned by the Wakefield Regional Council. Possible split zoning - Residential and Caravan and Tourist Park.
Rural Living	Rural Living	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (current policy / location):</p> <p>Balaklava – 1ha Blyth – 1ha Hamley Bridge – 5000m² Port Wakefield – 2500m²</p> <p>In addition, the limited land division overlay to apply in the following (locations): Halbury – no land division Owen – no land division</p>

WALKERVILLE

Current Development Plan	P+D Code	Issue
Residential (Gilberton Medium Density Policy Area)	Housing Diversity Neighbourhood	Technical and Numeric Variations to specify building heights based on locations referenced in current policy areas (up to 10 storey on Park Terrace and 2-4 storey in other locations).
Residential Character (Church Terrace and Environs Policy Area)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages based on location as per current policy area (Church

		Street and Andrew Street and all other locations)
Residential Character (Gilberton North Policy Area)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages based on location as per current policy area.
Residential Character (Medindie Policy Area)	Suburban Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes and frontages based on location as per current policy area.

WEST TORRENS

Current Development Plan	P+D Code	Issue
Residential Zone (Cowandilla / Mile End West Character Policy Area)	Housing Diversity Neighbourhood	Technical and Numeric Variations to specify different minimum allotment sizes based on location (270m2 East of Bagot Avenue, and 340m2 West of Bagot Ave)

WHYALLA

Current Development Plan	P+D Code	Issue
Rural Living	Rural Living	Technical and Numeric Variations to specific minimum allotment size should prescribe the following (current policy / location): North-west of Mullaquana Road – 2ha South-east of Mullaquana Road – 1ha

YANKALILLA

Current Development Plan	P+D Code	Issue
Cape Jervis Port	Infrastructure (Ferry and Marina Facilities)	Current uses include wharf facilities, ferry terminal, parking area, public amenities and navigational / lighthouse facility. Much of the zone is undeveloped and mostly State owned. The Code zoning recognises the existing uses and retains the potential to undertake other complementary uses to support traveller experiences.

Historic (Conservation) Rapid Bay	Suburban Neighbourhood	Potential zone split - residential component and rural. Historic overlay needed
Tourist Accommodation	Tourism Development, Community Facilities	<p>The existing Tourist Accommodation Zone applies to various locations, some of which appear to be used for other purposes including community, rural and residential activities.</p> <p>Code zoning has been applied based on the predominant characteristics of an area, but should be reviewed to determine if the initial zoning adjustments are appropriate.</p>
Wirrina Cove	Settlement	<p>Wirrina Cove Zone contains a mix of land uses including tourist accommodation, dwellings, marina, traveller facilities and recreation areas.</p> <p>The broad-land use features indicate the potential to allocate different areas of the subject land to different zones – eg Settlement or Township, with Caravan and Tourist Park, Recreation, Community, Infrastructure (Marina). The Code Settlement Zone has been applied at this juncture because it supports various land uses outcomes, although there are other alternatives that could be explored through the consultation period by interested parties.</p>
Rural Living	Rural Living	<p>Technical and Numeric Variations to specific minimum allotment size should prescribe the following (current policy / location):</p> <p>Yankalilla – 4ha Normanville – 4ha Cape Jervis – 4ha Second Valley Township – 1.5ha Delamere - 2ha</p>

PROSPECT

Current Development Plan	P+D Code	Issue
Residential Zone Policy Area 560 Policy Area 450 Policy Area 350	Suburban Neighbourhood / General Neighbourhood	Agreement has been given to identify the Residential Policy Areas 560, 450 and 350 as Suburban Neighbourhood with the Character Area Overlay. This change is required to reflect the Character intent of the existing zones.

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

1 October 2019

**PLANNING & LAND USE
SERVICES**50 Flinders Street
Adelaide SA 5000GPO Box 1533
Adelaide SA 5001

ABN 92 366 288 135

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

Dear Mr Buss

Release of draft Planning and Design Code – Rural and Urban Areas

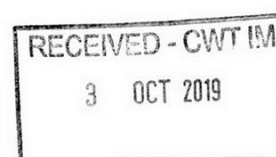
The draft Planning and Design Code (the Code) has been released for public consultation.

Please find enclosed for your information:

- A hard copy of the draft Planning and Design Code (the Code) which has been released for public consultation. This has been provided for display at council front counters.
- A hard copy of the Guide to the Draft Planning and Design Code.
- A USB containing:
 - Planning and Design Code – Phase Two
 - Planning and Design Code – Phase Three
 - Guide to the Planning and Design Code.

An extract from the Planning and Design Code of specific information for your council will also be provided to you shortly.

Consultation on the Code for both rural and urban areas of South Australia is being held concurrently in order to provide a view of the whole Code.



Phase Two (Rural Areas) consultation is now open until midnight, 29 November 2019 (ACST).

Phase Three (Urban Areas) consultation is now open until midnight, 28 February 2020 (ACST).

A number of additional supporting materials and planned events have been released to assist in understanding the Code. These include:

- an introductory video
- a calendar of local engagement activities with councils, industry and the community during the consultation period
- a Community Fact Sheet (translated into six languages)
- numerous Key Topic Fact Sheets
- a Community Guide to the Code (translated into six languages)
- a set of Frequently Asked Questions
- several Policy Position papers
- four Discussion Papers
- a Guide to the Code for practitioners.

The Code, support materials, map links and the submission form can also be accessed from the SA Planning Portal at www.saplanningportal.sa.gov.au. If you have any questions on the Code, please contact dpti.planningreform@sa.gov.au or phone 1800 318 102.

Warm regards



Sally Smith
**EXECUTIVE DIRECTOR
PLANNING & LAND USE SERVICES**



Natural Resources
Adelaide and Mt Lofty Ranges

Natural Resources Centre

205 Greenhill Road
Eastwood SA 5063

Tel 08 8273 9100
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dewnr.amlr@sa.gov.au
www.naturalresources.sa.gov.au/
adelaidemtloftyranges

Reference: F0000108274

Date: 1st October 2019

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

Dear Mr Buss

Re: Breakout Creek Stage 3 redevelopment and joint funding arrangements

It is with great pleasure that I provide to you an update of the Breakout Creek Stage 3 redevelopment plan, and look forward to discussions about joint funding arrangements to deliver the final stage of this iconic project.

In 1999 Breakout Creek Stage 1 (a 500 m section of the River Torrens channel upstream of Henley Beach Road) was redeveloped from an artificial channel to a more naturalised channel by the then Torrens Catchment Water Management Board. The success of this section provided motivation for the redevelopment of the artificial channel between Henley Beach and Tapleys Hill Roads, completed in 2010. This redevelopment involved widening and deepening of the channel, weed removal and planting of over 200,000 native species. In doing so, the space was opened up to community use, and importantly has provided access to blue and green spaces with high biodiversity in the urban landscape. This importance is backed by recent research which has highlighted the positive impact high biodiverse areas have on community health and wellbeing, particularly in urban areas. The biodiversity value of this redevelopment has been in the creation of habitat for threatened fish and bird species.

The success of these two stages led to community support for redevelopment of the final area of the artificial channel from Tapleys Hill Road to Seaview Road; a 1.7 km length of linear park space, approximately half of which is within the City of West Torrens (eastern half) and the other half (western half) within the City of Charles Sturt.

A collaborative working group was established in 2014 with the Adelaide and Mount Lofty Ranges Natural Resources Management Board, City of Charles Sturt, City of West Torrens and SA Water to progress the idea. Commencing in 2015 significant community engagement was undertaken,



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South Australia**

including the local community and special interest groups such as the Western Adelaide Coastal Residents' Association and the Lockleys Riding Club, to develop design principles for a concept plan. A concept plan was then developed, and was presented to councils in July 2015. A copy of this concept plan has been made available to the public through our website since that time.

Since then, the collaborative working group has together coordinated assessment of the technical feasibility of the concept plan. This has included a detailed engineering survey of the area, hydraulic analysis of the channel, and soil contamination and geotechnical investigations. All of these studies indicate there are no major issues with the feasibility of redeveloping the area. Also since the 2015 concept plan, the City of West Torrens has undertaken significant redevelopment of the Apex park area, which adjoins the linear park on the south, to accommodate stables and an arena for the Lockleys Riding Club. To ensure outcomes from the technical assessments are incorporated, there is better connection with the horse accommodation, and to reduce the number of costly river crossings, the concept plan has been recently updated. This update to the 2015 concept plan is attached to this letter.

Based on the updated concept plan a detailed quantity surveyor's cost estimate for the design and construction of the concept plan is \$10.5 million (excl. GST).

The new pathways (including widening of the current linear park path), benches, shelters, two river crossings, viewing platforms, horse fencing and upgraded lighting for community use within the City of West Torrens area are valued at \$1,200,000 (including contractor on-costs and project contingencies, and excl. GST).

In July 2019 Breakout Creek Stage 3 redevelopment plans were given a significant step forward with the announcement of \$2 million from the Australian Government's Environment Restoration Fund to go towards construction of habitat in this area leading to an improvement in the condition of threatened ecological communities. This has been followed by support from the Adelaide and Mount Lofty Ranges Natural Resources Management Board (the Board) for funding detailed design (budgeted at \$800,000) this financial year. There is also in-principle support from the Board for further funding for construction, noting that the redevelopment area will fall within the footprint of the proposed Green Adelaide Landscape Board, which is part of the South Australian government's reform of natural resources management.

Funding from the Board this financial year allows the detailed design process to proceed while funding arrangements for the construction stage are finalised, with the potential to start construction summer 2020. Initial analysis of funding options with partners has suggested that an option is both councils and the NRM Board each budget for a \$2 million contribution over the life of the project, and that the Department of Planning, Transport and Infrastructure be approached, either directly or through the Open Space Grant Program, for the remaining amount on an equal (or less) cost-sharing



Natural Resources
Adelaide and Mt Lofty Ranges

basis with the councils and Board. Council's budget contribution would be given for the construction phase of the project (notionally in financial years 2020/21 and 2021/22, and to be confirmed during the detailed design phase). Additionally, SA Water has indicated they can provide in-kind support for the project through being the construction authority on the project.

Given this potential joint funding arrangement, I am asking the City of West Torrens to make a commitment of \$2 million towards the project, and a further commitment to participate in negotiations and applications for further funding.

Following successful construction of the project, maintenance responsibilities for the area would reside with the councils within their respective areas. This is also consistent with current arrangements for Breakout Creek Stage 1 and 2.

Over the past year, there has been significant engagement with the Kaurna Nation on the redevelopment plan. Kaurna are keen to see this project proceed, as is highlighted in the attached flyer drawn by the Kaurna Nation. They are keen to be engaged in many different aspects that would see the success of this project, from design, through construction to maintenance.

This project has been a collaborative project from the start, and it is proposed that the collaborative working group continues for the duration of the project.

This is an exciting, iconic development for our region, which will open up 15 hectares of land for community use and benefit, as well as having ecological and environmental benefits. I look forward to your response.

Should you require further information on this matter, please contact Katharine Ward, Manager Land, Water and Biodiversity on 8273 9100 or katharine.ward@sa.gov.au.

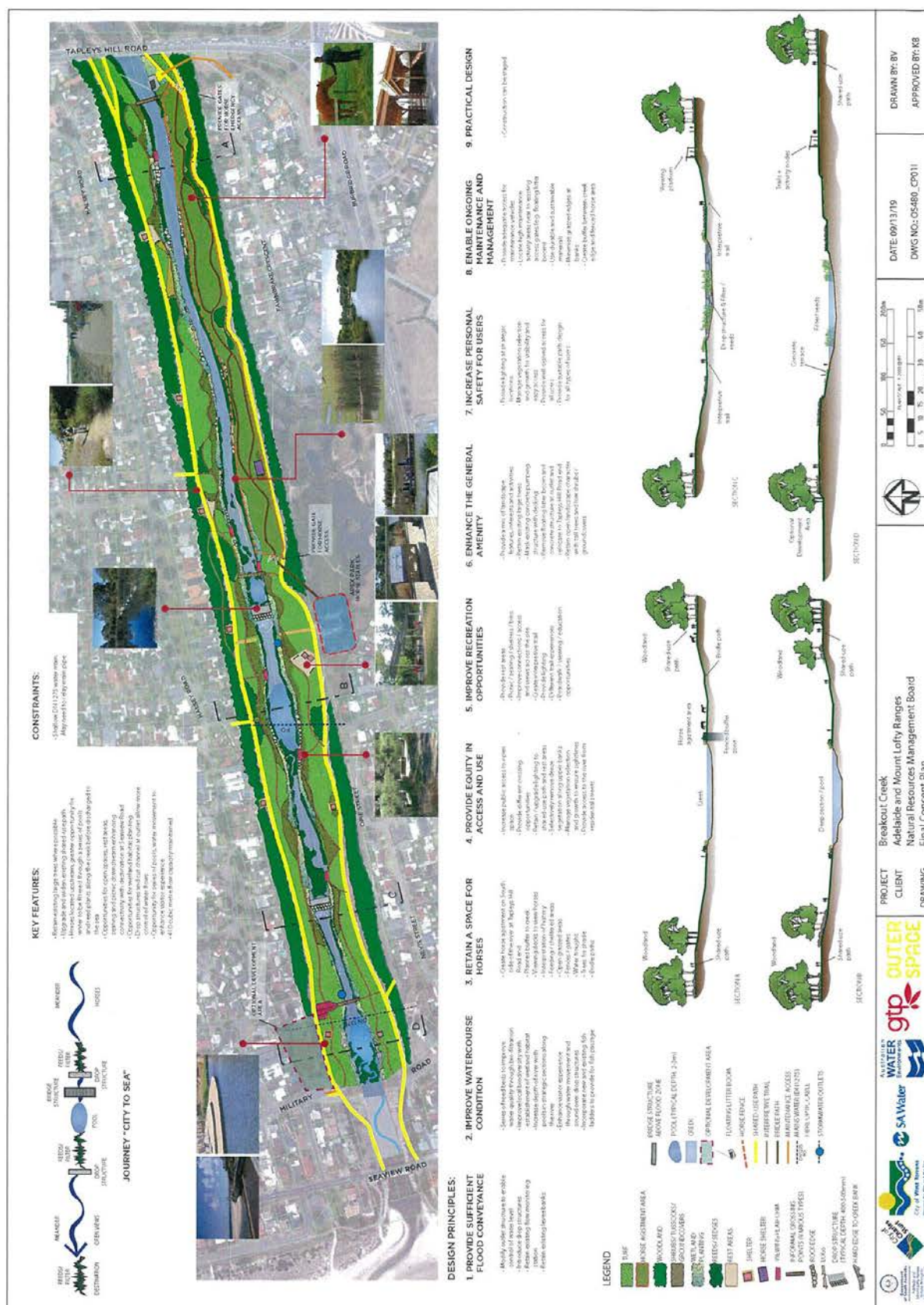
Yours sincerely

Kim Krebs
REGIONAL NRM MANAGER

Attachment 1: Updated Concept Plan
Attachment 2: Breakout Creek Stage 3 community flyer
Attachment 3: Kaurna Yertalla of Karrawirra Parri flyer



**Government of
South Australia**



Breakout Creek Stage 3

Connecting landscapes. Connecting people.

Breakout Creek provides an interactive meeting place between the coastal and river environment for the community.

The project involves the redevelopment of Breakout Creek from a fenced-off channel dug in the 1930s to a highly biodiverse area, opening up more opportunities for community use. This project follows the highly successful redevelopments of Stage 1 (1999) and Stage 2 (2010), during which the River Torrens channel was widened and deepened, weeds removed and 200,000 native species planted. Stage 3 is the longest stretch, and finishes the naturalisation of this artificial channel, connecting the river and the sea.

A concept plan for the area has been developed in close consultation with the local community and community groups.

The project will increase the biodiversity of the area

The design principles for the concept plan include:

- improve watercourse condition
- retain a space for horses
- provide equity in access and use
- improve recreation opportunities.

The concept plan provides opportunity for further direction and focus, such as including a **strong aboriginal component** within the detailed design, as well as aboriginal employment during design and construction. This project, initiated by the community, will open up to 15 hectares of public land for community use and benefit. **The biodiversity of the area will be increased, which has been shown to have community health benefits.** The strategic realignment of the channel and aquatic plantings will create habitat for a wide range of native fish and birds that cannot use the current channel, as well as improve the quality of water exiting the river into the sea. This has positive impacts on the growth of seagrass, and on the experience of beach users.



The freshwater catfish is endangered in parts of the River Murray, but has been regularly recorded in Breakout Creek Stage 2



Specially chosen plants will encourage birds that have lost most of their habitat in the Adelaide region – such as the Australian bittern

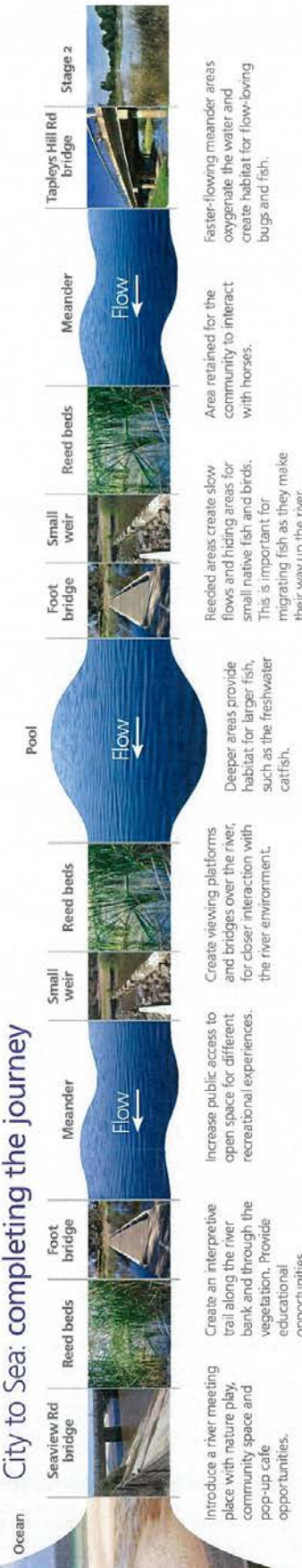
The development of Breakout Creek Stage 2 from 2009 to 2018



What a change!

More information
www.naturalresources.sa.gov.au

City to Sea: completing the journey



Government of
South Australia



Natural Resources
Adelaide and Mt Lofty Ranges



City of
West Torrens



City of
West Torrens

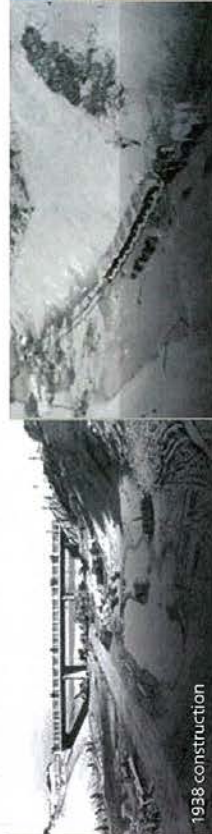
Yertalla of the Karrawirra parri | Breakout Creek Stage 3

Connecting landscapes. Connecting people.

Breakout Creek (the Yertalla) of the River Torrens (Karrawirra parri), is a point of shared connection to Kaurna. With your participation and continuous support, we can rejuvenate the creek and build a sense of cultural connection to this landscape for us all to enjoy.



Witongga (the reed beds), James Ashton, c1900



1938 construction

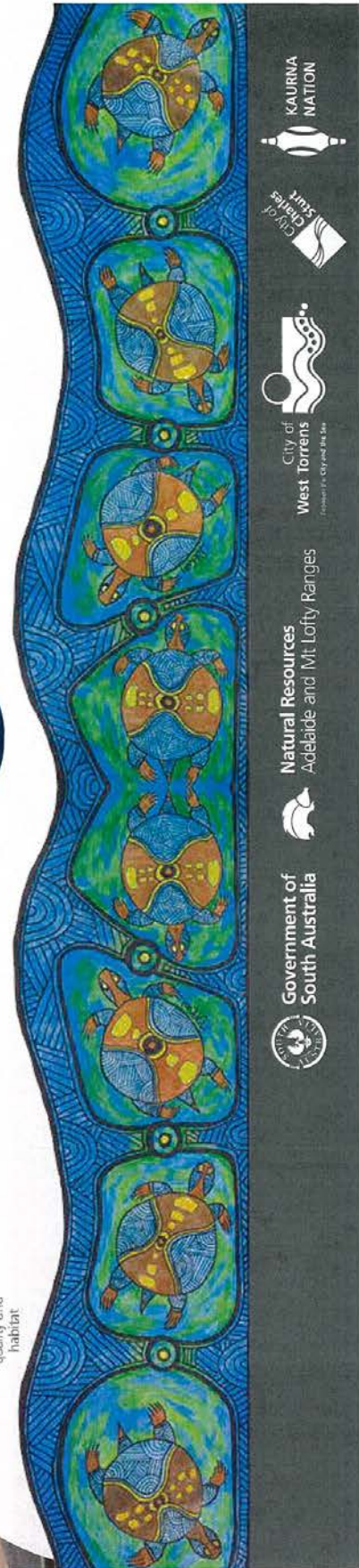
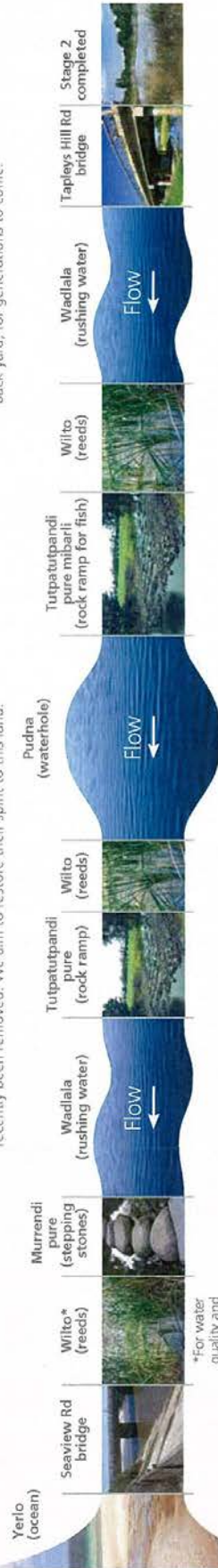


Breakout Creek currently

The rejuvenation we wish to share with you is one from the past, a vision of natural habitat. The creek never made it to sea, its spirit grew into the surrounding landscape, Yertalla, short of the shore line.

Our aim is to ensure a quality water supply for native species of plants and animals. The Karrawirra parri river banks and dunes have provided shelter, food and a sense of belonging for many thousands of years for Kaurna. Kaurna shared the river area with many other creatures, including platypus, bilbys, possums, kangaroos, birds, waterfowl and fish. Our ancestors were also laid to rest here – some of whom have recently been removed. We aim to restore their spirit to this land.

Kaurna aim to ensure the Karrawirra parri spirit is restored – enabling us all to benefit through spiritual wellbeing and cultural connection. We want to bring a sense of nature to our shared living room and back yard, for generations to come.





Office of the Mayor

4 October 2019



Mayor Michael Coxon
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033

Dear Mayor Coxon


CLIMATE EMERGENCY DECLARATION BY THE CITY OF BURNSIDE

The City of Burnside, South Australia, resolved at the meeting held 24 September 2019 to declare that a climate emergency exists, advocating for action and collaboration across all tiers of government and providing a foundation for climate change to be considered holistically in the decisions and operations of Council.

The following was officially resolved and I am corresponding with you in accordance with Part 5 of this resolution (C12267):

1. That Council acknowledge the work being done to both mitigate and adapt to, Climate Change within the City of Burnside through initiatives within the 'Climate Change – Actions for Adaptation and Mitigation' Report.
2. That Council recognise the need to give climate mitigation and adaptation a greater emphasis in decisions and operations.
3. That Council declares that climate change poses a significant risk to both the quality of life of residents within the City of Burnside and its natural and built environments.
4. Declare that we are in a state of climate emergency that requires urgent action by all levels of government in Australia, including Local Government and the City of Burnside to both slow down changes in climate and for communities to adapt to it. Therefore, Council instructs administration to
 - 4.1 ensure climate change is a key priority within the development of Council's strategic plan (currently in development);
 - 4.2 develop a climate change policy; and
 - 4.3 monitor and provide an annual report to Council on performance in relation to climate change adaptation and mitigation.
5. Instructs the Mayor to write to the Australian Prime Minister, the South Australian Premier, State and Federal MPs whose electorates contain or adjoin the City of Burnside, and the CEOs and Mayors of all South Australian Councils, providing a copy

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Civic Centre 401 Greenhill Road, Tasmore SA 5065
Phone (08) 8366 4200 Fax (08) 8366 4299 Email burnside@burnside.sa.gov.au
www.burnside.sa.gov.au ABN 66 452 640 504



of this resolution and calling upon them to act urgently to address climate change and its impacts.

I consider this a milestone moment for Council which reflects the community's and the population's sentiment over the future of our planet, and the importance of it for generations to come. I believe that if we fail to acknowledge the extent of the problem we may also ignore and / or overlook opportunities to take action.

This declaration sends a strong message to all levels of government that now is the time to take urgent action on climate change. In making this declaration, the City of Burnside joins and stands in solidarity with local governments across the nation who have already declared a climate emergency.

At the same time, a Climate Change Emergency has also been declared by our Upper House; a first for any Australian State and a testament to the enormity of the problem and tasks ahead of us.

Thank you for taking the time to consider this critical matter.

Yours sincerely



Anne Monceaux
Mayor

Women's International League for Peace & Freedom (SA Branch)

36/103 Strangways Terrace, North Adelaide SA 5006 wilpf.sa@wilpf.org.au



1 October 2019

The Mayor and Councillors

c/o His Worship the Mayor of West Torrens, Mr Michael Coxon

City of West Torrens

165 Sir Donald Bradman Drive

Hilton SA 5033

Dear Mayor and Councillors,

REQUEST FOR COUNCIL TO ENDORSE ICAN CITIES APPEAL

Cities and towns have a crucial role to play in the movement for a world free of nuclear weapons, which your council has admirably shown through your membership in Mayors for Peace. WILPF SA commends you for your actions and wishes to advise you of another step you may take to help end nuclear weapons.

Nuclear weapons pose an unacceptable threat to people everywhere. This is why two out of three nations voted to adopt the Treaty on the Prohibition of Nuclear Weapons at the United Nations in July 2017. All national governments have been invited to sign and ratify this crucial global agreement, which prohibits the use, production and stockpiling of nuclear weapons and lays the foundations for their total elimination. However, Australia has not signed on to the nuclear weapon ban treaty.

We are writing to urge you to endorse the Cities Appeal, a project of the Nobel Peace Prize-winning International Campaign to Abolish Nuclear Weapons (ICAN), to build public support for the ban, to show your support for Australia signing and ratifying the treaty, and to call on the Australian Parliament to carry out this action forthwith. You may wish to read ICAN's report 'Choosing Humanity' outlining why Australia should sign the treaty: the report is available at <https://icanw.org.au/wp-content/uploads/Choosing-Humanity-ICAN-Report.pdf>.

We invite you to endorse the following text of the Cities Appeal:

"Our city/town is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment."

The Women's International League for Peace and Freedom (WILPF) was founded in 1915 during the carnage of World War I. WILPF works for world disarmament, full rights for women, racial and economic justice, and an end to all forms of violence – a just and sustainable world, in which war will not occur.

Therefore, we warmly welcome the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017, and we call on our national government to sign and ratify it without delay.” (www.icanw.org/au/cities)

If you agree, please send an email to info@icanw.org indicating that your city/ town has endorsed the ICAN Cities Appeal so that your support may be acknowledged.

You may also take other actions to help eliminate nuclear weapons, such as:

- **Write to the national government:** Inform the foreign minister or other relevant official that your city/town has endorsed the ICAN Cities Appeal.
- **Inform the media:** Issue a press release announcing that your city/town has joined the call for the national government to sign and ratify the UN Treaty on the Prohibition of Nuclear Weapons.
- **Inform your residents:** Distribute information or hold a public exhibition about the threat of nuclear weapons and global efforts to eliminate this threat.
- **Divest public funds:** Take steps to ensure that funds administered by your city/town are not invested in companies that produce nuclear weapons. See www.dontbankonthebomb.com.

Thank you for your consideration of our request.

Yours faithfully,



Ruth Russell
State Coordinator
WILPF SA BRANCH

The Women's International League for Peace and Freedom (WILPF) was founded in 1915 during the carnage of World War I. WILPF works for world disarmament, full rights for women, racial and economic justice, and an end to all forms of violence – a just and sustainable world, in which war will not occur.

21 CONFIDENTIAL

Nil

22 MEETING CLOSE

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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 City Finance and Governance Committee held on 17 September 2019 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 CITY FINANCE & GOVERNANCE REPORT

11.1 Creditor Payments

Brief

This report tables a schedule of creditor payments for September 2019.

RECOMMENDATION

The Committee recommends to Council that the schedule of creditor payments for September 2019 be received.

Discussion

A schedule of creditor payments totalling \$4,797,637.42 (\$6,019,890.02 in August 2019) is attached for the information of Elected Members. Notable items include:

- Payments to Romaldi Constructions Pty Ltd totalling \$1,477,903.83 for the redevelopment of both Lockleys and Weigall Ovals (refer ref. nos. 357 and 358);
- A payment to Solo Resource Recovery of \$453,902.52 for both waste collection and disposal for August 2019 (refer ref. no. 388);
- A payment to Camco SA Pty Ltd of \$420,177.32 for the pump station upgrade and Apex Park redevelopment (refer ref. no. 84);
- A payment to the Department of Environment, Water and Natural Resources of \$365,627.50 for the quarterly NRM Levy (refer ref. no. 131);
- A payment to the Department of Planning, Transport and Infrastructure of \$215,382.45 for the 2019/20 valuation roll (refer ref. no. 135);
- A payment to M & B Civil Engineering Pty Ltd of \$182,091.66 for kerbing works in various locations (refer ref. no. 271);

Conclusion

A schedule of creditor payments for September 2019 is provided for Elected Members' information and review.

Attachments

1. Creditor payments for the month of September 2019

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
17 OCTOBER 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
1	EFT58442	Ace Rent a Car	Vehicle Hire	1,650.00
2	EFT58646	Ace Rent a Car	Vehicle Hire	1,650.00
3	EFT58533	Adami's Sand & Metal	Depot Supplies	5,041.34
4	EFT58645	Adbri Masonry Pty Ltd	Pavers	794.64
5	EFT58349	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	975.70
6	EFT58531	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	5,306.00
7	EFT58643	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	1,193.50
8	EFT58537	Adelaide Safety Supplies Pty Ltd	First Aid Supplies	392.81
9	EFT58641	Adelaide Veterinary Behaviour Services	Staff Training	440.00
10	EFT58648	Adelaide Waste & Recycling Centre	Rubbish Disposal	19,149.03
11	EFT58495	Adele Nazzari	Reimburse Expenses	150.00
12	EFT58538	AdMerch	Depot Supplies	44.00
13	EFT58644	Adtrade Industrial Supplies	Depot Supplies	786.05
14	EFT58434	Advam Pty Ltd	Transaction Fees	245.04
15	EFT58438	Advanced Plastic Recycling	Depot Supplies	1,768.25
16	061206	AGL South Australia Pty Ltd	Power	1,638.74
17	061224	AGL South Australia Pty Ltd	Power	385.00
18	EFT58389	AJ & CA Mackintosh	Weed Spraying	12,987.70
19	EFT58488	AJ & CA Mackintosh	Weed Spraying	5,063.85
20	EFT58593	AJ & CA Mackintosh	Weed Spraying	3,653.00
21	EFT58710	AJ & CA Mackintosh	Weed Spraying	9,008.45
22	061203	Alana Eig	Junior Development Grant	100.00
23	061230	Albert Chong	Rainwater Tank Rebate	300.00
24	EFT58649	Alexander and Symonds Pty Ltd	Surveying	990.00
25	EFT58351	Ali Rinaldi	Professional Fees	198.50
26	EFT58534	Ali Rinaldi	Professional Fees	178.00
27	EFT58530	Alsco Pty Ltd	Dry Cleaning	65.55
28	EFT58352	AMC Commercial Cleaning	Cleaning	324.69
29	EFT58435	Animal Management Services Pty Ltd	Doggy Bags	3,564.00
30	EFT58529	Animal Welfare League SA	Impound Dogs	1,645.00
31	EFT58393	Anne Nolan	Reimburse Volunteer Expenses	108.80
32	061214	Anthony Geranios	Junior Development Grant	200.00
33	EFT58769	AP Fisher	Refund Overpaid Rates	284.15
34	EFT58647	Aquarium Aid	Library Aquarium Maintenance	109.00
35	EFT58437	Arborgreen Landscape Products	Depot Supplies	2,134.35
36	EFT58640	Artcraft Pty Ltd	Depot Supplies	11,599.68
37	061232	Ashdown Ingram Thebarton	Depot Supplies	491.71
38	EFT58536	AssetVal Pty Ltd	Land and Building Revaluation	18,150.00
39	EFT58436	ATF Services Pty Ltd	Fencing	569.25
40	EFT58642	ATF Services Pty Ltd	Fencing	2,272.14
41	EFT58353	Aussie Digging	Roadworks	1,560.90
42	EFT58539	Australasian College of Road Safety	Staff Training	1,650.00
43	061231	Australia Post	Redirection Fee	1,026.75
44	EFT58444	Australia Post	Agency Collection Fees	9,039.69
45	EFT58439	Australia Post	Postage	6,973.40
46	EFT58535	Australian Green Clean	Cleaning	6,893.47
47	EFT58651	Australian Lebanese Assoc Inc	Sponsorship	5,000.00
48	EFT58654	B & H Australia Pty Ltd	Audio Visual Equipment	3,003.00
49	EFT58400	BA & KA Paterson	Building Maintenance	1,317.80
50	EFT58504	BA & KA Paterson	Building Maintenance	4,276.80
51	EFT58726	BA & KA Paterson	Building Maintenance	1,361.25
52	EFT58356	Banh Mi Cafe	Catering	149.50
53	EFT58545	Battery World Hilton	Batteries	1,776.00
54	EFT58357	BCE & CJ Electrical	Electrical	3,917.16
55	EFT58448	BCE & CJ Electrical	Electrical	1,120.00
56	EFT58657	BCE & CJ Electrical	Electrical	8,015.48
57	EFT58653	Belair Turf Management Pty Ltd	Depot Supplies	25,264.24
58	EFT58735	Benjamin Alexander Russ	CAP Member Allowance	1,547.25
59	EFT58652	Best Signs	Signage	550.00

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
17 OCTOBER 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
60	EFT58354	Bestec	Professional Fees	3,300.00
61	EFT58542	BGC Industrial Cleaning	Cleaning Chemicals	431.20
62	EFT58544	Bianco Hiring Service Pty Ltd	Hire Portable Changerooms	1,285.57
63	EFT58548	Bianco Walling Pty Ltd	Depot Supplies	1,281.50
64	EFT58447	Binforce	Cleaning	77.00
65	EFT58418	BJ Thompson	Reimburse Volunteer Expenses	32.64
66	EFT58613	BL Shipway & Co Pty Ltd	Depot Supplies	162.64
67	EFT58445	Bob Baker	Reimburse Volunteer Expenses	28.56
68	EFT58658	Bob Jane T Mart - Brooklyn Park	Tyres	2,078.00
69	EFT58490	Bob May Workplace Emergency Training	Staff	957.00
70	EFT58540	BOC Limited	Depot Supplies	602.98
71	EFT58546	Body Corporate Physiotherapy Pty Ltd	Professional Fees	2,322.64
72	EFT58656	Bolinda Publishing Pty Ltd	Library Supplies	256.24
73	EFT58432	Brain Injury Network of SA Inc	Thebarton Community Centre Bond Return	120.00
74	EFT58377	Brenton Gill	Reimburse Volunteer Expenses	41.48
75	EFT58570	Brenton Gill	Reimburse Volunteer Expenses	43.52
76	EFT58761	Briony Vreedenburgh	Library Workshop	700.00
77	EFT58453	Bruno Cavallaro	Reimburse Expenses	150.00
78	EFT58711	Bucher Municipal Pty Ltd	Vehicle Maintenance	7,825.22
79	061223	Budget Built Home Additions	Refund Development Fees	69.50
80	EFT58543	Bundaleer Apiaries	Wasp Removal	180.00
81	EFT58541	Burson Automotive Pty Ltd	Depot Supplies	178.39
82	EFT58358	CA Technology Pty Ltd	Software Licence Agreement	37,050.31
83	EFT58659	Cabcharge Australia Pty Ltd	Cab Fares	230.67
84	EFT58660	Camco SA Pty Ltd	Roadworks	420,177.32
85	EFT58553	Cameron Irrigation Consulting Pty Ltd	Irrigation	8,140.00
86	061199	Cameron Noble	Junior Development Grant	100.00
87	061195	Cancelled		
88	EFT58667	Canon Australia Pty Ltd	Copier Charges	86.30
89	EFT58450	Cash Security Services Pty Ltd	Banking	689.70
90	EFT58669	Centre for Pavement Engineering Education Inc	Staff Training	1,183.50
91	EFT58443	Christine Amos	Reimburse Volunteer Expenses	113.56
92	EFT58697	Christine Inkster	Reimburse Expenses	58.99
93	EFT58364	Chubb Fire & Security Ltd	Security	3,664.29
94	EFT58454	Chubb Fire & Security Ltd	Security	3,976.28
95	EFT58451	City Circle Newsagents	Library Magazines	28.44
96	EFT58661	City Circle Newsagents	Library Magazines	54.80
97	EFT58551	City Holden	Purchase Vehicle	31,262.62
98	061194	City of Charles Sturt	AdaptWest Contribution	3,300.00
99	061209	City of Mitcham	Transfer Leave Entitlements	411.10
100	061210	City of Port Adelaide Enfield	Transfer Leave Entitlements	397.98
101	EFT58365	Civil Train SA	Staff Training	385.00
102	EFT58671	Civil Train SA	Staff Training	366.00
103	EFT58665	Cleanaway Pty Ltd	Rubbish Disposal	558.14
104	EFT58666	Cleanaway Pty Ltd	Rubbish Disposal	587.84
105	EFT58663	Cleanaway Pty Ltd	Rubbish Disposal	552.82
106	EFT58664	Cleanaway Pty Ltd	Rubbish Disposal	919.93
107	EFT58449	Clever Patch Pty Ltd	Library Supplies	139.60
108	EFT58360	CMI Hino	Purchase Vehicle	40,564.31
109	EFT58552	CMI Toyota	Vehicle Maintenance	156.93
110	EFT58549	Coca-Cola Amatil (SA) Pty Ltd	Refreshments	358.14
111	EFT58561	Colleen Dunn	CAP Member Allowance	5,673.50
112	061207	Community Emergency Services Fund	Emergency Service Levy	60,427.45
113	EFT58363	Continuum Care Australia Pty Ltd	Home Support Services	672.10
114	EFT58359	Cooperating Churches of West Adelaide Inc	Sponsorship	7,150.00
115	EFT58550	Cornes Toyota	Purchase Vehicle	25,329.92
116	EFT58455	Corporate Health Group Pty Ltd	Medical	363.20
117	EFT58554	Corporate Health Group Pty Ltd	Medical	220.00
118	EFT58556	Corporate Platters	Catering	668.20

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
17 OCTOBER 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
119	EFT58670	Corporate Platters	Catering	515.40
120	EFT58555	Countrywide Austral Pty Ltd	Advertising	440.00
121	EFT58498	Cr Cindy O'Rielly	Reimburse Expenses	119.99
122	EFT58701	Cr Kym McKay	Reimburse Expenses	60.00
123	EFT58362	Curler Moe's Popcorn & Fairyfloss	Entertainment	385.00
124	EFT58559	Daimler Trucks Adelaide	Vehicle Maintenance	496.45
125	EFT58366	Dallas Equipment	Contractor	1,386.00
126	EFT58462	Dallas Equipment	Contractor	2,420.00
127	EFT58675	Dallas Equipment	Contractor	2,376.00
128	EFT58424	Dana Wilkinson	Reimburse Expenses	264.00
129	EFT58744	Daniels Health Services Pty Ltd	Sharps Containers	50.69
130	EFT58461	Data#3 Limited	Computer Software	7,351.52
131	EFT58459	Department of Environ, Water & Natural Resources	NRM Levy	385,627.50
132	EFT58562	Department of Human Services	Screening Checks	113.30
133	EFT58758	Department of Planning, Transport and Infrastructure	Schedule 8 Referrals	1,040.00
134	EFT58417	Department of Planning, Transport and Infrastructure	Street Lighting / Vehicle Searches	23,107.97
135	EFT58628	Department of Planning, Transport and Infrastructure	Valuation Roll 2019/20	215,382.45
136	EFT58458	Design Flow Consulting Pty Ltd	Professional Fees	7,073.00
137	EFT58674	Dial Before You Dig SA/NT Inc	Monthly Referral Fee	520.40
138	061233	Diesel Exhaust Systems	Vehicle Maintenance	50.72
139	EFT58673	Direct Mix Concrete Sales	Concrete	21,624.88
140	EFT58560	Donna Ferretti & Associates Pty Ltd	Duties of Assessment Manager	3,300.00
141	EFT58672	dormakaba Australia Pty Ltd	Building Maintenance	1,498.20
142	EFT58635	Downer EDI Works Pty Ltd	Asphalt	224.40
143	EFT58460	Drakes Supermarket	Active Ageing Program Supplies	625.47
144	EFT58558	Dulux Australia	Paint	234.65
145	EFT58620	DWS Advanced Business Solutions	DBA Support	1,650.00
146	061200	Dylan Hall	Junior Development Grant	200.00
147	EFT58368	Easy Signs	Signage	201.00
148	EFT58679	Ecept	Signage	6,160.00
149	EFT58525	Elizabeth Paleologos	Thebarton Community Centre Bond Return	500.00
150	EFT58370	EMA Legal (Lawyers)	Legal Fees	1,229.80
151	EFT58464	EMA Legal (Lawyers)	Legal Fees	8,726.85
152	061208	Enerven Energy Infrastructure Pty Ltd	Lighting Design	3,174.60
153	EFT58527	Enhanced Lifestyles	Thebarton Community Centre Bond Return	215.00
154	EFT58677	Environmental Health Australia (SA) Inc	Inspection Pads	88.40
155	EFT58564	Equipment Solutions Pty Ltd	Depot Supplies	1,102.20
156	EFT58367	Esar Home Care	Home Support Services	918.14
157	EFT58463	Esar Home Care	Home Support Services	475.08
158	EFT58676	Esar Home Care	Home Support Services	568.72
159	EFT58678	Expressions SA Pty Ltd	Newspapers	213.40
160	EFT58467	Filipino Settlement Coordinating Council of SA Inc	Sponsorship	1,100.00
161	EFT58372	Fine Choice Distribution Pty Ltd	Coffee	124.00
162	EFT58371	Finsbury Green	Printing	1,311.71
163	EFT58567	First Aid Certification & Training	Staff Training	1,035.00
164	EFT58566	Fleet Complete Australia Pty Ltd	Support	545.93
165	EFT58681	Flightpath Architects Pty Ltd	Heritage Advisory Services	3,402.55
166	EFT58565	FMG Engineering	Professional Fees	3,446.30
167	EFT58680	Forpark Australia (SA)	Playground Equipment	4,086.50
168	EFT58374	Fragglerocc Pty Ltd	Roadworks	13,458.23
169	EFT58466	Fragglerocc Pty Ltd	Roadworks	4,224.00
170	EFT58682	Fragglerocc Pty Ltd	Roadworks	5,984.00
171	EFT58465	Frank Siow Management Pty Ltd	Traffic Management Consultants	4,848.25
172	EFT58684	Frontier Software Pty Ltd	Professional Fees	4,263.60
173	EFT58572	Garden City Plastics	Depot Supplies	282.35
174	EFT58380	Genpower Australia Pty Ltd	Generator Service	1,477.58
175	EFT58685	Genpower Australia Pty Ltd	Generator Service	5,106.53
176	EFT58423	Geoff Weeks	Reimburse Volunteer Expenses	108.80
177	EFT58376	G-Force Building & Consulting	Building Maintenance	2,541.15

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
17 OCTOBER 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
178	EFT58468	G-Force Building & Consulting	Building Maintenance	95,040.45
179	EFT58569	G-Force Building & Consulting	Building Maintenance	2,280.61
180	EFT58688	Gilbarco Australia Ltd	Plant Maintenance	7,700.00
181	EFT58575	Gleam Team Domestic Services	Home Support Services	216.30
182	EFT58689	Gleam Team Domestic Services	Home Support Services	139.10
183	EFT58472	Glow Heating Cooling Electrical	Airconditioning	4,180.00
184	EFT58574	Grace Records Management (Aust) Pty Ltd	Records Storage	2,990.30
185	061225	Greek Pensioners & Aged of Thebarton and Suburbs	Equipment Grant	988.90
186	EFT58378	Green Team Shred-Safe	Paper Recycling	264.00
187	EFT58473	Greening Australia Limited	Landscaping	6,731.89
188	EFT58382	Greenway Turf Solutions	Depot Supplies	1,485.00
189	EFT58471	Greenway Turf Solutions	Depot Supplies	772.20
190	EFT58687	Greg's Grader Hire	Roadworks	3,564.00
191	EFT58573	GRH Supplies	Depot Supplies	4,373.41
192	EFT58379	GS Civil	Footpath Works	20,000.00
193	EFT58469	GS Civil	Footpath Works	6,069.23
194	EFT58571	GS Civil	Footpath Works	3,562.63
195	EFT58637	H Nguyen	Plympton Community Centre Bond Return	500.00
196	EFT58577	Hancock & Just Wheel Alignment	Vehicle Maintenance	1,575.46
197	EFT58694	Haughton Power Equipment	Plant Purchases	6,397.70
198	061202	Hayden Eig	Junior Development Grant	100.00
199	EFT58691	Health & Immunisation Management Services	Temp Immunisation Staff	8,672.66
200	EFT58692	Hicks Instant Turf	Turf	1,300.00
201	EFT58693	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	2,582.50
202	EFT58576	Hitachi Construction Machinery (Australia) Pty Ltd	Plant Maintenance	3,349.81
203	EFT58383	Hoban Recruitment	Temp Staff	143.35
204	EFT58475	Hoban Recruitment	Temp Staff	143.35
205	EFT58579	Hoban Recruitment	Temp Staff	143.35
206	EFT58690	Hoban Recruitment	Temp Staff	143.35
207	EFT58581	Huhtamaki Tailored Packaging (SA) Pty Ltd	Disposal Products	128.07
208	EFT58476	Hypernet Computer Distribution	Computer Equipment	95.00
209	EFT58433	Inclusive Education Planning	Thebarton Community Centre Bond Return	500.00
210	EFT58428	Independent Education Union SA Branch	Thebarton Community Centre Bond Return	120.00
211	EFT58385	Independent Fuels Australia Pty Ltd	Fuel	14,541.86
212	EFT58695	Independent Fuels Australia Pty Ltd	Fuel	17,155.63
213	EFT58396	Infor Public Sector User Forum	Staff Training	220.00
214	EFT58390	Innova Group Pty Ltd	Furniture	11,222.24
215	EFT58698	Innovative Window Films	Vehicle Maintenance	1,150.00
216	EFT58584	Institute of Public Works Engineering Aust Ltd	Subscription	605.00
217	EFT58386	Institute of Public Works Engineering Aust SA Div Inc	Membership	319.00
218	EFT58583	Internode Pty Ltd	Internet Connection	684.24
219	EFT58696	iSentia Pty Ltd	Media Monitoring	1,117.60
220	EFT58477	Italian Pensioners of Thebarton & Suburbs Inc	Equipment Grant	500.00
221	061238	J Woolcock	Refund Overpaid Rates	101.05
222	061215	Jackson Saunders	Junior Development Grant	200.00
223	061198	Jake Hall	Junior Development Grant	200.00
224	EFT58578	James Hay	Reimburse Expenses	60.00
225	061221	Jamile Zreika	Thebarton Community Centre Bond Return	1,000.00
226	EFT58745	Jane Strange	CAP Member Allowance	1,547.25
227	EFT58446	Jason Bury	Reimburse Expenses	60.00
228	EFT58768	Jav Agusi	Fencing Contribution	2,035.00
229	EFT58381	Jerry Durnin	Reimburse Volunteer Expenses	163.20
230	EFT58470	Jerry Durnin	Reimburse Volunteer Expenses	176.80
231	EFT58481	Jet Couriers (Adelaide) Pty Ltd	Couriers	239.84
232	EFT58699	Jet Couriers (Adelaide) Pty Ltd	Couriers	127.78
233	EFT58478	JF Mobile Catering	Catering	528.00
234	EFT58479	JJ Richards & Sons Pty Ltd	Waste Oil Removal	55.00
235	EFT58384	Joe Ielasi	Reimburse Expenses	41.50
236	061216	Joey Garuccio	Junior Development Grant	200.00

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
17 OCTOBER 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
237	EFT58702	John Kruger	Photography	275.00
238	061219	John O'Connor	Refund Parking Expiation	465.00
239	EFT58480	Jones Lang LaSalle Infrastructure Advisory Pt Ltd	Professional Fees	1,108.80
240	EFT58585	JPE Design Studio Pty Ltd	Professional Fees	20,611.80
241	061201	Kacey Greenbank	Junior Development Grant	200.00
242	EFT58705	Kathryn Low	Reimburse Volunteer Expenses	20.40
243	EFT58387	Kelley Jones Lawyers	Legal Fees	6,054.40
244	EFT58388	Kellogg Brown & Root Pty Ltd	Professional Fees	20,457.25
245	EFT58494	Kelly Nobbs	Reimburse Expenses	150.00
246	EFT58485	Kemps Credit Solutions	Debt Collection	10,025.94
247	EFT58582	Kerstin Hedstrom	Reimburse Expenses	150.00
248	EFT58483	Kone Elevators	Lift Maintenance	2,524.14
249	EFT58355	Kym Strelan	Home Advantage Program	765.00
250	EFT58547	Kym Strelan	Home Advantage Program	822.50
251	EFT58655	Kym Strelan	Home Advantage Program	382.50
252	EFT58591	Lakeside Building Solutions	Roadworks	19,978.75
253	EFT58706	Lakeside Building Solutions	Roadworks	19,401.25
254	EFT58709	Land Services Group	Searches	1,013.00
255	EFT58587	Lane Print & Post	Printing	2,078.64
256	EFT58588	LCS Landscapes	Landscaping	4,977.76
257	EFT58592	Leanne Clifford Training	Active Ageing Exercise Class	120.00
258	EFT58708	Leanne Clifford Training	Active Ageing Exercise Class	120.00
259	EFT58487	Leda Security Products Pty Ltd	Depot Supplies	594.00
260	EFT58707	Lencrow Pty Ltd	Plant Maintenance	1,137.40
261	EFT58486	Leuco Australia Pty Ltd	Depot Supplies	45.65
262	061217	Lewis Killoh	Junior Development Grant	200.00
263	EFT58589	LGA Asset Mutual Fund	Insurance Excess	1,000.00
264	EFT58557	Lio D'Amico	Reimburse Expenses	150.00
265	EFT58590	Living Turf	Depot Supplies	1,419.00
266	061226	Local Government Association Mutual Liability Scheme	Insurance Excess	1,770.00
267	EFT58586	Local Government Association of SA	Staff Training	1,606.00
268	EFT58704	Local Government Professionals SA Inc	Staff Training	577.50
269	EFT58703	Lockleys Bowling Club	Sponsorship	3,300.00
270	061204	Lola Kelly	Junior Development Grant	200.00
271	EFT58713	M & B Civil Engineering Pty Ltd	Roadworks	182,091.66
272	EFT58598	Macspred Pty Ltd	Depot Supplies	242.88
273	EFT58391	Major Carpet & Tile	Carpet Cleaning	1,384.35
274	061234	Mario & Marie Industrial Rag	Depot Supplies	396.00
275	EFT58361	Mario Ciardiello	Reimburse Volunteer Expenses	16.32
276	EFT58596	Maxima Group Training	Temp Staff	2,039.62
277	EFT58712	Maxima Group Training	Temp Staff	2,358.39
278	EFT58416	Maxima Tempskill	Temp Staff	24,291.35
279	EFT58626	Maxima Tempskill	Temp Staff	23,701.39
280	EFT58754	Maxima Tempskill	Temp Staff	16,713.08
281	EFT58456	Mayor Michael Coxon	Mayoral Allowance	6,877.00
282	EFT58597	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	22,786.50
283	EFT58526	Melissa Ford	Thebarton Community Centre Bond Return	1,000.00
284	EFT58492	Message4U Pty Ltd	Software	977.55
285	061235	Messinian Association of South Australia Inc	Equipment Grant	2,000.00
286	EFT58594	Metropolitan Machinery Pty Ltd	Vehicle Maintenance	654.53
287	EFT58600	Mexican Social and Cultural Assoc of SA Inc	Sponsorship	1,500.00
288	061196	Mia Bowler	Junior Development Grant	200.00
289	EFT58650	Michael Arman	CAP Member Allowance	1,547.25
290	EFT58638	Michelle Campbell	Refund Overpaid Rates	359.95
291	EFT58491	Mile End Office Furniture	Furniture	2,030.00
292	EFT58392	Misato Morita	Reimburse Volunteer Expenses	37.52
293	EFT58489	Modern Teaching Aids Pty Ltd	Library Supplies	164.89
294	EFT58595	Momar Australia Pty Ltd	Depot Supplies	2,263.80
295	EFT58493	Moore Air	Vehicle Maintenance	808.99

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
296	EFT58429	Multiple Sclerosis Society of SA & NT	Thebarton Community Centre Bond Return	500.00
297	EFT58599	Murray Street Metro Pty Ltd	Rubbish Disposal	3,463.32
298	EFT58427	Music Teachers Assoc of SA Inc	Refund Thebarton Community Hire Fees	607.50
299	EFT58430	Neale Realty Trust Account	Refund Overpaid Rates	322.00
300	EFT58714	Nelson Locksmiths Pty Ltd	Locks	232.00
301	EFT58452	Nemelita I Christensen	Reimburse Volunteer Expenses	92.48
302	EFT58662	Nemelita I Christensen	Reimburse Volunteer Expenses	108.80
303	EFT58686	Neopost Australia Pty Ltd	Service Equipment	19,549.20
304	EFT58715	Netsolutions Australia Pty Ltd	Computer Equipment	12,814.01
305	EFT58601	Neverfail Springwater Ltd	Spring Water	153.15
306	EFT58716	News Limited	Advertising	6,532.96
307	061220	Nihad Mohammad Shakir	Refund Parking Expiation	100.00
308	EFT58431	Noodle Box	Thebarton Community Centre Bond Return	500.00
309	061236	NP Vietnamese Books	Library Magazines	320.00
310	EFT58604	Oaklands Mower Centre	Mower Repairs / Purchases	1,090.50
311	EFT58722	Oaklands Mower Centre	Mower Repairs / Purchases	698.00
312	EFT58719	Objective Corporation Limited	Software	10,467.05
313	EFT58496	Officeworks Superstores Pty Ltd	Stationery	228.91
314	061222	Oliver Cullen	Junior Development Grant	200.00
315	EFT58501	On Architecture	Professional Fees	1,980.00
316	EFT58603	oOh!media Street Furniture Pty Ltd	Bus Shelter Maintenance	3,880.25
317	EFT58497	Orana Australia Ltd	Home Advantage Program	3,782.70
318	EFT58717	Orana Australia Ltd	Home Advantage Program	1,058.10
319	EFT58394	Order-In Pty Ltd	Milk	47.64
320	EFT58500	Order-In Pty Ltd	Milk	47.64
321	EFT58602	Order-In Pty Ltd	Milk	47.64
322	EFT58721	Order-In Pty Ltd	Milk	47.64
323	EFT58499	Origin Energy Electricity Limited	Power	4,295.27
324	EFT58720	Origin Energy Electricity Limited	Power	9,125.08
325	EFT58718	Our Earth Pest Control	Pest Control	192.50
326	EFT58395	Ovato Residential Distribution	Distribution	1,335.16
327	EFT58399	P & J Sons Building Maintenance	Home Support Services	369.60
328	EFT58607	P & J Sons Building Maintenance	Home Support Services	706.54
329	EFT58725	P & J Sons Building Maintenance	Home Support Services	381.84
330	EFT58723	Packwise	Depot Supplies	366.11
331	EFT58724	Pan Macedonian Assoc of SA Inc	Community Grant	5,000.00
332	EFT58608	Permanent Pothole Solutions	Depot Supplies	2,117.50
333	EFT58528	Peter F Burns Real Estate Trust Account	Refund Overpaid Rates	9.00
334	EFT58398	Planning Institute of Australia	Staff Training	253.00
335	EFT58502	Playmazing	Playground Equipment	190.00
336	061211	Powerdirect Pty Ltd	Power	100.12
337	EFT58397	PPI Promotion & Apparel	Promotional Material	935.00
338	EFT58503	Pridal Services Pty Ltd	Painting	2,035.00
339	EFT58505	Pro Bitumen Pty Ltd	Roadworks	17,084.10
340	EFT58609	Pro Bitumen Pty Ltd	Roadworks	27,714.50
341	EFT58401	Public Libraries SA Inc	Membership	475.84
342	EFT58606	Pump Technology Services (SA) Pty Ltd	Pump Maintenance	1,413.50
343	061237	R U OK? Limited	Staff Casual Day Donations	653.95
344	EFT58403	Redman Solutions Pty Ltd	Software Licence Agreement	17,698.89
345	EFT58728	Reece Pty Ltd	Irrigation	473.72
346	EFT58736	Rentokil Initial Pty Ltd	Pest Control	643.50
347	EFT58406	Rentokil Tropical Plants	Indoor Plant Hire	417.16
348	EFT58405	Rentokil Tropical Plants	Indoor Plant Hire	227.70
349	EFT58737	Rentokil Tropical Plants	Indoor Plant Hire	227.70
350	EFT58402	Resource Furniture	Office Furniture	980.10
351	EFT58733	Richard N Read	Professional Fees	480.00
352	EFT58732	Ricoh Australia Ltd	Copy Charges	37,714.15
353	EFT58506	Rider Levett Bucknall SA Pty Ltd	Professional Fees	3,575.00
354	EFT58407	Rio Coffee Pty Ltd	Tea & Coffee Supplies	307.15

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
355	EFT58738	Roadshow Films Pty Ltd	Library Film Showing	385.00
356	EFT58730	Roadside Services & Solution	Depot Supplies	3,624.70
357	EFT58611	Romaldi Constructions Pty Ltd	Lockleys Oval Redevelopment	1,232,992.98
358	EFT58734	Romaldi Constructions Pty Ltd	Weigall Oval Redevelopment	244,910.85
359	EFT58507	Roofsafe Industrial Safety	Building Maintenance	946.77
360	EFT58729	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	700.13
361	EFT58404	Rundle Mall Plaza Newsagency	Library Magazines	224.24
362	EFT58508	Rundle Mall Plaza Newsagency	Library Magazines	207.18
363	EFT58610	Rundle Mall Plaza Newsagency	Library Magazines	200.29
364	EFT58731	Rundle Mall Plaza Newsagency	Library Magazines	389.42
365	061197	Ryan Hutchins	Junior Development Grant	100.00
366	061239	S Cooke	Refund Overpaid Rates	203.10
367	EFT58639	SA Festival for Greek Cultural Month	Thebarton Community Centre Bond Return	500.00
368	EFT58409	SA Metropolitan Fire Service	Alarm Response Callout	621.00
369	EFT58511	SA Power Networks	Power	455.75
370	EFT58517	SA Window Cleaning Pty Ltd	Window Cleaning	643.50
371	EFT58408	Sabre Security Services	Security	868.31
372	EFT58510	Sabre Security Services	Security	18,746.31
373	EFT58614	Sabre Security Services	Security	409.08
374	EFT58512	Saggese Transport & Crane Services Pty Ltd	Plant Maintenance	1,760.00
375	EFT58756	Samia Tawadros	Reimburse Volunteer Expenses	65.28
376	EFT58425	Samir Wasif	Reimburse Volunteer Expenses	130.56
377	EFT58634	Samir Wasif	Reimburse Volunteer Expenses	65.28
378	EFT58766	Samir Wasif	Reimburse Volunteer Expenses	65.28
379	EFT58612	Saundersons Florist	Laurel Wreath	48.00
380	EFT58413	Schneider Electric Buildings	Building Maintenance	3,172.40
381	EFT58742	Seaton Mower Service	Mower Repairs / Purchases	1,610.00
382	EFT58516	Seek Limited	Advertising	204.60
383	EFT58750	Signature Engraving	Engraving	1,687.59
384	EFT58410	Sine Group Pty Ltd	Computer Equipment	1,607.60
385	EFT58513	Sine Group Pty Ltd	Computer Equipment	438.90
386	EFT58411	Sleepee Teepee	Library Program	335.00
387	EFT58509	Solo Resource Recovery	Rubbish Removal	302.12
388	EFT58741	Solo Resource Recovery	Garbage Collection & Waste Disposal	453,902.52
389	061218	Sophie Stefanoff	Junior Development Grant	200.00
390	EFT58618	SoundPack Solutions	Library Supplies	644.05
391	EFT58514	Southern Cross Protection	Patrol Service	6,427.79
392	EFT58743	Southfront	Professional Fees	17,611.00
393	EFT58747	Specialty Fasteners	Depot Supplies	254.84
394	EFT58740	St John Ambulance Australia SA Inc	First Aid Training	189.00
395	EFT58474	Steffen Helgerod	Reimburse Expenses	150.00
396	EFT58748	Streamline Plumbing SA Pty Ltd	Plumbing	4,160.75
397	EFT58615	Studio Nine	Professional Fees	12,899.70
398	EFT58619	Stumpy Stumps	Grind Stumps	650.00
399	EFT58617	Suburban Transport Services	Taxi Fares	954.87
400	EFT58616	SUEZ Recycling & Recovery Pty Ltd	Rubbish Removal	76.09
401	EFT58515	Supawash Mile End	Linen	115.50
402	EFT58749	Supawash Mile End	Linen	140.25
403	EFT58746	Sync Cabling Solutions Pty Ltd	Lighting	15,809.20
404	061205	Tamara Brine	Worm Farm Rebate	50.00
405	EFT58623	Telco Store	Phone Equipment	100.00
406	EFT58415	Telelink Business Systems Pty Ltd	Phone Equipment	76.56
407	061212	Telstra	Telephone	18,638.19
408	061227	Telstra	Telephone	3,843.10
409	EFT58521	Teluga Association of SA Inc	Equipment Grant	3,000.00
410	EFT58350	The Adelaide Tree Surgery	Tree Maintenance	13,233.00
411	EFT58441	The Adelaide Tree Surgery	Tree Maintenance	495.00
412	EFT58532	The Adelaide Tree Surgery	Tree Maintenance	2,211.00
413	EFT58369	The Ergo Centre	Furniture	939.00

ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
414	EFT58373	The Frame Connection	Framing	190.00
415	EFT58375	The Fruit Box Group Pty Ltd	Milk	197.20
416	EFT58683	The Fruit Box Group Pty Ltd	Milk	65.23
417	EFT58580	The Highway	Venue Hire	1,860.00
418	EFT58484	The Kiln Advertising	Advertising	470.25
419	EFT58426	The Panic Room SA	Thebarton Community Centre Bond Return	120.00
420	EFT58727	The Paper Bahn	Stationery	4,890.20
421	EFT58440	The University of Adelaide (PCE)	Staff Training	590.00
422	EFT58627	TMK Consulting Engineers	Engineering Services	3,968.25
423	EFT58757	TMK Consulting Engineers	Engineering Services	4,195.40
424	EFT58752	TNPK Staff Pty Ltd	Temp Compliance Staff	1,853.50
425	EFT58519	Tom's Car Wash	Vehicle Maintenance	4,992.30
426	EFT58412	Tonkin Consulting	Professional Fees	4,477.00
427	EFT58518	Tonkin Consulting	Professional Fees	495.00
428	EFT58753	Torrens Safety	Depot Supplies	1,428.46
429	EFT58751	Total Construction Surveys Pty Ltd	Surveys	48,648.60
430	EFT58621	Total Tools Thebarton	Depot Supplies	845.30
431	EFT58568	Totally Workwear Richmond	Clothing	8,676.08
432	EFT58755	TPG Telecom	Internet Connection	2,035.00
433	EFT58419	TPI Association SA Inc	Community Grant	2,850.00
434	EFT58482	Tracey Beaumont	Catering	787.50
435	EFT58700	Tracey Beaumont	Catering	756.00
436	EFT58457	Tracy Chaplin	Concept Images	500.00
437	EFT58625	Tradies Workwear	Safety Clothing	364.00
438	EFT58414	Tree Care Machinery	Depot Supplies	1,008.60
439	EFT58624	Tree Care Machinery	Depot Supplies	8,774.20
440	EFT58622	Trees for Life	Native Plant Giveaway	1,827.25
441	EFT58520	Triple Cherry Coffee	Coffee Supplies	250.00
442	061213	Underdale High School	Donation	250.00
443	061228	Uniting Communities	Thebarton Community Centre Bond Return	120.00
444	061229	Uniting Communities	Thebarton Community Centre Bond Return	120.00
445	EFT58759	UrbanVirons Group Pty Ltd	Tree Maintenance	29,304.00
446	EFT58420	Utintja Consulting	Audit Committee Allowance	935.00
447	EFT58522	Veri Fire	Fire Safety	3,294.39
448	EFT58760	Veri Fire	Fire Safety	1,938.75
449	EFT58739	VicRoads	Vehicle Searches	9.70
450	EFT58629	Visual Image Products	Depot Supplies	853.51
451	EFT58421	Volunteering SA and NT Inc	Badges	75.55
452	EFT58563	Walls That Talk	Stationery	137.50
453	EFT58763	Walter Brooke & Associates Pty Ltd	Professional Fees	8,525.00
454	EFT58668	Watersource Pty Ltd	Irrigation	962.73
455	EFT58636	WC Convenience Management Pty Ltd	Cleaning	9,849.89
456	EFT58767	WC Convenience Management Pty Ltd	Cleaning	14,650.56
457	EFT58764	Web Safety Pty Ltd	Clothing	1,686.66
458	EFT58632	Webroot International Ltd	Software	866.60
459	EFT58524	Well Done International	After Hours Contact Centre	726.77
460	EFT58422	West Adelaide Footballers Club	Catering	1,200.00
461	EFT58762	Western Youth Centre	Library Program	32.50
462	EFT58765	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	27,836.77
463	EFT58633	Winc Australia Pty Limited	Stationery	1,242.79
464	EFT58630	Worcomp Pty Ltd	Recruitment	242.00
465	EFT58523	Worlds Best Specialised Cleaning	Graffiti Removal	3,278.00
466	EFT58631	Wurth Australia	Depot Supplies	2,654.39
467	EFT58605	Zagarine Paxinos	Reimburse Volunteer Expenses	66.64
				\$ 4,797,637.42

11.2 Property Leases

Brief

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

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

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

Discussion

The following lease amounts have been invoiced and were overdue as at 30 September 2019. A comparison is provided with the situation as at 31 March 2019 and 30 June 2019.

Debtor	As at 31 Mar 2019	As at 30 Jun 2019	As at 30 Sep 2019	Variance
Lockleys Bowling Club Inc	5,070.16	6,950.37	0.00	-6,950.37
Weslo Holdings	22,518.10	0.00	50,105.65	50,105.65
Adelaide Waste & Recycling Centre	0.00	23,501.38	0.00	-23,501.38
S.A.A.F.L	0.00	0.00	4,460.25	4,460.25
SA Badminton Association	0.00	0.00	2,093.24	2,093.24
West Torrens Birkalla Soccer Club	3,082.93	3,082.93	3,082.93	0.00
Total	\$30,671.19	\$33,534.68	\$59,742.07	\$26,207.39

Weslo Holdings

The outstanding amount includes four lease instalments for the premises at 164-166 South Road and Thebarton Theatre hire charges.

S.A.A.F.L

The outstanding amount relates to three SA Water reimbursements dating back to June 2019.

SA Badminton Association

Two lease instalments and a SA Water reimbursement make up the overdue balance.

West Torrens Birkalla Soccer Club

The balance outstanding represents two SA Water reimbursements, the lease fees for 2018/19 and late payment penalties.

Conclusion

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

Attachments

Nil

11.3 Mendelson Financial Report September 2019

Brief

This report provides information on the financial performance of the Mendelson Foundation as at 30 September 2019.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Discussion

The following financial reports as at 30 September 2019 are attached for Elected Member information:

- Financial Position (**Attachment 1**);
- FMD Financial Pty Ltd Investment Portfolio Report (**Attachment 2**);
- Cash Management Report (**Attachment 3**).

For the three month period ended 30 September 2019, FMD Financial Pty Ltd is reporting a net return on investments of 2.0 per cent, as follows:

	Jun 2019	Sep 2019
	12 Months To 30 Jun 2019	3 Months To 30 Sep 2019
Market Movement on Equities	\$ 115,444.75	\$ 1,871.12
Add Dividends	\$ 68,411.15	\$ 33,055.60
Add Interest	\$ 3,396.94	\$ 115.91
	<hr/>	<hr/>
	\$ 187,252.84	\$ 35,042.63
Less Trustee Charges	\$ 12,866.21	\$ 3,521.36
	<hr/>	<hr/>
Net Return	\$ 174,386.63	\$ 31,521.27
	<hr/>	<hr/>
Fund Balance @ 1 July	\$ 1,453,975.35	\$ 1,576,969.11
Net Return on Investments	12.0%	2.0%

Attachment 2 shows defensive (or income) assets and growth assets separately, to highlight the weighting between the two as a way of monitoring compliance with investment policy targets.

The weighting at 30 September 2019 is 23.0 per cent for income assets and 77.0 per cent for growth assets, which contrasts with our policy targets as shown below:

	Target Weightings	Actual Weightings
Income Assets	No Less Than 25%	23.0%
Growth Assets	No Greater Than 75%	77.0%

Conclusion

Information is provided in this report on the financial performance of the Mendelson Foundation as at 30 September 2019.

Attachments

1. **Mendelson Foundation Financial Position as at 30 September 2019**
2. **Mendelson Foundation Financial Portfolio Report as at 30 September 2019**
3. **Mendelson Cash Reconciliation as at 30 September 2019**

**CITY OF WEST TORRENS
MAX AND BETTE MENDELSON FOUNDATION
FINANCIAL POSITION AS AT 30 SEPT 2019**

	\$ Final at 30/06/19	\$ Current at 30/09/19	\$ Variance
CURRENT ASSETS			
Cash held at Council	34,188	3,950	(30,238)
Investments - FMD Financial Pty Ltd	1,413,515	1,415,386	1,871
Cash & Term Deposit	117,899	147,197	29,298
GST Refunds/Imputation Credits Due	339	351	12
Dividend Income due not yet received	11,029	11,029	0
	<hr/>	<hr/>	<hr/>
Total Current Assets	1,576,969	1,577,912	943
Non-Current Assets	0	0	0
	<hr/>	<hr/>	<hr/>
TOTAL ASSETS	1,576,969	1,577,912	943
Less Liabilities	0	0	0
	<hr/>	<hr/>	<hr/>
NET ASSETS	1,576,969	1,577,912	943
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
FOUNDATION WEALTH			
Accumulated Funds **	1,576,969	1,577,912	943
	<hr/>	<hr/>	<hr/>
TOTAL FOUNDATION WEALTH	1,576,969	1,577,912	943
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
 ** Accumulated Funds - Opening		1,576,969	
Plus Revenue		55,043	
Less YTD Expenditure		54,099	
		<hr/>	
Accumulated Funds - Closing		1,577,912	
		<hr/> <hr/>	

CITY OF WEST TORRENS
MAX AND BETTE MENDELSON FOUNDATION
FMD FINANCIAL PTY LTD PORTFOLIO INTERIM REPORT AS AT 30/09/2019

	Balance at 30/06/2019 \$	Weight at 30/06/2019 %	Balance at 30/09/2019 \$	Weight at 30/09/2019 %	Variance \$	Variance %
ANZ Convertible Pref Cap Note2	35,122	2.3%	35,013	2.2%	(109)	-0.3%
ANZ Banking Grp Ltd (ANZPG)	31,938	2.1%	32,160	2.0%	222	0.7%
CBAPD PERSP VII	30,225	2.0%	30,330	1.9%	105	0.3%
NAB Income Securities	45,215	2.9%	46,112	2.9%	897	2.0%
Westpac Non-Cum Converting Perp Cap Note II	59,495	3.9%	59,466	3.8%	(29)	0.0%
Term Deposit	76,050	4.9%	76,050	4.8%	0	0.0%
Cash	41,849	2.7%	71,147	4.5%	29,298	70.0%
Dividends due not yet received	11,029	0.7%	11,029	0.7%	0	0.0%
Total for Defensive Assets:	330,923	21.5%	361,307	23.0%	30,384	9.2%
Argo	28,258	1.8%	28,501	1.8%	244	0.9%
BHP Billiton	59,476	3.9%	53,060	3.4%	(6,416)	-10.8%
CSL	60,200	3.9%	65,433	4.2%	5,233	8.7%
MFG	43,911	2.8%	44,290	2.8%	379	0.9%
CBA	38,741	2.5%	37,828	2.4%	(913)	-2.4%
NAB	24,689	1.6%	27,443	1.7%	2,754	11.2%
Origin Energy Limited	23,282	1.5%	25,384	1.6%	2,102	9.0%
Qube Holdings Ltd	38,629	2.5%	40,662	2.6%	2,033	5.3%
Ramsay Health Care	32,364	2.1%	29,062	1.8%	(3,302)	-10.2%
ResMed Inc	41,242	2.7%	47,632	3.0%	6,389	15.5%
Rio Tinto	52,503	3.4%	46,891	3.0%	(5,612)	-10.7%
Sydney Airport	40,650	2.6%	40,600	2.6%	(51)	-0.1%
Westpac Corporation Deferred Ex St George	36,783	2.4%	38,443	2.4%	1,660	4.5%
Woodside Petroleum Ltd Ord	39,418	2.6%	35,131	2.2%	(4,286)	-10.9%
Woolworths	16,249	1.1%	18,230	1.2%	1,980	12.2%
Magellan Global Fund	124,693	8.1%	123,972	7.9%	(721)	-0.6%
Walter Scott Global Equity Fund	113,243	7.3%	113,101	7.2%	(141)	-0.1%
Mcp Master Income	79,334	5.1%	80,500	5.1%	1,167	1.5%
RARE Infrastructure Ltd	75,951	4.9%	76,986	4.9%	1,035	1.4%
Antipodes Partners - Antipodes Global Fund	109,442	7.1%	104,289	6.6%	(5,154)	-4.7%
Bennelong ex-20 Australian Equities Fund	62,455	4.0%	64,571	4.1%	2,116	3.4%
INVESCO Wholesale Global Targeted Returns Fund	70,007	4.5%	70,294	4.5%	288	0.4%
Total for Growth Assets:	1,211,519	78.5%	1,212,304	77.0%	785	0.1%
Total Investments	1,542,442	100.0%	1,573,612	100.0%	31,169	2.0%

**MENDELSON RECONCILIATION
CASH HELD BY FMD FINANCIAL PTY LTD
AS AT 30/09/2019**

	\$	\$
Balance at 30/06/2018		117,898.67
Macquarie Cash Management Account - opening balance		41,848.77
Term Deposit - opening balance		76,049.90
Add		
<u>Dividends/Interest/Income</u>		
Dividend Income Received in July 2019	21,860.89	
Interest Received in August 2019	75.80	
Dividend Income Received in August 2019	2,609.26	
Interest Received in September 2019	40.11	
Dividend Income Received in September 2019	8,585.45	
		33,171.51
Less		
<u>Fees</u>		
FMD Financial Pty Ltd Administration Fee inc. GST (June)	1,275.90	
FMD Financial Pty Ltd Administration Fee inc. GST (July)	1,308.68	
FMD Financial Pty Ltd Administration Fee inc. GST (August)	1,288.91	
		3,873.49
Macquarie Cash Management Account - closing balance		71,146.79
Term Deposit - closing balance		76,049.90
Less Macquarie Cash Mgt Acct and Term Deposit		147,196.69
Imbalance		-

11.4 Council Budget Report - THREE Months to 30 September 2019

Brief

This report provides information to Council on budget results for the three months ended 30 September 2019.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

The report provides year to date (YTD) budget results for September 2019.

Discussion

Budget variances are summarised in the financial report which is included as **Attachment 1**, with key variances explained below in terms of:

- Operational Income
- Operational Expenditure
- Capital Expenditure
- Capital Income
- Capital Works Expenditure

Operational Income

Key variances include:

- Rates are below budget by \$18,536 due to the timing of advance payments, but this will resolve itself in coming months.
- Statutory charges are below budget YTD by \$208,723, largely due to the timing of dog related income payments to Council by the Dog and Cat Management Board (\$182,253). Parking income is also below budget YTD by \$33,924, also for timing reasons.
- User charges are above budget by \$95,866, mostly because of the timing of leased property income payments associated with the Thebarton Community Centre and the new depot.
- Grant income is below budget YTD by \$321,256, most of which is due to the timing of payments of special road grants (\$154,354), library related grants (\$107,542) and identified local road grants (\$93,470).
- Reimbursement and other income is \$79,751 above budget YTD, largely due to better than expected Mendelson investment performance (\$21,543), Urban Services' reimbursements (\$22,148) and legal fee reimbursements (\$24,050).

The end of year (EOY) forecast for operational income is not expected to show a significant change, however this is being reviewed in the September budget review.

Operational Expenditure

Key variances include:

- Staff and related costs are \$201,990 below budget YTD for vacancy and timing reasons.
- Building, furniture, plant and equipment costs are \$62,802 below budget YTD, largely for timing reasons associated with computer related expenditure (\$40,416) and depot plant costs (\$32,711). These variances will self-adjust in time as budgets align with expenditure.
- General expenses are below YTD budgets by \$873,098, largely due to the timing of expenditure associated with professional fees (\$497,322), insurance (\$150,428) and general expenditure (\$67,317). A summary of variances for selected key general expenses is attached.
- Council related expenditure is \$102,339 above budget YTD, for timing reasons associated with valuation service charges (\$215,426 favourable), street lighting (\$67,015 favourable), levies and charges (\$104,761 unfavourable) and Mendelson Foundation scholarship payments (\$40,000 unfavourable). These variances are expected to rectify in the near future as payment aligns with budget.
- Contract and material expenditure is \$288,546 below budget, largely for timing reasons associated with depot and property maintenance programs (\$178,464), waste management (\$48,439) and Community Development programs (\$63,847).
- Occupancy and property costs are \$77,402 above budget YTD, largely for timing reasons associated with water rates (\$54,118 unfavourable), the emergency services levy (\$60,427 unfavourable) and cleaning (\$26,425 favourable).

The end of year (EOY) forecast for operational expenditure is not expected to show a significant change, however this is being reviewed in the September budget review process.

Capital Expenditure

Key variances include:

- Motor vehicle expenditure is \$115,870 below budget YTD, largely for timing reasons, including carryover budget adjustments which will in time realign expenditure with budget.
- Computer expenditure is \$173,557 below budget for timing reasons.
- Other plant and equipment expenditure is below YTD budget by \$341,210, mostly for timing reasons. This will self-adjust in the near future as budgets align given significant commitments have already been made.
- Land and building costs are \$6,201,052 below budget YTD, largely due to spending associated with community facility developments, with significant commitments currently made to absorb this variance.

The end of year (EOY) forecast for capital expenditure is not expected to show a significant change, however this is being reviewed in the September budget review process.

Capital Income

Key variances include:

- Capital income is \$3,625,000 under budget due to income not yet received associated with community capital projects.

The end of year (EOY) forecast for capital income is not expected to show a significant change, however this is being reviewed in the September budget review process.

Capital Works Expenditure

Expenditure on capital works YTD is \$2,228,671.

A capital works expenditure summary for YTD September 2019 is attached with appropriate comments provided on the status of individual budget lines. 30.2 per cent of the capital works budget has been spent or committed by way of purchase orders as at 30 September 2019.

It is estimated that 100 per cent of the forecast budget of \$25,546,114 is required to complete the program of works and that 89 per cent will be completed by 30 June 2020.

The end of year (EOY) forecast for capital works expenditure is not expected to show a significant change, however this is being reviewed in the September budget review process.

Conclusion

Information is provided in this report on budget results for the three months ended 30 September 2019.

Attachments

1. **September Budget v's Actual**
2. **Capital Works - Budget vs Actual**
3. **General Expenses**

City of West Torrens
Finance Budget Report for the 3 Months Ended 30 September 2019
Capital Income and Expenditure (\$'000's)

Adopted Budget Original	Adopted Budget Revised	Capital Expenditure and Sales	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
156	197	Motor Vehicles	41	(75)	116	280%	272
300	319	Computer Equipment	259	85	174	67%	234
1,078	1,437	Other Plant & Equipment	616	275	341	55%	1,162
4,980	13,120	Land & Buildings	9,274	3,073	6,201	67%	10,047
0	1	Library Resources	0	0	0	0%	1
6,514	15,073	Total Expenditure	10,190	3,359	6,832	67%	11,715
Adopted Budget Original	Adopted Budget Revised	Capital Income	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
0	3,705	Grants & Subsidies - Capital Income	3,705	80	3,625	98%	3,625
0	3,705	Total Income	3,705	80	3,625	98%	3,625
Adopted Budget Original	Adopted Budget Revised	Capital Works Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
4,121	5,932	Environment Program	1,483	415	1,068	72%	5,517
1,570	4,456	Recreation Program	1,114	374	741	66%	4,083
12,736	15,158	Transport Program	3,790	1,440	2,350	62%	13,718
18,427	25,546	Total Expenditure	6,386	2,229	4,158	65%	23,317

City of West Torrens
Finance Budget Report for the 3 Months Ended 30 September 2019
Operational Income and Expenditure (\$'000's)

Adopted Budget Original	Adopted Budget Revised	Income & Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
Income							
61,134	61,134	Rates	60,761	60,742	(19)	(0%)	392
2,449	2,449	Statutory Charges	793	585	(209)	(26%)	1,865
1,736	1,736	User Charges	421	517	96	23%	1,220
3,449	3,449	Grants & Subsidies	704	383	(321)	(46%)	3,066
850	849	Reimbursements & Other Income	142	221	80	56%	628
69,618	69,618	Total Income	62,821	62,447	(373)	(1%)	7,171
Expenditure							
24,407	24,415	Staff & Related Costs	5,208	5,005	202	4%	19,410
5,500	5,500	Buildings, Furniture, Plant & Equipment	1,826	1,763	63	3%	3,737
8,392	8,392	Community Asset Costs	2,109	2,109	0	0%	6,282
4,960	5,227	General Expenses	1,832	959	873	48%	4,268
667	667	Bank & Finance Charges	43	40	2	5%	627
4,797	4,912	Council Related Expenditure	1,898	2,001	(102)	(5%)	2,912
9,957	10,016	Contract & Material Expenditure	2,040	1,752	289	14%	8,265
2,601	2,601	Occupancy & Property Costs	486	564	(77)	(16%)	2,037
(177)	(177)	Expenditure Recovered	(44)	0	(44)	100%	(177)
61,104	61,553	Total Expenditure	15,399	14,194	1,206	8%	47,360
8,514	8,065	Operating Surplus/Deficit	47,422	48,253			

<p align="center">CITY OF WEST TORRENS BUDGET 2019/20 - AS AT 30 September 2019 CAPITAL WORKS EXPENDITURE</p>
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ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
TRANSPORT PROGRAM									
<i>Roads Sealed</i>									
9,093,680	11,094,583	City Funds/ULRG Funds/Carryovers	956,447	4,087,139	5,043,586	45.5%	11,094,583	85%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
873,376	617,418	Roads to Recovery Grant Funds	0	0	0	0.0%	617,418	100%	
<i>Other Transport</i>									
373,483	378,389	Roundabouts / Minor Road Rehabilitation	146,133	4,045	150,178	39.7%	378,389	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
250,000	293,717	Bus Shelters	58,017	12,000	70,017	23.8%	293,717	100%	Upgrade works to hard stand area are in progress.
555,000	818,926	Traffic Management	191,019	0	191,019	23.3%	818,926	100%	Consultation for the removal of the bus only device located west of West Street and concept design for complete for new traffic calming at Hayward Avenue is currently being undertaken.
240,000	386,911	Bicycle Management Schemes	0	0	0	0.0%	386,911	100%	Scope of works is currently being undertaken.
695,000	787,883	Public Lighting	68,928	216,588	285,516	36.2%	787,883	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
0	85,229	Bio-Science Precinct Works	0	0	0	0.0%	85,229	100%	Currently undertaking design development for the balance of Holland Street.
<i>Bridges</i>									
0	33,308	Bridge Ancillary Works (as per Bridge Audit)	0	7,425	7,425	22.3%	33,308	100%	Design and documentation is underway.
<i>Footways & Cycle Tracks</i>									
178,139	178,139	Footpath Renewal Program	0	178,141	178,141	100.0%	178,139	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
277,166	277,166	Footpath Construction Program	1,386	207,665	209,051	75.4%	277,166	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
200,000	206,365	Footpath Remediation Program	17,846	0	17,846	8.6%	206,365	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
Other									
12,735,844	15,158,034	Program Total	1,439,777	4,713,003	6,152,780	40.6%	15,158,034	89%	
SUMMARY:									
4,120,925	5,931,842	Environment Program	415,339	112,287	527,626	8.9%	5,931,842	100%	
1,570,000	4,456,238	Recreation Program	373,555	649,651	1,023,206	23.0%	4,456,238	74%	
12,735,844	15,158,034	Transport Program	1,439,777	4,713,003	6,152,780	40.6%	15,158,034	89%	
18,426,769	25,546,114	TOTAL - ALL CAPITAL WORKS	2,228,671	5,474,941	7,703,612	30.2%	25,546,113	89%	

CITY OF WEST TORRENS
BUDGET 2019/20 - AS AT 30 September 2019
CAPITAL WORKS EXPENDITURE

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
ENVIRONMENT PROGRAM									
Stormwater & Drainage									
350,000	388,399	Minor Drainage Upgrades and Replacement Work	147,405	23,912	171,317	44.1%	388,399	100%	Minor Works / Program upgrade - continuing/program commitment
0	56,704	BHKC- Down stream South Rd and Gray St Bend	0	0	0	0.0%	56,704	100%	Currently scoping works
0	96,502	Ashley St (West St to Hayward Ave)	0	0	0	0.0%	96,502	100%	Project Completed.
0	257,750	Lockleys Catchment	594	3,604	4,198	1.6%	257,750	100%	Detailed design for the Rutland Avenue secondary drainage works is completed with works scheduled to commence in late October 2019.
2,212,151	2,212,151	Stormwater Upgrade - Stirling St, Thebarton	17,017	38,885	55,902	2.5%	2,212,151	100%	Detailed design complete and tender documentation is being completed. Works to be tendered during October 2019.
200,000	200,000	Stormwater Upgrade - Sherrif St, Underdale	3,462	18,887	22,349	11.2%	200,000	100%	Detailed design is underway.
0	50,000	Plympton Green	0	0	0	0.0%	50,000	100%	Detailed design is being developed.
0	397,996	Shannon Ave Pump Station	211,254	26,999	238,253	59.9%	397,996	100%	Project completed; refer Urban Services Report, 1 October 2019 for an update.
Other Environment									
1,358,774	2,272,340	Brown Hill and Keswick Creeks	35,606	0	35,606	1.6%	2,272,340	100%	Approval for 1st stage of Greater Management Plan has been confirmed by all necessary stake holders. Project for design concept upgrade of Brown Hill Creek through West Torrens area is nearing draft report stage.
4,120,925	5,931,842	Program Total	415,339	112,287	527,626	8.9%	5,931,842	100%	
RECREATION PROGRAM									
Parks & Gardens									
490,000	832,953	Playground Upgrade	73,720	62,377	136,097	16.3%	832,953	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
400,000	411,565	Reserve Developments - Various	67,651	126,529	194,180	47.2%	411,565	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
210,000	466,641	River Torrens Upgrade	83,750	42,339	126,089	27.0%	466,641	100%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
25,000	80,943	River Torrens Path Upgrades	7,813	6,667	14,480	17.9%	80,943	100%	Projects will be undertaken in 2019/2020
0	577,500	Kings Reserve Playspace	0	0	0		577,500	100%	
320,000	856,392	Reserve Irrigation Upgrades	33,210	165,126	198,336	23.2%	856,392	70%	Project in progress; refer Urban Services Report, 1 October 2019 for an update.
50,000	50,000	Bikeway Path Upgrade and Reseal	0	52,000	52,000	104.0%	50,000	80%	Projects will be undertaken in 2019/2020
Sports Facilities									
75,000	211,798	Tennis Court Upgrades	52,000	77,890	129,890	61.3%	211,798	75%	Projects will be undertaken in 2019/2020
0	45,600	Airport Road	55,412	0	55,412	121.5%	45,600	0%	Works Underway
0	922,846	Thebarton Oval Kings Reserve	0	116,724	116,724	12.6%	922,846	15%	Projects in progress; refer Community Facilities General Committee 24 July 2018 / Urban Services Report 4 September 2018.
1,570,000	4,456,238	Program Total	373,555	649,651	1,023,206	23.0%	4,456,238	74%	

City of West Torrens
Budget 2019/20 - YTD 30 September 2019
(Interim Results - Selected Accounts)

		2019/20 Budget					
2018/19 Actuals	Account	Annual		YTD			
		Original Budget	Revised Budget	Revised Budget	Actuals	YTD \$ Variance	YTD % Variance
236,373	131 Training & Conference Costs	283,675	283,675	69,597	61,442	8,155	11.7
37,852	213 Catering & Entertainment	47,670	47,670	11,195	5,343	5,852	52.3
65,909	215 Catering/Entertain-Elected Members/others	62,850	62,850	9,151	10,542	-1,391	-15.2
242,464	225 Subscriptions & Associations	247,992	247,992	144,968	137,509	7,459	5.1
44,516	229 Elected Member Travel & Training	40,000	40,000	10,000	13,168	-3,168	-31.7
470,930	241 Professional Fees - Legal	363,000	363,000	72,001	53,980	18,021	25.0
9,076	243 Professional Fees - Medical	12,000	12,000	3,000	1,250	1,750	58.3
656,976	245 Professional Fees - Consultants	1,009,400	1,068,400	352,002	89,040	262,962	74.7
0	247 Professional Fees - Recruitment	10,000	10,000	2,499	0	2,499	100.0
697,992	249 Professional Fees - General	389,480	542,536	260,924	48,835	212,089	81.3
2,462,090	Total	2,466,067	2,678,123	935,337	421,107	514,230	55.0

11.5 Annual Report 2018-2019

Brief

This report presents the 2018/19 City of West Torrens Annual Report, excluding the 2018/19 Annual Financial Statements and the Financial Statements of the Brown Hill Keswick Creek Stormwater Board.

RECOMMENDATION

The Committee recommends to Council that:

1. It approves the 2018/19 City of West Torrens Annual Report, excluding the 2018/19 Annual Financial Statements, pursuant to the requirements of s1(1) of the *Local Government Act 1999*.
2. The Chief Executive Officer be delegated authority to, before the publication of the 2018/19 City of West Torrens Annual Report:
 - a) make minor changes of a technical or editorial nature if required; and
 - b) include the City of West Torrens 2018/19 Annual Financial Statements following their adoption by Council.

Introduction

Pursuant to the requirements of the *Local Government Act 1999* (Act) and the *Local Government (General) Regulations 2013* (Regulations), councils are required to adopt their Annual Reports before 30 November each year.

The Act and Regulations require that the Annual Report must be provided to the Presiding Members of both South Australian Houses of Parliament, the South Australian Local Government Grants Commission, the Parliamentary Library, State Library and National Library of Australia. Presiding Members of both Houses of Parliament require the report to be provided in black and white and in Microsoft Word format only. Subsequently, the report is being presented to Council for approval in this format. A designed, full colour copy will be made available for the general public once the black and white copy has been provided to required parties under legislation.

The 2018/19 City of West Torrens Annual Report (Annual Report), excluding the 2018/19 Annual Financial Statements (Financial Statements), has been prepared and is provided under separate cover for consideration and approval by Council. In accordance with the Act, Council must include the reports of any subsidiary bodies in its annual report. Subsequently, the Annual Report of the Brown Hill Keswick Creek Stormwater Board is also included in the City of West Torrens Annual Report 2018/19.

Discussion

The Annual Report provides a summary of Council's operations for the past financial year. Once the 2018/19 Financial Statements are adopted by Council (to be presented to Council at its 5 November 2019 meeting), these will be included in the Annual Report, as required by legislation and:

- a limited number of hard copies will be made available free of charge to the public who request the document
- copies will be available for perusal by the general public at the Civic Centre and Hamra Centre Library
- it will be uploaded to the City of West Torrens' website, westtorrens.sa.gov.au for viewing
- a summary will appear in the February 2020 issue of Talking Points.

Full copies will be distributed in accordance with the requirements of the Act.

Conclusion

The City of West Torrens 2018/19 Annual Report, excluding the Annual Financial Statements, is presented for consideration and approval by Council, with subsequent inclusion of Council's financial statements following their adoption by Council. The full Annual Report, with the inclusions, will be submitted to the parties identified in the Act by 31 December 2019 as required.

Attachments

- 1. City of West Torrens Annual Report 2018/19 (under separate cover)**

11.6 Legislative Progress Report - October 2019

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 - October 2019' 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/SALT> and/or <https://www.legislation.gov.au/>

Discussion

Recent Amendments to Legislation
<i>Nil</i>
Summary of Proposed Amendments to Legislation
<i>Nil</i>
Bills previously reported on where the status has changed
<i>Landscape South Australia Bill 2019</i> Government Bill
<p>The <i>Landscape South Australia Bill 2019</i> (Bill) is a Bill to repeal and replace the <i>Natural Resources Management Act 2004</i> (NRM Act). The Bill in essence aims to decentralise decision making relating to the environment, and recognise the impact of climate change and other factors not recognised in the NRM Act.</p> <p>The Bill establishes a new framework for how the state's natural resources are managed, and intends to create a simpler and more accessible system.</p> <p>The key elements of the reform are:</p> <ul style="list-style-type: none"> Replacing regional natural resource management boards with new arms-length regional landscape boards and giving communities and landholders a greater voice in how natural resources are managed;

- A new Green Adelaide board focused on seven priorities that will help Adelaide become the most ecologically vibrant city in the world. These are:
 - Coastal management
 - Urban rivers and wetlands;
 - Water-sensitive urban design;
 - Green streets and flourishing parklands;
 - Fauna and flora in the urban environment;
 - Controlling pests, animals and plants; and
 - Nature education.
- A cap on increases to land and water levies to reduce cost of living pressures for all South Australians; and
- More action on ground, with a focus on partnerships, a simpler approach to planning and creating opportunities for natural resources management focused on programs and initiatives in regional communities.

Boards

Section 12 of the Bill provides that, "Green Adelaide" or the "Green Adelaide Board" (GAB) will be established as a landscape management region covering metropolitan Adelaide. The GAB will be able to raise levies to support residents to live more sustainably and invest in community development.

Section 13(5) of the Bill establishes the GAB to make Adelaide the "most ecologically vibrant city in the world".

The GAB will have between 6 and 10 members, all of whom will be appointed by the Minister. The only current guidelines for eligibility to sit on the GAB is under section 17 of the Bill which states that a person must be on the relevant Council electoral roll to be considered. There is no specific consideration allowing for elected members to sit on the GAB. Section 16 of the Bill directs the selection criteria to be more focused on environmental expertise vs representatives (i.e. Elected Members).

Section 67 of the Bill outlines that land levies will be collected in the same manner as the NRM levies, by Councils. These levies will be to reimburse Council for their contributions to the scheme. It will be known as the ***regional landscape levy***.

Amendments to this Bill continue to be discussed in Parliament, with most recent amendments made on 24 September 2019 and as detailed above.

The Bill has passed the House of Assembly and is now in committee in the Legislative Council.

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

Liquor Licensing (Miscellaneous) Amendment Bill 2019**Government Bill**

This Bill amends the *Liquor Licensing Act 1997* (Act). The proposed amendments are in support of the review into the Act, conducted by the Hon. Mr Tim Anderson QC in 2016, which led to the passage of the *Liquor Licensing (Liquor Review) Amendment Act 2017* (the Liquor Review Act).

The Liquor Review Act has been commenced in stages and the final stage is proposed to commence on 18 November 2019. This will predominantly relate to the provisions that create new licence classes that transition the current licence classes to those new classes.

Drafting of regulations is being undertaken in the Attorney-General's Department to prepare for the new licensing regime.

The Bill was passed in the House of Assembly and is now in committee in the Legislative Council. Adjourned at Second Reading on the 12 September 2019.

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

Bills previously reported on where the status remains unchanged***Development (Site Contamination) Variation Regulations 2018*****Government Regulations**

The Department of Planning, Transport and Infrastructure (DPTI) has released the draft *Development (Site Contamination) Variation Regulations 2018*, along with an explanatory statement. These draft regulations are designed to ensure site contamination is considered in an appropriate way, commensurate with the nature of the development, the potential risk and stage in the planning process. They also aim to facilitate timely and appropriate consideration of contamination issues and will encourage clarity of evaluation by planning authorities.

Planning authorities, developers and other stakeholders have an important role in managing site contamination by ensuring good planning and development doesn't exacerbate risk.

Stakeholders were encouraged to make submissions relating to the draft regulations to the Environmental Protection Agency and/or DPTI on 15 May 2019. No feedback on the on the draft has yet been released by DPTI.

Further Information can be found in LGA Circular 9.7

Freedom of Information (Miscellaneous) Amendment Bill 2018**Private Members Bill**

This Bill seeks to change the definition of Public Interest, amend the processes for determining that a document does not exist and changes definitions relating to the nature and scope of an application. It also changes the processes for determination of an application.

The Bill passed the Legislative Council with amendments on 18 October 2018. It was adjourned a second time in the House of Assembly on 7 November 2018.

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

Independent Commissioner Against Corruption (Investigation Powers) No 2 Amendment Bill 2018

Government Bill

This is a Bill to amend the *Independent Commissioner Against Corruption Act 2012* (Act). It is the second Bill introduced in this parliamentary session which intends to amend the Act.

The Bill seeks to amend the functions of the Independent Commissioner Against Corruption (ICAC) with broad sweeping reforms, including allowing the Commissioner to conduct a public inquiry, investigators being able to arrest individuals without warrants in certain circumstances and other broad changes.

The Bill was introduced to the Legislative Council, read a first time, and adjourned at second reading on 15 November 2018. The Bill passed the Legislative Council with amendments on 21 March 2019 and has been adjourned at second reading in the House of Assembly on 19 June 2019.

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

Labour Hire Licensing Repeal Bill 2018

Government Bill

This is a Bill to repeal the *Labour Hire Licensing Act 2017*.

It was introduced and read on 28 November 2018. It was debated frequently throughout February, and referred to Committee on 14 February 2019. A third reading was called on 27 February 2019, and was adjourned in the Legislative Council on 28 February 2019. The Bill was debated further in the Legislative Council on 16 May 2019, and has again been adjourned.

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

Local Government (Fixed Charges) Amendment Bill 2018

Government Bill

This Bill seeks to amend s152 of the Local Government Act 1999.

The amendment seeks to include each residence in a retirement village (within the meaning of the *Retirement Villages Act 1987*) as a type of allotment to which a fixed charge for rates cannot be applied.

The Bill was introduced to the Legislative Council and read a first time on 17 October 2018. It has been adjourned at second reading.

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

Planning, Development and Infrastructure (Code Amendments) Amendment Bill 2019
Private Members Bill

This Bill was introduced to the Legislative Council on 27 February 2019. The Bill affects the heritage places provisions of the PDI Act and intends to remove the requirement for 51% of relevant owners to approve of a property or area being designated as a heritage character for preservation zone or subzone.

The Bill has been received in the House of Assembly on 4 July 2019, and has been adjourned at first reading.

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

Planning, Development and Infrastructure (Reserves) Amendment
Private Members Bill

This Bill, introduced by Hon M C Parnell (MLC), amends the *Planning, Development and Infrastructure Act 2016* to include reference to the *National Parks and Wildlife Act 1972*, and to ensure that developments within a reserve are classified as a restricted development.

The Act was introduced to the Legislative Council on 31 July 2019 and has been adjourned at second reading.

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

Single Use and Other Plastics (Waste Avoidance) Bill 2018
Private Members Bill

This Bill seeks to regulate the sale and supply of single use and other plastics.

The Bill provides that retailers must provide alternatives to prohibited plastics before 1 July 2023 and creates an offence for releasing helium-filled balloons into the open. It also creates a requirement to provide disposal instructions for fishing tackle and personal hygiene products.

The Bill was introduced to the Legislative Council and read a first time on 25 July 2018. The Bill has been adjourned at second reading.

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

Valuation of Land (Separate Valuations) Amendment Bill 2018
Government Bill

This Bill was introduced to the Legislative Council and proposes amendments to clarify that separate assessments should only be made in circumstances where it is required by law or when a property has been separately occupied since 1967 or under a shack site lease and is situated on land where formal subdivision is prohibited.

The Bill was introduced to the Legislative Council and read a first time on 17 October 2018. It has been adjourned at second reading.

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

Acts Assented
<i>Nil</i>
Regulations Amended
<i>Nil</i>
Relevant Common Law
<i>Nil</i>
Parliamentary Inquiries
<i>Overabundant and Pest Species Inquiry</i>
<p>The Natural Resources Committee resolved to inquire into the management of overabundant and pest species in South Australia with particular reference to:</p> <ol style="list-style-type: none"> 1. Efficacy of existing or novel regulatory, policy and partnering frameworks used to manage overabundant and pest species 2. Costs of managing overabundant and pest species 3. Impacts of overabundant and pest species on agricultural outputs, environmental values, tourism, road safety, and amenity 4. Any other related matters. <p>The Committee continues to meet, and issued a third report to be noted by the Parliament on the floor.</p> <p>Further Information can be found in LGA Circular 39.1 and on the South Australian Legislative Tracking Website.</p>

Conclusion

This report on legislative amendments is current as at 8 October 2019.

Attachments

Nil

12 MEETING CLOSE

CITY OF WEST TORRENS



ATTACHMENT

UNDER SEPARATE COVER

City Finance and Governance Committee Meeting

15 October 2019

Item 11.5 - Annual Report 2018-2019

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City of West Torrens Annual Report 2018/19



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From the Mayor and the Chief Executive Officer

As the Mayor and Chief Executive Officer of the City of West Torrens, it is our great honour to report on a most successful 2018/2019 financial year.

While we are tempted to describe the 12 months to 30 June 2019 as a period characterised by business as usual – for it was, in many respects – it could equally be termed a period of ‘unusual’ happenings, punctuated as it was by the November 2018 Local Government elections that effectively saw us lose 177 years of council experience.

It is never easy to replace that degree of experience, but with new blood – in the form of a new mayor and eight new elected members taking their seats in the chamber – comes fresh enthusiasm and, at times, a different perspective, along with an elected body that is further representative of our community at large.

Now, more than ever, our Council reflects our demographics; we are moving ever closer to our desired 50:50 gender balance; and the average age of our councillors has dropped to a level more in line with that of the city’s population, all of which are, we believe, harbingers of future growth, delivery and sustainability.

Returning to the present, and appreciative that the many highlights of the reporting period will be covered in greater detail in the collection of individual reports that follow, we will touch on just some of the major achievements that contributed to a signature year for all associated with the City of West Torrens.

Perhaps the most pleasing aspect of our performance lies in the fact that we again managed to achieve a delicate balance between borrowings and our capacity to repay while delivering the assets that will improve the lives of all who live, work and play in our city.

The fiscal prudence we apply to every dollar we collect through rates and services has allowed us to keep our rate rises relatively low, to the point where the City of West Torrens has the second lowest average rates across metropolitan Adelaide.

It is undoubtedly something we can take great comfort from, but it means nothing if we cannot provide the community with the infrastructure, facilities and services they need. We are delighted, then, to have again achieved this enviable position without it impacting on the roll-out of our ambitious \$30-million community facilities redevelopment projects or negatively influencing the delivery of the annual \$25-million capital works program of roads, footpaths, drains and the like.

During the year, we moved closer to the completion of our three key community facilities – or hubs – with the \$3.75 million Lockleys Oval facility, the \$6 million Camden Oval complex and the \$9 million Weigall Oval upgrades all on time for delivery before the close of the new financial year on 30 June 2020.

On completion, our residents and ratepayers will enjoy the very best in strategically located state-of-the-art facilities in close enough proximity of the community to be accessible by all.

Another significant infrastructure program to progress during the year was the landmark Brown Hill and Keswick Creeks Stormwater Management Plan to mitigate against floods and reduce the impact of flooding of thousands of properties should a one-in-100-year storm event occur. A partnership between the Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens, the plan reached a noteworthy milestone with a commitment from the South Australian Government to provide 50 per cent of the project’s \$140-million cost.

With the funds now starting to be made available, the five partner councils have also formed an independent board, the Stormwater Board, which is made up of respected experts in their various fields who will oversee the project's delivery.

The project has added importance for us in West Torrens as much of the two creeks' flows to the Patawalonga Basin and into the ocean occur within our boundaries, where some \$80-million of the \$140-million has been allocated. And while we as a Council also carry the lion's share of the local government budget, it is fully funded in our forward estimates over a 15-year period.

The year in review also saw the completion of our relocation to the new public works depot on the southern boundary of Adelaide Airport and just off Morphett Road – and with it the improved efficiencies and greater integration of operations we envisaged when we purchased it at a most competitive price in late 2017. It has put an end to the access challenges experienced at the old Marion Road depot, particularly during morning and afternoon peak traffic, and having more space than we require, we now sub-let parts of the building to four rent-paying tenants. Their rent, along with the funds realised with the sale of the old depot, will be reinvested to fund other community projects.

While on the subject of Adelaide Airport, the considerable development activity on the site is already beginning to have positive spin-offs for West Torrens. Despite being on Australian Government land and not being a ratepayer as such, Adelaide Airport remains a key component of our city, not least because it is already the largest single employment hub in South Australia, with 7,800 people employed on site and a further 22,000 suppliers, caterers and the like connected to the airport offsite.

The planned new access to the airport at the western end of Richmond Road, primarily for freight and taxis, will relieve the pressure on Sir Donald Bradman Drive by up to 30 per cent, making commuting through the city considerably quicker and less stressful.

Similarly, the completion of the Torrens-to-Torrens section of South Road during the past 12 months has significantly reduced traffic congestion along South Road and Council looks forward to further upgrade works from the Brickworks to ANZAC Highway.

The year, though, was not without several development challenges, principally when it comes to infill developments that bring with them street congestion and the disappearance of tree canopies and garden trees to make way for multi-storey residences with little or no garden.

We are constructively working with the State Government to attempt to lessen the impact of these developments, and with the introduction of the new Planning Code in 2020, we expect that the new development regulations will improve the quality and assist to limit the amount of infill in our city.

For starters, we regularly engage in dialogue with the State Government to seek greater flexibility in the infill allotment sizes and minimise their impact on neighbours, and we began work during the year to address some of the consequences of climate change. The Adapt West initiative, a collaboration between the Cities of West Torrens, Charles Sturt and Port Adelaide Enfield, recognises that while we cannot prevent climate change within our area, we can certainly develop strategies and implement actions to address its consequences.

In this regard, we have already taken measures to encourage placing vegetation in verge areas as opposed to, say dolomite, to keep everything cooler. Similarly, we are actively addressing the loss of private property trees as infill developments unfold with a program to increase the public space tree canopy to offset what is being lost. Then there is our annual native plant giveaway which again saw literally hundreds of ratepayers and residents turning up and patiently joining a long, snaking queue to receive a pack of free native plants for their gardens.

Furthermore, Adapt West is committed to using materials and finishes in the construction process that are more appropriate to a changing climate and will not only help reduce demand on electricity and fossil fuels but make a positive difference to the lives of our people.

'People' presents a perfect segue to the many community events launched and continued during the year to cater to our unique brand of multiculturalism that sees our 60,000+ residents trace their origins to more than 90 different countries and speak a myriad of languages.

The cultural melting pot that is West Torrens launched a spectacularly successful new food festival in March 2019, with the humble chilli starring as the hero ingredient. The Fire and Spice Festival received a hot reception in more ways than one when some 2,500 residents and visitors attended the event in the Memorial Gardens and tucked into some of the planet's favourite fiery foods with such vigour that, by mid-afternoon, the food had run out. Success on this scale will ensure that it becomes a fixture on the calendar in future years and complements other winners such as those found in our Summer Festival program.

One of these chartered new territory in 2018/19 when we decided to take a few outdoor activities – among them the outdoor cinema program – away from our Memorial Gardens and into the wards, thus making them even more accessible and enjoyable.

Our ANZAC Day commemorations in April 2019 were also extra special, with the Greek Presidential Guard, the Evzones, gracing what turned out to be the largest ever Dawn Service in the Memorial Gardens. It was a poignant reminder to the 1,500 or so attendees of the supportive role Greece played during both World Wars and, indeed, many Australian soldiers wounded at Gallipoli were ferried across to nearby Greek Islands where they were sheltered by the civilian population, a good number of whom were killed protecting recuperating ANZACs.

The third iteration of our West Torrens Art Prize was equally successful, attracting numerous entries for the judges to pore over before whittling them down to 40 finalists and eventually declaring David Taylor the 2019 winner. His entry, 'Welcome to Adeline and Her Story: A View Through Adelaide Airport Lounge Window' neatly captured the essence of the 'Migration: Arrivals and Departures' theme. He received the \$10,000 first prize and will see his painting hang proudly at the Council's Civic Centre along with the previous winning works.

Our four-legged friends of the greyhound breed also had a win in 2018/19 – and the early signs augur well for the years ahead. The ground-breaking development involved a pilot project to introduce special days when greyhounds – up until this point barred from enjoying off-leash time in any public space – will be allocated one of the two fenced off areas at the Moss Avenue Dog Park in Marleston.

The SA Dog and Cat Management Board approved a six-month trial in June 2019 to have three hours set aside on the fourth Sunday of each month for greyhounds to stretch their legs. If the trial is successful, it will then return to Council and the Dog and Cat Management Board for a decision and, all being well, could well become a fixture and the first of its kind in metropolitan Adelaide. The greyhounds off-leash sessions will provide these gentle creatures with the chance to run, smell, play and socialise, just like any other dog but in a regular greyhound-only timeslot.

It is always satisfying to close with a particularly good news story, in this instance the 55th anniversary of the Library Service in early 2019. The first library in the western suburbs, it has since expanded and transformed into a state-of-the-art facility that reflects the changing needs of our community. Its importance and relevance to the community is vindicated by the more than 4,000 visitors who stop into the library every week for all manner of learning.

In closing, we extend our heartfelt thanks to the outgoing Elected Members for their valued contributions during their terms and welcome and thank the new team of Elected Members who already represent a cohesive unit and display an unparalleled level of respect for each other.

We also thank the executive team, our employees and the many volunteers who have selflessly contributed their time and effort in many areas across the city.

Looking ahead, our major focus will be to deliver the community hubs and roll out our capital works' program, central to which is the start of the Brown Hill and Keswick Creeks Flood Mitigation Plan. And while the changeover from a planning regime under the *Development Act of 1993* to the *Planning Development Infrastructure Act of 2017* and its replacement of a plethora of development plans with a single planning and development code applicable to all metropolitan councils will make life easier, we will look to manage the process until it is bedded down.

We are further committed to allocating our annual \$68 million budget in such a way as to make the lives of our residents and ratepayers as richly rewarding as possible.

Michael S. Coxon
Mayor

Terry Buss PSM
Chief Executive Officer

The City of West Torrens

Even though West Torrens is only some 37 square kilometres in area, with a chunk of it being owned by Adelaide Airport Limited, our city is a sought after place to live because of its close proximity to Adelaide's Central Business District and the coast line.

In the past 10 years we have seen a steady rise in population of around 5,000 people, and we now boast more than 60,000 residents who live in this area. As such, the need for housing is increasing and new residential developments are springing up at various locations each year.

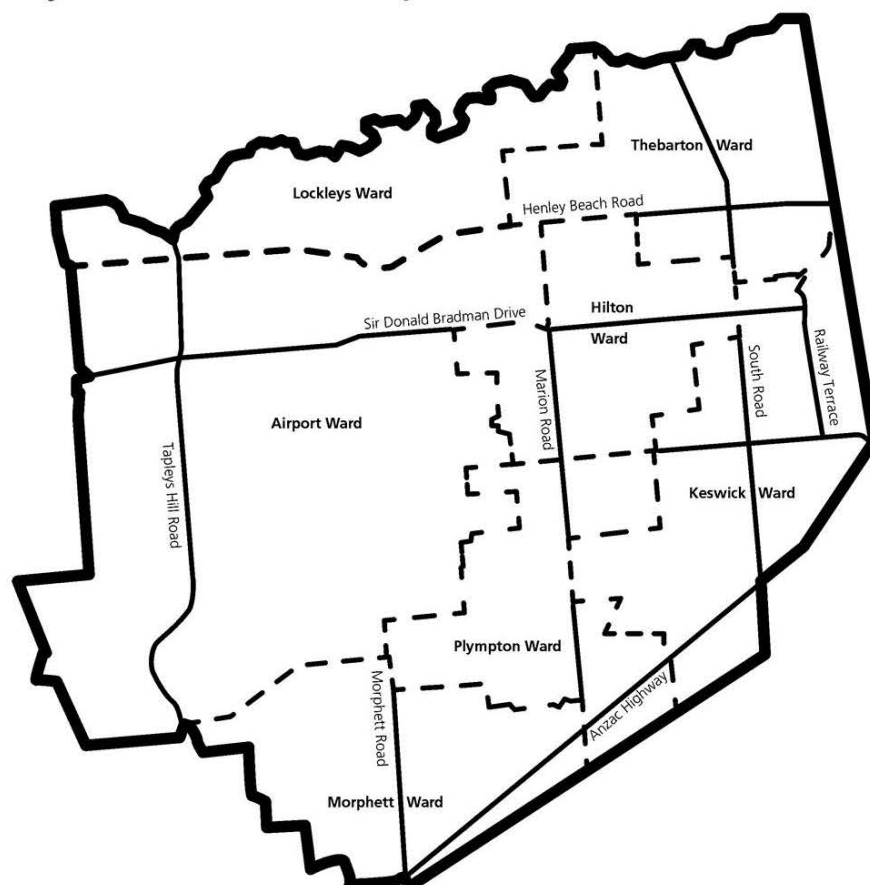
The influx of people to our city also means that the need for services and amenities are always changing and, as a result, we are undertaking major upgrades to numerous recreational spaces to help cater for these needs.

Data released from the Australia Bureau of Statistics shows that we are attracting higher proportions of people born in India, the UK and China and that more than 30 per cent of our residents were born overseas. West Torrens is attractive to those in the 20 - 45 age group and our older population (75+) is still strong in our community.

West Torrens is well-known for its larger shopping precincts which attract visitors from further afield. Places such as Ikea, Harbour Town, the Brickworks Marketplace and the Mile End Homemaker Centre all help keep the local economy flourishing. Our bioscience precinct in Thebarton is also a drawcard for the area, as this technology hub comprises a range bioscience-related enterprises.

As a tourism destination, West Beach Parks is a large drawcard for our region, attracting visitors from intrastate, interstate and overseas who enjoy staying in West Torrens while on holidays.

City of West Torrens ward map



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Elected Council Members

The City of West Torrens' principal decision-making body is the Elected Council in session, with the Mayor and two councillors from each of the city's seven electoral wards voted onto Council for a four-year term of office. An election was held in November 2018, so the elected members for both terms are listed below. For the 2018/19 year the Council comprised:

MAYOR

Honourable John Trainer OAM - 1 July 2018 - 9 November 2018 (pre election)
Michael Coxon - 12 November 2018 - 30 June 2019 (post election)

AIRPORT WARD

Suburbs included: Brooklyn Park (part), Fulham, Lockleys, West Beach, Airport, Glenelg North (part)

Councillor Rosalie Haese - 1 July 2018 - 9 November 2018 (pre election)
Councillor Garth Palmer - 1 July 2018 - 9 November 2018 (pre election)
Councillor Brandon Reynolds - 12 November 2018 - 30 June 2019 (post election)
Councillor Jassmine Wood - 12 November 2018 - 30 June 2019 (post election)

HILTON WARD

Suburbs included: Brooklyn Park (part), Cowandilla, Hilton, Mile End (part), Richmond (part), Torrensville (part), West Richmond

Councillor Cindy O'Rielly - 1 July 2018 - 30 June 2019 (re-elected)
Councillor George Vlahos - 1 July 2018 - 30 June 2019 (re-elected)

KESWICK WARD

Suburbs included: Ashford, Glandore, Keswick, Keswick Terminal, Kurralt Park, Marleston (part), Mile End (part), Mile End South, North Plympton (part), Plympton (part) Richmond (part)

Councillor Michael Farnden - 1 July 2018 - 9 November 2018 (pre election)
Councillor John Woodward - 1 July 2018 - 30 June 2019 (re-elected)
Councillor Elisabeth Papanikolaou - 12 November 2018 - 30 June 2019 (post election)

LOCKLEYS WARD

Suburbs included: Fulham (part), Lockleys (part), Torrensville (part) Underdale (part)

Councillor Kym McKay - 1 July 2018 - 30 June 2019 (re-elected)
Councillor Steven Ryp - 1 July 2019 - 9 November 2018 (pre election)
Councillor Daniel Huggett - 12 November 2018 - 30 June 2019 (post election)

MORPHETT WARD

Suburbs included: Camden Park, Glenelg North, Novar Gardens, Plympton (part)

Councillor George Demetriou - 1 July 2018 - 9 November 2018 (pre election)
Councillor Megan Hill - 1 July 2018 - 9 November 2018 (pre election)
Councillor Anne McKay - 12 November 2018 - 30 June 2019 (post election)
Councillor David Wilton - 12 November 2018 - 30 June 2019 (post election)

PLYMPTON WARD

Suburbs included: Marleston (part), Netley, North Plympton (part), Plympton (part)

Councillor Arthur Mangos - 1 July 2018 - 9 November 2018 (pre election)
Councillor Simon Tsiaparis - 1 July 2018 - 30 June 2019 (re-elected)
Councillor Surender Pal - 12 November 2018 - 30 June 2019 (post election)

THEBARTON WARD

Suburbs included: Mile End (part), Thebarton, Torrensville (part), Underdale (part)

Councillor Graham Nitschke - 1 July 2018 - 30 June 2019 (re-elected)
Councillor Tony Polito - 1 July 2018 - 9 November 2018 (pre election)
Councillor Dominic Mugavin - 12 November 2018 - 30 June 2019 (post election)

Council's representation quota

In accordance with Section 12 of the *Local Government Act 1999* (the Act), a council is required to conduct an Elector Representation Review at least once in every eight years. A review may relate to the composition of the council, or of the wards of the council, or may relate to those matters generally.

The Act sets out the requirements for conducting a review and stipulates timeframes to ensure that members of the public have ample opportunity to make submissions at key stages of the review process.

In order to commence a review, a council is required to prepare a Representations Options Paper (the Paper) which outlines the representation structures available. The Paper addresses the representation and governance issues that are likely to arise with respect to the matters under review, and also presents the advantages and disadvantages of the options under consideration.

At the end of the consultation process, the council must submit a report, detailing a summary of any amendments resulting from the public consultation process, to the Electoral Commissioner of South Australia for certification.

Section 28 of the Act allows for eligible electors to initiate a proposal to alter the boundaries of a council area, or ward boundaries, or the composition of the council. This is a separate process from the automatic review provisions.

An Elector Representation Review was conducted between October 2012 and November 2013. Ward boundary changes were adopted as part of the Review which came into operation at the conclusion of the Local Government Elections in November 2014.

The next Elector Representation Review is scheduled to be conducted in 2021.

The following table shows a comparison of the elector representation quota for the City of West Torrens compared with similar sized councils in South Australia using the Australian Classification of Local Governments (ACLG) Urban Development Medium (UDM) category.

Council	Population	Electors	Elected Members (including Mayor)	Representation quota
Burnside	47,706	31,453	13	3,670
Campbelltown	51,469	35,020	11	4,679
Holdfast Bay	37,032	27,660	13	2,849
Mitcham	67,253	48,161	14	4,804
Norwood, Payneham, St Peters	36,750	25,108	14	2,625
Unley	39,145	27,389	13	3,011
West Torrens	60,105	41,058	15	4,007

Source: Local Government Association of South Australia

Elected Member allowances

The register of Elected Member allowances and benefits was available for inspection upon request at the Civic Centre. Elected Member allowances were determined by the State's Remuneration Tribunal.

Allowances payable to members for the 2017/18 financial year were:

Position	Figure per annum	Figure per annum
	(until 10 November 2018)	(from 11 November 2018)
Mayor	\$79,230	\$82,520
Councillors	\$19,808	\$20,630
Additional Allowances		
Deputy Mayor	\$4,952	\$5,157.50
	Chair Prescribed Committee - \$4,952	Chair Prescribed Committee - \$5,157.50
Chair of a Committee	Chair Non-Prescribed Committee - \$209 sitting fee capped at \$1,251 per annum.	
Member of the Mendelson Foundation	\$4,952	\$5,157.50
Presiding Member of the Council's Assessment Panel (CAP)	\$10,896	\$11,347
Member of the CAP	\$5,944	\$6,198
Independent Member of Audit and Risk Committee	\$782 sitting fee capped at \$4,952 per annum.	\$850 sitting fee
Mayor 1 representative		
Councillors 14 representatives		
Deputy Mayor 1 representative		
Mendelson Foundation 2 elected member representatives		
CAP 1 elected member representative		

Note: When an Elected Member occupies one or more of the additional positions listed above (e.g. Deputy Mayor and Chair of a Committee) they receive only one additional allowance i.e. Councillor allowance of \$19,808 plus one additional allowance of \$4,952 = \$24,760 in total.

In addition to the annual allowance determined by the Remuneration Tribunal, Elected Members were provided with communications equipment such as computers and mobile telephones to assist them in the proper discharge and performance of their legislative duties.

Elected Members were also afforded the opportunity to attend training and conferences in order to ensure that their knowledge and understanding of local government was contemporary, in order to make sound strategic, policy and financial decisions.

The Mayor was provided with a vehicle to undertake official duties.

Elected Members were required to reimburse Council for any private use of equipment provided.

Elected Member training and development

The Council Policy - Elected Member's Training and Development was adopted by Council on 17 March 2015. Elected Members attended a variety of local, state and national seminars and conferences during the 2018/2019 period including:

Prior to November 2018 Periodic Election

- Local Government Association Workshop - LGA Constitution ancillary documents
- State Planning Commission Workshop - Planning Reform Open House Drop-In Sessions
- Elected Member Workshop - Kerbside Bin Audit Report
- KelliedyJones Lawyers Local Government Breakfast
- Local Government Finance Authority Annual General Meeting
- Local Government Association Roads and Works Conference
- Local Government Association Conference and Annual General Meeting

Post November 2018 Periodic Election

- Elected Member Workshop - Adelaide Airport Master Plan
- Elected Member Leadership Program
- State Planning Commission Briefings - new Planning and Design code for South Australia
- Elected Member Workshop - AdaptWest Regional - Cities of West Torrens, Charles Sturt and Port Adelaide Enfield
- Elected Member Strategic Planning Day Workshop (Confidential)
- Australian Mayoral Aviation Council Annual (AMAC) Conference
- Council Best Practice Showcase and LGA Ordinary General Meeting
- Elected Member Workshop - Community Needs Analysis
- Elected Member Workshop - Curfew Operations and Noise Management at Adelaide Airport
- ALGA National General Assembly of Local Government
- Elected Member Workshop - Public Interest Disclosure Act 2018
- Mandatory Elected Member Training Sessions

Elected Council Operations

Decision making framework

Council meetings

During the past financial year, Council met to consider information, reports and recommendations from the administration; to set budgets and arrive at decisions on strategies and policies to benefit the community.

Regular Council meetings took place on the first and third Tuesday of each month, however only one meeting was held in December 2018 and January 2019. Meetings were held in the City of West Torrens Civic Centre, 165 Sir Donald Bradman Drive, Hilton.

Notices of meetings

Meeting schedules and agendas and minutes were available at meetings, on public display in the Civic Centre (165 Sir Donald Bradman Drive, Hilton), the Hamra Centre Library (1 Brooker Terrace, Hilton) as well as on Council's website, westtorrens.sa.gov.au. Members of the public could obtain copies for a fee or view the information free of charge from Council's website.

Council Committees

Council committees were appointed in accordance with Section 41 of the *Local Government Act 1999*. In line with its 'Terms of Reference', the role of each committee was to consider reports and other information, such as the results of community consultation, and then make recommendations to Council. The recommendations were given effect only when adopted by Council.

During 2018/19, the City of West Torrens had two sets of committees, one prior to the 2018 Periodic Election and one post; both are outlined below.

30 June 2018 - 13 November 2018 (prior to November 2018 Periodic Election)

Urban Services Prescribed Standing Committee

Presiding member: Cr John Woodward

Meetings: monthly

Considered and reported to Council on matters affecting the Urban Services Division, such as:

- development and review of relevant strategies
- issuing of leases
- licenses and permits
- traffic management
- maintenance and construction of new Council-owned facilities.

Governance Prescribed Standing Committee

Presiding member: Cr Garth Palmer

Meetings: monthly

Considered and reported to Council on matters relating to Council's governance responsibilities including:

- the status of native title claims
- the impacts of State and Federal legislative change upon the Council and the organisational legislative compliance
- policy implications of external agency proposals on Council
- external agency investigations in accordance with policy
- procurement.

Finance and Regulatory Prescribed Standing Committee

Presiding member: Cr George Vlahos

Meetings: monthly

Considered and reported to Council on matters relating to the Corporate and Regulatory Division including:

- financial management, budget setting and review
- information technology resources and strategies
- environmental health matters
- waste management
- parking issues.

Strategy and Community Prescribed Standing Committee

Presiding member: Cr Arthur Mangos

Meetings: monthly

Considered and reported to Council on matters relating to the Business and Community Services Division including:

- State and Federal grants and subsidies
- strategy and development proposals
- promotion of community information
- promotion and development of Library Services.

Audit and Risk Prescribed General Committee

Presiding member: Cr Steven Rypp

Meetings: bi-monthly (February, April, June, August and October)

Comprised two Elected Members and three independent representatives and met to evaluate and provide advice on ways to improve the effectiveness of Council's:

- financial management
- risk management
- internal and external audit
- internal controls.

The Committee also made recommendations on the annual budget and financial statements.

Civic Non-prescribed General Committee

Presiding member: Cr Simon Tsiaparis

Meetings: bi-monthly (February, April, June, August and October)

Comprised seven Elected Members and met to discuss issues and make recommendations to Council on:

- events and functions
- grants, sponsorship and donations
- Council's civic responsibilities.

Corporate Planning, Policy and Performance Prescribed Committee

Presiding member: Cr Cindy O'Reilly

Meetings: bi-monthly (March, May, July, September and November).

Comprised seven Elected Members and met to review and discuss issues and make recommendations to Council on:

- review Council's Community Plan and Strategic Issues
- review Council policies
- review the performance of Council.

Community Facilities Prescribed General Committee

Presiding member: Cr Kym McKay

Meetings: bi-monthly (March, May, July, September and November).

Comprised seven Elected Members and met to review and discuss issues and make recommendations to Council on the creation of a network of multi-purpose community facilities (hubs) and neighbourhood development centres. Made recommendations to Council on the various development options, regarding community facilities, including:

- operations
- management
- financial costs
- construction and layout of buildings.

Chief Executive Officer's Review Prescribed General Committee

Presiding member: Cr George Demetriou

Meetings: annually

Comprised six Elected Members and met to review and make recommendations to Council in relation to the performance of the Chief Executive Officer.

Other committeesCouncil Assessment Panel (CAP)

In accordance with the *Planning, Development and Infrastructure Act 2016*, Council appointed the Council Assessment Panel (CAP) to replace the previous Development Assessment Panel on 5 September 2017. That term of CAP membership expired on 30 December 2018.

The Council established its 2019 - 2020 independent CAP in accordance with the *Planning, Development and Infrastructure Act 2016* on 11 December 2018.

Presiding member: Dr Donna Ferretti (1 October 2017 to 14 March 2018)

Presiding member: Ms Colleen Dunn (1 January 2019 to 31 December 2020).

Meetings: monthly

Comprised of one Council member and four independent members. The Panel met to consider and make decisions on certain development applications submitted to Council. Decisions made by CAP are not subject to review by Council. Appeals against most CAP decisions can, however, be made to the Environment, Resources and Development Court.

Building Fire Safety Committee

Meetings: bi-annually.

Comprised two Council staff, a Metropolitan Fire Service (MFS) representative and a member of the public with relevant expertise in building fire safety. There is no Elected Member representation. This Committee operated pursuant to section 71 of the *Development Act 1993*.

26 November 2018 - 30 June 2019 (post November 2018 Periodic Election)City Finance and Governance Standing Committee

Presiding member: Cr George Vlahos

Meetings: 3rd Tuesday of every month in conjunction with Council

Met to discuss issues and make recommendations to Council on:

- financial sustainability and reporting
- long-term financial plan and annual plan and budget
- budget review
- rating matters
- procurement
- information technology
- fees and charges
- accounting functions
- creditor payments and credit card reporting

- Elected Member allowances and benefits reporting
- Australian and State government funding
- records management
- corporate governance
- by-laws and legislation
- legislation
- roads opening and closing
- annual report
- legislation
- Freedom of Information.

City Services and Amenity Standing Committee

Presiding member: Cr Simon Tsiaparis

Meetings: 1st Tuesday of every month in conjunction with Council

Met to discuss issues and make recommendations to Council on:

- public works
- traffic and parking management and parking matters
- library
- aged and youth services
- Service Centre
- capital works
- fleet management
- animal management
- public and environmental health, including immunisation
- stormwater and drainage
- public lighting
- development control administration
- environmental sustainability and climate change
- community development.

City Advancement and Prosperity General Committee

Presiding member: Cr Cindy O'Rielley

Meetings: 4th Tuesday of the month in February; April; June; August; October.

Comprised eight Elected Members and met to discuss issues and make recommendations to Council on:

- strategic asset management
- economic development
- corporate planning, performance and policy
- strategic land use policy
- community land management plans
- community and partnership grants
- community engagement
- Civic awards and Australia Day awards
- festivals and events.

City Facilities and Waste Recovery General Committee

Presiding member: Cr Kym McKay

Meetings: 4th Tuesday of the month in March; May; July; September; November

Comprised eight Elected Members and met to discuss issues and make recommendations to Council on:

- open space, sport and recreation
- community hubs and management of community centres
- property leasing, disposal and acquisition
- building and facilities management
- waste management and resource recovery.

Audit General Committee

Established pursuant to Section 126 of the *Local Government Act 1999* with responsibility to monitor the risk management and internal control environment of Council's operations as well as overseeing Council's internal and statutory audit functions.

Presiding Member: Cr John Woodward

Meetings 2nd Tuesday of the month in Tuesday; April; June; August; October.

Comprised of three Elected Members and two independent members.

CEO Performance Review General Committee

Presiding member: Cr Anne McKay

Meetings: annually

Comprised eight Elected Members and met to review and make recommendations to Council in relation to the performance of the Chief Executive Officer.

Council Assessment Panel

The Council established its independent Council Assessment Panel in accordance with the *Planning, Development and Infrastructure Act 2016* on 1 October 2017.

Presiding member: Colleen Dunn

Meetings: 2nd Tuesday of each month

Comprised of one Elected Member and four independent members. Met to consider and make decisions on certain development applications submitted to Council. Decisions made by CAP are not subject to review by Council. Appeals against most CAP decisions can, however, be made to the Environment, Resources and Development Court.

Building Fire Safety Committee

Meetings: as required

Comprised two Council staff, a Metropolitan Fire Service (MFS) representative and a member of the public with relevant expertise in building fire safety. There was no Elected Member representation. This Committee operated pursuant to Section 71 of the *Development Act 1993*.

Agendas and Minutes

Council, Committee and Council Assessment Panel Agendas were placed on public display not less than three days before meetings. Minutes of the meetings were on display within five days of the meeting being held at the Civic Centre and Hamra Centre Library. Meeting Agendas and Minutes also appeared on Council's website.

Informal gatherings

Section 90(8) and (8a) of the *Local Government Act 1999* (Act) operate to enable Council to lawfully hold informal gatherings or discussions of members of Council or a Council Committee, with or without Council employees, provided that:

- any matters discussed relating to a matter that would ordinarily form part of the agenda for a formal meeting of the Council or a Council Committee are not dealt with in such a way as to obtain, or effectively obtain a decision; and
- the Council has adopted a policy on the holding of informal gatherings and discussions and the informal gatherings and discussions comply with the policy

In 2018/2019, under Section 90(8) and (8a) of the *Local Government Act 1999*, the Council held:

- prior to November 2018 Period Election: nine informal gatherings of which one was designated confidential
- post November 2018 Periodic Election: 12 informal gatherings of which three were designated confidential.

Working parties

A number of working parties consisting of Elected Members, staff and members of the community were established to investigate and examine specific issues. These included:

- City of West Torrens Road Safety Group
- Local Area Traffic Management Working Party
- Waste Working Party; incorporated into the City Facilities and Waste Recovery General Committee at the establishment of the new council.

Public participation

Members of the public could express their views and opinions to Council in a number of ways including:

Deputations

A deputation is a verbal way of presenting an issue to the notice of all Elected Members at a Council meeting. It is undertaken in accordance with the Code of Practice - Procedures at Meetings and the *Local Government (Procedures at Meetings) Regulations 2013*. All deputation requests must be made in writing to the Chief Executive Officer no later than one week before the Council meeting.

Petitions

A petition is a formal written request or submission to Council, which has been signed by multiple people. A standard petition form is available on Council's website and provides a template for compiling a petition.

Written requests

A member of the public may write to the Council on any Council policy, activity or service.

Elected Members

Members of the public may contact Elected Members to discuss any issue relevant to Council. Elected Member contact details are available on Council's website.

Website

The Council's website provides an online feedback form which may be completed to provide any comment on Council's services or programs.

Other

Members of the public can also contact Council via phone, sms, online chat, email, social media and face to face.

Council and standing committee meetings

Below details the number of Council and/or committee meetings for the reporting period.

Meetings from 1 July 2018 to 25 November 2018:

Type of meeting	Number
Council meeting	9
Special Council meeting	1
Urban Services Prescribed Standing Committee	5
Governance Prescribed Standing Committee	5
Finance and Regulatory Prescribed Standing Committee	4
Strategy and Community Prescribed Standing Committee	4
Audit and Risk Prescribed General Committee	2
Corporate Planning, Policy and Performance Prescribed General Committee	1
Civic Non-Prescribed General Committee	1
Community Facilities Prescribed General Committee	2
Council Assessment Panel	5
Chief Executive Officer's Review Prescribed General Committee	0
Building and Fire Safety Committee	3

Meetings from 26 November 2018 to 30 June 2019:

Type of meeting	Number
Council meeting	13
City Services and Amenity Standing Committee	5
City Finance and Governance Standing Committee	5
Special Meeting of the City Finance and Governance Standing Committee	1
City Advancement and Prosperity General Committee	3
City Facilities and Waste Recovery General Committee	2
Audit General Committee	2
CEO Performance Review General Committee	0
Council Assessment Panel	7
Building Fire Safety Committee	2

Elected Member attendance

Council and Standing Committee meetings

1 July 2018 to 13 November 2018 (pre-elections)

Elected Member	Full Council	Special Council	Standing Committees	Total number of meetings	Leave of absence granted	Apology for meeting	Absent from meeting
Total number of meetings	9	1	18	28	N/A	N/A	N/A
Mayor J Trainer	9	1	18	28	0	0	0
Cr R Haese	8	1	16	25	0	3	0
Cr G Palmer	8	0	16	24	3	1	0
Cr C O'Rielly	9	1	18	28	0	0	0
Cr G Vlahos	9	1	18	28	0	0	0
Cr M Farnden	9	1	18	28	0	0	0
Cr J Woodward	9	1	18	28	0	0	0
Cr K McKay	9	1	18	28	0	0	0
Cr S Rypp	9	0	18	27	0	1	0
Cr G Demetriou	8	1	16	25	0	3	0
Cr M Hill	8	1	16	25	0	3	0
Cr S Tsiaparis	9	1	18	28	0	0	0
Cr A Mangos	8	1	16	25	0	3	0
Cr T Polito	6	0	12	18	0	10	0
Cr G Nitschke	9	1	18	28	0	0	0

The above figures exclude the Council Assessment Panel and Prescribed General Committees as not all Elected Members were appointed to these committees.

Council and Standing Committee meetings
26 November 2018 to 30 June 2019 (post-elections)

Elected Member	Full Council	Standing Committees	Special meeting of Finance and Governance Standing Committee	Total number of meetings	Leave of absence granted	Apology for meeting	Absent from meeting
Total number of meetings	13	10	1	24	N/A	N/A	N/A
Mayor M Coxon	13	10	1	24	0	0	0
Cr B Reynolds	13	10	1	24	0	0	0
Cr J Wood	11	8	1	20	0	4	0
Cr C O'Rielly	12	9	1	22	0	2	0
Cr G Vlahos	13	10	1	24	0	0	0
Cr E Papanikolaou	11	8	1	20	4	0	0
Cr J Woodward	13	10	1	24	0	0	0
Cr K McKay	12	9	1	22	2	0	0
Cr D Huggett	10	7	1	18	6	0	0
Cr A McKay	10	8	1	19	2	3	0
Cr D Wilton	12	9	1	22	0	2	0
Cr S Pal	12	10	1	23	0	1	0
Cr S Tsiaparis	13	10	1	24	0	0	0
Cr G Nitschke	13	10	1	24	0	0	0
Cr D Mugavin	12	9	1	22	0	2	0

The above figures exclude the Council Assessment Panel and General Committees as not all Elected Members were appointed to these committees.

Confidential items and review of Council decisions

Confidential items

Section 90(2) of the *Local Government Act 1999* (Act) specifies that Council and Committee meetings are to be held in a public place. However, this principle is occasionally outweighed by the need to keep information or discussion confidential.

Section 90(3) of the Act details the types of matters which may be discussed in confidence. The relevant subsections that were applied to business items considered during 2018/19 are detailed here.

Council meetings

- From 1 July 2018 to 25 November 2018, four of 231 items (1.73 per cent) of Council and Standing Committee business were dealt with and/or retained in confidence.
- From 26 November 2018 to 30 June 2019, nine of 225 items (4 per cent) of Council and Standing Committee business were dealt with and/or retained in confidence.
- As at 30 June 2019, 13 items remained in confidence.

Confidential orders are reviewed by the Chief Executive Officer on a monthly basis and revoked if required. Any confidential order that exceeds 12 months or requires extension is reviewed by Council.

2018/2019 items

Three (3) business items, tabled below, were considered under s90(3)(a) and retained in confidence under s91(7) of the Act on the basis that the premature disclosure of this information would be unreasonable, given it contains personal information relating to the applicants which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council.

Meeting date	Item	Status
17 July 2018	Appointment of the Brownhill Keswick Creek Stormwater Subsidiary Board	Confidential
7 August 2018	City of West Torrens Building Fire Safety Committee Vacancies and Appointment of New Members	Confidential
5 March 2019	Chief Executive Officer Employment Contract	Confidential

Two (2) business items, tabled below, were considered under s90(3)(b)(i) and (ii) and retained in confidence under s 91(7) of the Act on the basis that they may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible price for the land to be divested. In addition, Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of Council's commercial position may severely prejudice Council's ability to secure the best possible price for the land for the benefit of the Council and its community and, consequently, Council considers the disclosure of this information would, on balance, be contrary to the public interest.

Meeting date	Item	Status
17 July 2018	Proposed lease arrangements - 240 Morphett Road, North Plympton	Confidential
19 February 2019	Divestment of Council Property	Confidential

One (1) business item, tabled below, was considered under s90(3)(a) and s90(3)(b)(i) and (ii) and retained in confidence under s91(7) of the Act on the basis that the report involves personal affairs of the ratepayers named in the report and Council litigation.

Meeting date	Item	Status
4 June 2019	Sale of Property for the Non Payment of Rates	Confidential

Two (2) business items, tabled below, were considered under s90(3)(g) and retained in confidence under s 91(7) of the Act on the basis that:

- Council is required by legislation to ensure there is no public disclosure of the information contained in the report and supporting documentation.
- the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicants which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council.

Meeting date	Item	Status
7 August 2018	Lockleys Bowling Club - Payment Proposal	Confidential
11 December 2018	Camden Community Centre Audit	Confidential

One (1) business item, tabled below, was considered under s90(3)(a) and s90(3)(g) and retained in confidence under s91(7) of the Act on the basis that the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicants which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council.

Meeting date	Item	Status
15 January 2019	Audit General Committee Establishment (Attachment 2)	Confidential

One (1) business item, tabled below, was considered under s90(3)(j)(i) and (ii) and retained in confidence under s 91(7) of the Act on the basis that the disclosure of this information as requested could materially impact on negotiations between the parties and as such the request by the Public Official to maintain confidence is required to be upheld until such times as matters are finalised and Council has considered its position.

Meeting date	Item	Status
16 April 2019	Future of Cummins House	Confidential

Two (2) business items, tabled below, were considered under s90(3)(k) and retained in confidence under s91(7) of the Act on the basis that the information to be received, discussed or considered in relation to this agenda item is information relating to the tenders received for the carrying out of works related to Stage 2, 2a, 3, 3a and 3b of Weigall Oval redevelopment.

Meeting date	Item	Status
2 April 2019	City Facilities and Waste Recovery General Committee Item 10.2 - Item 8.3 Weigall Oval Masterplan and Facilities Upgrade - Update	Confidential
16 April 2019	Weigall Oval Masterplan and Facilities Upgrade	Confidential

One (1) business item, tabled below, was considered under s90(3)(m) and retained in confidence under s 91(7) of the Act on the basis that the deputation presented information relating to a proposed amendment to a Development Plan under the Development Action 1993 before a Development Plan Amendment proposal relating to the amendment is released for public consultation under the Act.

Meeting date	Item	Status
16 April 2019	Plympton Residential DPA	Confidential

Confidential Items from 2017/18 that were reviewed in the 2018/19 financial year

Four (4) items that were retained in confidence during the 2017/18 financial year were released in this financial year (2018/19) as tabled below and one (1) item was retained in confidence.

Meeting date	Item	Status
3 October 2017	Chief Executive Officer's Performance Review - 2017	Released 3 October 2018
17 October 2017	Sale of Property for the Non Payment of Rates	Released 17 October 2018
6 March 2018	Council Assessment Panel - Presiding Member	Released 6 March 2019
3 April 2018	Appointment of Council Assessment Panel Independent Members	Released 3 April 2019
19 June 2018	Divestment of Council Property	Confidential

Confidential Items from 2016/17 that were released in the 2018/19 financial year

One item retained in confidence during the 2016/17 financial year was not released in this financial year (2018/19) and still remains in confidence as tabled below.

Meeting date	Item	Status
11 November 2016	Development Assessment Panel - Independent Member Appointment 2017-18	Confidential

Confidential Items from 2015/16 that were released in the 2018/19 financial year

Three (3) items retained in confidence during the 2015/16 financial year were not released in this financial year (2018/19) and still remain in confidence as tabled below.

Meeting date	Item	Status
15 April 2016	Rates Agreement - Adelaide Airport	Confidential
3 May 2016	Divestment Proposal - Brickworks Riverfront Land	Confidential
7 June 2016	Divestment Proposal Update - Brickworks Riverfront Land	Confidential

Confidential Items from 2013/14 that were released in the 2018/19 financial year

One (1) item that was retained in confidence during the 2013/14 financial year was released in this financial year (2018/19) as tabled below. One (1) item was retained in confidence.

Meeting date	Item	Status
3 September 2013	Update - Thebarton Theatre - Fire Safety	Released 24 August 2018
19 November 2013	Brickworks Markets - Retained Land	Confidential

Confidential items from 2012/13 that were reviewed in the 2018/19 financial year
There are no items still retained in confidence from the 2012/13 financial year.

Confidential items from 2011/12 that were released in the 2018/19 financial year
There are no items still retained in confidence from the 2011/12 financial year.

Confidential items from 2010/11 that were released in 2018/19 financial year
Two (2) items retained in confidence during the 2010/11 financial year were released in this financial year (2018/19) as tabled below and one (1) item was retained in confidence.

Meeting date	Item	Status
23 November 2010	Audit and Risk General Committee structure attachment	Released 1 May 2019
23 November 2010	Development Assessment Panel - establishment attachment	Released 1 May 2019
15 March 2011	Development Assessment Panel - replacement independent member	Confidential

Audit and Risk Prescribed General Committee Meetings

Confidential Items from 2017/18 that were released in the 2018/19 financial year
One item retained in confidence during the 2017/18 financial year was released in this financial year (2018/19) as tabled below.

Meeting date	Item	Status
10 October 2017	External Audit Tender Evaluation	Released 10 October 2018

Confidential items from 2016/17 that were reviewed in 2017/18 financial year
One item retained in confidence during the 2016/17 financial year was not released in this financial year (2018/19) and still remains in confidence as tabled below.

Meeting date	Item	Status
17 October 2016	Information Services Security Audit (Audit and Risk Committee)	Confidential

Civic Committee Meetings

Confidential Items from 2017/18 that were released in the 2018/19 financial year
One item retained in confidence during the 2017/18 financial year was released in this financial year (2018/19) as tabled below.

Meeting date	Item	Status
27 February 2018	Public Art on Ashwin Parade	Released 27 February 2019

City Facilities and Waste Recovery General Committee Meetings

The City Advancement and Prosperity General Committee was established pursuant to Section 41 of the *Local Government Act 1999* for the period 1 February 2019 to the conclusion of the 2022 Local Government elections.

From 1 February 2019 to 30 June 2019, three (3) out of 27 items (11.11 per cent) of Committee business was dealt with in confidence.

One (1) business item, tabled below, was considered under s90(3)(b)(i) and (ii) and retained in confidence under s 91(7) of the Act on the basis that it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible price for the waste and recycling contract. In addition, Council considers the disclosure of this information would, on balance, be contrary to the public interest because the disclosure of Council's commercial position may severely prejudice Council's ability to secure the best possible outcome for the waste and recycling contract for the benefit of the Council and its community.

Meeting date	Item	Status
26 March 2019	Kerbside Waste and Recycling Collection Contract - Offer to Extend	Confidential

Two (2) business items, tabled below, were considered under s90(3)(j)(i) and (ii) and retained in confidence under s 91(7) of the Act on the basis:

- the disclosure of this information as requested could materially impact on negotiations between the parties and as such the request by the Public Official to maintain confidence is required to be upheld until such times as matters are finalised and Council has considered its position
- the information to be received, discussed or considered in relation to this agenda item is information relating to the tenders received for the carrying out of works related to Stage 2, 2a, 3, 3a and 3b of Weigall Oval redevelopment.

Meeting date	Item	Status
26 March 2019	Cummins House - Update	Confidential
26 March 2019	Item 8.3 Weigall Oval Masterplan and Facilities Upgrade - Update	Confidential

Chief Executive Officer's Review Prescribed General Committee

There are no items still retained in confidence from the 2017/18 financial year.

Council Assessment Panel

Regulation 13(2)(a) (vii) and (viii) of the *Planning, Development and Infrastructure (General) Regulations 2017*, specifies that Council Assessment Panel (CAP) meetings are held in a public place, but on occasions this principle is outweighed by the need to keep the information or discussion confidential.

From 1 July 2018 to 30 June 2019, two of 121 items (1.65 per cent) of CAP business were dealt with in confidence under regulation 13(2)(a) (vii) and (viii):

- (vii) matters that must be considered in confidence in order to ensure that the assessment panel, or any other entity, does not breach any law, or any order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty
- (viii) legal advice.

2018/2019 items

One (1) business item, tabled below, was considered under regulation 13(2)(a) (vii) and (viii) and retained in confidence under regulation 13(2) of the of the Planning, Development and Infrastructure (General) Regulations 2017 on the basis that the matter is before then Environment Resources and Development Court and it is a requirement of the Court that matters are kept confidential until such time as a compromise is reached or the matter proceeds to a hearing.

Meeting date	Item	Status
11 June 2019	Consideration of Appeal - ERD 19-69: 19 Carlton Parade, TORRENSVILLE	Confidential

Review of internal decisions

Section 270 of the *Local Government Act 1999* provides for the internal review of decisions of the Council, employees and other people acting on Council's behalf. During 2017/18, one (1) application for review of a Council decision was submitted.

Description of matter	Date Received	Outcome of Review
Internal review request received regarding the refusal to remit fees and charges on a rate repayment schedule.	29 September 2017	Review completed and decision upheld.

In addition, for the period 1 July 2017 - 30 June 2018, 1,631 requests for an internal review of an expiation notice were received. Of these requests, 785 expiation notices were waived.

Applicants were notified about their right to apply to the Ombudsman for assistance should they be dissatisfied with the findings of the Section 270 review.

In accordance with the Council Policy - Customer Complaints the Administration received and managed requests for service and general complaints within the 2018/2019 financial year.

Access to Council documents

A list of documents and registers that can be accessed by the public can be found later in this document.

Freedom of Information

During 2018/19, Council processed 19 Freedom of Information (FOI) requests and zero (0) requests for internal review of an FOI determination and provided its Annual Return to State Records.

Information on the FOI process, application forms, fees and access to documents is available from Council's accredited FOI officers. If required, these officers will assist anyone seeking to amend Council records containing their personal affairs. More information on, and application forms for, the FOI process are available from Council, on the website and on the State Records website.

A member of the public wishing to amend the Council's records concerning their personal affairs may email governance@wtcc.sa.gov or phone 8416 633 and ask to speak with an accredited FOI officer.

In accordance with Section 9 of the *Freedom of Information Act 1991*, Council must make available for public inspection an annual 'Information Statement' that provides an overview of its structure, functions and documents. This information is detailed in other sections of this annual report and can be viewed on Council's website.

Ombudsman enquiries

Council responded to four new enquiries from the SA Ombudsman. No negative findings were made against Council.

Subsidiaries

On 27 February 2018 a notice appeared in the South Australian Government Gazette announcing the establishment of the Brown Hill and Keswick Creeks Stormwater Board.

The Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens established the Board pursuant to Section 43 of the *Local Government Act 1999*. This Board oversees the construction of stormwater infrastructure of the Brown Hill and Keswick Creeks Stormwater Management Plan. The Board's financial statements for the year ended 30 June 2019 appear later in this report.

Whistleblowers

The Whistleblowers Protection Act 1993 protects people who disclose information about serious wrong doing within the South Australian public sector, including local government.

The City of West Torrens does not tolerate improper conduct by its employees, officers or Elected Members, or the use of reprisals against those who disclose such conduct. In 2018/19, Council received zero (0) valid whistleblowers reports.

Management

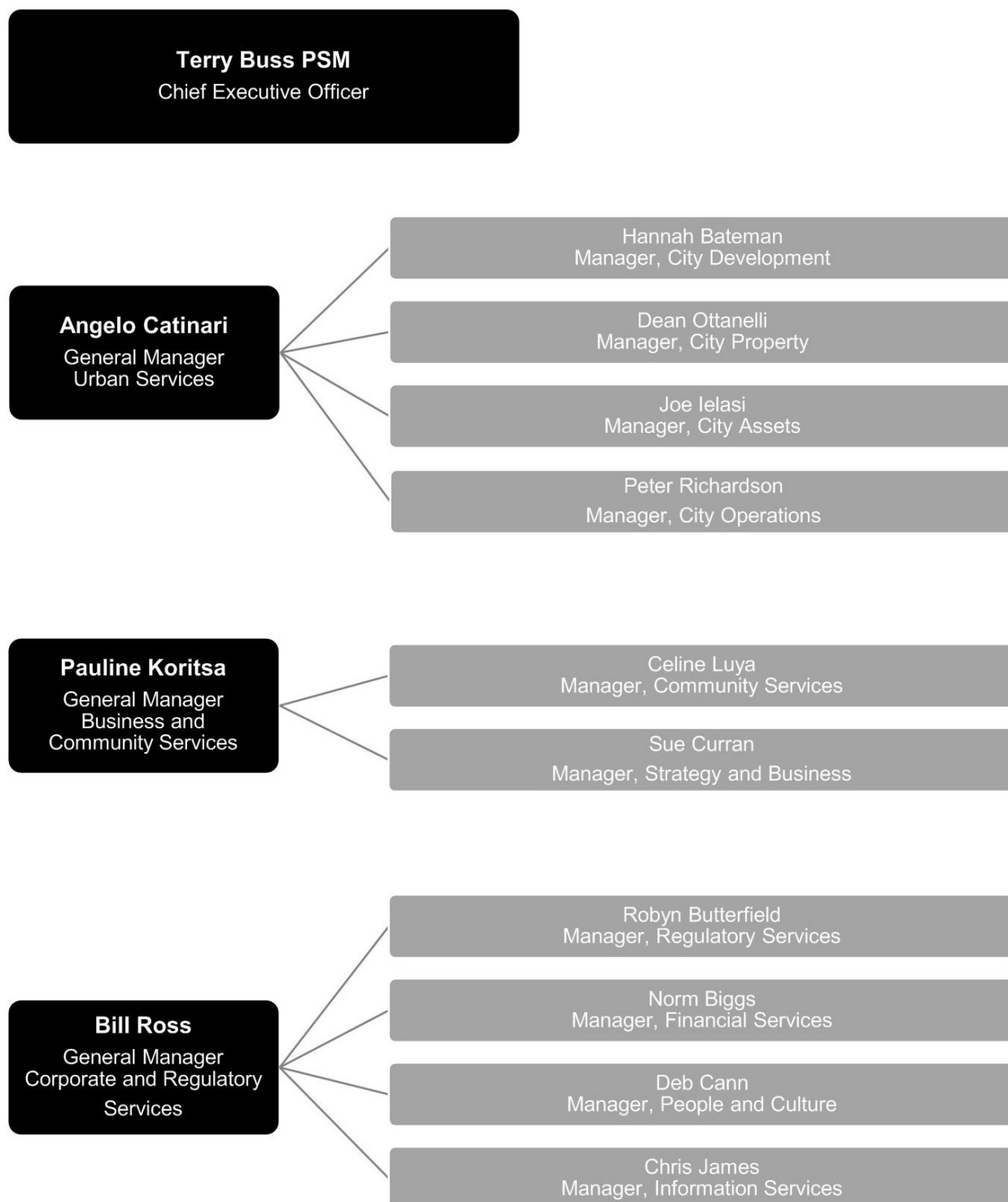
The City of West Torrens' Administration is responsible for the day-to-day operations and affairs of the organisation. It provides advice to the Elected Council on strategies and policy direction, implements Elected Council decisions and ensures that Council and its employees comply with statutory obligations. Managers and staff also carry out the regulatory and service roles of a local government body.

During this current reporting period, the Management team comprised the Chief Executive Officer, three General Managers and 10 Department Managers, operating under delegated authority according to their levels of training and responsibility.

Management staff are employed on five-year contracts, comprising a package of base salary plus allowances such as use of vehicle and provision of telecommunications equipment. The register of employee remuneration and benefits is available for inspection on request at the Civic Centre. The following flow chart shows the Management structure of the City of West Torrens as at the end of the financial year for 2019.

Management structure

As at 30 June 2019



Strategic Management

One of the objectives of a council is to be responsive to the needs, interests and aspirations of individuals and groups within its community. We are also required to provide services, facilities and programs that are adequate and appropriate for our community.

'Strategic planning' establishes the future direction for the entire council in consultation with the local community - that is everyone who lives, works or visits the area. It provides an opportunity to determine the council's long-term objectives, evaluate its operations and develop strategies to address unique local issues. It also helps us to identify opportunities to contribute to the achievement of State Government objectives, explore the potential to work in partnership with other government organisations in service delivery and participate, where appropriate, in activities on a regional basis.

The *Local Government Act 1999* requires councils to develop and adopt plans for the management of their area that are referred to as strategic management plans. The 'Towards 2025 Community Plan' is the lead document in our Council's suite of strategic management plans. This plan is a statement of what the City of West Torrens will do to help achieve the community's vision of: 'West Torrens - committed to being the best place to live, work and enjoy life'. Our priorities and aspirations for the West Torrens' community are outlined on the following page.

Other key strategic management plans complement and support the Towards 2025 Community Plan including:

- Budget and Annual Business Plan
- Asset Management Plans.
- Strategic Directions Report.

Collectively, these plans provide the platform to focus our short-term allocation of resources in delivering our vision. They help us package and adopt annual service delivery plans for each department within Council.

Departmental service plans identify and detail projects the Council is focusing on and confirm their position within the overall Towards 2025 Community Plan. They help the Council deliver long-term priorities.

Council's Annual Business Plan and Budget defines priorities and allocates financial resources to ensure activities are delivered according to the long-term vision. The accompanying graph provides a visual snapshot of our overall performance throughout 2018/19 against the Annual Business Plan. Copies of all plans and quarterly reports can be viewed on our website, westtorrens.sa.gov.au

Community Land Management Plans

Council's most recent review of its Community Land Management Plans was during 2016. Updated plans were presented at the Council meeting on 15 November 2016 for consideration and subsequent approval, subject to draft plans being put out for public consultation/notification, beginning 30 January 2017. No feedback was received during the 21 day public consultation period and, subsequently the plans were approved by Council at its meeting on 18 July, 2017.

The review of Council's Land Management Plans that was adopted by Council saw the consolidation of 11 plans into three:

- Reserves and Sportsfields
- Drainage Lands
- Community and Commercial Facilities.

Our priorities and aspirations



Community Life

Aspirations

- A community that embraces diversity.
- Active, healthy and learning communities.
- An engaged community.

Progress indicators

- Attendance at community events.
- Participation in community services.
- Volunteering rate.



Natural Environment

Aspirations

- Reduction in our ecological impact.
- Enhanced natural environment.

Progress indicators

- Tree canopy cover.
- Stormwater detention, treatment and reuse volume.
- Waste to landfill.



Built Environment

Aspirations

- A well-designed built environment.
- An appealing and valued open space network.
- Accessible and reliable transport options.

Progress indicators

- Dwelling diversity.
- Community satisfaction with assets.
- Number of people cycling, walking and using public transport.



City Prosperity

Aspirations

- A thriving business environment.
- A vibrant city.

Progress indicators

- Employment diversity.
- Business type diversity.
- Visitor perception.



Financial Sustainability

Aspirations

- Sustainable financial management.
- Proactive asset management.

Progress indicators

- Financial sustainability ratios.
- Asset sustainability ratios.
- Income received through grants.
- Infrastructure improvements.



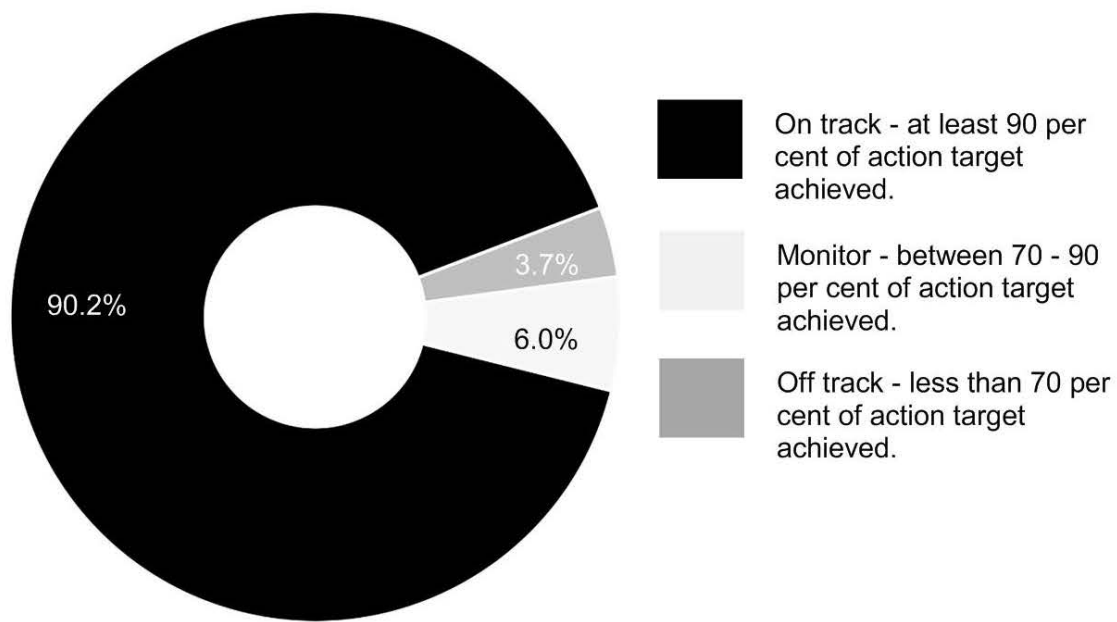
Organisational Strength

Aspirations

- Strong partnerships and working relationships.
- Leading governance and technology.

Progress indicators

- Staff satisfaction.
- Customer satisfaction with Council services.
- Productivity gains through continuous improvement.

Overall performance of the City of West Torrens - to come

Office of the Mayor and Chief Executive Officer

The Office of the Mayor and Chief Executive Officer (CEO) provides support to both the Elected Council and administration by researching and developing opportunities for growth and prosperity. This department has both an internal and external focus - internally with regards to continuous improvement and externally around economic development.

Economic Development

During the year under review the Council's Executive Advisor Partnerships, Business and Stakeholder Interaction began developing an Economic Development Plan to formalise the many economic development deliverables that the Council provides. Council's economic development vision is to help build opportunities for local businesses to thrive and expand.

Part of this strategy is to provide avenues where business owners and operators can meet and network and in May 2019 we held a business breakfast at Atura Adelaide Airport that was addressed by Premier Steven Marshall. The event was well attended and a huge success.

Grants

We were successful in receiving a grant from the Open Space and Places for People funding for the development of the second stage of Kings Reserve. We also applied to the Community Recreation and Sports Facility Grant for helping to fund the second phase of Camden Oval, however at the end of our reporting period we were still unaware of the outcome of our application.

In order to help our local community locate more easily grants for which they could apply, our Council implemented the 'grants guru' portal on its website. The grant finder will be a one-stop-shop for national, state and local grant funding.

Engaging with the community

The year in review saw the City of West Torrens (CWT) and the Hilton RSL host the presence of the Hellenic Presidential Guard (Evzones) at the ANZAC Day memorial service in April 2019. The Evzones played a significant role in the service and commemorated the alliance of the goodwill between Australia and Greece during World War I. More than 2,500 people attended this event.

Continuous Improvement

The Continuous Improvement (CI) team facilitate and coordinate continuous improvement initiatives across the organisation. The team's objective is to support the organisation in process improvement to deliver maximum value for our community through value creation, efficiency and cost savings and improved service delivery.

In 2018/19, the Continuous Improvement team facilitated and helped improve processes across the organisation, focussing mostly on how mobile technology can help us undertake our work more efficiently.

Projects included:

- bank guarantee process
- customer parking complaints process
- Thebarton Community Centre booking process (phase one)
- managing resources in a storm event process
- Elected Member request process
- corporate planning process
- civil and maintenance inspections
- cat cages hire review
- lodgment of Development Application workflow
- customer service payment arrangements
- Council-owned building inspection process

- Property Services internal request process
- stormwater drain inspections process
- landscape/West Torrens' reserves inspections process
- turf and irrigation inspections process
- community bus payment collection process
- playground installation communication process
- street sweeping inspections process.

A Continuous Improvement Project Plan was developed in consultation with CWT's Management and Executive teams to identify opportunities across the organisation. This new approach will enable time and resources to be better allocated to outcomes and will be implemented in the 2019/20 financial year. We also developed an organisational 'process hub' which contains various processes that are used across the organisation. The hub currently has more than 73 processes which staff can access to help ensure consistency across the organisation.

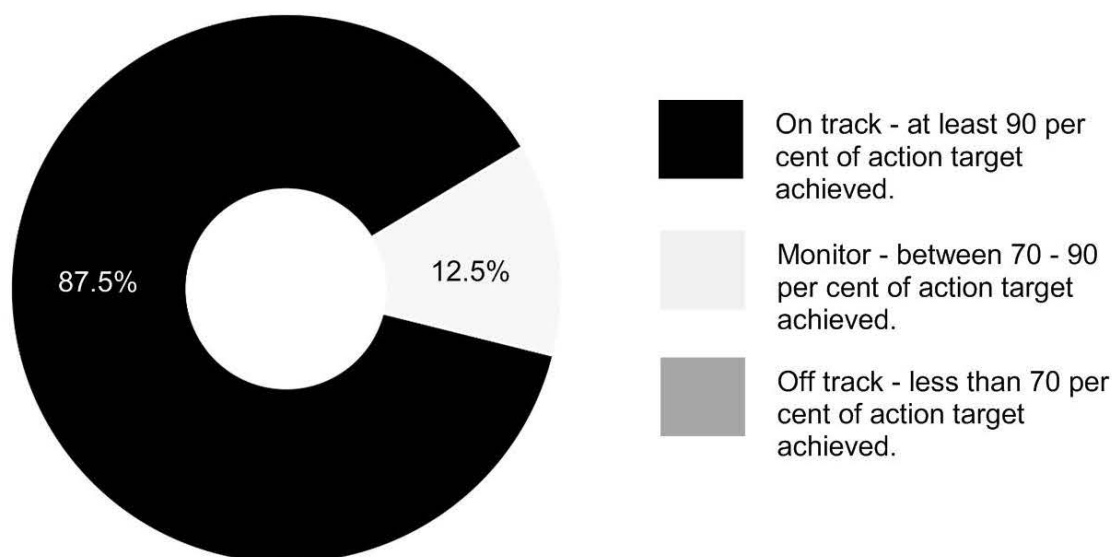
The coming year

In this coming year we expect to see our teams continue to develop relationships with local businesses and explore opportunities for economic growth. We will finalise our economic development strategy and look at new opportunities to strengthen the capacity of our business sector.

In terms of Continuous Improvement, the new financial year will focus on implementing the organisation's Project Plan, which has identified numerous process reviews including:

- Council correspondence
- public liability claims
- corporate planning
- council reports
- tracking of capital works projects
- tree maintenance and data collection.

Overall performance of Office of the Mayor and Chief Executive Officer

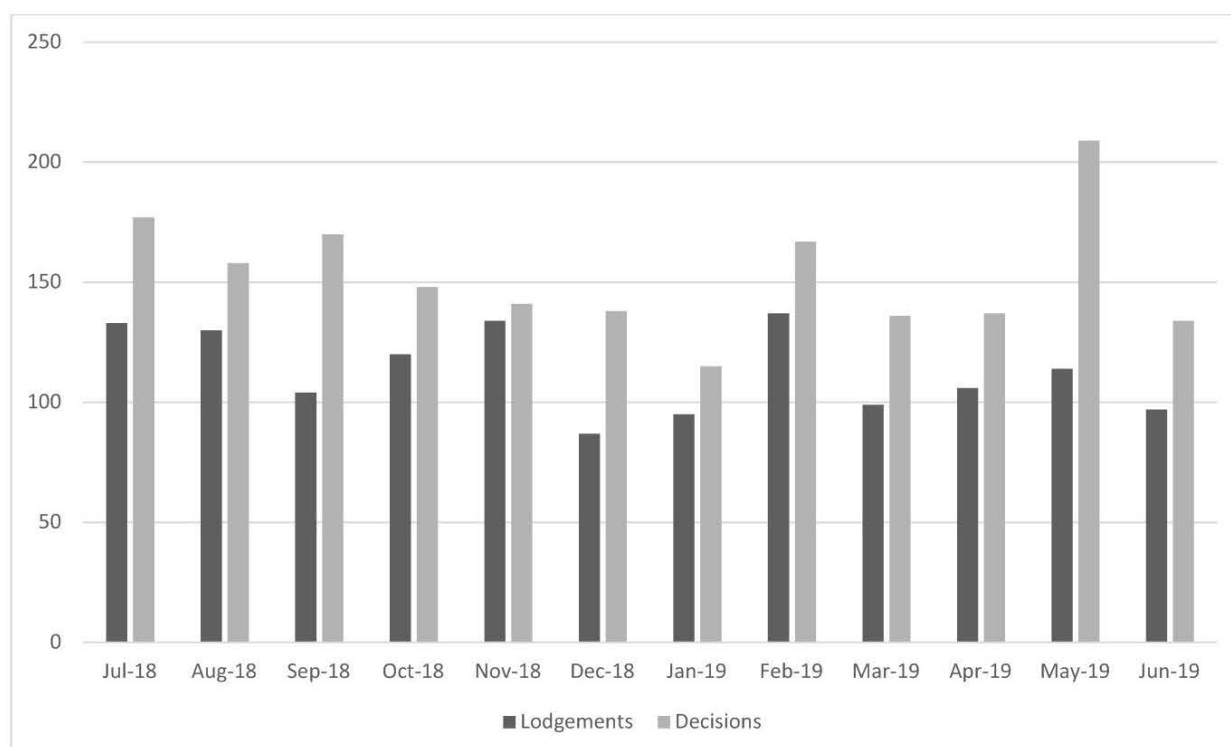


City Development

The primary responsibility of City Development is to assess development applications and ensure that new development within West Torrens complies with the *Development Act 1993*. New development can range from major initiatives such as establishing new business precincts and multi-residential developments to house renovations and extensions.

The number of development applications received in 2018/19 decreased by 12 per cent over the previous financial year, with a total of 1,356 applications lodged, representing an average of 113 applications received each month throughout the year. The number of development applications on which decisions were made in 2018/19 increased by four per cent over the previous financial year, with 1,988 applications determined representing an average of 166 applications each month

2018/19 lodgements and decisions



City Development undertakes paperless assessment of land division development applications and continues to implement new software and processes to increase the number of applications that can be lodged and assessed electronically.

The year in review saw a number of significant developments assessed and continued development trends, key among them being:

- multi-storey mixed developments within the Urban Corridor Zone along Anzac Highway and Henley Beach Road
- a range of commercial developments included mixed use buildings, production facilities, integrated service stations, warehouses and retail showrooms
- continued medium density infill development within parts of the Residential Zone, particularly in Fulham, Kurralta Park, Lockleys, Marleston, Plympton, North Plympton, and the Urban Renewal Zone in Torrensville and Underdale.
- redevelopments of community facilities including Lockleys Oval, Camden Oval, Weigall Oval and Peake Gardens.

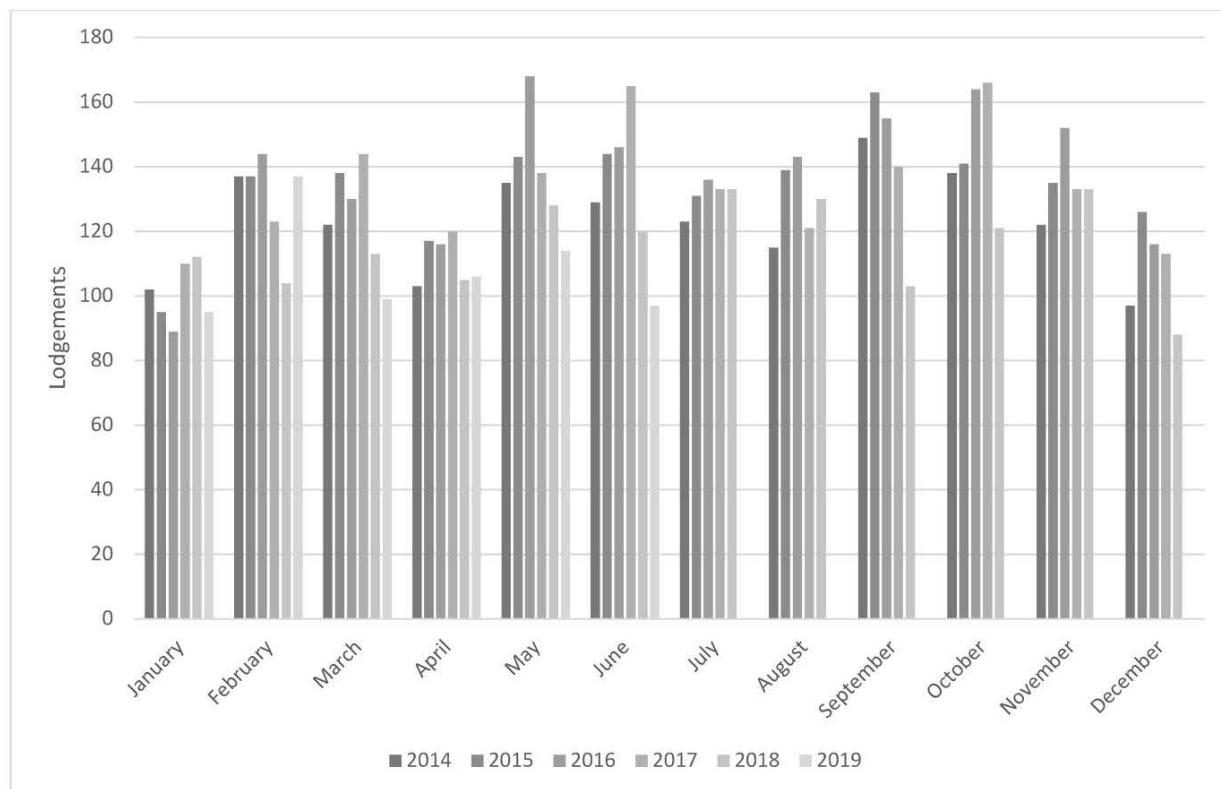
- new development proposed in the recently rezoned Urban Renewal Zone in Torrensville and Underdale.

Estimated cost of approved developments

Commercial cost					
July 18	\$8,868,000	November 18	\$11,857,304	March 19	\$786,000
August 18	\$2,536,750	December 18	\$611,100	April 19	\$1,804,802
September 18	\$1,003,623	January 19	\$6,400	May 19	\$75,000
October 18	\$929,212	February 19	\$710,100	June 19	\$450,000

Residential cost					
July 18	\$22,796,986	November 18	\$12,238,537	March 19	\$7,939,000
August 18	\$13,259,668	December 18	\$14,250,166	April 19	\$5,306,835
September 18	\$7,448,713	January 19	\$9,445,811	May 19	\$4,948,115
October 18	\$11,591,199	February 19	\$11,746,009	June 19	\$868,411

Comparative application lodgement numbers - 2014/15 to 2018/19



Council Assessment Panel

Development applications lodged with the City of West Torrens are assessed in one of two ways - either by a member of staff under delegation from Council or by the Council Assessment Panel (CAP).

Each application is assessed on its individual merits and, if deemed to require a more rigorous or independent assessment, may be referred to the CAP. These could include development applications where a representor seeks to be heard on their submission, large-scale

developments, multi-story residential developments and those that do not satisfactorily meet provisions of the Council Development Plan.

Council formally reappointed the CAP at its meeting of 12 December 2018, with a term of office extending from 1 January 2019 to 31 December 2020.

A total of 12 CAP meetings were held during 2018/19 with member attendance records indicated below.

Panel member	Attendance	Apologies
Colleen Dunn Presiding Member	11	1
Jane Strange	11	1
Ben Russ	12	0
Michael Arman (Member from January 2019)	5	1
Megan Lewis (Deputy Member from January 2019)	2	0
Cr Jassmine Wood (Member from February 2019)	5	0
Cr Graham Nitschke (Member until January 2019)	6	1
Andreea Caddy (Member until August 2018)	1	1
Chris Menz (Member until December 2018)	5	1

During the year, 105 development applications were determined by the CAP. This represented 11 per cent of all development plan consent applications determined by Council during 2018/19. Ninety-four percent of applications considered by the CAP were determined in line with the staff recommendation.

Compliance

A total of 215 development compliance issues were reported during 2018/19, reflecting a 15 per cent decrease on the previous year. Of these, 52 remain ongoing matters. In addition, 14 enforcement notices (pursuant to Sections 69 and 84 – Enforcement Notices – of the *Development Act 1993*) were issued; one was referred to the Environment, Resources and Development Court.

City Development also conducts building inspections of developments under construction to ensure that they are being built in accordance with approved plans. During 2018/19, 622 satisfactory building inspections were conducted reflecting an increase of 80 per cent on the previous year.

Building Fire Safety

The Building Fire Safety Committee held five meetings during the 2018/19 financial year. The Committee undertook 19 inspections across 15 buildings and issued two fire safety defect notices. The Building Fire Safety Committee contributed to the Aluminium Composite Panel (ACP) Cladding Building Audit, being coordinated across South Australia by the Department of Planning, Transport and Infrastructure.

Liquor licence applications

While decisions regarding liquor licensing are made by the Office of the Liquor and Gambling Commission, Council has the opportunity to comment on some applications before licences are issued. Comments are primarily around areas of concern such as approved land use, suitability of the proposal and details of any complaints received that relate to the proposal. Council commented on 49 proposals during the 2018/19 financial year, a 32 per cent increase on the previous financial year.

Section 7 search requests

A Section 7 search can be requested by any person with an interest in the land, usually when the sale of a property occurs, and a Section 7 certificate is provided by Council. In the reporting year, Council issued 1,624 Section 7 certificates, which carried information such as property zoning and use of land. This was a seven per cent increase on the previous financial year.

Value adding to our service

City Development is committed to continuous improvement and is constantly on the lookout for ways to provide better service to customers.

City Development continued to provide referral comments on a number of applications assessed by other authorities, including the State Commission Assessment Panel, State Coordinator-General, Minister for Planning, the Governor and Adelaide Airport Limited.

The online ordering of rates certificates and Section 7 requests continued to enjoy strong take-up by conveyancers. With improved search functionality, the majority of searches are now lodged through the online portal.

Staff continued to provide telephone, face to face and written advice to customers upon request, with enquiry numbers remaining constant.

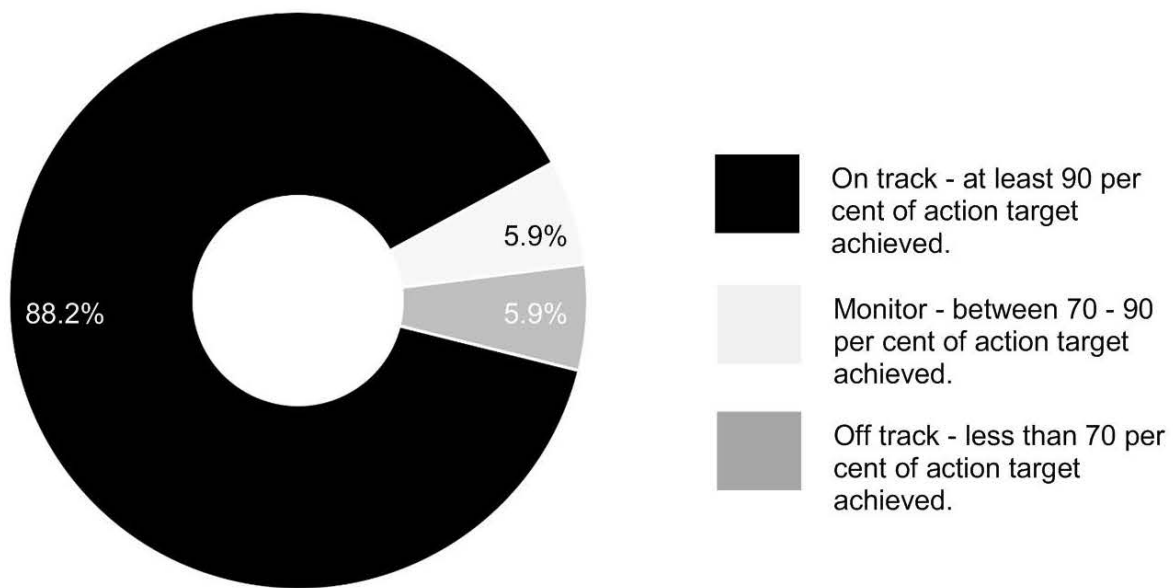
At the same time, the online tracking of development applications remained a valued service, with a growing number of customers welcoming the ability to check the real-time progress of their applications via the internet.

The coming year

City Development will again focus on a number of major endeavours in the new financial year, including the continued transition from the *Development Act 1993* to the *Planning, Development and Infrastructure Act 2016* and associated staged implementation of new statutory requirements, including the release of the draft Planning and Design Code. City Development will also continue implementation of the State Government's Liquor Licencing Reform as it relates to Council, including changes to Council's role in the licencing process.

Key areas of focus for City Development in the coming year will include:

- handling planning applications within legislated timeframes
- providing accurate and timely advice and support to customers
- streamlining internal processes to further enhance efficiency
- completing the transition to electronic assessments and building inspections
- updating and adding to information to assist customers through the assessment process, including information on infrastructure requirements
- implementing changes through the Liquor Licencing Reform
- providing community information on the new Planning Reform
- preparing for the implementation of the State Government's Planning Reform, scheduled to 'go live' on 1 July 2020.

Overall performance of City Development

City Operations

Council's City Operations Department is primarily responsible for effectively managing and coordinating the delivery of services and projects to provide our community with a safe, liveable and enjoyable environment.

Before reporting on the operations of the individual teams within the City Operations Department for the year under review, there are a number of major projects that must be mentioned.

Relocation

The year was an extremely busy time for all staff who work within City Operations and City Property as we finished relocating from our former depot premises in West Richmond to our new site at North Plympton. The site, which provides much more space for our workers and our fleet, will more than accommodate our needs as we grow into the future.

The relocation project took 12 months to complete and was undertaken while we continued to provide our day-to-day services for our community. We faced numerous challenges around communication systems and building modifications, however the end result has been well received.

Continuous Improvement

City Operations worked closely with the Continuous Improvement and Information Technology teams to implement technology-based systems into our daily operations within the field. The systems have been designed to streamline the manner in which we undertake our activities and simplify the reporting process, thereby creating an efficient communications and work tracking system across the organisation. Staff now have access to electronic devices while on site, which means they can communicate, allocate and complete tasks without having to return to an office desktop system. All information is in real time and can be viewed throughout the organisation.

Tree Strategy

Trees and green space play an important role in providing liveable suburbs for our residents. In August 2018, Council endorsed the final draft of our Tree Strategy, which outlines a range of visions and actions for future greening projects in West Torrens.

Following the endorsement of the document, staff initiated a number of short and long-term actions including:

- identification of a range of suitable street trees that will be utilised within West Torrens
- website presence to showcase to our community our visions and actions
- production of an education video about the importance of trees in our community.

Civil Works and Services

Employees and contractors working within City Operations deliver a variety of civil and capital works projects, horticulture and arboriculture projects and services, civil construction and maintenance services, cleansing services including street sweeping, drain and stormwater cleaning and roadside litter collection.

The Civil Works and Services team maintain and construct the majority of West Torrens' infrastructure and amenities. These works generally include road and footpath maintenance, graffiti removal, line marking, signage, reserve furniture and bus shelter maintenance.

During the past year our team undertook a number of larger projects, including the annual capital works for:

- resealing
- rejuvenation
- minor road reconstructions
- kerb and water table
- upgrading and replacing footpaths
- minor drainage.

In addition to these projects, staff undertook programmed maintenance to concrete, paving, bitumen footpaths, driveways and kerbing. They also removed more than 4,300 square metres of graffiti and upgraded and maintained playgrounds, lighting and furniture on parks and reserves.

During the reporting year, we received 2,173 customer requests to repair damaged infrastructure.

Horticultural Services

Our Horticultural Services staff are primarily responsible for landscaping our city's parks, gardens and reserves, caring for our trees and plants and maintaining ovals and irrigation. Works in any given year include tree assessment and planting, upgrading of reserves and irrigation, maintenance and pest and weed control.

During the past year our team undertook a variety of projects including:

- developing reserves and open space areas to improve the amenity and minimise water usage
- improving open space and irrigation management on reserves, including:
 - Stirling Street Reserve
 - Westside Bikeway, adjacent Deacon Avenue and Weigall Oval
 - stage two of Oakmont Reserve
 - Linear Park adjacent Veronica Street
- building new, and making improvements to, playgrounds and gym equipment at the following reserves:
 - Westside Bikeway, Deacon Avenue, Richmond
 - Montreal Reserve, Novar Gardens
 - West Torrens Memorial Gardens, Hilton
 - East Parkway Reserve, Fulham
- pruning and maintaining more than 6,300 trees
- rain garden maintenance.

Green space is very important to our community and we planted more than 8,500 plants along the River Torrens Linear Park, Lindfield Reserve and Brown Hill Creek Park either through community planting days or as part of project work. We also planted more than 1,350 street and reserve trees, actioned 2,401 customer requests to prune trees and 309 requests for work to our parks and landscaped areas.

Fleet, Cleansing and Support

Our Fleet, Cleansing and Support Unit helps keep us operating by maintaining all fleet vehicles, ordering necessary stock and plant and providing cleansing services for our residents such as street sweeping and cleaning underground stormwater maintenance.

During the past year our City Clean Services team collected more than 80 tonnes of general street rubbish and swept more than 7,000 kilometres of road, collecting an average of 1,450 tonnes for the year.

Our Fleet Services team maintained more than 400 items of plant and equipment, ranging from light and heavy motor vehicles to earthmoving equipment and power tools.

Our Cleansing team responded to 423 customer requests for cleansing and removal of dumped rubbish.

The coming year

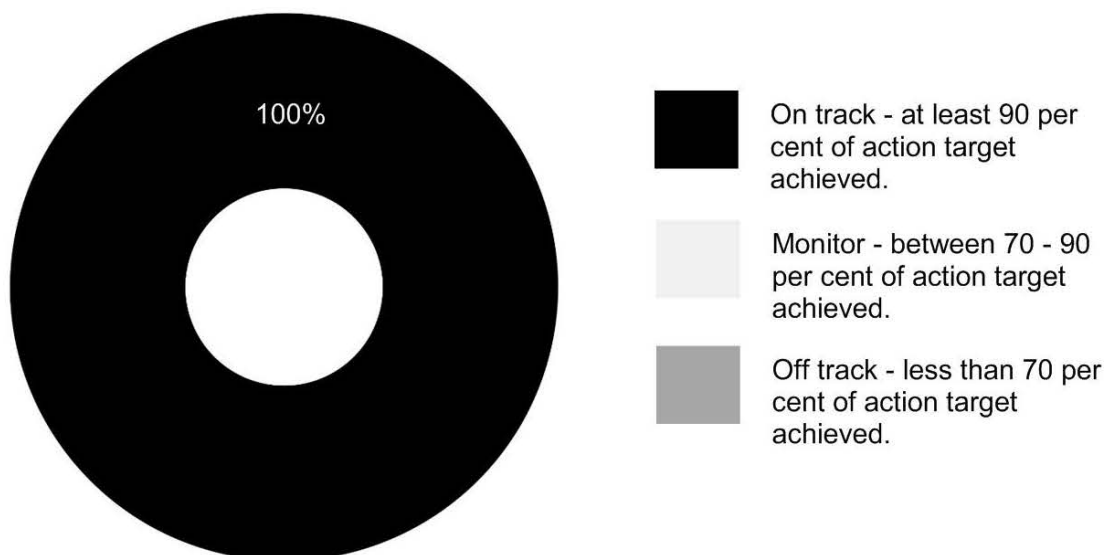
City Operations will continue to provide services for residents to help ensure that our city is an appealing place to live and that our public spaces are safe.

We will look at ways to improve and streamline our work processes, as well as the ways we report on the various projects that we undertake.

We will also:

- work with City Assets to develop a footpath maintenance program that aligns with our forecasted Capital Works Program
- research how we can improve our tree management system and undertake a tree audit
- work with City Strategy staff to instigate our Open Space Plan and Adapt West project
- partner with City Development to further improve the way we manage regulated and significant trees during the development application process.

Overall performance of City Operations



City Property

Council's City Property Department is primarily responsible for effectively managing essential services and projects in West Torrens by building, developing, maintaining and enhancing the property, facilities and amenity assets for our community.

Staff and contractors working within City Property deliver a variety of building and capital works projects and provide services in building, facility, lease and open space management and maintenance.

Our department is responsible for maintaining and upgrading Council-owned buildings, of which the CWT owns more than 140 facilities including sporting, community, recreational and commercially operated buildings.

During the past year, our team undertook a variety of projects including:

- annual capital programs for upgrading fire systems, asbestos removal, electrical and building compliance works on Council-owned properties
- completion of stages one and two of Star Theatre Complex - re-roof, roof access and new mechanical systems to the main theatre; part of a staged upgrade
- improvements to the structural and electrical systems of Thebarton Theatre Complex as part of an ongoing staged program
- installation and replacement of new pedestrian LED lighting along the River Torrens Linear Park pathway in Fulham, the Westside Bikeway in Marleston and Captain McKenna shared path, Netley
- completed a staged fitout of the new depot site at 240 Morphett Rd, North Plympton
- relocation of all depot staff (City Operations and City Property) from the former Marion Road depot to the new depot
- minor building works and improvements to:
 - Civic Centre Customer Service area
 - Hamra Centre Library customer service refurbishment
 - Kurralta Park Guides Hall, internal upgrade including new kitchen and installation of heating and cooling
 - Plympton and Thebarton Community Centres
 - Torrensville Bowling Club
 - Peake Gardens Riverside Tennis Club.

The team also continued to upgrade various sport and recreation facilities including:

- Stage one of the Weigall Oval Complex redevelopment. This comprised a reserve upgrade, new playgrounds, new tennis courts and associated car parking. \$1.2 million in grant funding under the State Local Government Infrastructure Partnership was awarded for this project.
- Redevelopment of the Camden Oval Complex, which included the staged completion of the new football clubrooms and changerooms, new soccer club changerooms, new synthetic soccer pitch and supporting infrastructure, (new car parking, drainage). The Football Federation of SA (FFSA) provided \$500,000 towards the new synthetic soccer pitch.
- The staged upgrade and redevelopment of the existing facilities at Apex Park/Lockleys Oval/Mellor Park. The project included improvements and upgrade to the reserves, new buildings and sporting facilities and will continue in the next financial year. A total grant for this was received by the Australian Government of \$3.25 million.
- Council provided assistance to the Torrensville Bowling Club for the completion of its redevelopment bowling facility (including new artificial bowling greens), drainage improvements and a new wetland area. The Club also received Australian Government grant funding of \$750,000 and State Government funding of \$450,000 to assist in the delivery of the project.

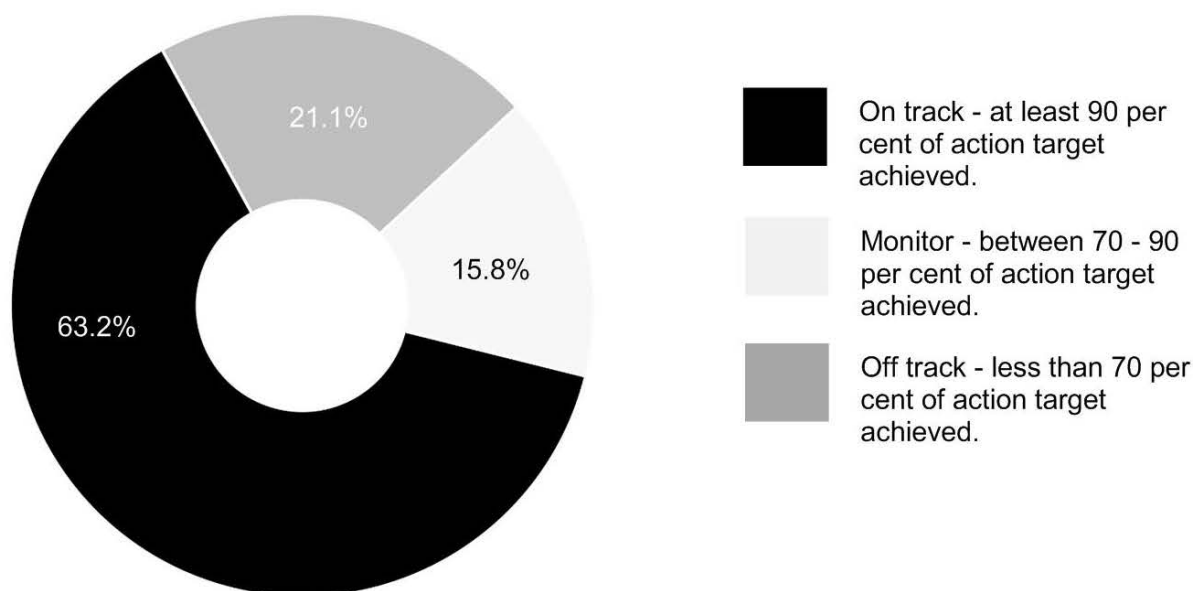
During the year under review we consulted with members of the Hilton RSL and prepared preliminary design documents for the proposed relocation to 173 Sir Donald Bradman Drive, Hilton. Council also approved the Kings Reserve Masterplan, which will be progressed in the new financial year.

The coming year

City Property will continue to work on long-term projects that are being undertaken throughout West Torrens including:

- the staged upgrade and maintenance of the Star Theatre Complex
- the development of the football oval and replacement of irrigation systems at Camden Oval
- fit outs of the new depot facilities to meet needs
- work on stages two and three of the Weigall Oval Complex upgrade - this will include a new community and sports building and new sports fields
- ongoing discussion with the Hilton RSL about the establishment of a new facility at 173 Sir Donald Bradman Drive
- works at Kings Reserve, including a new playground, share pathways and car parking.

Overall performance of City Property



City Assets

City Assets is responsible for managing our city's infrastructure assets, encompassing the portfolios of Asset and Project Management, Engineering Services and Traffic and Parking Services. The core responsibilities of the department are the development of management plans and strategies to achieve long-term sustainability of our city's building and infrastructure assets, valuing a total replacement cost of \$748 million. Staff are also responsible for traffic and parking analysis, infrastructure planning, design and construction and management of stormwater, including flood mitigation.

Major projects

West Beach Road upgrade

This past year saw the completion of the upgrade of West Beach Road, West Beach at a cost of \$6.1 million. This project was a joint venture with City of Charles Sturt and included Australian Government grant funding of \$2.7 million.

West Beach Road is considered an important gateway to the coastal area between the Cities of West Torrens and Charles Sturt, facilitating access between Adelaide Airport, Harbour Town Adelaide Shores and the western coastal area.

Before undertaking works, Council consulted with residents and relevant stakeholders over several years. We considered a number of options for the upgrade of West Beach Road and, based upon feedback received, agreed to upgrade to a divided road with central median.

The construction work involved:

- tree-lined centre median island
- landscaping
- shared off road path
- on-road bicycle lanes
- parking lane on the northern side of the road
- indented bus stops
- pedestrian crossing points
- new and upgraded street lighting.

Mortimer Street upgrade

The upgrade of Mortimer Street in Kurralta Park was necessary due to the poor condition of the road pavement and kerbing. This was completed in the year in review at a cost \$735,000.

As part of the works, Council looked at upscaling the road, footpath and landscaping in proximity to a row of retail shops abutting this section of the street. The purpose of the upscale was to improve the amenity, aesthetics and vitality of the public space adjacent to the retail shops through selective widening of the footpath, improving the pedestrian environment and functionality of the public space.

The construction works undertaken included:

- reconstruction of road pavement using TONERPAVE™, an asphalt product made from the waste of recycled printer and toner cartridges
- kerb and gutter
- installation of indent parking bays
- landscaping
- street lighting upgrade with LED lighting.

West Thebarton Road and Phillips Street upgrade

The year in review saw the completion of the reconstruction of West Thebarton Road and Phillips Street as a major freight route. At a cost of \$6.3 million, the upgrade works will ensure that it is fit for purpose for current usage, as well as usage in the future. Australian Government funding of

\$2.65 million was obtained for this project, with a further \$2 million from the Power Line and Environment Committee for undergrounding of powerlines prior to reconstruction.

The project saw the upgrade of the road and improved facilities for pedestrians, cyclists, bus passengers and freight. We also up-scaled the urban landscape by planting new trees and low lying vegetation.

Construction works included:

- full pavement reconstruction
- new LED street lighting
- full kerb reconstruction
- new block paved footpaths
- wider footpaths
- landscaping/urban design
- bicycle route upgrade.

Asset Management

In continuing to meet our corporate aspirations of sustainable financial management and proactive asset management, this year we continued to assess the renewal, rehabilitation, upgrade and maintenance requirements of our assets based on service levels, service standards, performance and use. The information from the assessment is used to inform our ongoing capital and maintenance funding requirements and our financial planning process (long-term financial plan).

This past year we reviewed our road network and continued the development and implementation of our mobile inspection and works order system. We also continued, at cost of around \$30,000, a rolling program for the condition auditing of our stormwater network assets.

Roads and footpaths

More than \$23 million was spent on undertaking related transport capital works in the past year. The program of works for roads was derived from works identified within Council's Road and Footpath Asset Management Plans, which are annually reviewed and incorporate customer requests. Of the \$23 million spent on related road and footpath capital works, \$18.5 million was spent on the reconstruction of roads.

At a cost of \$5.2 million, we completed the road reconstructions of Wilford Avenue, Underdale; Stephens Avenue, Torrensville; Mortimer Street and Broughton Avenue, Kurralta Park; Birmingham Street, Mile End; South Aldridge Avenue, Marleston and Ashwin Parade, Torrensville.

We also spent around \$600,000 on renewing and constructing footpaths across West Torrens including James Congdon Drive, Mile End and Collins Street, Hilton. Major works were also undertaken as part of the city-wide footpath remediation program that addressed footway defect areas along major arterial roads.

Other works, totalling around \$1.7 million, included:

- \$695,000 for public lighting
- \$250,000 for upgrading of public bus stops
- \$555,000 for minor traffic management work.

Stormwater

In 2018/19 we completed the construction of new underground stormwater drainage in Lockleys North at a cost of more than \$4.5 million. \$3.1 million was spent on completing the drainage system across Henley Beach Road into Rowells Road and Douglas Street, Lockleys. We also installed underground pipes in Clyde Avenue, Arcoona Avenue, Franciscan Ave, Noble Avenue, Torrens Avenue, Kent Terrace, Elba Avenue and Kenton Street, Lockleys.

Traffic Services

Transport Strategy

City Assets continued to implement recommendations from the Transport and Bicycle Strategy to achieve its goals in providing an interconnected transport system.

This year we finalised the implementation of the Local Area Traffic Management (LATM) plan for Torrensville and Thebarton, which included the upgrade to the Ashley Street and Sheriff Street intersection at a cost of \$500,000. We also completed the installation of speed plateaus at the intersection of George Street and Albert Street, Thebarton as part of a State Government Blackspot program that included \$80,000 of grant funding.

Staff began LATM studies for the Novar Gardens/Camden Park precinct and for the Mile End/Richmond and Kurralta Park precincts.

LATM is concerned with the planning and management of the usage of road space within a local traffic area. It involves the use of physical devices, street scaping treatments and other measures to influence vehicle operation in order to create safer and more pleasant streets in local areas.

Road Safety Group

The City of West Torrens Road Safety Group works in conjunction with Council and external stakeholders such as SA Police, the Department for Transport, Energy and Infrastructure and the community with the aim of promoting road safety and awareness and responding to the road safety concerns of the local community and road users.

The key activity that the group undertook in the past reporting year was the production the Mock Crash event at Thebarton Oval at which some 500 high school students attended from schools within and around West Torrens.

The purpose of the Mock Crash demonstration was to educate young drivers around the impacts of a serious motor vehicle crash with the aim of safeguarding young drivers on our roads.

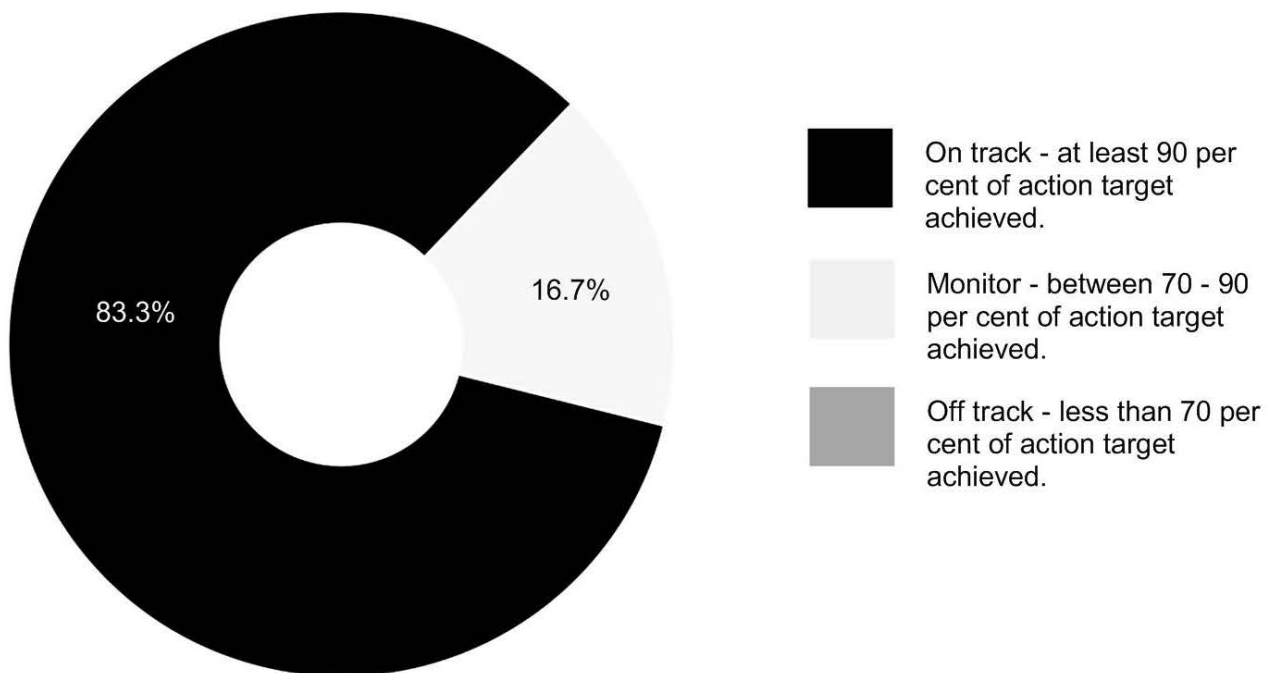
The demonstration involved a simulated car crash scenario in which the police, ambulance service and Metropolitan Fire Service undertook a simulated rescue scenario. Student actors played the injured drivers and passengers, while police, ambulance and fire crews responded as if it were a real crash.

The coming year

This coming year will see the upgrading of Bagot Avenue, between Sir Donald Bradman Drive and Hounslow Avenue, Hilton at a cost of \$1.5 million. This project will see the road upgraded to a suitable standard for its current and future use. The project will look at providing improved facilities for pedestrians, upgrading the road pavement for shopping and local access and providing improved facilities for cyclists. We will also reconstruct Holland Street, Thebarton; Surrey Road, Keswick; Marleston Avenue, Ashford and Admella Street, Thebarton.

In terms of stormwater upgrades, we have allocated \$2.2 million to upgrade the underground stormwater system in Stirling Street, Thebarton, and we will continue to monitor our systems from a water quality and quantity perspective. We will be involved in future forecasting for impacts on our stormwater systems, taking into consideration the impacts of climate change and urban consolidation.

Overall performance of City Assets



Community Services

The Community Services department provides and facilitates programs, activities and services to those who live, work and play in West Torrens. The department supports the community to build and strengthen relationships, pursue active and healthy lifestyles, create community awareness and connection, celebrate and acknowledge diversity and build skills and knowledge around lifelong learning.

Community outreach

Community participation and involvement has occurred across a span of age ranges this year through many collaborative programs and events such as the Summer Festival series, Fire and Spice Festival, Uniting SA Urban Youth Fest, Mock Crash (promoting road safety awareness), stage one launch of Weigall Oval, West Torrens Memorial Gardens playground launch, Little Day Out events, Baby Time in the Park, ANZAC Day Dawn Service and the Armistice Day celebration.

Library community engagement

The West Torrens Library Service actively engaged and consulted with the community through a variety of methods including face-to-face, social media and email. A new chatbot, 'Paige Turner', was introduced to help answer library enquiries online 24/7, however feedback shows that library staff are still the preferred method of obtaining information on local events.

The style of informal learning opportunities has evolved to meet the changing needs of the community. Digital literacy remains the main theme, whether that is through a virtual reality experience, coding and robotics or assistance with bridging the digital divide in the increasingly online world.

A joint collaboration between Community Development and Library staff, together with West Torrens Historical Society members, provided popular local history bus tours for members of staff, volunteers and the community. Library staff also worked with volunteers and members of the Historical Society to expand and improve the quality and access to local history records on the online library catalogue.

The Library partnered with Environmental Health to promote Public Health Week in the Library - an opportunity to promote health kits, sports equipment and library materials that provide information on ways to create a healthier lifestyle.

Early 2019 saw both the 55th and the 15th birthday for the Library; anniversaries of the original building opening and the 2004 redevelopment. The Library introduced a roaming-style of customer service, replaced the large and dated service desk with service pods and undertook a significant refurbishment of the entry and public computer areas.

The number of Library visitors increased by 20,000 over the previous year (17/18 saw 226,005 people visit) and the Mobile Library visits increased by 400, largely due to participation in the Summer Festival events.

Community Resource Collection

The Community Resource collection has played a pivotal role in supporting the success of community driven events such as National Service Men's Association Ceremonies, Remembrance Day, Kodomo No Hi Japan Festival, Christmas Carols, Back to Bethlehem, Thai, Indian, Phillipino, and Dimitria Festivals, local sport club fundraisers, school events and game days. The collection is free for community groups to hire and items such as chairs, tables, marquees, umbrellas, generators, public address systems and microphones are among the most sought after.

Community centres

Plympton Community Centre

Plympton Community Centre usage increased due to a focus on ongoing group programs and private hire. The Centre was booked for a total of 5,508 hours during the year, on average five hours per day, by 69 different groups.

The Centre was also a hub for several popular and well attended Council-organised programs. These focussed on health, wellbeing and reducing social isolation and included:

- Community Meal Program - A Council subsidised program recurring each Monday for residents 65+ years of age.
- Zest Fest - An annual event for residents 65+ years of age that is a celebration of modern ageing.
- Movers and Shakers - recurring each Friday for residents 65+ years of age. The program included an exercise session, light morning tea and an 'informal' phase where attendees could stay for the afternoon and play board/card games.
- Active Ageing Programs - 'Share a Table' lunch and 'Blokes Brekky' recurring each Tuesday for residents 65+ years of age.
- Sewing Studio - recurring each Monday and Wednesday for residents of any age.

Thebarton Community Centre

Thebarton Community Centre had its highest use this year since opening. The Centre was booked for 14,235 hours, amounting to a general usage of 6.8 hours per area per day. 409 different groups used the Centre during the year, with 25 per cent of usage being provided to local community groups free of charge, or at a heavily discounted rate. This equated to an approximate benefit of \$25,969 to community groups and organisations.

Home Care Services

Council received funding from the Australian Government to support older people to stay independent in their homes and communities longer. As a result of this funding, we assisted more than 900 older residents this year. Specific services offered included home maintenance and modifications, domestic support and assistance, transport services, social support and meal programs through delivery of weekly group activities that promoted belonging and connection.

Community Grants

Smarty Grants is an online, one-stop portal system for local grant applications. During the year, 90 Junior Development Grants were disseminated to members of the community to support their endeavours and 47 were approved for various community, cultural and sporting groups that supported purchasing equipment, sponsorship of events, community projects and women in sports.

Thriving Neighbourhoods

The Community Development team continued its work with the Thriving Neighbourhoods' initiative that engaged various organisations, groups and individuals who share a common interest to address a complex social issue in the community.

West Torrens community organisations and engaged residents joined together this year to strengthen, inspire and collaborate around achieving outcomes for children, youth and families. The focus was on developing tools to support more meaningful interactions and local connections and as a result, the group developed a local street party loan kit and a 'know your neighbours' initiative card to support connection to those geographically isolated.

Gallery

The Auditorium Gallery hosted 16 exhibitions during the 18/19 year with highlights including the SALA, FEAST and Fringe festivals, the International Audio Visual Festival and Festival Helenika. The West Torrens Art Prize and the SA Photographic Federation annual exhibition were again popular with the public bringing in hundreds of visitors.

Children and Youth

The Beach Safety Program

The Beach Safety Program consisted of a free five-week beach safety program that targeted young multicultural residents from public schools who did not have strong swimming skills. The aim was to educate youth to develop competencies in swimming, water confidence and safety when at the beach. The secondary goal was to build connections between young people from different schools in West Torrens. Each of the participants were offered the opportunity to continue swimming lessons for free through iSwim@Immanuel.

Get with the Program school holiday program

The school holiday programs continued to be extremely popular. The Little Day Out/In activities focussed on STEAM (Science, Technology, Engineering, Arts, Maths) and activating parks and spaces. All the other smaller events and activities such as digital programs, story times, art and craft, cooking classes and sports sessions ran at capacity. A special focus was made this year on indigenous understanding and cultural activities.

Youth Expo

In April 2019, the City of West Torrens, in collaboration with the Cities of Port Adelaide Enfield, Charles Sturt and the Multicultural Communities Council of SA, hosted Youth Expo 2019 at the Titanium Arena, Findon. Open to ages 12 - 25 across the three council areas, the aim of the annual event was to highlight the variety of services available specifically for young people across the west. More than 700 students attended and more than 40 stallholders registered to showcase their organisations. The event marked the 10th anniversary of the Expo, which has been an enduring collaboration between the three councils and Multicultural Communities Council of SA.

Lifestyle programs

Community gardens

The two community gardens were well utilised during the period under review and new supplies were purchased for users to improve safety and functionality. Staff began trialling a VEGEPOD (a raised garden bed kit) for potential future use.

Programs

Two workshops which focussed on environmental initiatives, 'make your own bees wax wraps' and 'create your own green cleaning products', were well attended as people dipped their toes into sustainability programs that foster recycling, repurposing and waste reduction.

Donations and community spirit were also alive and well with residents sharing their passion and skills through sewing, knitting and quilting groups. These groups came together regularly to provide social connection while creating various items for charities. This year the charities focused on Neo Natal Intensive Care Unit at the Women's and Children's Hospital, Rotary International and the Royal Adelaide Hospital gift shop. Items included aprons, skirts, shorts, bags, scarfs, beanies, blankets, quilts and soft toys.

Active Ageing

The Active Ageing programs held at Plympton Community Centre continued to grow and introduced new people aged over 65 to a suite of Council services. Residents were connected with one another to address social isolation and foster friendships and the Plympton Community Centre was activated with meaningful conversations, laughter, focus, information-sharing, education and fun through targeted activities. Activities included fitness, mindfulness, Tai Chi, stretching and strengthening, fall prevention, board games, card games, brain gym, community service knowledge, information sessions, guest speakers and entertainment.

A new initiative, 'Blokies Brekky', was established exclusively targeting men aged over 65 through a fortnightly hot breakfast and coffee catch up that is growing rapidly.

Volunteers

115 volunteers gave their time to our community this year across 23 different roles. Volunteer efforts were celebrated and acknowledged through various channels including a luncheon at the Morphett Junction Function Centre, several morning tea/meetings during National Volunteer Week and by joining the volunteer parade through Adelaide.

The Volunteer service was audited to help improve our risk management processes, training plans and our recruitment processes. We also conducted a volunteer survey which showed:

- 90 per cent of respondents were extremely or very likely to continue volunteering at our organisation
- 80 per cent felt they made either a lot of impact or a great deal of impact in people's lives
- 87 per cent felt their volunteer work was either very or extremely meaningful
- more than 95 per cent were happy with their role and 98.5 per cent felt appreciated by their program coordinator.

The coming year

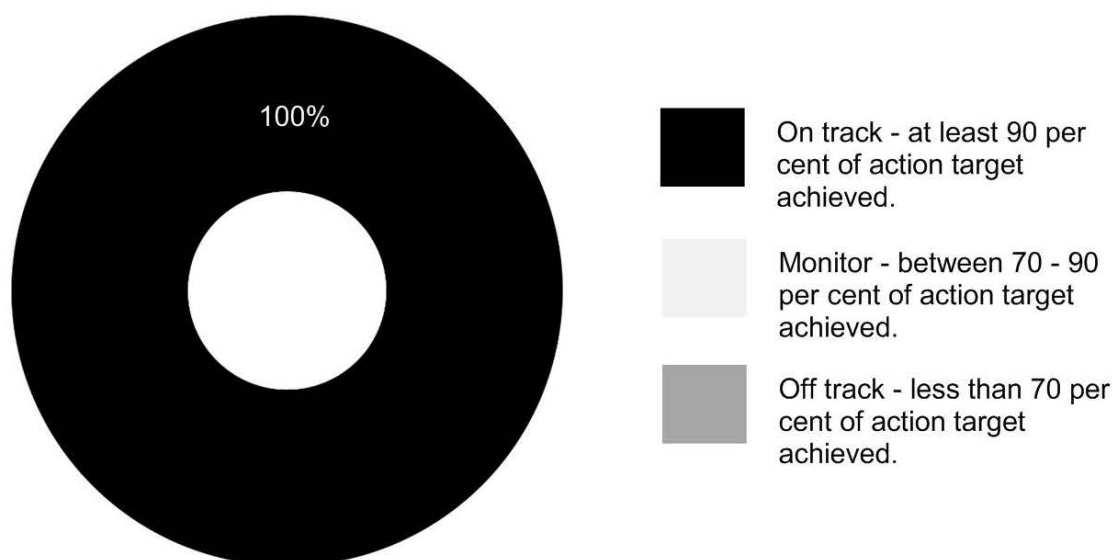
Community Development will assist with supporting consultations aimed at the voice of youth, seniors and vulnerable residents to help inform Council's focus and priorities moving forward through a Community Needs Analysis study.

The Community Services team will continue to tailor specific projects to meet community requests and aspirations and be flexible and responsive to its delivery methods and the community's needs.

The Library will continue to focus on providing assistance to improve digital literacy and engaging with the community through social media platforms, in addition to the recurring services and events.

Two new joint projects are planned between the Library's local history staff and volunteers, and members of the West Torrens Historical Society, to create podcasts capturing the historical knowledge of the area. Interviews will be filmed to record the recollections of older members of the community who grew up in the West Torrens' area and the extensive local knowledge of the West Torrens' Historical Society.

Overall performance of Community Services



Strategy and Business

Strategy and Business supports the organisation to achieve its strategic objectives and, as such, is responsible for developing Council's key strategies and plans in consultation with the community, Elected Members and other stakeholders. Staff work across the organisation in the areas of governance, procurement, risk management and corporate planning, as well as environment, events and media.

Strategy

Throughout the 2018/19 financial year, the Strategy team provided input into the Planning Reform consultation being undertaken by the State Planning Commission and the Department of Planning, Transport and Infrastructure (DPTI). We commented on various discussion papers including:

- Integrated Movements Systems
- Natural Resources and Environment
- Productive Economy
- Landscape Reform
- LGA's Affordable Housing Paper.

We also progressed work on changes to the Development Plan, including a developer-funded Plympton Residential DPA and completed the Employment Lands Analysis Project and the final draft of the Open Space for Higher Density Structure Plan project.

Economic development and western region tourism

For several years we have been working with our neighbouring councils - Charles Sturt, Holdfast Bay and Port Adelaide Enfield - on various projects that affect not just West Torrens, but the whole western region of Adelaide. The collaborative efforts of our councils were recognised in this reporting year when the Western Adelaide Alliance of Councils won the Excellence in Cross Council Collaboration Award at the Local Government Professionals Awards. We were honoured with the award for our western region tourism website initiative - adelaidebeaches.com.au - which showcases tourism operators and events in western Adelaide.

Heritage and Environment Grants Programs

The Heritage Grants Program was continued this year, after being reinstated in the previous reporting period. As a result, more than 20 applications were received from eligible property owners. The grant seeks to ensure that the Council continues to recognise that built form in the West Torrens' area is a tangible embodiment of the history of the area and its strong migration influence.

Through our Environment Grant Program, we provided funding to eligible groups and organisations for environmental initiatives that support aspirations as outlined in the Towards 2025 Community Plan. This year around \$2,000 was awarded to community groups to support environmental projects.

Disability Access and Inclusion Plan

In January 2019, the updated draft Disability Access and Inclusion Corporate Plan 2018-2021 was approved by Council. This followed edits undertaken to reflect changes in legislation and statistical information, and information collected as a result of targeted public consultation with organisations and residents with lived experience of disability. Implementation of the plan will benefit people living with disability, their families, carers and our broader community.

Airport and aircraft noise

As sections of West Torrens are under flight paths and we are home to the Adelaide Airport, aircraft noise is a subject that many have opinions on.

Throughout 2018 we conducted a survey about aircraft noise with residents who were potentially affected by aircraft flight paths. 650 responses were received and in late 2018 these results were compiled to help inform Council's position on aircraft noise in West Torrens.

Acting as an advocate for the West Torrens' community, Council responded to a draft paper released by the Australian Department of Infrastructure, Regional Development and Cities' consultation on National Airports Safeguarding Framework - 'Managing risk in public safety zones at the ends of runways'.

Public Realm Design Manual

Council's Public Realm Design Manual was completed this year in review and will help strengthen the look and feel of West Torrens by providing a defined set of furnishings, styles, colours and materials for our public realm, such as streets and parks.

The manual will be used by staff as both a reference manual and as a strategic tool to guide capital and recurrent works programs. It will also help guide private developments when those encroach into the public realm.

Rain Garden Interpretive Trail

A 'Rain Garden Interpretive Trail' was launched online this year, with part funding of \$15,000 provided by the Environment Protection Authority.

Rain gardens are carefully designed roadside gardens that capture stormwater from the road and filter out pollutants before it ends in our waterways. The online interpretive trail helps educate people about the importance of these gardens.

AdaptWest

The Cities of West Torrens, Port Adelaide Enfield and Charles Sturt continued to progress the AdaptWest Climate Change Adaptation Plan, through AdaptWest in Action. A Regional Coordinator was appointed to drive implementation of key priorities outlined in the plan, which seeks to ensure that our communities remain productive, connected and strong and can respond positively to the challenges and opportunities presented by a changing climate.

Native Plant Giveaway

The Native Plant Giveaway is held annually to celebrate World Environment Day and provide West Torrens' residents with free plants that are water wise, provide habitat for local wildlife and improve the sustainability of residential gardens across our city. This year around 5,000 seedlings were distributed as part of the event, which will contribute to greening of the western suburbs.

Arbor Day

A community planting event was held along the River Torrens at Lockleys in partnership with Greening Australia and Natural Resources Adelaide and Mount Lofty Ranges. More than 100 volunteers planted 3,000 seedlings as part of this event, contributing to the restoration of the environment along the River Torrens. The project also contributed to improved habitat, water quality and amenity.

Residential Rainwater Rebate Scheme

Through the Residential Rainwater Rebate Scheme, eligible residents received a rebate of up to \$500 towards a new rainwater tank. Additional rebates were available for planter box rain gardens, also made available for new developments or extensions where rainwater tanks were plumbed into inlets across the dwelling. \$13,950 was distributed in the 2018/19 financial year, with 44 rain water tanks installed and a total storage capacity of more than 140,000 litres achieved.

Solar Schemes

During 2018/19, Solar Panel and Solar PV Battery Storage Rebate Programs were offered to community groups responsible for paying for their power use and had either already installed solar panels on the building they occupy or were in the process of installing panels. Both rebate programs were promoted extensively through our website, social media, advertising, our newsletter and leaflets at community facilities, but despite this, no applications were received for either rebate program.

Governance

During the year Governance provided support, advice and frameworks for staff and Elected Members to undertake their duties. Governance encompasses the accountability of staff to the Elected Council and the Elected Council Members and staff to the community.

Governance achieved a number of outcomes including:

- managing the 2018 Local Government elections within West Torrens
- managing the changeover from the *Whistleblowers Protection Act 1993*
- managing public registers
- coordinating Freedom of Information applications
- coordinating and managing primary and ordinary returns
- managing authorisations and delegations
- reviewing and updating policies in collaboration with other departments across Council and drafting new policies where required
- providing advice and workshops on matters concerning legislative amendments
- providing support to Council and Council Committees.

Creative Services

Council's Creative Services' team provides information to our community about projects, services, events and programs to help residents gain a better understanding of what is happening in West Torrens and where rate dollars are being allocated. As people's wish to be kept up-to-date with the latest information continues to increase, so too does the demand for providing this information to our community as timely as possible.

The Creative Services' team use media, social media, advertising, Council's magazine and the web to push information out to the community. Team members also assist officers from across Council in organising community engagement projects so that residents can have a say on large-scale projects and ideas that are proposed.

In this current reporting year, members of the Creative Services' team supported the community by engaging with them through the social mediums of Facebook, Twitter and Instagram, publishing the quarterly magazine 'Talking Points' and monthly advertising in local newspapers. Our following on social media platforms increased with around 2.5 million views and almost 16,000 engagements, and we gained almost 2,000 new followers - a 36.4 per cent growth from the previous 12 months.

This year we launched a new Facebook group called 'What's on West Torrens' to encourage the local community to share news, events, ideas and opinions that are pertinent to our residents and visitors. While this group had only been established for a few weeks at the end of this reporting period, it was already showing promise with more than 300 members.

Creative Services supported many events and projects this past year by providing design, consultation and media services. As an in-house creative team, we helped keep financial spend down by not having to contract these services to external agencies.

We contributed to the successful delivery of our annual Summer Festival, Australia Day Awards, Mendelson Scholarship evening and helped out with business breakfasts aimed at engaging our local business community and providing networking opportunities.

Community Engagement and Consultation

Creative Services staff provided advice, strategies and help to officers to engage with our community on various projects including:

- playground redevelopments
- the Public Realm Design Manual
- Aircraft Noise (ANEF)
- Thriving Neighbourhoods project
- rain garden trails
- community tree selection
- draft Tree Strategy
- West Torrens Library Service customer satisfaction survey
- initial review of City Assets consultation process and project register (ongoing)
- standardising of resident letters, engagement levels and requirements
- development of an organisation-wide annual engagement plan (ongoing)
- initial design of an online 'wizard' and templates to increase departments' ease of consultation (ongoing)
- lifestyle programs
- Community Needs Analysis
- Weigall Oval safety consultation
- Summer Festival engagement project
- Richmond and Novar Gardens Local Area Traffic Management Plans
- Mellor Park playground replacement
- proposed Budget 19/20.

Some of these projects will be ongoing in the 2019/20 year.

Events

The Events Coordinator worked in collaboration with Community Services and administration teams to deliver seven events for Council's 10 event Summer Festival program. The 2019 series included four open air cinemas, a multicultural festival, the Thebartonia! street party and a Fork on the Road at Kings Reserve. Summer Festival attracted a combined audience of approximately 13,500.

A new Council festival initiative 'Fire and Spice' was developed and delivered to an estimated audience of 2,500. The Events Coordinator also contributed to the successful presentation of our Mock Crash exercise for senior school students, the launch of stage one of the Weigall Oval redevelopment, a program of activities to commemorate the Centenary of Armistice, the Australia Day Awards and Citizenship Ceremony, Mendelson Scholarship ceremony and a business networking event.

The Coordinator supported a number of community-lead events in 2018/19 including the Hilton RSL sub-branch's ANZAC Day and Remembrance Day memorial services, Philippine Fiesta, Dimitria Festival, Holi Tribe Festival, Kodomo No Hi Japan Festival, Thai Festival, Christmas Carols Festival and Back to Bethlehem.

Procurement

Procurement's aim is to ensure staff have the tools and support they need to ensure we contract and deliver quality services at the best price.

Our procurement objectives are to drive value for money, strengthen local and regional economic development, support sustainable practices and social responsibility, provide internal efficiencies, prepare expenditure analysis and spend profiles and develop documentation that offers easy to demonstrate probity for Council.

In 2018/2019 our procurement successes were measured by:

- 78 new formal agreements
- 97.5 per cent of Council's contracts supporting SA enterprise
- panel development resulting in reduced supplier costs and fair and equitable access for suppliers
- minimised administration costs with simpler staff quotation processes
- a comprehensive suite of standard form contracts in place with improved contract compliance and effectiveness across the organisation.

Strategic Resilience

Resilience includes activities related to internal audit, risk management and emergency management, with the outcome being a strong, adaptable and sustainable organisation and community. The resilience program is designed to help the organisation achieve its objectives by providing independent assurance on the effectiveness of risk management, internal control and governance processes.

There has been an increased focus on developing emergency management capabilities in the year under review including redefining emergency management documentation, increased training and increasing our attention and efforts to community resilience.

During this year we recorded numerous outcomes including:

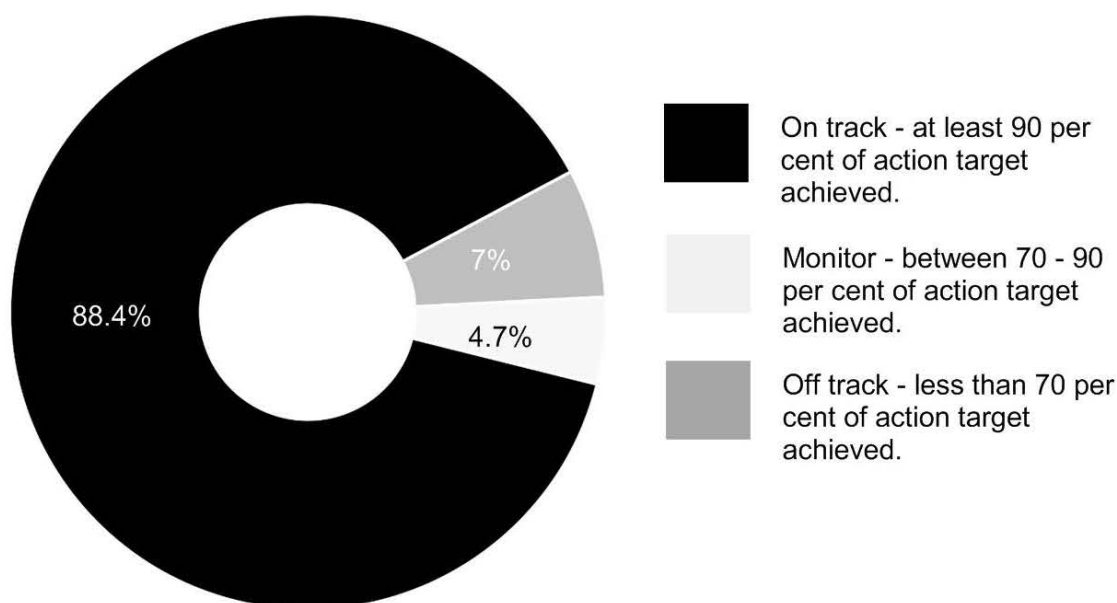
- embedding a risk culture with staff by conducting risk inductions, workshops and training
- developing new tools and frameworks to better assess risks and have a greater risk base to decision making
- integrating positive risk assessments and internal audit with the organisation's Continuous Improvement functions
- developing the 2019/2020 Risk and Resilience Plan
- finalising the Emergency Management Framework and Operations Plan
- defining the Incident Management Team and conducting introductory training sessions
- participating in the Local Government Association's 'Council Ready' program to increase our emergency management maturity
- being an active participant in the Western Adelaide Zone Emergency Management Committee and taking a lead role in the development of a multi-zone earthquake exercise to better prepare for incidents and emergencies
- reviewing the Business Continuity Plan and conducting testing
- identifying, reviewing and updating strategic and operational risks
- undertaking internal and legislative audits based on a risk-focused audit plan
- providing support to the Audit Committee, including the recruitment and training of new Committee members
- completing the 2015-2018 Internal Audit Plan.

The coming year

In 2019/20, Strategy and Business's key priorities will include:

- advocating and influencing the local transition to the State Government's Planning and Design Code
- completing the Community Needs Analysis project that will assist in informing the review of our Community Plan
- updating our Open Space Plan to improve the accessibility, function and quality of the open space network
- developing an Environmental Sustainability Strategy to bring together goals and actions to reduce our ecological footprint and to improve our environmental sustainability
- undertaking a review of Council's Public Health Plan, as required by the *SA Public Health Act 2011* and to align with the new State Public Health Plan 2019-2024
- reviewing Council's Towards 2025 Community Plan, as required by the *Local Government Act 1999*.
- managing the implementation of the city's transition to the *Planning, Development and Infrastructure Act 2016*
- continuing our collaboration with councils in the western region to deliver economic development outcomes
- finalising the Economic Development Strategy to guide development and investment attraction in the West Torrens' area
- progressing a strategic approach to public arts in West Torrens
- providing opportunities for our community to engage with us on projects and programs
- finalising our Community Engagement Framework
- engaging with residents to build a network of email addresses so that we can provide regular email updates on topics of importance.

Overall performance of Strategy and Business



Regulatory Services

Regulatory Services comprises teams in Waste Management, Environmental Health and Compliance and is responsible for providing quality services to assist the community on issues around household waste disposal, animal management, immunisation and community health. The teams share a commitment to work in partnership with community, business and government sectors to provide a safe, clean, healthy and sustainable environment.

Waste Management

The Waste Management Team manages our kerbside collection, 'At Call' hard waste collection program, street litter bins and monitors illegal dumping activity within West Torrens.

Waste education and performance monitoring were the key priorities throughout 2018/19 to help prevent reusable material from being sent to landfill and deliver the most efficient service possible.

With the impact of China's National Sword Policy being felt throughout Australia, much of the Waste Management Team's focus was ensuring business continuity for kerbside collection and developing waste minimisation initiatives for West Torrens. Waste Management performance monitoring remained a focal point to ensure waste services were supporting Council's Towards 2025 Community Plan.

Below is an overview of what we achieved in the 2018/19 year:

- collected 2,471,348 red, yellow and green bins with a successful collection rate of 99.96 per cent and repaired or provided replacements for 2,689 bins
- participated in Green Industries SA's Hazardous Household Waste Drop Off Day in October 2018. Of the 780 registered vehicles that attended, 208 were from West Torrens.
- made available kitchen caddies and compostable bags at community centres, Hamra Centre Library, the mobile library and the Civic Centre at no charge
- received 7,760 'At Call' hard waste collection service bookings and recycled 836.14 tonnes of material. 10.836 tonnes of e-waste and 998 mattresses were also recycled and a further 22.09 tonnes of e-waste was recovered through Unplug and Drop sites at Hamra Centre Library, Spartan Electrical, Richmond Lions, Airport Over 50s Club and Plympton Community Centre
- Council's illegal dumping approach of investigation and education resulted in 87 per cent of all reported illegal dumping incidents being removed without further action from Council staff
- 1,650 waste vouchers were issued to residents to take material not accepted through the hard waste collection service to dispose of building materials and green waste
- 33 residents took advantage of our 'Home Compost Systems' rebate program to purchase worm farms or compost bins
- around 20 education sessions were provided to schools, community groups and businesses to encourage better recycling practices for organic and recyclable materials
- tours of resource and recovery facilities were provided to the community to demonstrate what happens after bins are collected
- responded to 1,199 customer requests relating to waste.

Environmental Health

The Environmental Health Team promotes and protects community health by providing and supporting public health education and services.

Our Environmental Health Officers supported the community and businesses by monitoring health practices and ensuring the required measures were in place to protect public health.

During the year, officers attended to 184 customer requests ranging from food hygiene and safety concerns, environmental nuisances, risks to public health due to poor health and hygiene conditions and communicable diseases.

Councils are responsible for administering and managing local nuisance issues under the *Local Nuisance and Litter Control Act* which includes noise, dust, odour and smoke. The following number of complaints and offences were recorded for the 2018/19 year.

Total number of complaints of local nuisance and littering	246
Number of offences under the Act that were expiated	10
Number of offences under the Act that were prosecuted	0
Number of nuisance and litter abatement notices issued	3
Civil penalties negotiated under Section 34 of the Act	0
Application by Council to the Court for orders for civil penalties under Section 34 of the Act and the number of orders made by the Court pm those applications	0

The CWT continued to participate in the food safety rating scheme with local eateries. In the past 12 months, the following number of food safety rating certificates were issued:

- 5 star rating - 93
- 4 star rating 54
- 3 star rating 20.

Unrated inspections results were issued for 38 food businesses. Food premises achieving a 5 star rating are listed on Council's website.

Immunisation

The provision of our immunisation service was contracted to a local immunisation provider with no loss in the delivery of immunisation services. Clinics were again well supported by the community, with clinics being conducted for residents and secondary schools. 4,835 vaccines were administered in 2018/19.

The School Immunisation Program increased this year to include all Year 8,10 and 11 secondary school students. The CWT also completed an agreement with the University of Adelaide in December 2018 to participate in the South Australian Meningococcal B vaccine herd immunity study. All secondary schools located in West Torrens agreed to participate in this program.

Compliance

Our Compliance team is responsible for enforcing areas such as parking, animal management, overgrown vegetation, backyard burning, goods on footpaths, illegal dumping and building works.

During the year in review, officers investigated more than 2,762 customer requests, handled either through education or enforcement. Furthermore, of the total expiation notices that were issued, 2,498 applications were received and assessed for a section 270 review under the *Local Government Act* - 2,425 parking; 59 animals; 13 general compliance; 1 environmental health.

In line with an objective in the 2018 - 2023 Dog and Cat Management Plan to encourage permanent identification of dogs and cats by microchipping, a microchipping day was held in March 2019 where people could have their pets microchipped for a substantially reduced fee. A total of 252 pets were chipped.

Officers who undertook animal management captured 341 dogs for wandering at large, investigated 60 dog attacks (36 on animals and 24 on humans) which generated nine dog control orders being served.

The Compliance team began trialling a six month program to enable greyhounds to exercise off-leash once a month at the West Torrens Dog Park. Greyhounds are not allowed to be off-leash in a

public area by legislation. On 23 June 2019, the team held its first trial, the first of its kind in metropolitan Adelaide, and it was a huge success.

Other administration tasks and inspections:

- parking permits were assessed and issued to 259 residents
- 66 European wasp nests and bee swarms were either removed or eradicated (38 wasps and 28 bees)
- during the fire season, 500 properties were assessed for being a fire hazard, 64 clean up notices were issued along with 19 expiation notices.

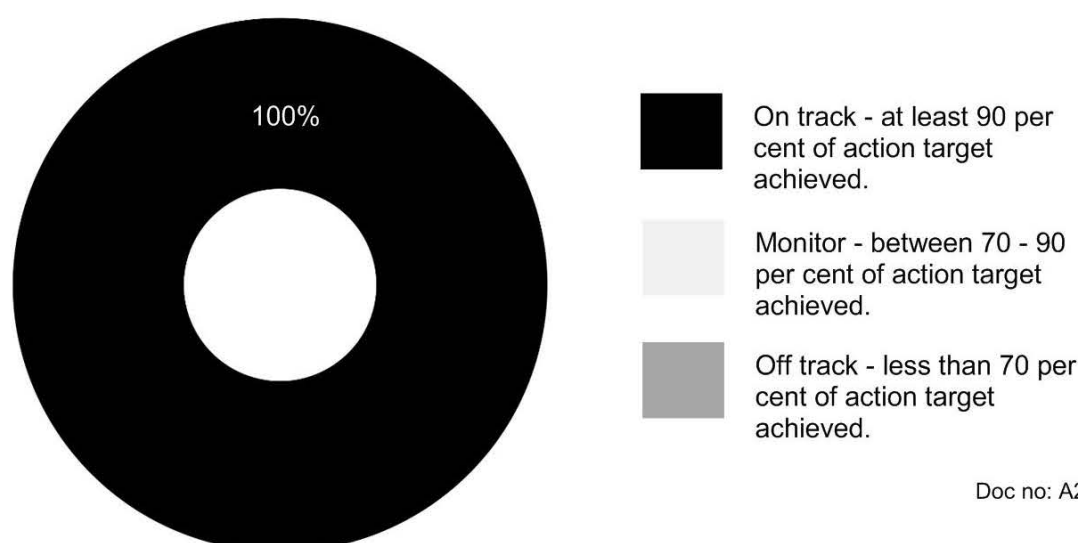
At the Local Government Authorised Persons Association 2019 Professional Development Seminar, our Animal Management Officer was nominated for the New Regulatory Services Officer Award. The officer was successful in receiving the award for Local Government Regulatory Services Excellence of the year.

The coming year

During the next 12 months, Regulatory Services will continue to look at new opportunities to reduce waste going to landfill and investigate programs which may help us achieve this goal. We will also continue with a number of activities including:

- educating the community about changes in legislation, particularly the *Dog and Cat Management Act 1995* and *Local Nuisance and Litter Control Act 2016*
- further implementing mobile technology across the teams to improve out-in-the-field management
- implementing strategies in the Dog and Cat Management Plan for a completion timeframe of 2019/20
- continuing to provide a variety of education programs for schools and community groups about waste minimisation and recycling
- promoting food waste recycling and encouraging more households to take advantage of our free kitchen caddy program
- working with our community to improve waste minimisation at events held within West Torrens
- increasing engagement around waste topics with both residents and businesses through campaigns and collaboration
- reviewing and designing an improved kerbside collection service
- reviewing and updating strategies and policies relating to waste management
- further implementing mobile technology across waste management to improve service management and delivery.

Overall performance of Regulatory Services



Doc no: A2346531

Financial Services

Financial Services is responsible for the development, management and coordination of Council's annual budget to ensure that the long-term and realistic financial goals required to deliver the desired services and amenities to residents are in place.

Annual budget

The balanced budget presented to Council for 2018/19 included \$56.7 million operating expenditure and \$26.3 million capital expenditure, an outcome achieved while maintaining the second lowest average residential rates in metropolitan Adelaide with an average 2.3 per cent rate increase.

Key major projects and their budget allocations included:

- \$2.5 million for the Brown Hill Keswick Creek drainage project
- \$3 million towards the upgrade of Lockleys Apex Park
- \$0.9 million for the Shannon Avenue pump station works
- \$1.4 million for the Lockleys catchment drainage project
- \$19.22 million for capital works throughout the city
- \$5.33 million for waste management
- \$2.02 million for recreation projects.

Ahead of finalising our 2018/19 budget, Financial Services undertook community consultation to encourage residents to be involved in the budget process, learn about Council's plans, ask questions and provide feedback that was then used to inform our final budget decisions.

Reporting

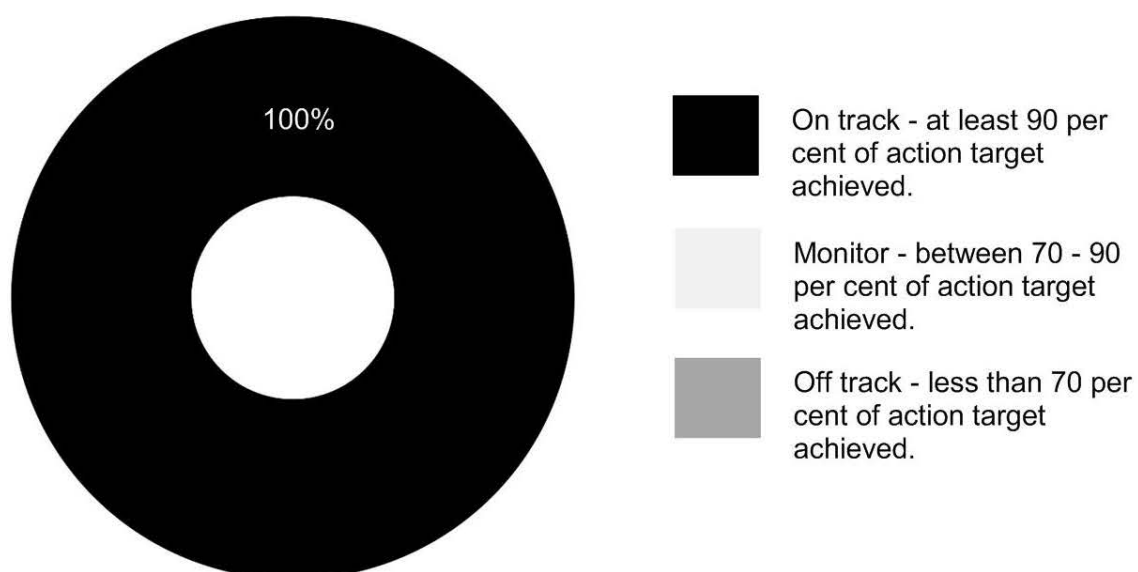
Council met its financial and statutory reporting requirements for 2018/19, with all statutory audits successfully completed. Financial reporting was conducted on a full cost attribution basis, as required under the *Local Government Act 1999*, while the reporting of consolidated strategic and financial information continued throughout 2018/19 along with rigorous budget reviews.

Long Term Financial Plan

Legislation requires Council to annually review its Long Term Financial Plan with consideration to the Annual Business Plan and associated Infrastructure and Asset Management Plans. The 2018/19 review was completed in conjunction with Council's Budget and Annual Business Plan, while the Budget and Annual Business Plan for 2019/2020 was made available on our website and at the Civic Centre during business hours.

The coming year

Council's 2019/2020 budget will again deliver a surplus operating result which will further sustain the city's financial position. This includes capital expenditure of \$24.9 million and a residential rate increase of an average of 2.9 per cent with a minimum rate of \$935. This increase is 0.5 per cent higher than that foreshadowed in the forward estimates of last year's budget following an unprecedented 40 per cent increase in the waste levy imposed by the State Government.

Overall performance of Financial Services

People and Culture

Our People and Culture Department is one which supports and works with staff and management around organisational leadership, corporate values, succession planning, recruitment, customer service and Work Health Safety and Injury Management.

People Management and Development

In 2018/19, CWT proactively supported people development for all leaders who participated in a Leadership Development Program, facilitated by an external provider. Participants included Executive, Management, Team Leaders and Coordinators. The nine-month program helped equip leaders and emerging leaders with skills and strategies to assist in building a positive workplace. Three employees also took the opportunity to enlist in the Local Government Professional Ignite Program, with another two taking part in the Local Government Professionals Emerging Leaders Program.

The embedding of the CWT cultural values was a priority this past year, being led by staff in People and Culture and CWT's Culture Collaborators' group. Their focus was staff reward and recognition, supporting charitable events as a way to bring people together, the development of an 'Innovation Room' and the introduction of a 'culture pulse' tool, which provided leaders with a way to work with their teams to focus specifically on areas they wished to improve and how these aligned with CWT culture values.

Our staff management tool, EMS Pro, was widely used this past year and to promote usage of the system, a series of 'lunch and learn' sessions were held as a way of coaching and supporting leaders across the organisation. The usage of the tool increased by around 40 per cent in the latter half of the 2018/19 year.

Service Centre

The Service Centre team is the face of CWT for our community; staff are often the first point of contact for customer enquiries. Staff respond to enquiries via phone, face to face, live chat, SMS, emails and social media.

In interacting with customers in 2018/19, Service Centre officers:

- answered 64,187 calls
- responded to 6,425 live chat enquiries
- managed 513 SMS contacts
- replied to 1,898 emails
- resolved an average of 85 per cent of all enquires at the first point of contact
- raised 8,046 requests on behalf of customers.

As customer feedback is very important, the Service Centre added a 'rate it' application at the front counter of our Civic Centre to encourage people to share their experiences. This feedback is used to identify areas where we have not met our customers' expectations and highlight where we have exceeded them; we then assess the areas for improvement. Our overall customer experience rating for the 2108/19 year was 9.4/10, with 90 per cent of customers commenting that their expectations were exceeded due to staff friendliness, knowledge, quality and speed of service.

In partnership with the Community Development team, the Service Centre trialled providing a customer service presence at the Thebarton Community Centre on Thursday evenings and Saturday mornings to ascertain if this was something our customers would benefit from. The pilot indicated that numbers were extremely low and, as such, the service has not continued. The Service Centre will, however, continue to investigate more flexible ways to provide customer service points.

During the year under review our Service Centre worked on the 'West Torrens Experience' framework for our customers and the broader community. The aim of this framework is for our organisation to set a vision and future direction on how we will interact with our customers and ensure that needs are not only being met, but that positive experiences are being provided. To help drive this project, a steering committee was established with representation from across the whole of business to oversee activities and provide input.

Work Health Safety and Injury Management

The Work Health Safety and Injury Management (WHS and IM) Improvement Plan 2017 - 2020 was reviewed April 2019 and approved by the Executive Management team. The Plan captures the work required to build upon our safety management system and applies a systematic approach while addressing WHS requirements for the City of West Torrens.

There are six programs within the Plan:

- Program 1: WHS and IM Culture, Plan and Policy.
- Program 2: Hazard Management.
- Program 3: Contractor Management.
- Program 4: Reporting Framework/Technology Systems Review.
- Program 5: Effective Emergency Management.
- Program 6: WHS and IM Management System Sustainability.

Members of the Executive were each allocated two programs to oversee and ensure that they contain:

- objectives, targets and performance indicators
- timelines for completion that are reasonable and practical
- detailed and deliverable actions
- responsibility and accountability.

Monthly progress reports were presented at Executive Management meetings and via the quarterly WHS and IM Dashboard Report and WHS Steering Committee. The Local Government Association Workers Compensation Scheme (LGAWCS) also attended monthly meetings with the CWT to monitor the level of completion against the agreed actions and timelines. Depending on how many actions and timelines are completed within any given financial year will change the amount of our rebate at the end of the period. In 2018/19 we achieved 100 per cent of our rebate as all agreed actions were closed out and timelines met.

Some of the key WHS major projects completed during the 2018/2019 included:

- implementation of the Skytrust reporting system
- relocation to the Morphett Road Depot, addressing WHS requirements.

The coming year

The 2019/20 year will be very busy for People and Culture as we employ a range of programs and projects to improve culture, work processes and look at ways we can enhance our customers' experiences with the CWT.

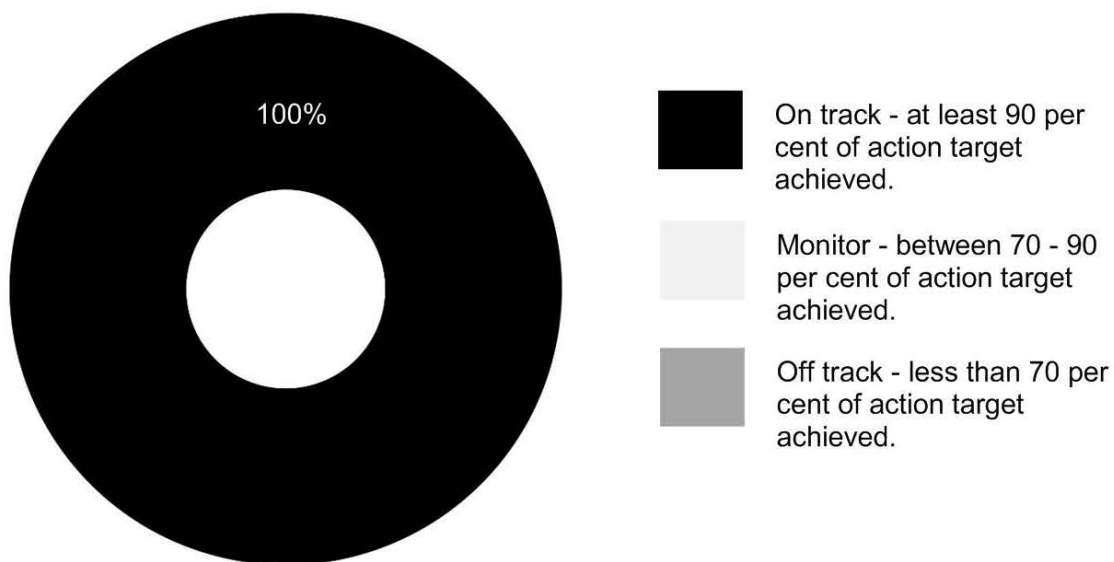
In People Management and Development we will provide regular 'lunch and learn' sessions for our management and team leaders to help them find ways to further engage with staff and provide development opportunities and learnings. There will be focus on our Culture Collaborators' group to drive the cultural values within the CWT and work in partnership with departments to identify and have a better understanding of business areas which most impact our customers and community.

Our Service Centre will continue to implement its West Torrens Experience framework within the organisation to improve the experience that our customers and community have when dealing with the CWT. Our ultimate goal is to provide a seamless experience for our customers and to consolidate the number of contact points they have with us.

Work Health Safety and Injury Management will undertake a number of projects including:

- development of an assets-based plant and equipment system
- a review of our safe operating procedures
- internal audit of our contractor management system
- development of a volunteer management training program.

Overall performance of People and Culture



Information Services

The Information Services team provides a wide range of services to those that service the community. This year, in conjunction with people across the whole of the CWT, the Information Service team helped lift our business onto digital platforms that underpin more efficient and productive service delivery.

Performance

A key measure of our team's performance is the availability of the services we deliver. During 2018/19 the team achieved an average availability of services, including mail services, document production, IT infrastructure, business applications, web services, desktops, servers and telephony, of 99.99 per cent. This high level of performance was primarily due to our robust and reliable systems and the team's commitment.

This year we were the first council in South Australia to implement Hyper-Converged Infrastructure (HCI) active/active technology to improve our business resilience and efficiency. The CWT now has a pool of information technology resources located in our Civic Centre and the Adelaide City Council, Pirie Street datacentre. In the event of either site being unavailable, our business systems keep on running. The HCI technology writes data to both sites at the same time and the active/active component ensures that resources at both sites are fully utilised.

Local Government IM/IT Team of the Year

The Information Services team was again recognised by the Local Government peak body as the 'Team of the Year' for excellence in the overall delivery and operation of Information Technology or Information Management services. This was evidenced by way of service optimisation, project initiatives, innovation in management and leadership practices, professionalism and demonstrated practicality and resourcefulness.

Mobile technology

This year in review our team worked closely with our outside workforce to help develop and embrace mobile technology to improve efficiency, productivity and accuracy in their roles and service delivery. Field staff now access community requests and scheduled work using mobile devices while out on site. This has decreased the need to spend time in an office environment.

Digital transformation of services

Several key services, including property management, traffic management and asset inspections, have been transformed from paper-based to online services to improve productivity, efficiency and customer service.

Engaging our community

Our workforce has been assisted with the take-up of a multi-channel approach to service delivery that provides our community the opportunity to engage via telephone, online, sms, web-chat, social media, face-to-face and now also via chatbots that are available to answer questions 24 hours per day. Three 'bots' were launched the year in review that can answer questions around Thebarton Community Centre, waste management and library services.

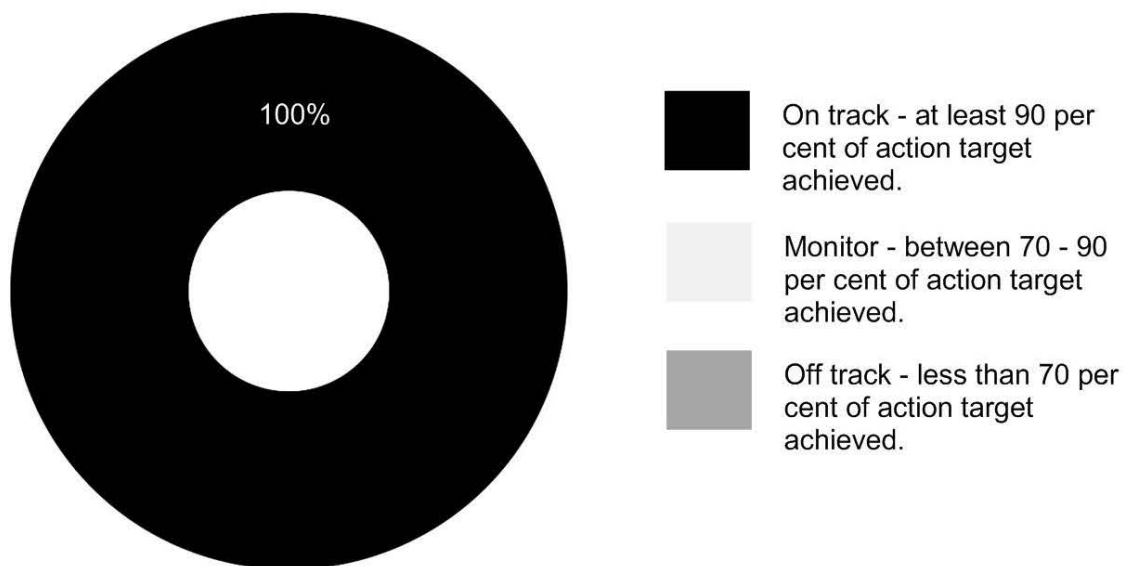
The coming year

The people in Information Services will undertake a number of initiatives this coming financial year including:

- helping our workforce use business intelligence tools to access key information to drive performance and productivity improvements across the business
- assisting with the development and implementation of a systematic approach to manage our 50,000 street and park trees

- providing systems that help our workforce engage our community as part of the 'West Torrens Experience' initiative
- expanding the digital coverage of our assets
- improving the resilience, security and business continuity related to information used by our business and community.

Overall performance of Information Services



Access to Council documents

This section of the Annual Report details information that Council is required to provide in accordance with relevant legislation. The documents and registers listed may be inspected:

- at the Civic Centre 165 Sir Donald Bradman Drive, Hilton during normal business hours
- on the Council website, westtorrens.sa.gov.au

Copies of the documents are available for a small fee unless otherwise stated.

By-laws

The Council has five (5) by-laws to ensure the good rule and government of an area, and for the convenience, comfort and safety of its community. These being:

- By-law No.1 - Permits and Penalties
- By-law No.2 - Local Government Land
- By-law No.3 - Roads
- By-law No.4 - Moveable Signs
- By-law No.5 - Dogs.

Codes

A list of codes of conduct or practice that are in place as required under the *Local Government Act 1999* or *Local Government (Elections) Act 1999* is provided as follows:

- Mandatory Code of Conduct for Council Members
- Mandatory Code of Conduct for Council Employees (effective until 1 April 2018)
- Mandatory Code of Conduct for Employees (effective from 2 April 2018)
- Code of Conduct - Assessment Panel Members
- Code of Practice - Access to Meetings and Documents
- Code of Practice - Procedures at Meetings.

Terms of Reference

The following Council committees are guided by Terms of Reference which define the purpose, scope and authority of the Committee:

- Audit General Committee Terms of Reference
- Building Fire Safety Committee Terms of Reference
- Chief Executive Officer's Review Prescribed General Committee Terms of Reference
- City Advancement and Prosperity General Committee
- City Facilities and Waste Recovery General Committee
- City Finance and Governance Standing Committee Terms of Reference
- City Services and Amenity Standing Committee Terms of Reference
- Council Assessment Panel Terms of Reference.

Policies

The City of West Torrens has two types of policies these being Council Policies and Administration Policies. Policies are regularly reviewed to reflect the Council's Corporate Planning Framework, legislative changes, Council resolutions and decisions of the Executive Management Team.

Council Policies

Council policies may be required by statute, related to the Council as an elected member body and/or be in the public interest.

- Commonwealth Home Support Program (CHSP) Quality Assurance Policy
- Advertising on Council Land and Related Public Infrastructure Policy
- Animal Nuisance Complaints Policy
- Annual Budget Policy
- Asset Management Policy
- Asset Naming Policy
- Building and Swimming Pool Inspection Council Policy

- Capitalisation of Assets Policy
- Children and Vulnerable Persons Safety Policy
- Commonwealth Home Support Program (CHSP) Advocacy Policy
- Commonwealth Home Support Program (CHSP) Care Recipient Does Not Respond to a Scheduled Visit Policy
- Commonwealth Home Support Program (CHSP) Fees and Charges Policy
- Council Reception Room - Richmond Oval Policy
- Customer Complaints Policy
- Development Assessment Panel Delegations Policy
- Elected Member - Recognition of Service Policy
- Elected Member Gifts, Benefits and Hospitality Reporting Policy
- Elected Members Allowances, Facilities, Support and Benefits Policy
- Elected Members Attendance at Conferences Policy
- Elected Members Records Management Policy
- Elected Members Training and Development Policy
- Elections Period Caretaker Policy
- Enterprise Risk Management Policy
- Expiation Notice Decision Review Policy
- Flags Policy
- Fleet Management Policy
- Food Act Inspections and Auditing Fees Policy
- Found Property Policy
- Fraud and Corruption Prevention, Control, Reporting and Investigation Policy
- Graffiti Management Policy
- Grants, Sponsorship and Donations Program Policy
- Impoundment of Vehicles Policy
- Informal Gatherings and Discussions Policy
- Internal Review of Council Decisions Policy
- Investment Policy
- Kerbside House Numbering Policy
- Libraries Policy
- Liquor Licensing Policy
- Memorials Policy
- Mendelson Foundation Investments Policy
- Mendelson Foundation Support Policy
- Mobile Closed Circuit Television Council Policy
- Mobile Food Vendors Policy
- Natural Environment Policy
- Ombudsman Enquiries and Investigations Policy
- Order Making Policy
- Parking Permits and Exemptions Policy
- Procedures at Council Assessment Panel Meetings
- Procurement Council Policy
- Provision of Council Gifts Policy
- Public Comment Policy
- Public Consultation Council Policy
- Rate Rebates, Remissions and Postponement Policy
- Reporting and Investigating Council Member Code of Conduct Complaints
- Revaluation of Assets Policy
- Sale and Disposal of Assets Policy
- Social Media Use and Management Policy
- Talking Points Policy
- Treasury (Debt Management) Policy

- Urban Tree Management Policy
- Urban Verge Management Policy
- Use of Public Footpaths and Roads for Business Purposes Policy
- Waste Minimisation and Recycling Services Policy
- Whistleblowers Policy.

Administrative Policies

Administration policies, other than some HR policies, are not required by statute. They contain policy statements, procedures and processes to guide employees in relation to particular matters. Administration policies are approved by the Executive Team, not the Elected Council.

- Attendance at South Australian Industrial Relations Commission Policy
- Building and Swimming Pool Inspection Administration Policy
- Business Casual Days Policy
- Classification Review Policy
- Conference Attendance by Employees Policy
- Contractor Management Policy
- Corporate Planning Framework
- Corporate Wardrobe Administration Policy
- Correspondence Policy
- Credit Cards Policy
- Criminal and Relevant History Screening Policy
- Customer Interaction Policy
- Disposal of Computer and Related Equipment Policy
- Driver's Licence Fee Reimbursement Policy
- Employee Gifts and Benefits Policy
- Employee Health and Wellbeing
- Employee Records Policy
- Enterprise Risk Management Framework
- Entertainment Expenditure Policy
- Financial Authorities Policy
- Fleet Management Administration Policy
- Higher Duties Policy
- Income Protection Policy
- Induction Policy
- Information Technology and Its Use Policy
- Leave Policy
- Managing Non Work Related Illness or Injury Policy
- Managing Performance, Misconduct and Inappropriate Behaviour Policy
- Mobile Devices Policy
- Natural Environment Guidelines for Works, Operations and Contractors Policy
- Probation Review and Determination Policy
- Procurement Admin Policy
- Public Consultation Policy
- Purchased Leave Policy
- Recognition of 25 Years of Service Policy
- Recruitment and Selection Policy
- Remote Access and Network Security Policy
- Return from Parental Leave Policy
- Review of an Employment Decision - Employee Initiated Policy
- Salary Packaging Policy
- Special Leave Without Pay Policy
- Staff Functions and Catering Policy
- Staff Telephone Service Standards

- Study Assistance Policy
- Training and Development Policy
- Volunteers Policy
- WHS and IM Planning Policy
- WHS and Injury Management Lead Policy
- WHS Asbestos Management Policy
- WHS Chemical Management Policy
- WHS Confined Space Policy
- WHS Consultation and Responsibilities Policy
- WHS Corrective and Preventative Actions Policy
- WHS Document Management Policy
- WHS Drug and Alcohol Policy
- WHS Electrical Safety Policy
- WHS Emergency Management Policy
- WHS Excavation and Trenching Policy
- WHS First Aid Policy
- WHS Hazard Management Policy
- WHS Hazardous Manual Tasks
- WHS Hot Work (including Welding) Policy
- WHS Inclement Weather Policy
- WHS Induction and Training Policy
- WHS Injury Management and Return To Work
- WHS Injury/Incident Reporting and Investigation Policy
- WHS Isolation, Lockout and Tag Out Policy
- WHS Managing Aggressive Violent Threatening Behaviour Policy
- WHS Plant and Equipment Safety Policy
- WHS Prevention of Falls Policy
- WHS Remote and Isolated Work Policy
- Workzone Traffic Management Policy.

Access to policies

Council policies are available to be inspected and purchased at the Civic Centre, 165 Sir Donald Bradman Drive, Hilton during normal business hours. Council policies are also available for inspection on Council's website, westtorrens.sa.gov.au

Further information about the policies may be obtained from the Governance Team by emailing governance@wtcc.sa.gov.au or phoning 8416 6333 during business hours.

Registers

A list of registers that Council keeps in accordance with the *Local Government Act 1999* the or *Local Government (Elections) Act 1999* is provided as follows

- Assessment Register (rateable land)
- Campaign Donations Return for 2018 Local Government Election*
- Campaign Donations Return for 2017 Keswick Ward Supplementary Election*
- Delegations and Sub Delegations Register
- Development Application Register
- Elected Member Register of Interest Information
- Register of Allowances and Benefits - Elected Members*
- Register of By-laws
- Register of Community Land
- Register of Conflicts of Interest
- Register of Gifts, Hospitality and Benefits - Elected Members
- Register of Gifts, Hospitality and Benefits - Officers
- Register of Interests - Elected Members and Independent Members

- Register of Interests - Development/Council Assessment Panel Independent Members
- Register of Interests - Officers[#]
- Register of Land Management Agreements
- Register of Public Roads
- Register of Remuneration and Benefits - Officers.

Registers, other than those listed below, may be viewed during normal business hours at the Civic Centre.

[#]*Register of Interests – Officers is legally not available to view.*

^{*}*A written application must be received by Council to view these registers.*

Other documents available for inspection

The following documents are available for public inspection from the customer service counter at the Civic Centre, 165 Sir Donald Bradman Drive, Hilton during normal business hours and are available on Council's website, westtorrens.sa.gov.au

Many of the documents are free of charge to the public. Documents listed with an asterisk (*) be purchased as per fee stipulated in the Council's Schedule of Fees and Charges. Documents are listed under the responsible Directorate.

Office of the Mayor and Chief Executive

- Agendas and Minutes - Council and Council Committees
- Agendas and Minutes - Council Development Assessment Panel
- Codes of Conduct - Elected Members and Employees.

Business and Community Services

Governance

- Administration Policies
- Codes of Practice
- Council Policies
- Extracts from the Council's Delegations Framework
- Terms of Reference
- Voter's Roll.

Creative Services

- Annual Report
- Talking Points.

Strategy

- Annual Service Plan
- Towards 2025 Community Plan
- Carbon Footprint Report
- Climate Change Action Plan
- Development Plan Amendments*
- Open Space and Public Space Plan
- Public Health Plan
- Water Management Action Plan
- Western Region Climate Change Adaptation Plan.

Community Services

- Disability Discrimination Act Action Plan.

Library Services

- West Torrens Library Service Library Policy and Conditions of Use.

Corporate and RegulatoryFinance

- Assessment Record*
- Audited Financial Statements*
- Annual Budget and Business Plan*
- Schedule of Fees and Charges
- Long Term Financial Plans.

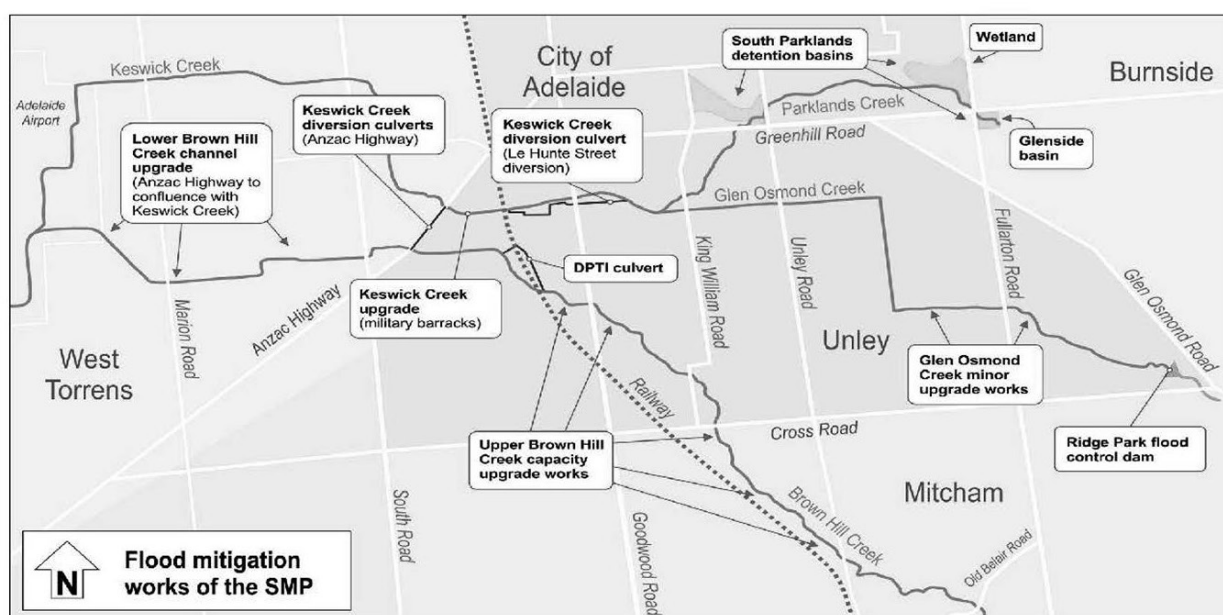
Regulatory Services

- Dog and Cat Management Plan
- Dog Register.

Urban ServicesCity Assets

- Asset Management Plans (please list plans)
 - Buildings
 - Footpaths
 - Roads
 - Stormwater
- Bicycle Plan
- Brown Hill and Keswick Creek Stormwater Project Management Plan
- Community Land Management Plans
- Flood Management Master Plan
- Thebarton Streetscapes Concept Design Report
- Transport Strategy.

Brown Hill Keswick Creek Stormwater Board Annual Report 2018/19



Annual Report 2018/19

Brown Hill and Keswick Creeks Stormwater Board

FOR THE CITIES OF ADELAIDE, BURNSIDE, MITCHAM, UNLEY AND WEST TORRENS



1. Introduction

The Brown Hill Keswick Creek ('BHKC') Stormwater Project (the 'Project') is a collaborative undertaking between the Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens (the 'Constituent Councils').

Brown Hill, Keswick, Glen Osmond and Park Lands Creeks are important drainage watercourses in metropolitan Adelaide. The creeks have a low standard of flood protection resulting in a history of flooding. Their combined catchment is predominantly contained within the Local Government area of the five Constituent Councils, which are home to more than 200,000 residents. The Project is designed to mitigate serious flood risks and help safeguard properties across the catchment through the implementation of a stormwater management plan ('SMP') that was approved and gazetted in February 2017.

The SMP satisfies best practice outcomes for stormwater management as set out in the Stormwater Management Planning Guidelines of the Stormwater Management Authority ('SMA').

The scope and complexity of the Project are such that it could only be delivered effectively and efficiently by the five catchment Councils working collaboratively through a single entity. The Councils have therefore established the Brown Hill and Keswick Creeks Stormwater Board (the 'Board') as a regional subsidiary under the Local Government Act to co-ordinate implementation of the SMP.



2. Chairperson's Report

This is the second annual report of the Brown Hill and Keswick Creeks Stormwater Management Board, a regional subsidiary established in February 2018 pursuant to the Local Government Act (SA).

The report in respect of the period from the appointment of the current directors in August 2018 until the appointment of the current Project Director in January 2019 reflects the focus of the Board on a variety of establishment-related matters, including the constitution of an Audit and Risk Committee, engagement of bookkeeping, accounting services and corporate secretarial services, appointment of an auditor, establishment of bank facilities, tax and other regulatory registrations and the recruitment of a permanent Project Director.

The balance of the report addresses the considerable progress achieved to date in implementing the Stormwater Management Plan. A notable achievement was the completion of the Hawthorn Reserve project, delivered by the City of Mitcham in conjunction with the Mitcham Library upgrade and officially opened on 9 May 2019. Much of the success in this regard can be attributed to the strong support of stakeholders, including the Stormwater Management Authority (SMA) and the five constituent Councils, their staff and their CEOs in particular. The works undertaken to date form a solid foundation for progress in the coming year.

It is my pleasure as Chair of the Board to deliver the 2019 Annual Report.

Judith Choate
Chairperson

September 2019



3. Organisation Framework

3.1 History – Joint Arrangement Phase

From its inception in 2007 until February 2018, the project was conducted as a joint arrangement between the Constituent Councils in accordance with a Memorandum of Agreement dated December 2008.

The Memorandum of Agreement included the following principal objectives and provisions:

- The Councils would establish a regional subsidiary in terms consistent with principles for stormwater management including implementation of works and services of the relevant SMP.
- The Councils would work collaboratively through a steering group, comprising chief executives or their delegate, with the power to employ a Project Director, engage expert advice and establish a technical support group (along with other provisions).
- The City of Unley (as 'host' Council) would provide for the administrative functions of the project, including entering into agreements with third parties, holding moneys, keeping financial and other records, and employing support staff.

During the joint arrangement phase the SMP was developed as a collaborative effort leading to its subsequent approval by the SMA and gazettal of its adoption in February 2017. Certain investigations and works of the SMP were also delivered during the joint arrangement phase, as detailed further in Section 5.2 – Capital Works.

3.2 Regional Subsidiary

A condition of the SMA approving the SMP was that a Regional Subsidiary be established within 12 months to implement the SMP and manage its works and other measures on behalf of the Constituent Councils. The Regional Subsidiary, known as 'The Brown Hill and Keswick Creeks Stormwater Board' (the 'Board') was established in February 2018 pursuant to Section 43 of and Schedule 2 to the Local Government Act 1999. The Board is governed by the Charter prepared by the five Constituent Councils and subsequently approved by the Minister for Local Government.



3.3 Charter

The Charter governs the affairs of the Board by setting out its purpose, function and powers, including governance provisions of Schedule 2 of the Local Government Act. It also provides the Constituent Councils with a legally enforceable agreement specifying their rights and obligations in achieving common interests.

Section 4.1 of the Charter sets out the purposes of the Regional Subsidiary, as follows:

- 4.1.1 to implement or oversee the construction of stormwater infrastructure for the purposes of the implementation of the Plan - subject to first obtaining the approval of the relevant Constituent Council(s) and, if necessary, the consent of the Storm Water Management Authority, in respect of any material change in the design or the cost of any works of implementation;
- 4.1.2 to oversee the maintenance and repair and/or renewal of stormwater infrastructure established through the implementation of the Plan;
- 4.1.3 to oversee the implementation of associated, adjacent and/or related infrastructure works or measures on behalf of a Constituent Council at the cost of the Constituent Council;
- 4.1.4 to hold stormwater infrastructure constructed in the implementation of the Plan on behalf of the Constituent Councils as agreed from time to time by resolution of the Constituent Councils;
- 4.1.5 to implement such other non-infrastructure measures as set out in the Plan or approved by the Constituent Councils or as determined by the Board to be necessary or convenient for or incidental to the implementation of the Plan;
- 4.1.6 to provide a forum for the discussion and consideration of the Constituent Councils' obligations and responsibilities under the Plan;
- 4.1.7 to enter into agreements with Constituent Councils for the purpose of managing the Plan;
- 4.1.8 to co-operate insofar as it is reasonably practicable with the Natural Resource Management Board in the performance of its functions under the Natural Resources Management Act 2004 and otherwise with any other agency or instrumentality of the State, any body corporate and/or natural person including but not limited to landholders; and
- 4.1.9 to exercise other powers and functions as the Board considers necessary or convenient for or incidental to the purposes for which the Regional Subsidiary has been established.



3.4 Legislation

Legislation relating to stormwater management and the powers and responsibilities of interested parties are contained in the Local Government (Stormwater Management Agreement) Amendment Act 2016, Schedule 1A of the Local Government Act 1999 and the Natural Resources Management Act 2004.

The SMA was established pursuant to the Local Government (Stormwater Management) Amendment Act 2007, with reference to the Stormwater Management Agreement between the State Government and the Local Government Association. The Stormwater Management Agreement (originally of 2006) was revised in 2013 and the Act was subsequently amended in 2016.

Functions of the SMA include the facilitation and coordination of stormwater management planning by councils involving production of stormwater management plans and administration of the Stormwater Management Fund. The fund provides assistance to Local Government organisations for stormwater management planning and works, including the Project.

The Board was established as a Regional Subsidiary pursuant to Section 43 of and Schedule 2 to the Local Government Act 1999. Section 43 allows two or more councils to form a separately incorporated entity ('Regional Subsidiary') to provide specified services and/or activities, subject to obtaining Ministerial approval. The provisions relevant to a Regional Subsidiary are set out in Schedule 2 to the Act.



3.5 The Board

The Board is responsible for the administration of the affairs of the Regional Subsidiary. It is responsible for ensuring 'the Regional Subsidiary observes the objectives set out in the Charter, that information provided to the Constituent Councils is accurate and that Constituent Councils are kept informed of the solvency of the Regional Subsidiary as well as any material developments which may affect the operating capacity and financial affairs of the Regional Subsidiary'.

The Board comprises five members appointed for a three-year term, excepting that the first appointments were made on a differential basis – two members for three years, two members for two years and one member for one year. Elected Members and officers of the Constituent Councils are precluded from board membership.

Board Members were appointed following recommendations made by a Nominations Committee, as defined in the Charter. The process required appointment of persons with demonstrable skills relevant to the purpose of the Regional Subsidiary, particularly in respect of corporate financial management, corporate governance, project management, general management, engineering, economics or environmental management. The Chairperson is determined by the Board and is appointed for a term of 1 year. The inaugural Board of the Regional Subsidiary was appointed on 3 August 2018:

- | | |
|------------------|------------------------------------|
| • Geoff Vogt | 1-year term expiring 2 August 2019 |
| • Paul Bowler | 2-year term expiring 2 August 2020 |
| • Rachel Barratt | 2-year term expiring 2 August 2020 |
| • Judith Choate | 3-year term expiring 2 August 2021 |
| • Paul Gelston | 3-year term expiring 2 August 2021 |

Prior to appointment of the current Board, the Owners Executive Group, as detailed in Section 3.7, acted as an interim board.

3.6 Audit and Risk Committee

An Audit and Risk Committee was formed by resolution of the Board on 9 August 2018. Board Members Geoff Vogt, Rachel Barratt and Paul Gelston were appointed to the committee by resolution of the Board on 16 August 2018 with the Charter requiring in Section 9.6 (a) that the Chairperson of the Board also 'serve as Chair of all committees established by the Board'. The first meeting of the Audit and Risk Committee was held on 27 August 2018.

On 18 October 2018, the Board resolved that 'the Board appoint to the Audit and Risk Committee an independent person whose financial qualifications are endorsed by the Councils, and who is to be paid an amount equivalent to that of independent members of other Local Government subsidiary Audit Committees'. The Board subsequently resolved on 15 November 2018 to appoint Justin Humphrey of Grant Thornton as the independent member of the Audit and Risk Committee.



3.7 Owners Executive Group

The Owners Executive Group, previously known as the Project Steering Group, consists of a representative from each of the Constituent Councils. Membership is currently:

- City of Adelaide Klinton Devenish, Executive Manager
- City of Burnside Barry Cant, Acting Chief Executive
- City of Mitcham Matt Pears, Chief Executive
- City of Unley Peter Tsokas, Chief Executive
- City of West Torrens Terry Buss, Chief Executive

Meetings between the Board and the Owners Executive Group are scheduled quarterly. Prior to appointment of the Board on 3 August 2018, the Owners Executive Group also acted as an Interim Board.

4. Project Schedule

The main objective of the SMP is to "mitigate the risk and reduce the impact of major flooding from the four major watercourses on properties within the BHKC catchment, up to and including a 100-year average recurrence interval (ARI) flood. A 100-year ARI flood is also referred to as a 1 in 100-year event and has a 1% chance of occurring in any given year. Other objectives are concerned with quality of runoff and effect on receiving waters, beneficial reuse of stormwater and effective complementary planning requirements".

The capital works program specified within the SMP is broadly outlined as follows, with detail relating to the current status of projects provided.

PROJECT NAME	2016 SMP BUDGET	STATUS
Ridge Park Detention Dam	\$2,800,000	Complete
BHC Diversion Culvert by DPTI	\$5,000,000	Complete
South Park Lands		
- Victoria Park	\$11,565,731	In Progress
- Park 20	\$2,300,948	In Progress
- Glenside	\$3,491,319	In Progress
Lower Brown Hill Creek Capacity Upgrades		
Watson Avenue to Marion Road		
- Land Acquisition	\$1,511,328	Pending
- Watson Ave - Marion Road Upgrade	\$4,971,382	Pending



PROJECT NAME	2016 SMP BUDGET	STATUS
- Watson Ave Bridge Replacement	\$1,649,781	Pending
- Harvey Rd Bridge Replacement	\$1,459,980	Pending
Marion Road Bridge		
- Marion Rd Bridge Replacement	\$4,600,555	Pending
Marion Road to Birdwood Terrace		
- Land Acquisition	\$1,735,901	Pending
- Birdwood Tce - Marion Rd Upgrade	\$8,218,666	Pending
Birdwood Terrace to South Road		
- Land Acquisition	\$617,432	Pending
- Grassmere Res - Birdwood Tce Upgrade	\$3,225,360	Pending
- Daly Rd Bridge Replacement	\$1,583,447	Pending
- South Rd - Grassmere Res Upgrade	\$2,436,282	Pending
Anzac Highway to South Road Upgrade		
- Land Acquisition	\$1,433,013	Pending
- Anzac Hwy - South Rd Upgrade	\$4,109,527	Pending
- Farnham Rd Bridge Addition	\$1,517,542	Pending
Flow Diversions		
- Section 1 - Le Hunte Barracks	\$21,684,746	Pending
- Section 2 - Barracks	\$6,041,679	Pending
- Section 3 - Anzac Hwy	\$15,352,672	Pending
Upper Brown Hill Creek - Area 1		
- Creek Works & Easements	\$5,164,557	In Progress
- Bridge Upgrades	\$2,835,443	Pending
Upper Brown Hill Creek - Hawthorn Reserve	\$1,500,000	In Progress
Upper Brown Hill Creek (excl. Area 1)		
- Creek Works - Area 5a	\$1,514,218	Pending
- Creek Works - Areas 5B and 6	\$3,230,332	Pending
- Creek Works - Areas 2, 3 & Orphanage Pk	\$6,258,768	Pending
- Bridge Upgrades (excl Area 1)	\$5,754,028	Pending
- Creek Rehabilitation	\$1,817,062	Pending
- Easements	\$2,725,592	Pending
Glen Osmond Creek Minor Upgrade Works	\$800,000	Pending
Water Quality Works (GPTs)	\$1,000,000	Pending

The cost of delivering the capital works program was estimated at approximately \$140m in 2015/16.

An Indicative 20 Year Works Schedule detailing the estimated timing for delivery of all infrastructure projects associated with the SMP is attached herewith and marked **Appendix 1**.



5. 2018/19 Achievements

5.1 Operational

Many key operational milestones have been achieved in the reporting period including:

The Board

Appointment of the Board Members took effect on 3 August 2018 following recommendation by the Nominations Committee.

In the 2018/19 reporting period, meetings of the Board were attended as follows:

Meeting Date	Board Members				
	Geoff Vogt	Judith Choate	Paul Bowler	Paul Gelston	Rachel Barratt
3 August 2018	✓	✓	✓	✓	✓
9 August 2018	✓	✓	✓	✓	✓
16 August 2018	✓	✓	✓	✓	✓
20 September 2018	✓	✓	✓		✓
18 October 2018	✓	✓	✓	✓	✓
15 November 2018	✓	✓	✓	✓	✓
12 December 2018	✓	✓	✓	✓	✓
16 January 2019	✓	✓	✓	✓	✓
21 February 2019	✓		✓	✓	✓
21 March 2019	✓	✓	✓	✓	✓
16 May 2019	✓	✓	✓	✓	
20 June 2019	✓	✓	✓	✓	✓



Audit and Risk Committee

Establishment of the Audit and Risk Committee took effect on 9 August 2018 with the first meeting of the Committee held on 27 August 2018 and appointment of an independent Committee Member made on 15 November 2018.

In the 2018/19 reporting period, meetings of the Audit and Risk committee were attended as follows:

Meeting Date	ARC Members				
	Geoff Vogt	Judith Choate	Justin Humphrey	Paul Gelston	Rachel Barratt
27 August 2018	✓	✓	N/A	✓	✓
11 February 2019	✓	✓	✓	✓	✓
16 April 2019	✓	✓	✓	✓	✓
13 June 2019	✓	✓	✓	✓	

Business Plan

A Business Plan covering the four-year period from 2018/19 to 2021/22 was prepared and adopted by the Board in August 2018.

Accountants and Auditors

Appointments of William Buck as accountants and Galpins as auditors to the Regional Subsidiary were made by resolution of the Board on 20 September 2018.

Project Director

Peta Mantzarapis was appointed as Project Director commencing 14 January 2019 with the role of Executive Officer transferring from Michael Salkeld to Peta by resolution of the Board on 16 January 2019.

Schedule of Works

Scheduling of individual project works has been established over the life of the Project and both short-term and long-term financial planning has been considered with reference to the expected delivery schedule.



Finance Systems

Finance systems have now been established separately from the City of Unley and a reconciliation process has been completed to balance any funds owing to the City of Unley. Xero is being used as the Board's financial management system.

2019/20 Budget

The 2019/20 budget has been finalised and provided to all Constituent Councils in a format consistent with that of the Model Financial Statements. Formats have also been established to comply with the reporting requirements in accordance with Regulations 9 and 10 of the Local Government (Financial Management) Regulations 2011.

Policies and Procedures

Development of policies and procedures has been a key focus of the Audit and Risk Committee and the following policies have now been adopted by the Board:

- Media Engagement Policy
- Procurement Policy and associated forms
- Invoice Payment Policy
- Credit Card Policy
- Expense Approval and Reimbursement Policy
- Decision Making Framework for Discretionary Projects
- Public Consultation Policy
- Work Health and Safety

In addition, policies currently in progress include – Prudential Management, Terms of Reference for Technical Assessment Panel and Financial Delegations.

Technical Staff & Finance Staff – Constituent Councils

A meeting of the Project Director and technical staff of the Constituent Councils occurred on 5 May 2019 with discussion points including timing of projects, project budgets, initiation of project works, responsibility for delivery, suppliers and the Technical Assessment Group.

A meeting of the Project Director and finance staff of the Constituent Councils occurred on 28 May 2019 with discussion points including timing of projects, project budgets, finance requirements in accordance with Regs 9 and 10, timing and content of finance reports, ownership and control of assets.



Operational Matters

Various operational matters have been attended to and are now functioning efficiently including IT arrangements, banking systems, establishment of a postal address and a meeting venue separate from the City of Unley.

Workshop

A workshop attended by the Board, Project Director, Owners Executive Group, technical and finance staff of the Constituent Councils was held on 20 June 2019 to discuss the ownership and control of assets. This workshop was useful in establishing a position regarding the responsibilities for delivering project works, responsibility for ongoing care and control of assets, insurance implications, financial and accounting implications.

Reporting Requirements

The Local Government Act 1999 along with the Charter of the Board prescribe various reporting requirements with which the Board must comply. These requirements include but are not limited to:

- Maintenance of a register of Board motions and instances where the Common Seal has been affixed.
- A Key Outcomes Summary to be provided to the Constituent Councils within two weeks following each ordinary meeting of the Board.
- Budget to be prepared for the next financial year. The Budget must be adopted by the Board after 31 May but before 30 June each year and must be provided to each Constituent Council within five business days after adoption.
- Reports in accordance with Regulations 9 and 10 of the Local Government (Financial Management) Regulations 2011.
- Audited financial statements to be provided to the Chief Executive Officer of each Constituent Council before 30 September of the subsequent financial year.
- Annual report including the audited financial statements to be submitted to each Constituent Council before 30 September of the subsequent financial year.
- Business Plan to be prepared in respect of the ensuing four years and to be updated each year.
- Long-Term Financial Plan to be prepared and reviewed within 6 months of the adoption or update of the Business Plan and, in any event, to be reviewed every four years.
- Asset and Infrastructure Management Plan to be prepared and reviewed at any time and, in any event, to be reviewed every four years.

Systems and processes have been established to ensure compliance with the reporting requirements of the Regional Subsidiary.



Stormwater Management Authority

The Board has committed to ensuring a successful relationship is maintained with the Stormwater Management Authority (SMA). In this regard, Chairperson Judith Choate, Board Member Geoff Vogt and Project Director Peta Mantzarapis met with the Chairperson of the SMA Steven Haines and the General Manager David Trebilcock on 24 January 2019. Peta Mantzarapis subsequently met with David Trebilcock on 28 March 2019 and is in regular contact to discuss timing and status of project works along with funding requirements.

The SMA have provided confirmation that the required funding as set out in the Board's 10-year financial plan will be available. Further, the SMA have advised that any funding provided in the lead-up to the approval of the SMP would not be considered part of the \$70m funding commitment unless it relates to works that are very clearly capital projects defined in the SMP. As such, of the available \$70m, the following funds have been provided by the SMA to 30 June 2019:

- | | |
|--|--------------|
| • Brown Hill Creek Diversion Culvert (delivered by DPTI) | \$2,500,000 |
| • Victoria Park project works | \$35,566 |
| • Remaining funds available | \$67,464,434 |

A process for claiming funds from the SMA has been established in consultation with David Trebilcock with funds being provided biannually in arrears.



5.2 Capital Works

As previously set out herein, projects completed prior to the 2018/19 financial year include the Ridge Park Detention Dam and the Brown Hill Creek Diversion Culvert.

Project works progressed during the current 2018/19 reporting period include:

Upper Brown Hill Creek - Hawthorn Reserve

The Hawthorn Reserve project involved creek widening and upgrade works and was delivered by the City of Mitcham in conjunction with the Mitcham Library upgrade. Construction works were completed in early May and the creek works were officially opened on May 9th.



*Completed
Creek
Works*



An invoice has been submitted by City of Mitcham covering the majority of the cost with a smaller amount held over to July to allow final reconciliation of expenses. Property acquisitions and associated land transfers will be completed in the coming months.



South Park Lands

Victoria Park/ Pakapakanthi (Park 16) and Blue Gum Park/ Kurangga (Park 20)



Artist's impression of the wetland

The South Park Lands project involves construction of a wetland at the southern end of Victoria Park/ Pakapakanthi (Park 16) and creek works within Blue Gum Park/ Kurangga (Park 20). A concept design has been prepared by Tonkin and public consultation on the concept commenced on 4th of June 2019 and ended on 5th of July. The consultation process included direct engagement with key stakeholders along with an advert in the City Messenger and signage erected on both sites.



Next steps include finalisation of and addressing the consultation outcomes, final revision of concept designs, Adelaide Park Lands Authority and City of Adelaide review process, lodgement of the Environment Protection and Biodiversity Conservation Act referral and commencement of the Development Application process. Preparation of final design drawings and tender documentation will be undertaken concurrently with the Development Application process.

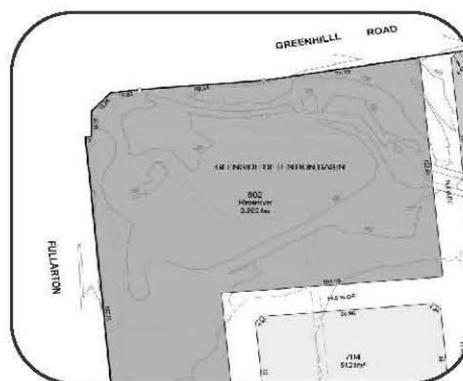


Glenside

This project involves enlargement of an existing detention basin from a capacity of 18ML to 37ML, to limit flow to the existing capacity of the culvert under the Fullarton and Greenhill Roads intersection. The detention basin, together with other works in the South Park Lands is intended to reduce the peak stormwater flows along Park Lands Creek and further downstream.

The Glenside site is being developed by Cedar Woods and Stage 2 bulk earthworks are currently being designed. Excavation of approximately 25,000m³ of material will be required to form the detention basin in addition to providing primary water quality treatment via new large gross pollutant traps. The works will include a slight re-alignment of the existing twin 1950mm stormwater pipes to suit the layout of the development.

The infrastructure is currently being designed and Cedar Woods is liaising with the City of Burnside for necessary approvals. A design report will be produced and will be issued to Council.





Upper Brown Hill Creek – Area 1 (Everard Park)

This project involves installation of a covered culvert along the length of the creek from Anzac Highway to Third Avenue. The creek is privately owned by a single owner on the northern side (Arcadian development site) and 8 owners on the southern side. The land required from the Arcadian site is to be vested in Council's ownership and will contribute toward the open space requirements of the development. Assessments of compensation have been prepared and offers of compensation have been made to the 8 owners at the southern side. Negotiations are underway with these owners.



50% design and documentation has been completed and a quotation has been sought for the detailed design works and tender documentation. Next steps include acquisition of the required land, EPA and NRMB referrals, arboreal assessment and development application for removal of trees.

Artist's impression of the proposed shared use path

Beyond these current projects and in accordance with the Indicative 20 Year Works Schedule attached hereto as **Appendix 1**, the works scheduled to be completed in the coming 5-year period all form part of the Lower Brown Hill Creek Capacity Upgrades. Close liaison with City of West Torrens will therefore be required.



5.3 Media Exposure & Community Engagement

Media exposure during the 2018/19 reporting period included:

- Adelaide Advertiser article on 14 January 2019 regarding a River Red Gum considered to be at risk due to the Project. The project always intends to retain trees where possible and there is currently no indication that this significant tree is at risk. This has been communicated to Councillor Wright.
- Adelaide Advertiser article on 25 February 2019 regarding a destroyed garden at Hawthorn Reserve. The Hawthorn Reserve works were delivered by City of Mitcham and a council representative contacted Mr Wilson to apologise for the removal of the garden as part of the creek works.
- Westside Weekly Messenger article on 10 April 2019 regarding City of West Torrens wish-list for federal funding, including a call for funding toward the Project.
- Hawthorn Reserve – the official opening of the creek works was held onsite on 9 May 2019. In addition, Outside Ideas shared updates on the project works via their social media and a project update was shared on the City of Mitcham website in January 2019.
- The Mitcham Library and Brown Hill Creek Redevelopment Project was presented with the Institute of Public Works Engineering 2019 Excellence Award in the category of "Excellence in Design and/ or Construction of a Public Works Environmental Enhancement Project" in June 2019.
- A public consultation process was undertaken for the South Park Lands projects commencing 4 June 2019. Media exposure generated during the consultation period included:
 - The Advertiser print article
 - AdelaideNow online article
 - FIVEaa interview with Lord Mayor
 - Hit107 news update
 - Glam Adelaide online article
- Engagement with 9 adjoining land owners directly affected by the Upper Brown Hill Creek – Area 1 (Everard Park/ Forestville) works has occurred over recent months.

A copy of articles that have appeared in the media are included herewith and marked **Appendix 2**.



6. Operating and Capital Contributions

A funding model has been established to enable determination of invoices required and to capture accurate detail relating to where the funds are going.

Operational expenditure is fully funded by Constituent Councils and is invoiced biannually in advance. Each Council contributes a 20% share of the required budget.

Capital expenditure is funded equally between the Constituent Councils and the SMA. Of the 50% funded by the Constituent Councils, the percentage share is as follows:

- City of Adelaide 8%
- City of Burnside 12%
- City of Mitcham 10%
- City of Unley 21%
- City of West Torrens 49%

Invoices are issued to the Constituent Councils biannually in advance while invoices are issued to the SMA biannually in arrears. Given the SMA contribution is made in arrears, a level of capital beyond the required budget is maintained for cash flow purposes.

7. Audited Financial Statements

The 2018/19 financial statements have been audited by Galpins and are attached as **Appendix 3**.



APPENDIX 1

Indicative 20 Year Works Schedule

Brown Hill Keswick Creeks Stormwater Board
Indicative 20 Year Works Schedule



	2016 SMP Budget	Year 4 19/20			Year 5 20/21			Year 6 21/22			Year 7 22/23			Year 8 23/24			Year 9 24/25			Year 10 25/26			Year 11 26/27		
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Ridge Park Detention Dam	\$2,800,000																								
BHC Diversion Culvert by DPTL	\$5,000,000																								
South Park Lands																									
Victoria Park	\$11,565,731																								
Park 20	\$2,300,948																								
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Water Quality Works (GPRs)	\$1,000,000																								

Timing Schedule

Date Printed: 20/08/2019
Page: 1 of 2



Brown Hill Keswick Creeks Stormwater Board
Indicative 20 Year Works Schedule

	2016 SMP Budget	Year 12 27/28				Year 13 28/29				Year 14 29/30				Year 15 30/31				Year 16 31/32				Year 17 32/33				Year 18 33/34				Year 19 34/35				Year 20 35/36			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
Ridge Park Detention Dam																																					
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Timing Schedule

 Date Printed: 20/08/2019
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APPENDIX 2

Media Articles

14/01/2019

Fears 800-year-old tree could be axed for stormwater project - The Advertiser, 1/14/2019

Fears 800-year-old tree could be axed for stormwater project

CRAIG COOK
URBAN AFFAIRS

FORESTVILLE residents are again rallying to protect a spectacular river red gum – believed to be the oldest in the Unley district.

They fear the tree on Wilberforce Walk, which is estimated to be up to 800 years old, will be axed as part of upcoming work to floodproof Brownhill Creek.

Residents first raised concerns over the tree's future in 2015, and again highlighted the issue to newly elected Unley councillor Emma Wright while she was on the campaign trail in the lead-up to November's local government elections.

"We often walk through the area on the way to the playground so we see it all the time," said Cr Wright, a mother of two young boys.

"People have had paintings done of the tree that have pride of place in their homes. They are very passionate about it.

"Residents rightly want to know what's happening with the Brownhill Creek stormwater project and if the tree will be affected."

As well as being possibly the oldest tree in the district, with a 7m trunk circumference, it is also one of the largest.

A 2014 report by arborist Dean Nicolle – completed at the request of the Brownhill Creek Forestville community group – said the tree was "highly worthy of retention".

Despite evident and extensive termite activity, Mr Nicolle stated the tree was in "a good and stable state of health".

He added there was an extremely low likelihood of structural failure and the risk to public safety was "low and acceptable".

Cr Wright said she would seek further information from council staff about the tree's future at an elected member's briefing session – on a date yet to be announced – but had already put her stake in the ground.

"If it comes to the crunch, I'll be kicking up a bit of a stink," she said.

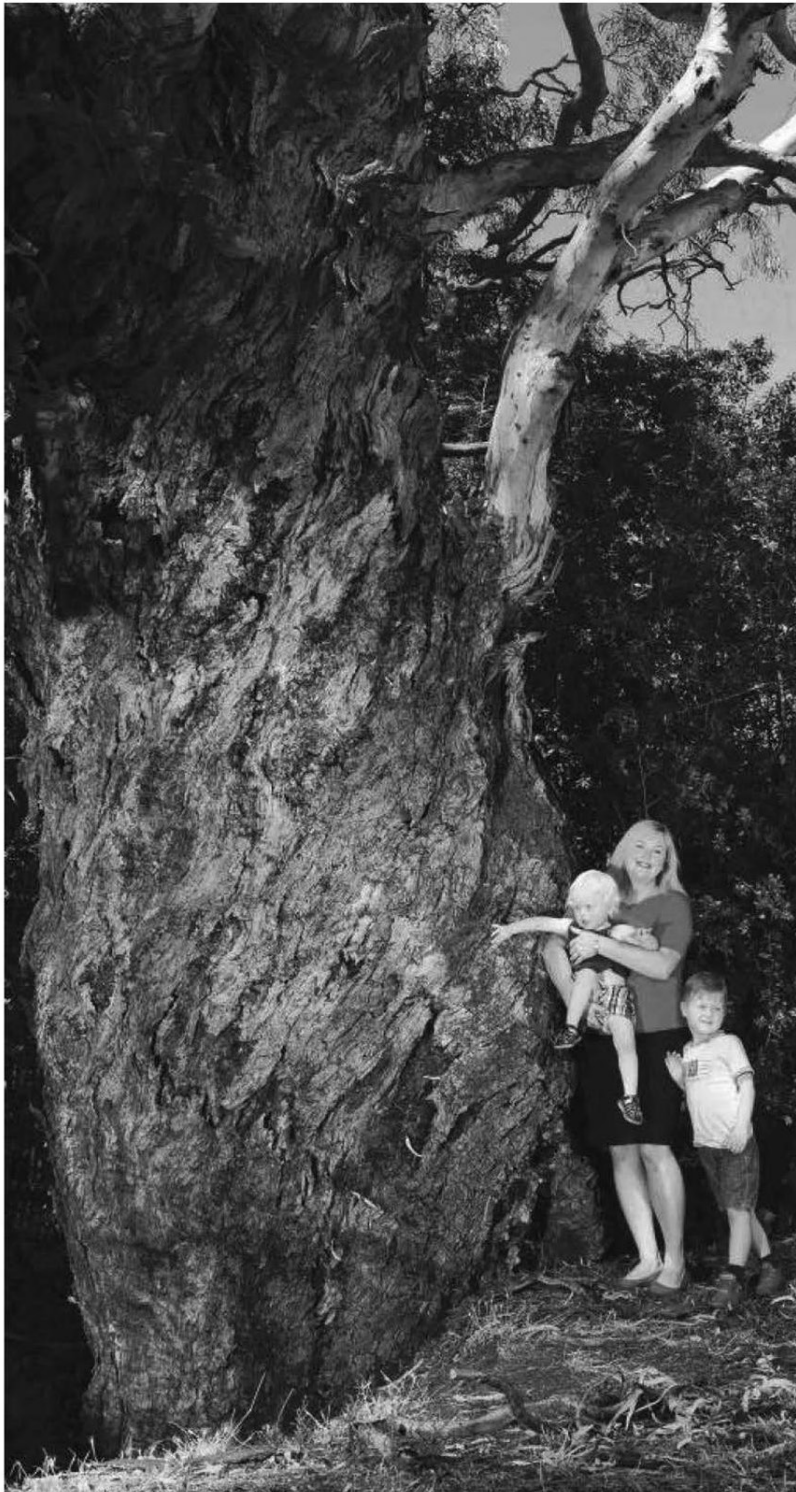
<https://metros.smedia.com.au/theadvertiser/PrintArticle.aspx?doc=NCADV%2F2019%2F01%2F14&entity=ar01101&mode=text>

1/3

14/01/2019

Fears 800-year-old tree could be axed for stormwater project - The Advertiser, 1/14/2019

BEHEMOTH: Unley councillor Emma Wright and sons Oliver, 5, and Jack, 2, marvel at the massive river red gum at Forestville. Picture: EMMA BRASIER/AAP



<https://metrosmedia.com.au/theadvertiser/PrintArticle.aspx?doc=NCADV%2F2019%2F01%2F14&entity=ar01101&mode=text>

2/3



25 Feb 2019
Adelaide Advertiser, Adelaide

Section: General News • Article Type: News Item • Audience : 112,097 • Page: 6
Printed size: 84.00cm² • Region: SA • Market: Australia • ASR: AUD 1,250 • words: 145
Item ID: 1083460535

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Page 1 of 1

'Massive dummy spit' over destroyed garden

A FORMER Mitcham councillor and Citizen of the Year has lashed out at council staff who he says destroyed a volunteer-planted garden along Brownhill Creek that took years to construct.

John Wilson said he spent his own money on the project, including on an irrigation system which had been torn apart during work to flood-proof the creek.

"I did a total dummy-spit when I saw the damage done to work done by volunteers,"

he said. "What is so annoying is just the sheer stupidity of it."

Named Mitcham's Citizen of the Year in 2013 for his work on flood mitigation at Brownhill Creek, Mr Wilson said the plants and equipment should have been "salvaged".

In an email to Mr Wilson, Mitcham strategic projects engineer Rick Hennig apologised "for any communication short-falls" and promised more extensive irrigation in the area when works are complete.





10 Apr 2019

Westside Weekly (Adelaide), Adelaide

Author: ANTHONY JOHNSON • Section: General News • Article Type: Council News
 Audience : 53,823 • Page: 14 • Printed size: 192.00cm² • Region: SA • Market: Australia
 ASR: AUD 885 • words: 359 • Item ID: 1105859720

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Page 1 of 1

Council unveils election wish list

POLITICS

Anthony Johnson

SEVEN capital projects have been targeted for federal funding by West Torrens Council ahead of the May election.

But two of these – women's football changerooms at Richmond Oval and flood mitigation via the Brownhill Keswick Creek Stormwater

Project – are particularly close the heart of West Torrens Mayor Michael Coxon.

"I am extremely passionate about creating safe and healthy communities and these projects need federal funding to help them to become reality," Mr Coxon said.

He said that given the "meteoric rise in the popularity" of women's football, it was necessary to build suitable changeroom facilities through an \$850,000 federal grant. "Richmond Oval is one of the top 10 AFL playing surfaces in the nation," he said.

"The ground is outstanding and council's investment in lighting for night games has been a huge success. With the development of the new facili-

ties, Richmond Oval will become the centre of women's football in the west."

For the \$140 million five-council Brownhill Keswick

Creek flood mitigation project, Mr Coxon would like to see a \$50 million federal contribution which would allow the project to be delivered in five years instead of 20 years under the current plan.

West Torrens, the council zone lowest downstream and most at risk, has to pay the lion's share – 49 per cent – of the local government cost, with the State Government chipping in \$70 million. "Federal assistance would be very

welcome as it will allow us to protect more than 200,000 residents likely to be affected by a one-in-100-year flood event," Mr Coxon said.

The early phases of Kings Reserve/Thebarton Oval upgrade will require \$2.6 million.

Stage One has started with the completion of a wetland and water harvesting, while the Torrensville Bowling Club upgrade should be finished by

mid-year. A new playground and revamp to the skate park should start in 2020.

The council hopes to complete a \$7.8 million makeover of Thebarton Theatre before its centenary in 2028. "The idea is to allow it to compete with other theatres like the Entertainment Centre but this would need a significant contribution from the federal government," the council's chief, Terry Buss, said.



outsideideas • Following
Mitcham Library

...



outsideideas If there's one thing a dry summer is good for it's working in a creek. The guys are making the most of the weather, widening and realigning 370 metres of Brownhill Creek at the new Mitcham Memorial Library #landscaping #outsideideas #civil #construction

25w



130 likes

FEBRUARY 1

Add a comment...

Post



outsideideas • Following
Mitcham Library

...



outsideideas We have been busy building our own gabions at Brownhill Creek. Over the past four months, we have changed the alignment and widened 370 metres of creek as part of the new Mitcham Memorial Library project #outsideideas #civil #gabions #landscaping

14w



alicepotteralice



14w

Reply



jsform Neat work



14w

Reply



josephinecropper Stunning!



174 likes

APRIL 13

Add a comment...

Post

WIDENING AND UPGRADING OF THE BROWN HILL CREEK IN SOLDIERS MEMORIAL GARDENS BROWNHILL CREEK

Brownhill Creek in Soldier's Memorial Garden has been widened and the geo fabric (green material) and stepping boulders (large rocks) are being installed in preparation for the plantings within the channel. Gabions (rock filled baskets) have also been installed in Brownhill Creek in JWS Morris Reserve and a floodwall constructed at George Street to constrain the creek flows and protect properties from flooding. Once construction works are completed the creek will be landscaped. It is anticipated that the project will be completed in April 2019.



Brownhill Creek Pyramat and Stepping Boulders January 2019



Brownhill Creek Upgrade Pyramat and Stepping Boulders January 2019



Brownhill Creek Upgrade JWS Morris Gabions January 2019

The upgrade works to widen and upgrade the Brown Hill Creek channel through Soldiers Memorial Gardens and JWS Morris Reserve as part of the wider approval to implement the Brown Hill Keswick Creek Stormwater Management Plan (SMP) is underway.

The upgrade of Brownhill Creek channel and landscaping will address some long standing flooding issues, restore the channel to a more natural state and beautify the reserve.

The widening of the channel is required to accommodate the 100 year flow and restore a more natural channel profile which necessarily impacts mainly exotic trees with all existing high value native trees protected.

The channel works will create a stable creek environment capable of passing significant creek flows during flood events and will also allow safe nature play spaces between creek flows.

The channel widening works are being undertaken with the adjacent Mitcham Library upgrade project. This will create an improved precinct for community enjoyment. The channel and the adjacent reserve will be landscaped to a higher standard to provide an improved vista and experience both inside and outside the upgraded library and for reserve users.

The upgraded Brownhill Creek through Soldier's Memorial Gardens and JWS Morris Reserve is now officially open and being enjoyed by the community.

Brownhill Creek in Soldier's Memorial Gardens has been widened to create a stable creek to endure flood events. Natives have been planted within the creek channel and on the banks through an innovative surface material that provides bank stability and allows plant growth. Stepping boulders and logs have also been installed to create an active nature play space for use when the creek is dry or not flowing.

Further down the creek rock filled baskets (gabions) have been installed through JWS Morris Reserve and a floodwall has been constructed at George Street to protect properties from flooding and contain creek flows.

Two new footbridges and new footpaths are now also open so the community can enjoy the creek and its landscaped surrounds.

The Brownhill Creek project cost \$2.7 million and is part of the greater \$140 million Brown Hill Keswick Creek Stormwater Plan which is a joint project between five catchment Councils and the State Government.

The City of Mitcham coordinated the Brownhill Creek upgrade with the adjacent Mitcham Memorial Library project to create an attractive precinct. Make sure you get down and take a look!



Brownhill Creek and plantings in Hawthorn June 2019



2 of 5



15 Jun 2019

Adelaide Advertiser, Adelaide

Author: Celeste Villani • Section: General News • Article Type: News Item
 Audience : 149,005 • Page: 27 • Printed size: 470.00cm² • Region: SA • Market: Australia
 ASR: AUD 9,619 • words: 287 • Item ID: 1133718534

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Page 1 of 1



PARKLAND PLAN: An artist's impression of the wetlands proposed for the southern end of Victoria Park. Picture: BROWNHILL KESWICK CREEK PROJECT

CELESTE VILLANI

IT'S a scene of tranquil splendour, but this proposed wetland will have a powerful role to play in safeguarding inner-city suburbs from floods.

The proposed wetland – with a butterfly garden, picnic areas and viewing decks – is part of a \$12.5 million upgrade of Adelaide's south parklands.

The wetland – at the southern end of Victoria Park – is one of the largest developments in the \$140 million Brownhill Keswick Creek Project to mitigate the flood risk for 7000 properties.

Project director Peta Mantzarapis said the wetland development would contribute to community safety.

"Crucially, these works will lift the standard of flood protection in the south parklands and are key in mitigating flood risk across the catch-

ment, serving to safeguard properties and community spaces against major flooding events," Ms Mantzarapis said.

The entire Brownhill Keswick Creek project aims to protect properties in Adelaide, Burnside, Mitcham, Unley

and West Torrens council areas against a one-in-100-year flood. The wetland would help mitigate flooding along the Park Lands Creek and reduce water flow into Unley.

New artist impressions also include picnic areas, a shared path, a stepping stone creek and the realignment of some of the existing creek line. "The idea of creating the wetlands

and clearing up the old woody weeds has been on the agenda for a very long time," said Stephanie Johnston, a member of Adelaide Park Lands Authority and Adelaide Park

Lands Preservation Association. "I think everyone is looking forward to it."

Public consultation ends on July 5, with construction expected to begin next year.



New \$12.5m Wetlands In South Park Lands Need Design Feedback

Feedback from the public is being sought on the proposed design of a new \$12.5 million wetland in Adelaide's South Park Lands

By [Glam Adelaide](#) on Jun 17, 2019

Favourite This Post

Feedback from the public is being sought on the proposed design of a new \$12.5 million wetland in Adelaide's South Park Lands as part of the Brown Hill Keswick Creek Stormwater Project.

The new wetland will be constructed at the southern end of Victoria Park/Pakapakanthi (Park 16) and is one of the largest developments in the Project's approved Stormwater Management Plan, which is currently being implemented to improve the standard of flood protection for properties across the catchment council areas of Adelaide, Burnside, Mitcham, Unley and West Torrens.

Designed to mitigate the flooding issues along Park Lands Creek, the works will contribute to a reduction in flows entering the City of Unley under Greenhill Road, thereby reducing the flooding risk to the mainly residential areas downstream. Other benefits include improved water quality, enhanced biodiversity through diversification of plant and animal

species, and new amenity and recreational facilities for park users, including footpaths, walking trails and picnic areas.



A dedicated native grassland meadow for butterfly habitat will also be established, in addition to board walks, viewing platforms and a stepping stone creek path.

The community consultation process is also seeking public feedback on planned works in nearby Blue Gum Park/Kurangga (Park 20), located at the north western corner of the Greenhill and Unley Road intersection.

Proposed works in Blue Gum Park/Kurangga involve the construction of low-level mounding (typically less than 1m high), construction of a new shared use path, and realignment of existing creek lines in the southern section of the park.

Both projects have been designed in accordance with previous feasibility studies and consultation processes and form part of the Project's approved Stormwater Management Plan.

Peta Mantzarapis, Project Director of the Brown Hill Keswick Creek Stormwater Project, says community consultation will include distribution of information brochures to key stakeholders, local media advertising and site signage, with further information and online feedback forms available at www.bhkcstormwater.com.au.

"We've already conducted extensive consultation in developing the SMP along with site investigations and design development for these works in the South Park Lands, and are

now giving the public a final opportunity to provide any feedback on the designs before construction commences,” said Ms Mantzarapis.

“We encourage members of the public to review the designs and provide any further feedback.

“Crucially, these works will lift the standard of flood protection in the South Park Lands and are key in mitigating flood risk across the catchment, serving to safeguard properties and community spaces against major flooding events.”

Feedback on the proposed works closes at 5pm on Friday 5 July 2019, with Ms Mantzarapis anticipating construction of both projects to commence next year.

The Brown Hill Keswick Creek Stormwater Project is a collaboration between Adelaide, Burnside, Mitcham, Unley and West Torrens councils to develop and implement an effective stormwater management plan to improve the standard of flood protection for homes, businesses and public facilities across the catchment.

Extending from the Adelaide Hills in the east to Adelaide Airport in the west, the Brown Hill Keswick Creek Stormwater Project covers a catchment area of 69 square kilometres and more than 200,000 residents. Flood mitigation works detailed in the Project’s Stormwater Management Plan will reduce the number of properties affected by a one in 100-year flood event by nearly 98%.

For more information about the Brown Hill Keswick Creek Stormwater Project, visit www.bhkcstormwater.com.au.



APPENDIX 3

Audited Financial Statements

Brown Hill and Keswick Creeks Stormwater Board

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 June 2019**

Brown Hill and Keswick Creeks Stormwater Board**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2019**

	Notes	2019 \$	Restated 2018 \$
INCOME			
Contributions	2	618,195	160,000
Investment Income	2	15,826	-
Total Income		634,021	160,000
EXPENSES			
Employee costs	3	234,663	125,670
Materials, contracts & other expenses	3	181,510	38,278
Depreciation	3	2,180	-
Finance costs	3	192	-
Total Expenses		418,545	163,948
OPERATING SURPLUS / (DEFICIT)		215,476	(3,948)
OTHER COMPREHENSIVE INCOME		-	-
TOTAL COMPREHENSIVE INCOME		215,476	(3,948)

The accompanying Notes form part of these financial statements

Galpins

Brown Hill and Keswick Creeks Stormwater Board**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2019**

	Notes	2019 \$	Restated 2018 \$
ASSETS			
Current Assets			
Cash and Cash Equivalents	4	3,966,683	-
Trade and Other Receivables	4	2,024,173	-
Total Current Assets		<u>5,990,856</u>	<u>-</u>
Non-Current Assets			
Property, Plant and Equipment	5	3,209,193	249,189
Total Non-current Assets		<u>3,209,193</u>	<u>249,189</u>
Total Assets		<u>9,200,049</u>	<u>249,189</u>
LIABILITIES			
Current Liabilities			
Trade and Other Payables	6	3,052,742	6,267
Employee Benefits	6	6,500	-
Total Current Liabilities		<u>3,059,242</u>	<u>6,267</u>
Total Liabilities		<u>3,059,242</u>	<u>6,267</u>
NET ASSETS		<u>6,140,807</u>	<u>242,922</u>
EQUITY			
Contributed Equity	9	5,929,279	246,870
Accumulated surplus	7	211,528	(3,948)
TOTAL EQUITY		<u>6,140,807</u>	<u>242,922</u>

The accompanying Notes form part of these financial statements

Galpins

Brown Hill and Keswick Creeks Stormwater Board**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019**

	Notes	Capital Contributions of Councils	Accumulated Surplus \$	TOTAL \$
2018				
Balance at the beginning of the year	7	-	-	-
Deficit for the year <restated>		-	(3,948)	(3,948)
Capital Contributions of Councils <restated>	8	246,870	-	246,870
Balance at the end of year <restated>		246,870	(3,948)	242,922
2019				
Balance beginning of the year <restated>	7	246,870	(3,948)	242,922
Surplus for the year		-	215,476	215,476
Capital Contributions of Councils	8	5,682,409	-	5,682,409
Balance at the end of year		5,929,279	211,528	6,140,807

The accompanying Notes form part of these financial statements

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Brown Hill and Keswick Creeks Stormwater Board**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2019**

	Notes	2019 \$	Restated 2018 \$
Cash from operating activities			
Operating receipts from constituent councils		1,246,839	160,000
Receipts from interest		15,634	-
Payments to employees		(228,163)	-
Payments to suppliers		(171,597)	(157,681)
		(330,942)	-
Net cash provided from operating activities	9	<u>531,771</u>	<u>2,319</u>
Cash from investing activities			
Expenditure on new / upgraded assets		(223,324)	(249,189)
Net cash provided from / (used in) investing activities		<u>(223,324)</u>	<u>(249,189)</u>
Cash from financing activities			
Contributions from constituent councils		3,658,236	246,870
Net cash provided from investing activities		<u>3,658,236</u>	<u>246,870</u>
Net increase in cash held		3,966,683	-
Cash at beginning of financial year		-	-
Cash at end of financial year		<u>3,966,683</u>	<u>-</u>

The accompanying Notes form part of these financial statements

Galpins

Brown Hill and Keswick Creeks Stormwater Board

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

Note 1 - Statement of Significant Accounting Policies

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (IFRS) as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), Urgent Issues Group Interpretations (UIGs) and relevant South Australian legislation.

The Brown Hill and Keswick Creeks Stormwater Board (the Board) is a Local Government Regional Subsidiary established under Section 43 of and Schedule 2 to the Local Government Act 1999. The Regional Subsidiary is under the control of City of Adelaide, City of Burnside, City of Unley, City of Mitcham and City of West Torrens.

The Board was established by a Gazettal dated 27 February 2018. The Board has been established to implement the construction and maintenance of infrastructure and other measures for the purposes of a stormwater management plan prepared by the constituent councils and approved by the Stormwater Management Authority.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions to which they apply. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected noncurrent assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

The AASB has issued a number of new and amended Accounting Standards that have mandatory application dates, some of which are relevant to the Board. The amended pronouncements adopted and amended pronouncements that have been decided not to be early adopted are set out below:

Adoption of amended standards

AASB 9 Financial Instruments

AASB 9 Financial Instruments establishes principles to account for and report financial assets and financial liabilities and introduces a new approach to accounting for hedges together with a new approach to accounting for impairment of financial assets. The standard has a mandatory application date for financial years commencing on or after 1 January 2018. This is not expected to materially impact the financial statements.

Accounting Standards issued but not effective

AASB 16 *Leases* (applicable to annual reporting periods beginning on or after 1 January 2019) AASB 16 *Leases* removes the current distinction between operating and finance leases and requires recognition of a right-to-use asset and a financial liability to pay rentals, resulting in the recognition of tenancy leases on the balance sheet. The only exemptions from these requirements are short-term and low-value leases. The income statement will also be affected, as operating expenses are reclassified as interest expense and depreciation expense, affecting EBITDA performance metrics. The new standard requires more extensive qualitative and quantitative disclosures. The standard has a mandatory application date for financial years commencing on or after 1 January 2019. This is not expected to materially impact the financial statements.

Galpins

Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**

AASB 15 Revenue from contracts with customers (applicable to annual reporting periods beginning on or after 1 January 2019)

AASB 15 Revenue from contracts with customers applied to all contracts with customers, except for contracts covered by other standards. The standard stipulates how and when revenue is recorded, requiring the Board to provide users of financial statements with more information and reporting disclosures. The core principle is the recognition of revenue for the transfer of goods or services, at a value that reflects the consideration to which the Board expects to be entitled, in return for meeting performance obligations. This is not expected to materially impact the financial statements.

AASB 1058 Income of Not-for-profit Entities (applicable to annual reporting periods beginning on or after 1 January 2019)

The standard applies to transactions of not-for-profit (NFP) entities where the consideration to acquire an asset is significantly less than fair value principally to enable the entity to further its objectives. It also requires government agencies to recognise income for volunteer services received if the fair value of those services can be measured reliably and the services would have been purchased if they had not been donated. This is consistent with current practice under AASB 1004 Contributions, however AASB 1058 supersedes the existing requirements in AASB 1004. This is not expected to materially impact the financial statements.

The financial statements were authorised for issue on by the members of the Board.

(a) Comparatives

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

Following clarification in the current financial year of the entity's policy on capital contributions by constituent councils amounts previously recognised in the Statement of Comprehensive Income have been reclassified to contributed equity.

(b) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less.

(c) Income taxes

The activities of the Board are exempt from taxation under the Income Tax Assessment Act 1997.

(d) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.



Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****(e) Impairment**

At the end of each reporting period, the Board assesses whether there is any indication that an asset may be impaired. The assessment will consider both external and internal sources of information. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of that asset, being the higher of the asset's fair value less costs to sell and its value-in-use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is immediately recognised in profit or loss.

Where the future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the entity would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset where it is not possible to estimate the recoverable amount of an individual asset, the Board estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Where an impairment loss on a revalued asset is identified, this is recognised against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that class of asset.

(g) Revenue

Operating revenue from constituent Councils is recognised as income as and when the Board becomes entitled to receive the funds. This is outlined within the Boards Annual Business Plan which is agreed with all constituent Councils.

Capital Contributions received from Constituent Councils are recognised as Contributions by Owners directly to equity.

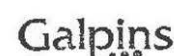
Revenue from the rendering of a service is recognised upon the delivery of the service to the customer.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

All revenue is stated net of the amount of goods and services tax (GST).

(h) Trade and other payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Board during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

The logo for Galpins, featuring the word "Galpins" in a stylized, serif font. The letter "i" in "Galpins" has a unique design with a dot that resembles a small house or a stylized 'i'.

Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****(i) Trade and other receivables**

These include amounts due from ATO and accrued interest on deposits in financial institutions. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Accounts receivable are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

(j) Critical Accounting Estimates and Judgments**Key estimates****Impairment - general**

The Board assesses impairment at the end of each reporting period by evaluation of conditions and events specific to the Board that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

(k) Property Plant and Equipment

All assets are initially recognised at cost. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition.

All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held "ready for use". Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred.

The cost of non-current assets constructed by the Board includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

The Board considers that it controls the infrastructure assets in accordance with its Charter. The constructed infrastructure assets may be located on land owned by Constituent Councils.

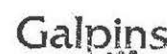
Materiality

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds materiality thresholds established by Board for each type of asset. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life.

Examples of capitalisation thresholds applied during the year are given below.

Infrastructure – Stormwater \$10,000**Subsequent Recognition**

All material asset classes are revalued on a regular basis such that the carrying values are not materially different from fair value. Significant uncertainties exist in the estimation of fair value of a number of asset classes including land, buildings and associated structures and infrastructure. All assets are currently held at cost.



Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****Depreciation of Non-Current Assets**

All infrastructure, property, plant and equipment assets recognised are systematically depreciated over their useful lives on a straight-line basis which, in the opinion of Board, best reflects the consumption of the service potential embodied in those assets. Office equipment consists of IT equipment and is depreciated at 50%.

Depreciation methods, useful lives and residual values of classes of assets are reviewed annually. Depreciation periods for infrastructure assets have been estimated based on the best information available to Board, but appropriate records covering the entire life cycle of these assets are not available, and extreme care should be used in interpreting financial information based on these estimates.

(I) Employee Benefits

Liabilities for employees' entitlements to salaries, wages and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119.

Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms. The Board does not currently have any employee benefits expected to be paid or settled beyond 12 months.

No accrual is made for sick leave. The Board does not make payment for untaken sick leave.

Superannuation

All superannuation schemes to which the Board makes contributions on behalf of employees are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Board.

The logo for Galpins, featuring the word "Galpins" in a serif font with a stylized graphic element above the "i"s.

Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****Note 2 - INCOME**

	2019 \$	2018 \$
CONTRIBUTIONS		
<u>Operating Contributions</u>		
City Of Mitcham	123,639	32,000
City Of Burnside	123,639	32,000
City Of West Torrens	123,639	32,000
The Corporation of the City of Adelaide	123,639	32,000
Corporation of the City of Unley	123,639	32,000
Subtotal Operating Contributions	<u>618,195</u>	<u>160,000</u>
 INVESTMENT INCOME		
Interest on investments		
Banks	15,826	-
	<u>15,826</u>	<u>-</u>
 Total Income	<u>634,021</u>	<u>-</u>

In accordance with the Charter of the Brownhill and Keswick Creeks Stormwater Board Schedule 1, operating contributions are received equally from each of the constituent councils at an agreed rate. The total value of operating contributions to be received is agreed in the annual business plan prepared by the Board.

Note 3 - EXPENSES

	2019 \$	2018 \$
EMPLOYEE COSTS		
Salaries and Wages - Board	60,000	125,670
Salaries and Wages - Employee	155,595	-
Reimbursements - Board	5,207	-
Superannuation	12,619	-
Workers' Compensation Insurance	1,242	-
	<u>234,663</u>	<u>125,670</u>
 Total Number of Employees	1	0
<i>(Full time equivalent at end of reporting period)</i>		

Galpins

Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****Note 3 - EXPENSES (cont)**

	2019	2018
	\$	\$
MATERIALS, CONTRACTS & OTHER EXPENSES		
Prescribed Expenses		
Auditor's Remuneration		
- Auditing the financial reports	3,870	-
Subtotal - Prescribed Expenses	3,870	-
Other Materials, Contracts & Expenses		
Administration	30,360	829
Entertainment & Catering	4,298	90
Contractor & Consultant Services	28,720	17,609
Human Resources	12,800	-
Insurance - Mutual Liability Scheme	52,784	10,500
IT Expenses	7,047	-
Legal Expenses	10,853	3,818
Professional Services	30,532	-
Sundry	246	5,432
Subtotal - Other Materials, Contracts & Expenses	177,640	38,278
	181,510	38,278
DEPRECIATION		
Office Equipment	2,180	-
Total Depreciation	2,180	-
FINANCE COSTS		
Bank Fees	174	-
Interest Charges	18	-
	192	-
Total Expenses	418,545	163,948

Note 4 - CURRENT ASSETS

	2019	2018
	\$	\$
CASH & CASH EQUIVALENT		
Cash at Bank	3,966,683	-
	3,966,683	-
TRADE & OTHER RECEIVABLES		
Contributions Recivable	1,938,650	-
GST Refundable	85,523	-
	2,024,173	-

Galpins

Brown Hill and Keswick Creeks Stormwater Board

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

Note 5 - NON-CURRENT ASSETS

	2019 \$	2018 \$
Work In Progress		
South Parklands Stormwater - design (Victoria Park)	183,335	80,060
Hawthorn Reserve Creek upgrade	2,884,985	169,129
Upper Brown Hill Creek - Area 1 Creek Works	101,195	-
Upper Brown Hill Creek - Area 1 Land Acquisition	30,065	-
Discretionary Projects	7,300	-
Total Work In Progress	3,206,880	249,189
Office Equipment		
Office Equipment	4,493	-
Less: Accumulated Depreciation on Office Equipment	(2,180)	-
Total Office Equipment	2,313	-
Total Property Plant and Equipment	3,209,193	249,189

Property Plant and Equipment Reconciliation		
	Work In Progress \$	Office Equipment \$
Opening Balance	249,189	-
Additions	2,957,691	4,493
Disposals	-	-
Depreciation	-	(2,180)
Closing Balance	3,206,880	2,313

Note 6 - CURRENT LIABILITIES

	2019 \$	2018 \$
TRADE & OTHER PAYABLES		
Trade Payables	3,045,090	6,267
Credit Card	257	-
PAYG Payable	5,665	-
Superannuation Payable	1,730	-
Subtotal Trade & Other Payables	3,052,742	6,267

Galpins

Brown Hill and Keswick Creeks Stormwater Board

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

Note 6 - CURRENT LIABILITIES (Cont)

	2019 \$	2018 \$
EMPLOYEE BENEFITS		
Annual Leave Provision	6,500	-
Subtotal Employee Benefits	6,500	-

Note 7 - ACCUMULATED SURPLUS

	2019 \$	2018 \$
Opening Balance	(3,948)	-
Surplus for the year	215,476	(3,948)
Balance at year end	211,528	(3,948)

Note 8 - CAPITAL CONTRIBUTIONS OF COUNCILS

	2019 \$	2018 \$
CAPITAL CONTRIBUTIONS OF COUNCILS		
City Of Mitcham	592,928	24,687
City Of Burnside	711,513	29,624
City Of West Torrens	2,905,346	120,966
The Corporation of the City of Adelaide	474,343	19,750
Corporation of the City of Unley	1,245,149	51,843
Subtotal Contributions by owner	5,929,279	246,870

Capital Contributions Movement Table

	Opening Balance	Received 2019	Closing Balance
City Of Mitcham	24,687	568,241	592,928
City Of Burnside	29,624	681,889	711,513
City Of West Torrens	120,966	2,784,380	2,905,346
The Corporation of the City of Adelaide	19,750	454,593	474,343
Corporation of the City of Unley	51,843	1,193,306	1,245,149
	246,870	5,682,409	5,929,279

Capital contributions of Councils are capital payments received from Constituent Councils for investing in Infrastructure. The rates of contribution are agreed in the Charter of the Board.

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Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****Note 9 - Reconciliation of cash flow**

	2019	2018
	\$	\$
Net surplus for the year	215,476	(3,948)
<i>Changes in assets and liabilities</i>		
Decrease/(Increase) in Trade and Other Receivables	-	-
Increase in Depreciation	2,180	-
Increase/(Decrease) in Trade and Other payables	307,615	6,267
Increase/(Decrease) in Employee Benefits	6,500	-
Net cash provided from operating activities	531,771	2,319

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Brown Hill and Keswick Creeks Stormwater Board

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

Note 10 - Financial Instruments

Details of the significant accounting policies and methods adopted including the criteria for the recognition, the basis of measurement and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instrument are disclosed in Note 1 Summary of Significant Account Policies.

Categorisation of Financial instruments

	Note	2019		2018	
		Carrying Amount	Fair Value	Carrying Amount	Fair Value
Financial liabilities		\$	\$	\$	\$
Trade and other Payables	6	3,045,347	3,045,090	6,267	6,267
Total Financial liabilities		3,045,347	3,045,090	6,267	6,267
Financial Assets					
Cash and cash equivalents		3,966,683	3,966,683	-	-
Total Financial Assets		3,966,683	3,966,683	-	-

Receivable and payable amounts disclosed exclude amounts relating to statutory receivables and payables.

The fair values disclosed in the table above have been based on cash and cash equivalents, trade and other receivables and trade and other payables short term instruments in a nature whose carrying value is equal to fair value.

i. Credit Risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligation that could lead to a financial loss to the Board.

Credit risk is managed through maintaining procedures to regularly monitor the financial stability of customers and counterparties and by investing surplus funds in financial institutions that maintain a high credit rating.

There is no collateral held by the Board securing trade and other receivables.

ii. Liquidity Risk

Liquidity risk arises from the possibility that the Board might accounting difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The Board manages this risk by preparing and monitoring budgets, only investing surplus cash with major financial institutions and proactively monitoring the recovery of unpaid debts.

No assets have been pledged as security for any liabilities.

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Brown Hill and Keswick Creeks Stormwater Board

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

iii. Market Risk

Exposure to interest rate risk arises on financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows.

The following table illustrates sensitivities to the Board's exposure to changes in interest rates.

	2019		2018	
	Weighted Average	Carrying Value	% Weighted Average Interest rate	Carrying Value
Financial liabilities	\$	\$	\$	\$
Trade and other Payables	0%	3,045,347	0%	6,267
Financial Assets				
Cash at bank	0%	3,966,683	0%	-

Note 11 - Contingent Liabilities and Contingent Assets

At 30 June 2019, the Board is unaware of any liability, contingent or otherwise, which has not already been recorded elsewhere in this financial report.

Note 12 - Commitments for Expenditure

Capital Commitments

Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities

	2019 \$	2018 \$
Infrastructure	169,000	-
Total Capital Commitments	169,000	-

These expenditures are payable:

Not later than one year	169,000	-
Later than one year and not later than 5 years	-	-
Later than 5 years	-	-
	169,000	-

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Brown Hill and Keswick Creeks Stormwater Board**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****Note 13 - Events after the end of the reporting period**

Since the reporting date, there have been no events that would materially impact on the contents of this report.

Note 14 - Economic Dependence

Brown Hill and Keswick Creeks Stormwater Board is dependent on its constituent councils and other funding bodies for the majority of its revenue used to achieve its objectives. At the date of this report, the Board believe that the Member Councils and other bodies will continue to support the Board.

Note 15 - Related Party Transactions

The total remuneration paid to key management personnel of Brown Hill and Keswick Creeks Stormwater Board Incorporated during the year was as follows:

Key management personnel include the former Project Director employed by the City of Unley, the current Project Director employed by the Board and the members of the Board appointed under section 112 of the Local Government Act 1999.

The key management personnel were paid the following total compensation:

Salaries and wages	\$ 221,714.00
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Other related parties includes close family members of key management personnel and entities that are controlled or jointly controlled by those key management personnel individually or collectively with their close family members. There were no transactions with other related parties.

Note 16 - Board details

The registered address of the Board:

Brown Hill and Keswick Creeks Stormwater Board
PO Box 124 Unley SA 5061

The logo for Galpins, featuring the word "Galpins" in a serif font with a stylized graphic element above the 'i'.

Brown Hill and Keswick Creeks Stormwater Board**CERTIFICATION OF FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**

In the opinion of the committee, the Financial Statements comprising of the Statement of Financial Performance, Statement of Financial Position, Statement of Changes in Members' Funds, Statement of Cash Flows and Notes to the Financial Statements:

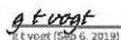
1. Presents a true and fair view of the financial position of Brown Hill and Keswick Creeks Stormwater Board as at 30 June 2019 and its performance for the year ended on that date in accordance with Accounting Standards and other mandatory professional reporting requirements.
2. At the date of this statement, there are reasonable grounds to believe that Brown Hill and Keswick Creeks Stormwater Board will be able to pay its debts as and when they fall due.

The Board is responsible for the reliability, accuracy and completeness of the accounting records and the disclosure of all material and relevant information.

This statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board by:


Judith Choate
Chairperson (Sep 5, 2019)

Name: Judith Choate
Position: Chairperson
Date: Sep 5, 2019


g t vogt
Board Member (Sep 6, 2019)

Name: g t vogt
Position: Board Member
Date: Sep 6, 2019

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Brown Hill and Keswick Creeks Stormwater Board**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****CERTIFICATION OF AUDITOR INDEPENDENCE**

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Brown Hill and Keswick Creeks Stormwater Board for the year ended 30 June 2019, the Board's Auditor,Galpins....., has maintained its independence in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) *Local Government (Financial Management) Regulations 2011*.

Judy Choate
Judy Choate (Aug 29, 2019)

Name: Judith Choate
Position: Chairperson
Date: Aug 29, 2019

G T VOGT
G T VOGT (Aug 30, 2019)

Name: G T VOGT
Position: Board Member
Date: Aug 30, 2019

Galpins

Brown Hill and Keswick Creeks Stormwater Board**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019****STATEMENT BY AUDITOR**

I confirm that, for the audit of the financial statements of Brown Hill and Keswick Creeks Stormwater Board for the year ended 30 June 2019, I have maintained my independence in accordance with the requirements of APES 110 – Code of Ethics for Professional Accountants, Section 290, published by the Accounting Professional and Ethical Standards Board, in accordance with the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011* made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22 (5) *Local Government (Financial Management) Regulations 2011*.



Name of Auditor Luke Williams
Name of Audit Firm Galpins Accountants, Auditors & Business Consultants
Date:

Galpins