

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, 19 FEBRUARY 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 Evacuation Procedures

2 PRESENT

3 APOLOGIES

Leave of Absence

Council Members:

Cr Daniel Huggett

Cr Kym McKay

Cr Anne McKay

4 DISCLOSURE STATEMENTS

Elected Members are required to:

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

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Council held on 5 February 2019 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 15 February 2019)

In the two weeks since the last Council Meeting of 5 February 2019 functions and meetings involving the Mayor have included:

6 February

- 11.30am Met with Gerry Karidis to discuss various developments in the City of West Torrens.
- 3.30pm Met with Simon Oaten (President) and Saket Angrish from the South Australia Badminton Association along with Pauline Koritsa, General Manager Business and Community Services, Celine Luya, Manager Community Services, to discuss the Association's request for Council sponsorship in the under 17 National Badminton championships which are being held at Lockleys from 12 April to 20 April 2019.
- 6.00pm Participated in the City of West Torrens Road Safety Group Meeting in the Mayor's Reception Room.

7 February

- 9.10am Participated in the regular Coast FM Radio interview with David Hearn.

8 February

- 5.30pm Attended the launch by the Hon Steven Marshall, Premier and Minister for the Arts, of Valerie Volk's new book, 'In Search of Anna' and Valerie's 80th birthday celebrations at the ICOSA Function Centre, Immanuel College.

9 February

- 8.50am Participated in the Elected Member bus tour of key City of West Torrens infrastructure and assets organised by the Administration which was represented by Terry Buss, Chief Executive Officer (CEO); Angelo Catinari, General Manager Urban Services and Dean Ottanelli, Manager City Property (and bus driver extraordinaire!).
- 5.00pm Attended the City of West Torrens Summer Festival Event - 'Take a Fork on the Westside' at Kings Reserve, Torrensvile.

10 February

- 11.45am Officially opened the Torrensvile Bowling Club's newly renovated clubroom at 80 South Road, Torrensvile along with Club President Ric Gatto and Member for Hindmarsh, Steve Georganas MP.

13 February

- 7.00am Attended the 2019 Reconciliation Apology Breakfast at the Adelaide Convention Centre.
- 11.00am Attended the Adelaide and Parafield Airports Planning Coordination Forum's tour of Adelaide Airport.

14 February

- 7.00am Attended the Western Business Leaders Breakfast for the 2019 ISPS Handa Women's Australian Open at the Grange Golf Club in Adelaide. Performance coach Lauren Soderberg shared her thoughts on the Art & Science of Excellence and the Hon Corey Wingard MP provided an update on the State Government's raft of measures focused on improving the business climate.
- 10.00am Visited local business owner Vito Salandra with Adriana Christopoulos, Program Leader Partnerships to congratulate Vito on 50 years of business.

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

15 February

- 10.00am Attending the National Servicemen's Association National Service Day Commemoration followed by light refreshments at the Clubrooms in Keswick.
- 6.00pm Attending the City of West Torrens opening night of the 2019 Fringe Exhibition '*From Nature*' featuring various South Australian Artists from 15 February 2019 to 15 March 2019 at the West Torrens Auditorium Gallery.

18 February

- 11.00am Along with Terry Buss, CEO, meeting with Shaun Osborn, Liberal Candidate for Adelaide to discuss issues for the City of West Torrens.
- 6.00pm Attending the Adelaide Cobras 2019 Season Launch at the Hilton Hotel in Mile End.

19 February

- 6.00pm Council dinner.
- 7.00pm Council meeting.

RECOMMENDATION

That the Mayor's Report be noted.

7 ELECTED MEMBERS REPORTS**8 PETITIONS**

Nil

9 DEPUTATIONS**9.1 Anti-Poverty Network on low rate of Newstart Allowance**

Glandore resident, Mr Tadhg Porter, on behalf of the Anti-Poverty Network SA, wishes to address Council in relation to Newstart Allowance.

10 ADJOURN TO STANDING COMMITTEE**RECOMMENDATION**

That the meeting be adjourned, move into Standing Committee 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 19 February 2019 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

Nil

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE**15 MOTIONS WITH NOTICE**

Nil

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Planning Reform Implementation Update

Brief

This report presents an update on the implementation of the *Planning, Development and Infrastructure Act 2016*.

RECOMMENDATION

It is recommended to Council that the Planning Reform Implementation Update report be noted.

Introduction

Planning reform in South Australia is being introduced progressively via the *Planning, Development and Infrastructure Act 2016* and associated regulations. This report provides an update of the current activities associated with its implementation.

Discussion

As the timeframe for the new planning system to be operational rapidly approaches, DPTI has escalated its consultation activities. The timeframes for responding to some of the consultation are relatively short when considering Council report requirements and timing, making it challenging to provide the level of in-depth responses as we would like. DPTI has acknowledged that this can be the case but it itself is also constrained by the legislative requirements to have the system in place by June 2020.

DPTI Discussion Papers

The following lists the current or upcoming discussion papers released by DPTI for feedback.

The Planning and Design Code - People and Neighbourhoods

The release of this discussion paper has been delayed until early March 2019.

The Planning and Design Code - Productive Economy

This discussion paper outlines the key issues and opportunities associated with enhancing South Australia's economic competitiveness as we move into our new planning system. In particular, it focuses on the role the planning system can play in protecting and growing key industries, linking people to jobs, goods and services, providing infrastructure to enhance liveability, and facilitating greater opportunities for innovation.

The Productive Economy Discussion Paper explores four key themes:

- supporting and growing key industries
- linking people to jobs, goods and services
- providing infrastructure to enhance our liveability
- facilitating innovation and enabling investment.

A response to this discussion paper is included in the agenda for 19 February 2019 Council meeting agenda.

The Planning and Design Code - Integrated Movement Systems

This paper focuses on the key issues and opportunities associated with managing the interfaces between South Australia's transport systems and surrounding land uses as we move into our new planning system. In particular, it focuses on the role the planning system can play in achieving optimal land use and development outcomes that complement and support the function of all transport modes, particularly given the rapid technological advancements and our rising urbanisation.

An Administrative response to the Integrated Movement Systems Discussion Paper was submitted by the consultation closing date Monday 3 December 2018. The response was presented to Council 15 January 2019 meeting of Council.

The Planning and Design Code - Natural Resources and Environment

This paper focuses on the key issues and opportunities associated with protecting and enhancing South Australia's natural assets. In particular, it focuses on the role the planning reform can play in reducing the risks from natural and man-made disasters as well as preserving and protecting natural assets and fertile lands from the encroachment of inappropriate development, particularly in the face of rising urbanisation and climate change.

An Administrative response to the Natural Resources and Environment Discussion Paper was submitted by the consultation closing date of Monday 3 December 2018. The response was presented to the 15 January 2019 meeting of Council.

Assessment Pathways - Assessing Development

Assessment pathways form a key part of the planning reform and are designed to guide the application process and create confidence in the planning system.

'Assessment Pathways' refers to the processes a development application will go through when lodged under the *Planning, Development and Infrastructure Act 2016* (the Act). This discussion paper explores what will happen at each stage of the application process.

The proposed response was presented to the 16 October 2018 meeting of Council and subsequently submitted to DPTI.

State Planning Policies

The State Planning Policies are the highest level of policy in the new planning system. They outline matters of importance to the state in land use planning, development and design. They also consider future changes to the way we live and work. The draft State Planning Policies were released for consultation in July 2018.

The proposed response was presented to Council on 18 September 2018 and subsequently submitted to the State Planning Commission.

Following review of the consultation responses, the State Planning Commission released the final State Planning Policies on 31 January 2019.

The Planning and Design Code - How Will it Work?

The technical discussion paper sets out the proposed functional framework for the Code and describes how it will be structured, maintained and delivered in an ePlanning system.

The Code will provide a clear performance-based approach to planning, focusing on policies and rules that address scale, form and design of buildings and their relationship to the public realm as well as providing for tailored and defined land uses.

The proposed response was presented to Council on 17 July 2018 and subsequently submitted to DPTI.

Legislation

Development Assessment Regulations and Practice Directions

The Development Assessment Regulations and Practice Directions set out how the development assessment framework will operate in the new planning system.

A response to the draft regulations is included in the 19 February Council meeting agenda.

A fact sheet for residents explaining the new development assessment process has been released and will be promoted on CWT's website and social media.

Planning and Design Code

Phase 1 of the Planning and Design Code (Code) relating to land outside of council areas has been released for consultation. While not directly related to metropolitan areas, it will provide some insight into the structure of the Code including zones and overlays.

e-Planning System

A guide to the e-Planning system is due for release in the near future. It is expected to provide insight into how the system will operate. To date, there has been little information available which makes it difficult for CWT to determine what it needs to have in place to effectively integrate with the new system.

Aircraft Noise Survey Outcomes and Policy Position

A summary of the results of more than 650 responses to the experiences of aircraft noise consultation survey which are proposed to inform Council's position on aircraft noise policy and advocacy with Adelaide Airport Limited, the proposed Planning Code and relevant government departments was presented to Council on 16 October 2018.

Community Information and Education

As the new planning system is progressively implemented and we are reaching a stage where changes affecting residents and property owners are imminent, a communication plan is being established to attempt to simplify some of the complex planning issues into a format and language free of planning jargon that can be understood by members of the community.

The Administration itself is developing a communication strategy to inform its community about the changes and the role that Council will and will not play, what will be subject to notification and what will not etc.

Future Consultation

Consultation still to come includes:

- Joint Planning Boards
- Infrastructure Scheme
- Regulations
 - Fees and Charges
 - Referrals
 - Building Inspection
- Phase two Code - Regional Councils
- Phase three Code - Greater Adelaide Councils

Conclusion

Planning reform in South Australia is being introduced progressively via the *Planning, Development and Infrastructure Act 2016* and associated regulations. This report provides an update of the current activities.

Attachments

Nil

17.2 Draft Planning Development and Infrastructure (General) (Development Assessment) Variation Regulations

Brief

This report provides the Administration's response to the draft Planning Development and Infrastructure (General) (Development Assessment) Variation Regulations.

RECOMMENDATION

It is recommended to Council that the response prepared by the Administration be approved and submitted in line with the consultation closing date for submissions of 1 March 2019.

Introduction

In April 2016 the Parliament of South Australia passed the *Planning, Development and Infrastructure Act 2016* (PDI Act). The PDI Act is replacing the *Development Act 1993* in a series of stages, with some elements 'switched on' already, and other sections yet to take effect. The new Act establishes a new planning framework and legislative tools.

As part of the reform process, DPTI and the SPC are undertaking rolling consultation on a suite of documents and legislation related to planning reform.

The implementation of the new planning system is required to meet a timeframe set by the State Parliament, with the Planning and Design Code (the Code) to be fully implemented by mid-2020.

Discussion

The draft Planning Development and Infrastructure (General) (Development Assessment) Variation Regulations (Regulations) have been released for consultation along with a Guide (**Attachment 1**) a number of Practice Directions and a Fact Sheet for Residents (**Attachment 2**). The Fact Sheet has been made available on Council's website and social media.

The Regulations set out how development assessment will operate in the new planning system.

Some of the key components of the Regulations are outlined below:

Relevant Authorities (body that makes a decision on an application)

The relevant authority for development types are shown in the table below:

Planning Consent

Relevant Authority	Development Type
Minister	<ul style="list-style-type: none">• Impact assessable development (other than restricted development)• Crown development• Essential infrastructure

Relevant Authority	Development Type
State Planning Commission	<ul style="list-style-type: none"> Any development exceeding 4 storeys in the Inner Metropolitan Area Restricted development Development assigned to it in the Act or in Regulations Development occurring outside of Council areas As directed by the Minister (i.e. matters of State significance or importance or delayed applications)
Assessment Panel	<ul style="list-style-type: none"> Performance assessed development requiring public notification Developments exceeding \$5m Developments exceeding 3 storeys Land divisions creating more than 20 allotments Developments that have been referred to a Design Panel Developments that propose demolition of a local or State heritage place Activities of environmental significance
Assessment Manager	<ul style="list-style-type: none"> Performance assessed development not requiring public notification
Assessment Manager	<ul style="list-style-type: none"> Land division consent where technical advice of Council is required to assess infrastructure impacts/demands
Level 3 Accredited Professional	<ul style="list-style-type: none"> Deemed-to-satisfy with minor variations
Level 4 Accredited Professional	<ul style="list-style-type: none"> Deemed-to-satisfy with no variations
Accredited Professional - Land Surveyor	<ul style="list-style-type: none"> Land division for planning consent

Building Consent

Relevant Authority	Development Type
Building Level 1	<ul style="list-style-type: none"> Any class of development
Building Level 2	<ul style="list-style-type: none"> All building classes not exceeding 3 storeys and a floor area not greater than 2,000m²
Building Level 3	<ul style="list-style-type: none"> Class 1 to 10 buildings not exceeding 2 storeys and a floor area not exceeding 500m²
Building Level 4	<ul style="list-style-type: none"> Inspections

Relevant Authorities

Having SCAP as the relevant authority for any development exceeding 4 storeys in the Inner Metropolitan Area is a significant change from the current position where SCAP are only responsible for those developments exceeding 4 storeys in the Urban Corridor Zone. All others are currently assessed by the CAP. The CAP has extensive local planning knowledge and it is the community's expectation that CAP will have a role in assessment of this type of development. Assessment by SCAP should remain in the Urban Corridor Zone only.

The Development Regulations do allow Council to provide SCAP with a report on an application where SCAP is the relevant authority, within 6 weeks of Council receiving the application. However, the scope is limited to local infrastructure (i.e. essential infrastructure, traffic, waste management, stormwater, public open space and other public assets and infrastructure), and local heritage places. It does not allow any other comments which would assist in ensuring the local context is well understood as currently occurs via an informal referral system. It is proposed that the current informal referral system be embedded in the Regulations.

The timeframe of 15 days for Council to respond is too short and should be increased to 30 business days, which is consistent with the existing Development Regulations and cognisant of the complexity of some of these large applications and the technical engineering reviews that are required to be undertaken during this timeframe.

Use of construction cost as a mechanism for determining relevant authority is flawed in that construction cost is not a planning matter on its own. Alternatives such as floor area or land use in specific zones could be used.

The definition of storey needs to be clarified further through the use of building heights and visual appearance parameters.

Application Timeframes

From previous consultation, a number of changes have been made in the regulations in relation to assessment timeframes. The timeframes are general based on decision timeframes contained in the *Development Act 1993*, however, a period of 5 days has been included for the relevant authority to check the application prior to the clock starting on the development assessment timeframe. This inclusion is supported.

However, the relevant authority only has a period of 10 days to ask the applicant for additional information. This can be complex when engineering advice is required and a period of 15 days is more appropriate.

Additional time has also been allowed for applications requiring notification, agency referral or a panel meeting is required, however the timeframes are concurrent which is concerning due to the additional complexity of these applications. It should be noted that not all performance assessed development will require notification.

Application Information Requirements

Consultation responses suggested that the baseline information required be expanded to include information for different types of development. This has been included in the Regulations and will be requested from the applicant when they lodge their application through the SA Planning Portal. This amendment is supported. However, the new Schedule 8 does not go far enough as technical reports and engineering information such as waste management plans for larger developments where private waste collection is proposed and acoustic reports for developments within areas impacted by noise. This is particularly important given the relevant authority only has one opportunity to ask for additional information.

Public Notification

The Regulations state that in the case of performance assessed (notification required) and restricted development, notices must be sent to owners or occupiers of relevant land (adjacent or impacted). However, this provision falls short of requiring such notice to include information relating to their ability to make a representation, the form of the representation and the period in which it may be made. It is recommended that this be included in the notice.

There was some disagreement during previous consultation about whether the applicant or the relevant authority should be responsible for placing signs on land for notifiable development applications.

The Regulations clarify that the applicant is responsible for placing the sign unless they request the relevant authority to do so. This will place an additional resource burden on Council if applicants request CAP to place the sign as CAP (via Council) will be responsible for checking to ensure the sign has not been tampered, removed or destroyed. The Regulations state that a fee may be charged but the fee is unknown at this stage as it will be stipulated in future regulations. It is difficult to comment on this requirement in the absence of knowing the fee structure as it may place undue costs on Council. Note that this does not apply where SCAP or the Minister is the relevant authority and yet has been imposed on councils (via CAP). It is recommended that other relevant authorities have the ability to refuse a request to place the sign.

The relevant authority will be responsible for confirming the location, the number of signs required and the content. This inclusion is supported.

The Regulations contain a provision for an offence for damaging, destroying, removing or obscuring a sign. Council agrees with this provision in principle however, it may be almost impossible to determine who is responsible and the \$2,500 penalty seems insufficient to deter an applicant from potentially removing a sign to avoid representations. It is recommended that the applicant is responsible for ensuring the sign remains in place for the duration of the consultation period and that the consultation period be extended should the sign be removed for any period.

In addition, it is unclear who bears the cost of replacing the sign in the event of the above occurring. This should be at the applicant's cost.

Representations

The Regulations have increased the amount of time available for representations on a development to be made from 10 to 15 days. Council supports the extended period of time, however it is noted that this has implications for the amount of time a relevant authority has to assess an application.

The Regulations include a provision for representors to be heard in support of their representation. Council was of the understanding that this would not be the case and strongly supports the inclusion.

Notifications

The Regulations prescribe that any notices to the State Planning Commission or SCAP must be undertaken via the SA Planning Portal but is silent on whether other relevant authorities can determine that they will only accept mandatory notices through the SA Planning Portal. Given the 1 days' notice requirements, Council asserts that other relevant authorities should be able to specify the avenues of lodgement, particularly since councils will be contributing \$12 million to the system, it should be utilised for this purpose.

Building Work

There are a number of changes to the building regulations (essential safety provisions, designated building products, certificate of occupancies) that may have an impact on Council's resourcing requirements for building.

The complete proposed response to the Regulations is included as **Attachment 3**.

Conclusion

This report presents the Administration's proposed response to the consultation on the draft Planning Development and Infrastructure (General) (Development Assessment) Variation Regulations.

Attachments

- 1. Guide to the Assessment Regulations and Practice Directions**
- 2. Fact Sheet for Residents**
- 3. Draft PDI Regulations Comments**



STATE
PLANNING
COMMISSION

GUIDE TO THE DRAFT DEVELOPMENT ASSESSMENT REGULATIONS & PRACTICE DIRECTIONS

January 2019



saplanningportal.sa.gov.au



Government of South Australia
Department of Planning,
Transport and Infrastructure

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Introduction

The [*Planning, Development and Infrastructure Act 2016*](#) (the Act) establishes a new assessment framework for development applications.

Draft [*Planning, Development and Infrastructure \(General\) \(Development Assessment\) Variation Regulations 2019*](#) (the draft Regulations) have been prepared for comment. The draft Regulations support the Act to prescribe further detail on the operation of the new development assessment framework, covering planning, building and land division assessment.

The Department of Planning, Transport and Infrastructure (the Department) has developed an engagement approach to support the drafting and implementation of the Regulations. To date, the engagement has involved the preparation of a discussion paper titled [*Assessment Pathways: How will they work?*](#) (the Discussion Paper), which was consulted with accompanying workshops, presentations and information sessions from August to October 2018. The Department has also established a series of working groups to assist in identifying the key issues and opportunities of the 'assessment pathways'. Following from these collaborative activities, the draft Regulations have been prepared and are now ready for consultation.

Feedback from engagement activities has not only informed the preparation of the draft Regulations, but also four draft practice directions¹ which support the development assessment framework.

¹ The Act enables practice directions to be issued by the State Planning Commission to specify procedural requirements or steps in connection with any matter arising under the Act.

An overview of the regulatory framework established under the Act is illustrated in Figure 1, showing the series of regulations that will support the Act.

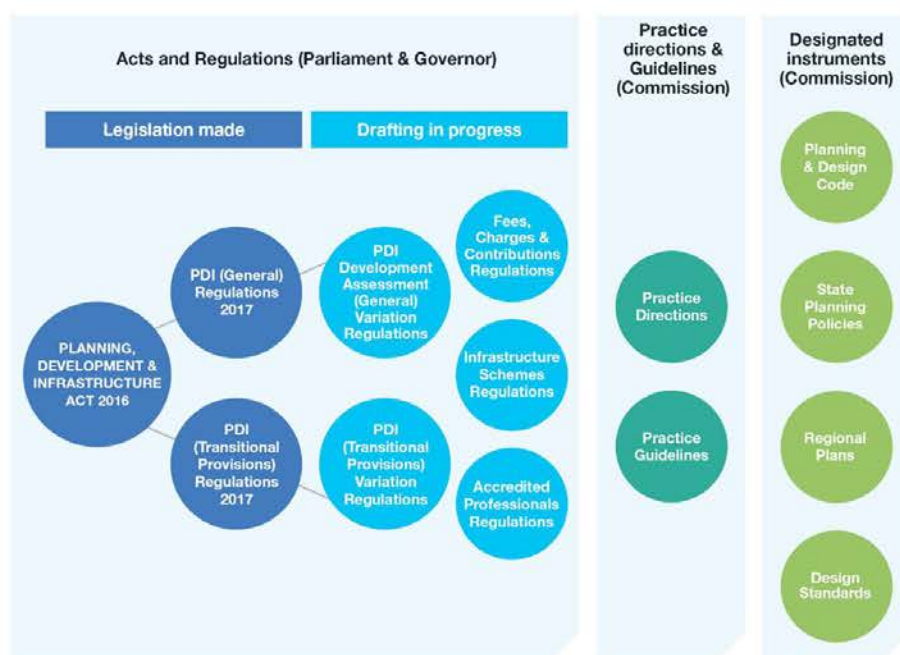


Figure 1. Overview of the Act and supporting documents/legislation/instruments

Although there is no statutory requirement to consult on regulations or practice directions, the State Planning Commission (the Commission) and the Department have elected to undertake engagement on these particular Regulations and practice directions to enhance understanding of the key elements of the new development assessment framework, and to seek feedback on any areas for improvement.

The four practice directions for consultation are:

1. **Notification of performance assessed development applications**
This practice direction specifies the form of notices to be given to the public where a notice of a performance assessed development application is required. This includes posting letters to adjacent land owners/occupiers and placing a notice on the subject land.
2. **Restricted and impact assessed development**
 - a) Restricted development – This practice direction describes the circumstances under which the Commission would be prepared to assess restricted development and how the Commission would proceed with the assessment
 - b) Impact assessed development – This direction specifies what is required in relation to an Environmental Impact Statement (EIS): the requirements for assessing the level of impact, the information that must be provided by the proponent, the period of consultation, and the process for amending an EIS.

3. Deemed planning consent – standard conditions

This practice direction prescribes the standard conditions that apply to deemed planning consents.²

4. Conditions

This practice direction:

- provides clear direction about the type of conditions that may be validly imposed by a relevant authority, including the prohibition of certain conditions or classes of conditions
- specifies the conditions that must be imposed on the granting of a development authorisation for certain classes of development.

In relation to building assessment, a building working group was formed to seek feedback and advice on a range of issues to improve compliance and enforcement under the new Act and ensure the delivery of a safe and high performing built environment.

This group was comprised of council building officers, private certifiers, engineers and the Housing Industry Association who provided valuable feedback and input. These proposals have been considered by the Department and incorporated in the draft Regulations as appropriate.

This Guide provides a summary of the key themes in the draft Regulations and practice directions, identifying how they have been shaped by feedback received from the development industry, planning/building practitioners and the community.

² A deemed planning consent notice can be served on the relevant authority by an applicant once the assessment timeframe has elapsed.

Relevant authorities

What we've heard

The Act establishes that assessment panels will be the relevant authority for code assessed applications for planning consent, except where the Regulations prescribe an assessment manager or accredited professional as the relevant authority.



Figure 2. Pathways associated with code assessed development

Respondents to the Discussion Paper made the following comments in relation to how code assessed development should be distributed between these relevant authorities:

- Concern was raised by the majority of submissions regarding the level of discretion required to assess performance assessed applications (as well as minor variations to deemed-to-satisfy criteria) and the incompatibility of this discretionary approach with private accredited professionals.
- Most respondents were of the view that accredited professionals should be the relevant authority for deemed-to-satisfy developments where clear assessment parameters can be employed.
- Some respondents identified that assessment managers should be the relevant authority for performance assessed applications, including in circumstances where public notification has been undertaken and no representations raising concerns have been received.
- Respondents identified a number of circumstances where assessment panels should be the relevant authority for performance assessed development, such as:
 - o Where representations raising concern with the proposed development have been received
 - o Medium/high rise residential development
 - o Large land divisions
 - o Developments over a certain value
 - o Developments of environmental significance
 - o Development involving the demolition of heritage items.

What we've done

The intention of the planning reforms has been to ensure standard developments with minimal impacts follow a streamlined assessment process while more complex developments require a more involved assessment process focussed on design and impact.

Draft regulation 22 outlines cases where assessment managers and accredited professionals are the relevant authority while regulations 24 and 25 set out additional cases specific to assessment managers and accredited professionals.

The draft Regulations limit the role of **Level 4 accredited professionals** to deemed-to-satisfy developments (without any variations from the deemed-to-satisfy criteria). This is considered to uphold the aspirations of the new planning system as standard development types that meet prescriptive criteria should be able to be assessed by a range of private accredited planners thereby speeding up the assessment process via competitive options. Deemed-to-satisfy development is expected to encompass development where external impacts are low and there is no need for advice on more complex issues such as stormwater, waste management and traffic.

Where development falls slightly outside the deemed-to-satisfy criteria, a **Level 3 accredited professional** (with a greater level of experience than Level 4) would be able to assess minor variations to the deemed-to-satisfy criteria (as well as deemed-to-satisfy development able to be assessed by Level 4 accredited professionals).

Accredited professionals who are qualified **land surveyors** would also be able to assess land division applications for planning consent where such land division is deemed-to-satisfy (regulation 22(1)(d)).

Development that doesn't fall within the deemed-to-satisfy pathway would be assessed by the relevant assessment manager or assessment panel.

Draft regulation 22(1)(a)(ii) establishes **assessment panels** as the relevant authority for performance assessed development which is subject to public notification. Such development would involve a level of public interest that benefits from decision-making by a panel of experts instead of an individual (and that panel may choose to hear verbal representations). Assessment panels will also assess more complex forms of development that require a mixed specialist skillset that only they can provide. These include:

- Developments exceeding \$5 million
- Developments exceeding 3 storeys
- Land divisions creating more than 20 additional allotments
- Developments that have been referred to a Design Panel under section 121 of the Act
- Developments that propose demolition of a local or State heritage place
- Certain developments in the 'Hills Face' area of the Planning and Design Code
- Activities of environmental significance (Schedules 16 and 17 of the draft Regulations)

Assessment managers can act as the relevant authority for all remaining forms of performance assessed development where public notification isn't required. They are also prescribed as the relevant authority for the assessment of land division consent (under section 102(1)(c)&(d) of the Act) where the technical advice of council is needed to assess infrastructure impacts/demands. Assessment managers could also assess any proposed offset schemes or encroachments (under section 102(1)(e) or (f) of the Act).

Some feedback suggested that assessment managers could be a relevant authority for notified performance assessed applications where there are no representations or all representations are in favour; however this would be contrary to one of the principles identified in the Discussion Paper:

'The relevant authority will be determined at the time of application lodgement.'

The draft Regulations have been prepared to provide certainty in assessment approach, and for this reason, assessment panels have been proposed as authority for all notified performance assessed development. That being said, assessment panels could choose to establish delegations (similar to many panels' current delegations) which delegate applications without representations to assessment managers or council staff.






 ACCREDITED PROFESSIONAL SURVEYOR	 ACCREDITED PROFESSIONAL PLANNING LEVEL 4	 ACCREDITED PROFESSIONAL PLANNING LEVEL 3	 ASSESSMENT MANAGER PLANNING LEVEL 1	 ASSESSMENT PANELS PLANNING LEVEL 2
Deemed-to-satisfy land divisions (planning consent only)	Deemed-to-satisfy development	Deemed-to-satisfy development	Deemed-to-satisfy development	Notified performance assessed development
		Deemed-to-satisfy development with minor variations	Deemed-to-satisfy development with minor variations	Development exceeding \$5 million
			Performance assessed development not assigned to assessment panels	Buildings exceeding 3 storeys in height
			Land division consent	Land division creating more than 20 additional allotments
				Development which has been referred to a Design Panel
				Demolition of local or state heritage items
				Certain development in Hills Face area of the future Code
				Development involving acts/activities of environmental significance

Figure 3. Role of relevant planning authorities for code assessed development

In relation to **building consent**, draft regulation 25 establishes the particular level of accreditation required for a building certifier to assess particular types of development (which align with the accreditation scheme of the Australian Institute of Building Surveyors). Further, regulation 118 establishes that each council must appoint an accredited building professional to carry out inspections of building work under section 144 of the Act.





Legislation	Level and function			
New Development Assessment (General) Regulations 2019	NEW LEVELS			
	 BUILDING LEVEL 4	 BUILDING LEVEL 3	 BUILDING LEVEL 2	 BUILDING LEVEL 1
	BUILDING INSPECTOR	ASSISTANT BUILDING SURVEYOR	BUILDING SURVEYOR LIMITED	BUILDING SURVEYOR
	Undertake inspections.	Assess and provide consent for class 1 or 10 buildings not exceeding 2 storeys and a floor area not exceeding 500m ² .	Assess and provide consent for buildings (all classes) not exceeding 3 storeys and a floor area not exceeding 2000m ² .	Assess and provide consent for any class of development. Planning consent for certain deemed-to-satisfy development, as determined by the Minister (similar to the current scope of 'Residential Code' development under the existing Regulations.
Outgoing Development Regulations 2008	OUTGOING LEVELS			
	N/A	Building Surveying Technician	Assistant Building Surveyor	Building Surveyor
	Not in outgoing regulations.	Assess class 1a or 10 buildings not exceeding 2 storeys. Assess class 2 to 9 buildings not exceeding 1 story and not having a floor area exceeding 500m ² .	Assess any class of buildings not exceeding 3 storeys and not having a floor area exceeding 2000m ² .	Assess any development. Building consent for any class of development if registered as a private certifier. Planning consent for 'Residential Code' development.

Figure 4. Role of accredited building certifiers

Under section 99 of the Act, a **council** may act as a relevant authority for the granting of building rules consent. So while council officers need not necessarily be accredited to make decisions in respect to building consent, regulation 26 establishes that the council or the Commission must seek and consider the advice of an accredited professional in accordance with the above levels for each building consent application.

Application Timeframes

What we've heard

Submissions on the Discussion Paper observed the following in relation to decision timeframes:

- Decision timeframes under the *Development Act 1993* are generally appropriate and should be used as a guide for the new timeframes. However, increases to the timeframes could be considered to ensure a reasonable assessment time before a deemed planning consent notice could be served.
- Additional time should be added to the overall timeframe to account for periods of public notification, agency referrals and determination by an assessment panel.
- There needs to be a period of verification by the relevant authority before the 'clock' starts on an application to ensure the application has been categorised correctly, all base information has been provided, and the correct fees are charged.
- Timeframes should exclude public holidays and be prescribed in business days to avoid confusion.

What we've done

Overall assessment timeframe

The time within which a decision must be made on an application (regulation 56) has been based on the timeframes prescribed in the *Development Act 1993* as well as baseline data on current assessment timeframes.

The draft Regulations have adopted the recommendations from submissions to base timeframes on business days, and provide additional time when notification, agency referral or a panel meeting is required.

The Department also heard queries regarding when the 'clock' starts for assessment. Given that all applications will be lodged on the SA planning portal and sent to the relevant authority for checking, the clock should not start until the authority has:

- checked all mandatory information has been submitted
- confirmed the application has been categorised correctly and that they are the relevant authority and agree to act as such (e.g. a private accredited professional may be on leave or not have the capacity to assess)
- received the relevant assessment fees.

Draft regulation 35 assigns a maximum period of **5 business days** for these checks to occur.

The application timeframes once the 'clock' starts are prescribed in proposed regulation 56 and illustrated on the chart at the end of this Guide.

Application information requirements

What we've heard

Some respondents to the Discussion Paper believed the current information requirements for development applications (prescribed by Schedule 5 of the *Development Regulations 2008*) were sufficient. Others thought they should be expanded to apply to a variety of development types, including standardised information for commercial/industrial businesses, multi-level dwellings and changes of land use.

What we've done

Baseline information for planning consent

The baseline information required for lodgement has been expanded in the new 'Schedule 8 – Plans'.

In the current *Development Regulations 2008*, the base information for planning consent is prescribed for complying developments only, which means that merit applications technically have no minimum requirements for plans and rely instead on the authority's request for information or the relevant council's guidelines.

By outlining the baseline information for planning consent based on different forms of development, the draft Regulations will provide a more streamlined and consistent application process. This information will be automatically requested from the applicant when they lodge their application on the SA Planning Portal.

That being said, the Department understands that no two applications are the same and it would be inappropriate to require the exact details for every application. This is why relevant authorities can choose to waive information prescribed by Schedule 8 of the draft Regulations and must do so if the information is not directly relevant to the application (provided reasons for doing so are documented – see regulation 31).

The proposed Schedule 8 lists the basic information required for applicants seeking planning consent:

TYPE OF APPLICATION FOR PLANNING CONSENT	BASELINE INFORMATION FOR LODGEMENT
<p>Outbuildings, carports, garages, verandahs or pergolas</p> 	<p>+ Schedule of cladding colour</p> 
<p>Residential alterations/additions and new dwellings</p> 	<p>+ For new dwellings: declaration regarding potential contamination</p> 
<p>Non-residential development</p> 	<p>+ Descriptive information regarding proposed activities (e.g. hours of operation, number of employees/patrons, waste management, etc.)</p> 
<p>Swimming pools</p> 	<p>(showing dimensions, pool pump/equipment location and pool setbacks from boundaries)</p> 


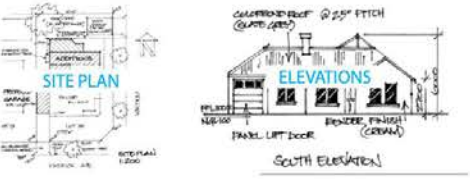




TYPE OF APPLICATION FOR PLANNING CONSENT	BASELINE INFORMATION FOR LODGEMENT
<p>Retaining walls</p> 	<p>+ Schedule of wall materials</p> 
<p>Tree-damaging activity</p> 	<p>+ Tree species and trunk circumference</p> <p>+ For tree pruning, photographs of tree showing the proposed pruning points</p> 
<p>Advertising signs</p> 	<p>+ Sign material and form of illumination</p> 

Figure 5. Baseline information required to be lodged with applications for planning consent

Requests for additional information

The proposed regulation 36 prescribes that a relevant authority cannot request further information (exceeding the baseline information prescribed in Schedule 8) for deemed-to-satisfy applications where the development proposes residential development. However, the relevant authority can request information on one occasion for all other classes of deemed-to-satisfy development and in relation to any performance assessed development.

Time to provide additional information

Once the relevant authority receives an application, regulation 36(5) prescribes they will have **10 business days** in which to request information (as described above). This regulation ensures that any extra information needed is requested upfront thereby providing the applicant a complete understanding of what's required at the initial stages of the assessment process.

Draft regulation 37 allows a period of **60 business days** for an applicant to respond to a request from a relevant authority for further information. While an authority has the right to refuse an application if the requested information is not provided after this time, applicants can request an extension of time. If the extension of time is granted, any time in excess of **one year** taken by the applicant will be included in the time in which the relevant authority decides on the application (regulation 37(2)). In other words an application can remain on hold for a maximum of one year before the clock starts again and a decision needs to be made.

An application can be lapsed by the relevant authority **one year** from the date of lodgement (regulation 41), however the relevant authority must take reasonable steps to notify the applicant of the intent to lapse an application before doing so.

Further requests

Once the information is submitted to the authority, the authority may decide they cannot make a decision on the application due to some outstanding matter. Draft regulation 36(6) then allows them to make a further request for information, but only with the agreement of the applicant. If the applicant believes the additional request for information is unwarranted they can opt not to provide the requested information and wait until the assessment timeframe has expired. At this point they could serve a deemed planning consent notice. In such cases, the relevant authority can appeal a deemed planning consent to the Environment, Resources and Development Court if they are of the view that consent should not have been granted.

Public notification

What we've heard

Responses to the Discussion Paper included the following views regarding public notification of development applications:

- Opposing views were raised about who should be responsible for placing a notice on the subject land (57% nominated the applicant; 43% nominated the relevant authority). All agreed that the cost of the sign should be borne by the applicant.
- Most respondents agreed that evidence of the sign should be recorded via a photograph. If the applicant is responsible for erecting the sign, a statutory declaration could also be an appropriate method of verification.
- To minimise the risk of interference with the sign, it was suggested that a penalty could be prescribed in the legislation.
- Local government representatives were generally of the view that the current 10 business day timeframe was reasonable for the public to respond to a publicly notified application. However, members of the community observed that a longer period was needed.
- Most respondents agreed that, for more complex applications, a longer timeframe should apply.
- Respondents observed that the period for notification should take into account any delays in postage and should not include public holidays.
- It was observed that assessment panels should have the discretion to hear persons notified of a development who wish to make verbal submissions.
- Concern was raised around the concept of comments on performance assessed development being limited to the performance assessed elements of the development only, and how the different elements eligible for comment should be clearly communicated to the public.
- Local government respondents advised there may be cases where an application is of a minor nature and shouldn't require notification. In those cases, an assessment manager should be able to determine that public notification isn't required.

What we've done

Responsibility for notification

Draft regulation 50 and the draft practice direction titled *Notification of Performance Assessed Development Applications* establishes that the applicant will be responsible for preparing and placing a notice on the land unless they (a) request the relevant authority to do so and (b) pay the relevant fee (to be prescribed in future regulations).

If the applicant accepts responsibility to place the notice on the land, the relevant authority will still confirm the location, the number of notices required and the notice content and must provide this information to the applicant at least 5 business days prior to the commencement of the notification.

The details surrounding notification of a performance assessed development application are contained in the practice direction, including a template of both the letter to adjacent land and the notice on the land.

Period of notification

Regulation 53(1) prescribes that a representation in relation to a performance assessed development must be made within **15 business days** of the day when all forms of notice have been given. For a restricted development, a longer period of **20 business days** applies. For impact assessed development, the period of consultation of an EIS is at the discretion of the Minister, however the practice direction titled *Restricted and Impact Assessed Development* prescribes a period of **30 business days**.

The period of notification commences from the day when letters to adjacent land owners/occupiers are expected to be received (allowing 3 business days for postage) or when the notice has been erected on the subject land (whichever is the later).

Notice on land details

The practice direction outlines that the notice on the development site must be:

- placed on or within a reasonable distance of the public road frontage for the premises, ensuring that it is visible to members of the public from the public road (as per the determination of the assessment manager)
- mounted at least 300mm above ground level
- made of weatherproof material (laminated print attached to fence, corflute print on star droppers, or other)
- at least A2 in size.

Following the conclusion of the public notification period, two time-stamped photographs of the sign – one at the beginning and one at the end of the notification period – are required to be uploaded to the application record to confirm the sign was present for the duration of the notification period, as well as written statement confirming that the notice was undertaken in accordance with the requirements of the legislation.

A maximum penalty of up to \$2500 and an expiation fee of \$500 are prescribed in regulation 50 for anyone found guilty of interfering with the sign during the notification period.

Deemed-to-satisfy elements

Both the letter and sign templates (which are attached to the practice direction) include an area for the relevant authority to highlight any deemed-to-satisfy elements of the proposal that are not subject to public notification, as well as standard text reminding representors that, under the Act, comments must be limited to the performance assessed elements of the application only.

Availability of plans

Regulation 52 requires the relevant authority to make copies of the application's plans available to the public for inspection without charge at their principal office during the public notification period. In addition, plans must be available to view on the SA planning portal.

Minor nature – notification not required

Part 5 of the practice direction allows the relevant authority to dispense with the need to undertake public notification for a performance assessed development if they are of the view that the application is of a minor nature and will not unreasonably impact on nearby land. This is a similar mechanism to Schedule 9 (Part 1 – 2 (g)) of the current *Development Regulations 2008*, which allows a relevant authority to determine an application to be Category 1 if it is of a minor nature.

Applicant's response

Regulation 54 prescribes that the applicant must provide a response to representations within 10 business days after the relevant authority forwards copies of the representations to them. However the relevant authority may permit an extension of time to provide a response if deemed appropriate.

Verbal representations

Draft regulation 53(5) prescribes that the relevant authority may, if it wishes, grant a person who has made a representation (and indicated an interest in appearing before the relevant authority) an opportunity to appear in person or by a representative.

In such cases, the applicant will also be provided an opportunity to respond in person to any verbal representation(s).

This provides a similar avenue for the relevant authority to hear verbal submissions as the Category 2 public notification process under the *Development Act 1993*.

Assessing separate elements of development (in any order)

What we've heard

Section 102 of the Act allows elements of a development to be lodged separately with different authorities and in any order. There is however confusion around what comprises an 'element' of development as well as who will be checking for consistency between the consents for each element.

Some respondents also raised concerns about consents being able to be granted in any order and the potential for confusion after obtaining a building consent.

What we've done

Elements of development

It is the Department's understanding that the term 'element' relates to a component part of a development. For example, a dwelling, detached garage and swimming pool would each be separate 'elements'. In contrast, front setback, building height or building materials are not considered 'elements', and therefore cannot be separated for assessment purposes. Further, something that is related to the development cannot be assessed as a separate element (e.g. a car park associated with a shop is not a separate 'element' where the shop requires car parking and could not be properly assessed without the car park).

Consents in any order

Regulation 66 prescribes further procedures around how this will work in practice. Previously under the *Development Regulations 2008*, the responsibility to check for consistency lay with the building certifier. Now however all relevant assessing authorities must take into account any prior development authorisation that relates to the proposed development when deciding whether to grant authorisation.

The existence of any other related applications will be made clear through the SA planning portal application record.

For example, if an applicant chooses to apply for building consent at the same time as planning consent and the building consent is issued first, the building certifier would no longer need to undertake a consistency check. Rather, the relevant planning authority would need to take into account the building consent before issuing planning consent.

That being said, it is noted that it often makes good sense to apply for planning consent first to confirm that the overall concept and form of the proposal fits within the planning rules.

Advisory material will be included in the SA planning portal to communicate these issues and ensure the sequencing of consents provides the most efficient assessment pathway.

Development approval

While the various relevant authorities issuing consents need to take into account any prior related consent under regulation 66, the council will ultimately be responsible for ensuring that all elements of the development have been approved before issuing development approval under section 99(3) of the Act.

Variations

What we've heard

Respondents generally agreed that minor variations should be kept in the new planning system because it provides a practical method by which to approve these variations to a development post-decision.

However, respondents also observed that a fee should be required to cover the administrative costs and time required to process such minor variations. In doing so, the need for consistent documentation of the minor variation was also identified. Suggestions to achieve this included the generation of an amended decision notification form.

Some respondents were of the view that the development application number should be modified to keep track of any minor variations approved.

Submissions also raised the need for clear advice regarding what constitutes a 'minor variation'.

What we've done

Minor variations

Draft regulation 71 provides a similar mechanism as regulation 47A of the *Development Regulations 2008*, which enables a relevant authority to accept a minor variation to a development authorisation without requiring the lodgement of a new application. However, the new regulation now specifies that:

- an administrative fee may be charged for a minor variation in accordance with the future *Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019*
- the authority must endorse the notice that was given for the original authorisation by noting the date and nature of the minor variation (e.g. by issuing an amended Decision Notification Form)
- the plans subject to the minor variation shall be stamped or otherwise endorsed by the relevant authority.

It is intended that the ePlanning application tracking system will provide a function for a minor variation to be processed by the relevant authority, including the generation of a minor variation reference number.

With whom is a variation application lodged?

Regulation 71(1) prescribes that an application for variation shall be lodged with the relevant authority that originally issued the development authorisation. This ensures that any variations are assessed by the person/body who has knowledge of all considerations relevant to the assessment.

The exception to this is where an accredited professional was the relevant authority. This is because accredited professionals may operate as a sole person, not as part of an organisation or panel (as would be the case for all other relevant authorities), and may be on leave or have extenuating circumstances that make them unable to reassess a particular application.

What is a minor variation?

The Commission will publish a practice guideline to clarify what constitutes a minor variation. While the guideline will be based on the concept of a minor variation to deemed-to-satisfy criteria, the principles could also be applied to post-decision requests for variations on all application types.





Exempt Development

What we've heard

Most of the respondents to the Discussion Paper were of the view that there is scope to increase the types of development that do not require any form of development approval ('exempt' development). This was based on the understanding that these developments will have negligible impacts and are standard, expected development commonly undertaken in its setting. Suggestions included children's cubby houses and tree houses, small verandas, aviaries, cat runs and wood fire pizza ovens.

What we've done

Schedule 4 of the draft Regulations lists some 94 types of buildings, works and activities that do not require development approval. Those exemptions include the following key changes from the current scope of exempt development under Schedule 3 of the *Development Regulations 2008*.

TYPE OF DEVELOPMENT	PROPOSED EXEMPTION	REASON
<p>Fence / retaining wall combinations</p> 	Fences on top of retaining walls.	Given that 1.0m high retaining walls can be constructed without needing approval, it makes sense to permit fences to be constructed on top of such structures to provide for a reasonable level of privacy between properties.
<p>Water tanks</p> 	All water tanks up to 15m ² (or 60,000 litres maximum) in areas outside of Metropolitan Adelaide.	To enable appropriate bushfire protection measures to be undertaken without requiring approval.
<p>Tree houses</p> 	Tree houses of less than 5m ² .	Small structures built for child recreation should not require approval.
<p>Woodfire pizza oven</p> 	Woodfire pizza ovens (and similar domestic masonry ovens) less than 2m in height.	Domestic kitchens are becoming increasing common, and result in minimal planning and building impacts (noting that such ovens would still need to meet the Environment Protection Authority's requirements regarding chimney/flue location and smoke impacts).




TYPE OF DEVELOPMENT	PROPOSED EXEMPTION	REASON
Demolition 	Demolition of certain single-storey buildings. However, this does not apply to partial demolition, where the building involves a party wall, or in relation to heritage places.	There are limited relevant assessment considerations in the planning or building rules when assessing demolition of an entire structure/building. Relevant considerations are covered by Safework SA legislation Work Health and Safety Regulations 2012 (SA).
Advertising in the City of Adelaide 	Remove separate provisions regarding advertising signs in the City of Adelaide. This means that, within the City of Adelaide, non-illuminated advertising signs could be displayed on the front facade of businesses (provided they are no higher than the verandah/fascia) without needing approval.	Consolidate the rules for advertising signs to achieve consistency across the state.
Renewable energy infrastructure 	Renewable energy infrastructure on existing council buildings.	Encourage energy saving methods associated with council and community buildings.

Figure 6. Summary of key changes to Schedule 4 – Exclusions from the definition of development in the draft Regulations compared to Schedule 3 of the *Development Regulations 2008*

Exempt State Agency development

What we've heard

Respondents to the Discussion Paper were generally of the view that the current scope of Schedule 14 under the *Development Regulations 2008* was appropriate to guide the types of state agency development that should not require approval.

What we've done

Some minor changes have been proposed in Schedule 14 of the draft Regulations to align the types of developments able to be undertaken by state agencies with modern development standards.

The key changes are summarised in the below table:

PROPOSED CHANGES	REASON
Include telecommunications facilities where the facility is required to support emergency services communications.	As community expectations grow regarding direct notification of emergencies, there may be significant black spots that need to be addressed but don't fall within the exemptions for ordinary aerials and towers.
Continue to allow the construction of single storey outbuildings, classrooms associated with schools and other buildings, but specify that such buildings must accord with setback requirements prescribed in the Code, or if there are no setbacks prescribed, a minimum setback of 0.9 metres (currently 5 metres) is required.	Non-compliance with boundary setback generates a significant number of development applications with relatively minor impacts. It is more appropriate for boundary setback criteria to accord with the Code, or in the absence of criteria, be sited a minimum of 0.9 metres from a boundary. Retaining the provision relating to a maximum of one storey ensures an appropriate level of impact for development not requiring approval.
Allow all classrooms and learning areas to be exempt (subject to conditions), not just those of a temporary/transportable nature.	The impacts of a temporary/transportable classroom are similar to that of a permanent building. Such structures will still need to be certified for compliance with the Building Rules.
Remove reference to a maximum total of 150% floor area for building additions/alterations.	Floor area ratios are not necessarily an effective indicator of impact.
Introduce a new provision which allows the construction of playground structures and equipment without approval.	Playgrounds and similar structures are generally low impact and should be excluded from requiring approval where constructed by a state agency (they are currently exempt when constructed by a council).
Allow the construction of shade structures/sails not exceeding 5 metres in height.	Shade structures are relatively common and have limited impacts beyond the site, such that they should be excluded from requiring approval where constructed by a state agency.
Allow the construction of a beacon/antennae related to the provision of global navigation/positioning systems	Such infrastructure is likely to be increasingly developed in the future to enhance the accuracy of global navigation/positioning systems, and is unlikely to result in unreasonable amenity impacts.

Development assessed by the Commission

Schedule 10 of the *Development Regulations 2008* prescribes cases where the Commission is the relevant authority. The draft Regulations prescribe such cases in Schedule 6.

Some of the key principles that were considered when reviewing the classes of development assessed by the Commission included:

1. Development that is likely to result in impacts or outcomes that are of **significance to the State** should be assessed by the Commission.
2. If the Commission maintains **specific expertise** relevant to the class of development that would assist the assessment process (compared to if the development were assessed by an assessment panel), the Commission should be the relevant authority.
3. Classes of development that are no longer commonly developed in South Australia such as commercial forestry but have been maintained through **historical legislation**, should no longer be prescribed to the Commission.
4. If a **pathway under the Act** provides for assessment by the Commission in any case (e.g. restricted development or 'call in' by the Minister), the Commission should not be prescribed as the relevant authority.
5. If the anticipated key assessment considerations for that class of development would be **dealt with through direction of an agency/body** under section 122 of the Act, the Commission should no longer be prescribed as the relevant authority.

The below table provides an overview of the proposed draft changes between proposed Schedule 6 of the draft Regulations and the current Schedule 10 of the *Development Regulations 2008*.

PROPOSED DRAFT CHANGES IN CLASSES OF DEVELOPMENT FOR WHICH THE COMMISSION WILL BE THE RELEVANT AUTHORITY		
PROPOSED CHANGE	REASON	PRINCIPLES
In relation to development undertaken by the Urban Renewal Authority , exclude the Commission from acting as the relevant authority for applications proposing the construction of dwellings following the approval of a land division on the relevant land for residential purposes.	<p>Large scale land division of government-owned land (or under contact to a third party) should continue to be assessed by the State Commission Assessment Panel (SCAP) to ensure a coordinated approach to development in renewing areas. However, if dwellings are not proposed at the same time as the land division, the assessment of the dwellings after the land division is approved should be assessed by the relevant council.</p> <p>Alternatively, such projects could be progressed through a precinct authority under the Urban Renewal Act, in which case the precinct authority would assess all applications within the precinct.</p>	1 2

PROPOSED CHANGE	REASON	PRINCIPLES
Landfill depots no longer assessed by the Commission.	Council assessment panels are equipped with assessing landfill depots, particularly as they have been operating for some time. These are also assessed by the Environment Protection Authority, providing another layer of assessment. In addition, major landfill depots may meet the criteria for declaration as 'impact assessed' by the Minister, which involves an Environmental Impact Statement (EIS) assessment in conjunction with the Commission.	3 4 5
Works in the Metropolitan Hills Face Zone no longer assessed by the Commission.	The Hills Face zones currently extend across multiple council areas. There is strong policy already in place and councils play a role in the assessment of a range of applications. The State's interest is limited to the creation of new allotments and this is likely to be assigned to the Commission as restricted development in the Code in any event.	1 4
Commercial forestry on over 20 hectares in prescribed areas no longer assessed by the Commission.	State interests in commercial forests are less relevant now than when this provision was first introduced. These developments should be assessed by a non-State authority as the primary considerations are environmental and will be addressed via a permit required under the <i>Natural Resources Management Act 2004</i> in any case.	3 5
Only development exceeding \$3 million in the Port Adelaide Regional Centre Zone assessed by the Commission.	The current situation captures all forms of development in specific policy areas in the Port Adelaide Regional Centre Zone, no matter how minor. By limiting the cases where the Commission is the relevant authority to developments over \$3 million, assessment of developments which are not of significance to the State can be done by the local authority.	1 2
The division of land in the Mount Lofty Ranges Water Protection Area no longer assessed by the Commission.	While the area represents the state's water catchment area, there is currently strong policy in place to determine land division applications, as well as referrals to the Environment Protection Authority in certain circumstances. The State's interest is limited to the creation of new allotments, and these should still be assigned to the Commission as restricted development in any case.	1 4 5

PROPOSED CHANGE	REASON	PRINCIPLES
Only development exceeding \$3 million in the Urban Core Zone of the Bowden Urban Village assessed the Commission.	The current provision currently captures all forms of development. Alignment with a trigger based on value similar to that in Port Adelaide is proposed. NB: land division will still be assessed by the Commission if lodged by the Urban Renewal Authority.	1 2 4
Only tourism development exceeding \$3 million in conservation zones on Kangaroo Island assessed the Commission.	Currently all forms of tourism development in these areas are assigned to the Commission, including small scale developments. The introduction of a cost trigger should ensure that only development of significance to the State is assessed by the Commission.	1 2

ePlanning

What we've heard

A number of matters were raised by respondents in relation to ePlanning, including:

- Scope for error by applicants entering incorrect information to guide their proposal's categorisation and the relevant assessment authority
- The need for the system to automatically advise people who have lodged a representation about the application's outcome (i.e. withdrawn, approved, or split into elements).
- How sensitive material can be obscured from public view (e.g. floor plans).
- How relevant authorities' assessment reports, plans and decision notification forms can be made available to the public
- Alternative options for submitting applications should be available for applicants without reliable internet connection or the technology to prepare/copy electronic plans.

What we've done

Unlike the *Development Regulations 2008*, the draft Regulations allow for the transmission of documents via the SA planning portal and in electronic format. There will no longer be a need to provide multiple hard copies of plans, as plans will all be digitised.

Regulation 30 specifies that, while all applications must be lodged on the SA planning portal, an applicant can still elect to lodge an application in hard copy at the office of the relevant authority. It is anticipated that the future *Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019* will establish a separate fee structure to cover the administrative costs for an authority to lodge an application on the SA planning portal on the applicant's behalf (scanning plans, entering data into the portal, etc.). This will account for cases where applicants may not have access to a computer or reliable internet connection.

It is anticipated that while the SA planning portal will prompt information from an applicant when lodging an application to assist in its categorisation and allocation to the relevant authority, there will also be an option for the applicant to lodge their application without this information. In such cases, it is likely that the application will be automatically allocated to the assessment manager or assessment panel relevant to the location of the proposed development.

Regulation 35 allows an authority to re-allocate an application if they believe that the application has been sent to them erroneously or if they are unable to act as relevant authority for any reason.

The other matters raised are under active consideration by the Department's ePlanning team as they continue to work on building the SA planning portal's functionality.

Building regulations

What we've heard

A 'Building Reform Working Group' (the Group), comprised of council officers, engineers and certifiers was formed during the consultation period to examine building related issues under the draft Regulations.

The Working Group provided a range of advice to the Department on the formation of the draft Regulations under the Act.

Proposals from the Working Group were divided into following themes:

- Accountability / integrity
- Owner builders
- Assessment
- During construction
- Pre-occupancy / approval phase
- Enforcement
- Essential Safety Provisions.

What we've done

Approximately 50 proposals were received from the Group and the Department is now keen to test some of these with a wider audience.

Key examples of changes included in the draft Regulations are set out in the below table. As a general rule, the focus has been on improving the draft Regulations to deliver a clear line of sight from the approval phase, through to construction and approval, with a view to improving compliance with the Building Rules. NB: no commentary is provided where current regulations have been largely carried over 'as is'.

A range of additional expiations have also been added throughout the draft Regulations to enable councils to more effectively ensure compliance without having to undertake cost-prohibitive legal action.

A range of other proposals suggested by the Group may be implemented via other means, such as new forms, practice guidelines and/or directions, or new Ministerial Building Standards.

DRAFT REGULATION	KEY CHANGE AND REASON
25(2) – Accredited Professionals	It is proposed that Accredited Professionals – Building Level 1 - may continue to grant planning consents, but only within the scope of the existing complying development known as “Residential Code”. The intention is to allow building certifiers with existing authority to determine ‘Residential Code’ applications to continue to hold those powers.
25(7) – Independent technical expert	The draft Regulations prescribe that independent technical experts must have engineering or other qualifications to the satisfaction of the relevant authority.
99 – Notifications during building work	<p>This regulation has been rewritten to support the development of new inspection policies under the Act. Notifications are still required for commencement, commencing a specified stage, installing a designated building product, and at the completion of building work.</p> <p>Current notifications in relation to swimming pools and roof framing will be incorporated into new inspection policies, along with any other new inspections required, subject to development of these policies. Once developed, this new notification and inspection system will be integrated with the ePlanning system.</p> <p>This regulation has also made it clearer that the name and details (including licence number) of the licensed building work contractor who will carry out the relevant work, and the name and details of the persons proposed to sign the Statement of Compliance (generally building work contractor again, and the owner), are required on the notice.</p>
100 – Essential Safety Provisions (ESPs)	<p>It is proposed that there will continue to be three Essential Safety Provision forms that will perform the same approximate functions as now: specification, installation, and maintenance. However, these will now be published on the SA planning portal in a form specified by the Department and approved by the Chief Executive, rather than in a schedule to the draft Regulations. This provides the flexibility to amend these forms as necessary.</p> <p>Current references to ‘within a reasonable time’ and ‘as soon as practicable’ have been replaced with ‘20 business days’ for notification of installation, and ‘within 60 business days after the end of each calendar year’, for notification of maintenance.</p> <p>An expiation fee of \$750 has also been added to penalise those who do not comply with Essential Safety Provision requirements, with a maximum penalty of \$10,000. The addition of this expiation is considered important to ensure councils have a mechanism to pursue owners who do not provide their annual Form 3s in a timely manner.</p>

DRAFT REGULATION	KEY CHANGE AND REASON
108 – Certificates of Occupancy	<p>The most significant change in this regulation (compared to regulation 83 under the <i>Development Regulations 2008</i>) is the requirement for a certificate of occupancy for class 1a buildings, which are single dwellings.</p> <p>This change has been included following feedback that owners and occupiers, upon completion of the construction of house, should be able to receive confirmation that their dwelling is suitable for occupation. This change is proposed to bring South Australia into alignment with other jurisdictions.</p> <p>In recognition that current building work undertaken against approved plans often does not include every element that is on the approved plans (for example stormwater connections, rainwater tanks, landscaping), there is an identified need to ensure that, following the 'statement of compliance' stage, proper evidence is provided to the owner/occupier confirming their house is ready for occupancy.</p> <p>As per other buildings classes (except class 10), the certificate of occupancy for class 1a buildings will be signed by the prescribed authority under Part 11 Division 4 of the Act, to again state that a building is suitable for occupancy. Once all work on the approved plans is complete, the owner will receive this certificate from the relevant authority. It is not anticipated that this change will incur any further impact on the builder.</p> <p>Also, rather than being in a schedule attached to the draft Regulations, the new certificate of occupancy will be published on the SA planning portal in a form prepared by the Department and approved by the Chief Executive.</p> <p>This provides the flexibility to amend the certificate to stay up to date with current demands (e.g. the current need for performance solutions to be documented).</p> <p>The Department is particularly interested in the views of the community, councils and industry in relation to this proposed change.</p>
109 – Statement of Compliance (and Schedule 12)	<p>An expiation fee of \$750 has also been added to allow councils ensure compliance with the draft Regulations relating to these statements, with a maximum penalty of \$10,000.</p>
118 -Authorised officers and inspections	<p>This regulation requires each council to have at least one building-accredited professional appointed as an authorised officer to undertake inspections under the Act in accordance with any approved inspection policy for that council.</p>

What is not in these Regulations?

Impact Assessed development

The draft Regulations do not currently prescribe any classes of development as 'impact assessed' development under section 108(1) of the Act. It is noted however that the Minister can declare specific development as being impact assessed development via Gazette notice, separate from the Regulations.

Accepted development

While section 104 of the Act allows the draft Regulations to classify forms of 'accepted' development (i.e. where planning consent is not required), at this stage the Department anticipates that all accepted development will be prescribed in the Code to provide all information in a single source as part of the integrated ePlanning solution.

Fees, Charges and Contributions

The Department is currently undertaking an investigation into the new fees, charges and contributions applicable under the Act. The outcome of these investigations will be translated into future regulations known as the *Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019*.

Schedule 9 – Referrals

The referral agencies or authorities to be prescribed under section 122 of the Act will be prescribed in separate regulations at a later date when the Code is consulted on. This will allow for an important integrated approach because:

- a) While the referral bodies will be prescribed in the Regulations, they will link to overlays and associated policy in the Code, which will need to be considered together
- b) The Governor cannot prescribe a referral body (other than the Commission) unless:
 - i. The Governor is satisfied that provisions about the policies that the body will seek to apply have been included in the Code
 - OR
 - ii. The Minister has indicated that he is satisfied that policy in the Code related to that referral body is not necessary or not appropriate.

Schedules 17 and 18 – Activities of environmental significance

These activities are currently under review in conjunction with the Environment Protection Authority.

Swimming pools

Separate swimming pool regulations will be drafted in the near future which provide revised swimming pool safety and upgrade requirements.

Glossary of terms

Act means the Planning, Development and Infrastructure Act 2016

Adjacent land in relation to other land, means land that is no more than 60 metres from the other land.

Building Rules means:

- (a) the Building Code, as it applies under the Act (meaning an edition of the Building Code of Australia published by the Australian Building Codes Board in the National Construction Code series); and
- (b) any regulations under the Act that regulate the performance, standard or form of building work; and
- (c) without limiting paragraph (b), any regulations that relate to designated safety features; and
- (d) the Ministerial building standards published by the Minister under the Act;

Code means the Planning and Design Code

Commission means the State Planning Commission

Department means the Department of Planning, Transport and Infrastructure

Minister means the Minister for Planning

Planning Rules means:

- (a) the Planning and Design Code; and
- (b) the design standards that apply under Part 5 Division 2 Subdivision 4 of the Act; and
- (c) any other instrument prescribed by the Regulations for the purposes of this definition;

Regulations means the 'Draft for comment' version of the Planning, Development and Infrastructure (General) (Development Assessment) Variation Regulations 2019 dated 11.12.2018

Residential Code means development that is complying development under clause 1(2) or (3), 2A, 2B or 2C of Schedule 4 of the Development Regulations 2008

Proposed Development Assessment timeframes under the Draft Regulations



HAVE YOUR SAY

The Department is committed to genuine collaboration with the community in the development of South Australia's new planning system.

Interested parties are invited to provide feedback on the regulations and practice directions discussed in this document until 1 March 2019.

Submissions can be lodged via:

- Email: DPTI.PlanningEngagement@sa.gov.au
- Post: PO Box 1815, Adelaide SA 5001

For details about future engagement activities and how to get involved, visit

saplanningportal.sa.gov.au



Government of South Australia

Department of Planning,
Transport and Infrastructure



FACT SHEET



What is changing and how will this affect me as a resident?

The *Planning, Development and Infrastructure (General) (Development Assessment) Variation Regulations 2019* (the draft Regulations) will replace the current Regulations (*Development Regulations 2008*) from mid-2019.

This fact sheet outlines the key elements of the new development assessment system to help residents understand what it means for them.

The draft Regulations are on consultation Wednesday 16 Jan until Friday 1 March 2019.

What are the key changes in Development Assessment for South Australia?

The key changes brought about from the Planning, Development and Infrastructure Act (PDI Act) and draft Regulations include:

- ability to undertake more types of common home improvements without needing planning approval
- new requirements to advertise and erect signage on the site of a proposed development
- longer periods of times to respond to a neighbour's development application
- more certainty in how a development application is assessed, and by whom
- development applications will be able to be lodged online via the state's new SA Planning Portal.



Who makes development decisions?

The PDI Act introduces a new concept called the Accredited Professional Scheme, which aims to ensure those professionals making planning and development decisions are capable and qualified. The type of development category a proposal falls under will determine which professional is qualified to make the decision.

Under the new scheme, an applicant can lodge a deemed-to-satisfy development application to an accredited planning professional (or the relevant panel's assessment manager), of their choosing, or in certain cases, to an accredited building professional. This aims to enable quicker decisions to be made across the state, so good development can happen.

You can learn more about the various decision-making roles and bodies and the new development categories by watching a video on the [SA Planning Portal](#).

sapanningportal.sa.gov.au



Government of South Australia
Department of Planning,
Transport and Infrastructure
Issue Date – January 2019

Public notification

Under the draft Regulations, public notification is required for all 'performance assessed' and 'impact assessed' applications.

The time that the community has to have their say has increased. For complex applications, the time has doubled to 20 business days; and for more straightforward applications, the community will have 15 business days, instead of 10.

Another measure is the requirement to place a sign on the site of the proposed development. This is standard practice across the country; as it provides those who will be most interested in a proposal - the locals - visibility on what is proposed in their local streets and neighbourhoods.

Also, properties within 60 metres of the site must be formally notified by post. The new sign and notification process will replace newspaper advertisements, which can be easily missed.

A thorough, yet simpler assessment for expected development

The new planning system also brings a range of expected developments, like a house in a residential zone, into a new category that will be subject to a thorough, yet simpler assessment. This type of assessment we call 'deemed-to-satisfy' will also be able to be undertaken by a larger number of accredited professionals across the state, which will enable quicker decisions.






Enabling decision-making in a timely manner

New measures will also ensure decisions are made in time, by giving applicants the ability to seek a consent where an accredited professional or body have not met their assessment timeframes – this is called 'deemed planning consent'. This is a change from the current system that provides for an automatic 'deemed refusal' if a decision had not been made in time.



Removing low-risk matters from the new planning and development system

Under the draft Regulations, some types of development will no longer require development approval because they are considered low risk and expected development, which are outlined below.

TYPE OF DEVELOPMENT	PROPOSED EXEMPTION	REASON
Fence / retaining wall combinations 	Fences on top of retaining walls.	Given that 1.0m high retaining walls can be constructed without needing approval, it makes sense to permit fences to be constructed on top of such structures to provide for a reasonable level of privacy between properties.
Water tanks 	All water tanks up to 15m ² (or 60,000 litres maximum) in areas outside of Metropolitan Adelaide.	To enable appropriate bushfire protection measures to be undertaken without requiring approval.
Tree houses 	Tree houses of less than 5m ² .	Small structures built for child recreation should not require approval.
Woodfire pizza oven 	Woodfire pizza ovens (and similar domestic masonry ovens) less than 2m in height.	Domestic kitchens are becoming increasingly common, and result in minimal planning and building impacts (noting that such ovens would still need to meet the Environment Protection Authority's requirements regarding chimney/flue location and smoke impacts).
Demolition 	Demolition of certain single-storey buildings. However, this does not apply to partial demolition, where the building involves a party wall, or in relation to heritage places.	There are limited relevant assessment considerations in the planning or building rules when assessing demolition of an entire structure/building. Relevant considerations are covered by Safework SA legislation <i>Work Health and Safety Regulations 2012 (SA)</i> .

For more information on the new planning and development system please visit www.saplanningportal.com.au or email us on DPTI.PlanningReform@sa.gov.au.

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
4(1)	Variation of regulation 3 - Interpretation	<p>Note the cross reference in the definition of designated building and designated building product is incorrect.</p> <p>Suggest the definition of 'essential safety features' should be 'essential safety provisions' consistent with its use through the regulations.</p> <p>Support the new definition of 'writing' in relation to an advertisement. Note that the definition of "advertisement" does not distinguish between advertising for an activity on that land or third-party advertising. The current planning system does not require Development Plan Consent for the conversion of an existing advertising display to third-party advertising. Council would support the conversion of existing advertising to third-party advertising to trigger a requirement for Planning Consent. This is consistent with community expectations for the management of the proliferation of signage and advertising in the urban environment.</p>
4(2)(3)	Variation of regulation 3 - Interpretation	<p>The current West Torrens Development Plan does not prescribe ARI/AHD for all flood affected areas and seek this information to be updated in the move to the Planning and Design Code.</p> <p>Flooding is a large issue for this Council and significant updates to flood mapping (including for Brown Hill Keswick Creek) would be required to implement it in first iteration of P&D Code However, the mapping does not presently exist. Is DPTI intending to undertake flood mapping for inclusion in the P&D Code? How will updates to flood mapping be enabled to ensure the P&D Code is up to date?</p>
5 (3E)	Change in classification of buildings	Support this clarification, but note that it drafted to be included in an unusual location in the regulations which leaves it vulnerable to being missed in assessment.
5 (3F)	Significant trees	<p>This should be called regulated and significant trees. All regulated and significant tree regulations should be in same location for ease of interpretation.</p> <p>(4)(a) Note that corymbias were until relatively recently in the genus of eucalyptus, suggest this has not been considered in the changes proposed.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
		<p>(4)(a) Seek further clarity for the measurement of 10 metres from dwelling (edge of footing, wall, decking etc.)</p> <p>(6) The 'tree damaging activity' definition would be improved by including a timeframe regarding how often such pruning may be undertaken. i.e. per year or decade, also clarification about where 30% may be taken and not to cause structural or destabilising damage to the tree. This continues to present challenges for Council in pursuing compliance matters.</p>
5 (3H)	Public notice	<p>Oppose exclusions for development not located within a council area and development carried out wholly on land covered by water from requiring a sign to be placed on the relevant land. This is applicable to the coastal land and water adjacent to the City of West Torrens. Not all land outside a council area is located in the Outback.</p> <p>Also oppose PDI Act 131(13) which excludes Crown Development less than \$10 million value from requiring a public notice.</p>
19	Incorporation of material (section 71(b))	<p>This is similar to Development Regulation 106. It is about incorporating those organisations' documents in to the P&D Code and other instruments - i.e. so you can include a table from an Australian Standard in the P&D Code. Consider adding the Adelaide Airport Masterplan Aircraft Noise Exposure Forecast (ANEF) to this list?</p>
21	Minor or operational amendments	<p>Add the Adelaide Airport Masterplan Aircraft Noise Exposure Forecast (ANEF) to ensure that Aircraft Noise Exposure Forecast information in the Planning and Design Code is up-to-date and most relevant.</p>
22 (1)(a)	Prescribed scheme - Assessment Manager	<p>Overall, the proposed scheme for Assessment Manager as the relevant authority is more restrictive than the existing system and may cause considerable delay for applicants:</p> <ul style="list-style-type: none"> (1)(ii)(B): Oppose determination of relevant authority based on estimated construction cost as estimated construction cost is not a planning matter on its own. Consider alternatives such as floor area, land use in specific zones, etc. (1)(ii) (C) Clarify definition of storey and reinforce through building height and visual appearance parameters

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
		<ul style="list-style-type: none"> • (1)(ii) (D): Oppose limitation to only 20 additional allotments where land division is formalising existing built form (i.e. apartments). (Note (2) which is appropriate.) • (1)(ii) (F): Oppose the exclusion of all heritage demolition from assessment manager assessment. Minor alterations to a local heritage place (i.e. demolition of a laundry and a small extension) should be able to be considered by Assessment Manager. • (1)(ii) (G): It was not the intent of the PDI Act to use the Planning and Design Code to determine the relevant authority - the recent Assessment Pathways Technical Discussion Paper states the regulations will determine the relevant authority rather than the Code. The intent of this provision is unclear without further information in the Planning and Design Code. Having both the Regulations and the Code list the relevant authority and require cross referencing of both documents to make a final determination regarding who is the relevant authority is confusing and opens up the system to more misinterpretation and potential for error. • (1)(ii) references code assessed, this should be performance assessed as code assessed includes deemed-to-satisfy and the Assessment Manager should not be precluded from assessing any deemed-to-satisfy applications. <p>Council impact: This will result in more applications going to CAP for assessment, which had a significantly higher resource burden for the Administration, unless CAP decide to delegate some of these applications to the Assessment Manager. However, Council has no ability to direct or influence CAP to delegate these matters to the Assessment Manager, and yet Council is required to fund CAP's resources and staffing.</p>
22(1)(b) & (c)	Prescribed scheme - Accredited Professional - planning level 3 & 4	<p>Support the limiting Accredited Professional - planning level 3 & 4 as relevant authorities for deemed-to-satisfy development. In particular, support the distinction between level 3 and 4 for minor variations. Support the publication of a practice direction to provide clarity for the determination of what is a 'minor variation'. Council seeks further information on what types of development will be 'deemed to satisfy' and does not support expanding this beyond the existing 'complying' development.</p>
22(1)(d)	Prescribed scheme - Accredited	Strongly oppose the proposed Accredited Professional - surveyor as a relevant authority for any land division. There is no form of land division in the City of West Torrens which is appropriate to be deemed-to-satisfy. Often the smallest land divisions and boundary alignments can have significant local planning

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
	Professional - surveyor	implications. Concerned that this had now been included in the draft regulations, as it was excluded from the most recent iterations of the Accredited Professional Scheme published in the Draft Regulations released in August 2018.
23 (1) & Sch 6 (4C)	State Planning Commission	<p>Strongly oppose SCAP as the relevant authority for development exceeding 4 storeys in the Inner Metropolitan Area. This is a broadening of the current Development Regulations 2008 which limits SCAP as the relevant authority to Urban Corridor Zone only.</p> <p>The Council Assessment Panel would be the most appropriate relevant authority for these developments, given the increased independence and expertise of the Council Assessment Panel membership under the PDI Act. Further, the Council Assessment Panel has extensive local planning knowledge relevant to the assessment of these applications and the community expect the local Council Assessment Panel to have a role in the assessment of this type of development. The Council Assessment Panel assesses multi-storey developments which are not currently assessed by SCAP.</p>
23 (2)(b), (3) & (4)	State Planning Commission	<p>The Development Regulations allows Council to provide SCAP with a report on an application where SCAP is the relevant authority within 6 weeks of Council receiving the application.</p> <p>Strongly oppose the proposed regulations limiting the scope of the report to local infrastructure (i.e. essential infrastructure, traffic, waste management, stormwater, public open space and other public assets and infrastructure), and local heritage places. Strongly oppose only giving Council 15 business days to respond, should be increased to 30 business days.</p> <p>As DPTI have previously stated the current referral process "will assist in ensuring the local context is well understood and the best possible planning and design outcomes are achieved." (letter to Terry Buss from John Hanlon, DPTI, 7 March 2014).</p> <p>It is surprising that making comments on development exceeding 4 storeys in the Inner Metropolitan Area is specifically excluded from the regulations as Council has local specific knowledge and expertise which would contribute to a better planning outcome. Council and SCAP have been working cooperatively for a number of years through an informal referral system under a Heads of Agreement. If the developments cannot be assessed by CAP, it makes sense for the informal referral system to be formalised through the introduction of the new PDI Regulations.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
Sch 4 & Sch 10		Support the removal of the provisions relating to the Renewing our Streets and Suburbs Stimulus Program and State Coordinator-General as these resulted in poor planning outcomes where developments were not required to be assessed against the Development Plan. For example infill development occurred in Character Areas (such as Glandore) in ways that completely contradicted the Development Plan.
25(2)	Accredited Professionals	<p>Oppose Accredited Professional - building level 1 being able to assess deemed to satisfy development for planning consent now that there is an Accreditation Scheme for Planning professionals and Building professionals are not qualified in planning assessment.</p> <p>If this provision is not removed, support limitation of assessment of deemed to satisfy development to Accredited Professional - building level 1 and excluding where there may be 1 or more "variations".</p> <p>Please confirm that whether "variation" in Regulation 22(1)(b-c) has the same meaning as "minor variation" in Regulation 25(2)(a).</p>
25(7)(c) & 67(4)	Accredited Professionals & Certificate of independent technical expert in certain cases	Concerned that these provisions in effect introduce a new type of accredited professional which has not been considered in any other aspect of the Accredited Professionals Scheme and does not need to meet any other requirements that the other levels of Accredited Professionals are required to achieve, or be subject to the same code of conduct or complaints process.
27	Elements of development	Suggest legal advice is obtained on what is meant by 'element' as this is a new concept and the Act states that 'elements' may be assessed separately and the implications this has for existing case law authority requiring development to be assessed as a whole.
28(2)	Impact assessed development - categorisation	It is noted that the 'principles' listed in Regulation 28(2)(a-g) are not in fact 'principles' in accordance with the common meaning of the term, more they are factors to be considered.
Sch 8	Plans	This Schedule should be titled Information rather than Plans given Regulation 31(1) states "plans, drawings, specifications and other documents and information relating to the proposed development" and should include information relating to proposed waste management for multi-dwelling developments of

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
		<p>more than X dwellings, acoustic reports for residential, commercial and educational developments in the Aircraft Noise ANEF affected areas and other designated noise affected areas. Suggest further consideration of plans for development for non-residential purposes. For example site contamination for non-residential sensitive uses (childcare centres). Concern that Schedule 8, 3 is limited and needs further review to enable a relevant authority to undertake appropriate level of assessment.</p> <p>Council impact: Not requiring this information at the time of lodgement further delays the assessment process and adds further confusion for applicants. If the relevant authority determines that this information is not required then it can do so under Regulation 31(3)(a) at the time of lodgement.</p>
32	Lodging application on SA planning portal on behalf of an applicant	<p>Is this 5 business days for a relevant authority to lodge an application on the SA Planning Portal in addition to 5 business days allowed under 35(1) for verification?</p> <p>Also, the relevant authority should be able to charge a fee for 'over the counter' lodgement due to additional administration cost compared to lodgement on SA Planning Portal.</p> <p>Also need to be able to consider quality of maps provided - so poor quality scans can be rejected.</p>
33(1)	Notification of acting (accredited professionals - planning)	<p>It is unclear why the accredited professional must notify the assessment panel (CAP) rather than Council. Council (not CAP) is responsible for issuing Development Approval and would benefit from having this information for this purpose. Council holds records relating to the property and provides for the administrative functions of the panels.</p> <p>This regulation is not consistent with other regulations where notification is given to Council not the assessment panel.</p> <p>Council impact: If not changed, CAP would in practice need to delegate the receiving of this notification to the Assessment Manager (and Council staff).</p> <p>Under the Development Regulation 15 (7b), Council advises the Private Certifier in relation to site contamination, likely need for approval to alter a public road for a new access point and development plan requirements relating to finished floor levels. These requirements cannot not be found in the draft regulations.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
33(4)	Notification of acting (accredited professionals - planning)	<p>Council impact: It is unclear how these matters, including the impacts on Council infrastructure (public roads) will be addressed in the new system and how they will relate to Council's ability to manage its public infrastructure to the Section 221 of the Local Government Act.</p> <p>In relation to reg 33(4), CAPs exist as relevant authorities and not as financial fee-receiving agencies. As appointed by councils, the regulations should direct fees to councils.</p> <p>Further Councils (not CAPs) are making very substantial financial contributions to the cost of the establishment of the SA Planning Portal, so it makes sense that the fee income is directed to Council rather than the CAP.</p> <p>Council impact: If fees are directed to CAP, it appears that all funds would be under the control of CAP (not Council) which is concerning as Council is reliant on these fees for partial cost recovery of its development services. CAP currently does not have its own budget or funding. It is unclear what relationship would exist for Council and its Administration in relation to the management of any fees and monies received by CAP.</p> <p>This regulation is not consistent with other regulations where notification is given to Council not the assessment panel.</p>
35	Verification of application and determination of nature of development	<p>Support the process outlined in this regulation, including the provision for 5 day to consider these matters, however it is unclear what the process is if the relevant authority determines that insufficient information has been provided to complete lodgement. Suggest that a lodging an appropriate notice on the SA planning portal would be appropriate.</p> <p>Council impact: This will require changes to existing internal processes but is comparable with current service standards for scanning applications into electronic system within 5 days and possible with existing resources. However it assumes that all communication may be undertaken through the SA planning portal (even for applications lodged over the counter).</p> <p>Regulation 35(2)(a) is unclear whether application is considered 'lodged' and therefore the 'assessment clock' has started before statutory fees have been paid. Due to the implication of deemed consent, it is</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
		considered appropriate that an application 'clock' only starts when the application is confirmed as lodged when all information is received and all fees are paid.
36(5)	Application and further information	Does the 10 business days start concurrently with the 5 business days for verification of the application allowed under 35(1) or does the 10 day period start from the point at which the application has been verified? 10 business days from the date of the application being lodged with the relevant authority is too short and does not allow adequate time for internal referrals to occur. Suggest 15 business days is a more appropriate timeframe.
37	Period for additional information and other matters	It is unclear what is intended by 37(2) and why any time more than 1 year required by an applicant should be including within the 'assessment clock' time. Is this to force relevant authorities to make a decision on older applications? Council impact: This limits the ability of staff to negotiate with an applicant for a better outcome, but it also ensures that older applications are moved through the system.
38(2)	Amended application	Further clarification is required for what is 'substantial'.
40	Regulated and significant trees	Support the increased qualification required, Diploma in Arboriculture, for person providing an expert or technical report in relation to significant and regulated trees. Suggest regulations relating to tree are grouped together for ease of interpretation and use. Council impact: The increased qualifications may likely result in increased consultancy fees for Council to obtain independent review and advice on arborist reports.
50(1)	Performance assessed development and restricted development	Concerned that regulation 50(1) outlines the notice to be sent to the owner or occupier of land to be notified, in the notice it is not required to include information relating to their ability to make a representation, the form of the representation and the period within it may be made. Suggest that the notice includes information around representations.

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
		<p>Council impact: This is not consistent with community expectations to be notified appropriately of their rights in relation to making a representation.</p>
50(4)&(5)	Performance assessed development and restricted development	<p>Unclear as to why the ability for an applicant to ask the relevant authority to place a notice on land does not apply to the SPC or the Minister but applied to other relevant authorities. Suggest that all relevant authorities should have the ability to refuse to place notices.</p> <p>Council impact: Concern that the fee set by the regulations will not cover the cost for Council to place a sign on the land, the applicant should pay the full cost. In addition, some smaller councils may not have the resources to undertake this.</p>
50(6)	Performance assessed development and restricted development	<p>Oppose the requirement for a sign on the relevant land to not apply in areas not within a council area, given this includes the entirety of the Metropolitan Adelaide coastline (does not only apply to outback areas!) and is in close proximity to significantly populated areas where a sign is appropriate, for example, a sign on a beach for a proposed jetty or aquaculture development proposed close to the shoreline.</p>
50(7)	Performance assessed development and restricted development	<p>Concerned that regulation 50(7) is not enforceable as it is difficult to obtain evidence of who damaged or removed a public notice from the relevant land, as it is unlikely to be witnessed by a Council officer. Suggest this should be the responsibility of the applicant to ensure the notice remains in place for the duration of the notice period and is liable for any costs associated with replacement of notices. Further suggest that the penalty (\$2 500) is insufficient as a deterrent and an applicant may deliberately remove a sign to avoid representations.</p> <p>Regulations should include a maximum timeframe for the applicant to replace the sign once they become aware of an issue.</p> <p>Would support regulations extending the notice period if it can be demonstrated that the sign was damaged or destroyed. However it would be difficult to notify people of the extended period.</p> <p>Legal advice required.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
30(1) & 52 & 126	Application to relevant authority / Public inspection of applications / Register of applications	<p>In general, the regulations do not stipulate what is the principal office of a relevant authority. While this may be clear for SCAP, Council and even CAP, an Assessment Manager is not required to be an employee of Council and there is no requirement for an Accredited Professional to have a physical principal office which is open or accessible to the public.</p> <p>For regulation 52 for making copies of the application available for the public notice period, it is unclear what is meant by the principal office?</p> <p>For regulation 126 - the Register of applications is required to be maintained by a relevant authority, including applications assessed by an accredited professional, but CAP and Assessment Manager does not have a principal office - a Council does</p> <p>Council impact: Unclear how Council, CAP or the Assessment Manager is to notify other relevant authorities or the public is to visit the principal office as per the delegations</p>
53	Representations	<p>Support the extended period of time in which representations may be lodged, however this will have implications for the assessment period and it is concerning that the timeframes have not been extended to accommodate this additional time. Timeframes should be extended accordingly.</p> <p>Support the definition of the ordinary course of postage as 3 business days as per regulation 53(2).</p> <p>Council impact: This will place more pressure on the assessment of applications within timeframe, considering all notified applications are assessed by CAP and the existing CAP timeframes are already tight. While the definition of the ordinary course of postage clarifies matters, it does indicate the reduced level of service provided by Australia Post and the further pressure placed on assessment times. Will also increase costs as Council does not currently use Priority Post, that the regulations effectively now requires the use of Priority Post.</p>
53(5)	Representations	<p>Strongly support the regulations relating to the provision for representatives being heard in support of their representation. This is consistent with current community expectations.</p> <p>Note: DPTI staff previously advised that this would not be possible, good to see it is included.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
56	Time within which decision must be made	<p>Support the additional time for CAP decisions, however note that this is still a tight timeframe:</p> <p>Council impact: This will still place pressure on existing planning resources</p> <p>Legal advice: is the postage time excluded from the assessment time (refer to 56(1)(f) and 53(2))?</p>
58 & 59 & 99	Notification of decision & Issue of building consent by other bodies & Notifications during building work	<p>Any notifications to SPC/SCAP must be undertaken via the SA Planning Portal but there is no provision anywhere in the Regulations that allow any other relevant authority to determine that they also will only accept documentation through the SA Planning Portal.</p> <p>Mandatory notifications should only be accepted through the SA planning portal not be given the choice to do by post (given only 1 days' notice is required) or leaving a written notice with a Council officer.</p> <p>Council impact: If Council or other authority determine that it will only accept documentation from other authorities or agencies electronically then there will be an additional administration cost for scanning of documentation.</p>
58(3)(c)	Notification of decision	<p>It would be helpful to have a certificate for planning consents detailing or identifying minor variations, particularly for deemed to satisfy developments with minor variations.</p>
60	Notice of decision	<p>If read in accordance with 56(5) and 56(6), our interpretation of assessment, granting of development approval and notification of decision timeframes is as follows:</p> <ol style="list-style-type: none"> 1. Relevant authority has its statutory timeframe to assess the application and advise Council. 2. Once Council has received notice from the relevant authority, it has 5 working days to ensure that all relevant consents have been granted - under 56(5). 3. Council then has a further 2 business days to issue the notice of decision - under 60 <p>Please confirm this interpretation is correct.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
65(3)	Regulated and Significant trees	Suggest the fee is increased to reflect the true cost of replanting a replacement tree. The fee in the Development Regulations was \$87.50 per tree which barely covers the cost of the tree itself. This fee should be increased to cover actual costs of planting and maintenance until the tree is self-sustaining. These costs are in the order of \$300-\$1100. Trees need to be valued as an asset and costed accordingly rather than a token amount which does little to recover actual costs.
69	Urgent work	It is unclear who is responsible for determining who is responsible of determining who is the relevant authority for urgent work. The regulations should specify the contents of the notification including the address, description of the urgent development, date(s) of urgent work to be undertaken, contact name, phone number and address of person undertaking work.
71	Variation of authorisation	This is a change in process for noting minor variations, that the DNF and approved plans and documents must be endorsed. This is a positive change to improve the clarity of approved plans and records. However this additional work has an additional administration cost and therefore the additional fee payable for the minor variation is appropriate and supported. Council impact: This will require a change of process and is an increase in administrative/technician work. Over 200 minor variations are issued each year.
79	Notification of decision	Council seeks for the notice of decision by the Minister includes copies of approved plans and documentation. It is an ongoing issue for Council that decisions made by SPC/SCAP, the Minister for Planning and the Governor (major projects) are not provided to Council in full (i.e. the DNF, stamped plans and documentation) which limits Council's ability to undertake its compliance role.
89	Requirement as to forming of roads	Suggest the inclusion of lighting, street furniture, landscaping, etc.

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
99	Notifications during building work	(3)(b) should not allow notification by register post as only 1 day's notice is required.
102	Health and amenity	This regulative mechanism is already covered by other officers under the SA Public Health Act and is not required in the PDI Regulations.
110	Essential safety provisions	Support the addition of timeframes relating to essential safety provisions under 100(5) and 100(7)
108	Certificates of occupancy	Note the change to require a certificate of occupancy for Class 1a buildings. Support private certifiers completing the certificate of occupancy where they have issued Building Rules Consent. Significant concern that this new requirement will not address existing community expectations and concerns as it is unclear what community issues this regulation is aiming to achieve by including Class 1a buildings and whether it is due to fire safety similar to the existing requirement for commercial buildings or whether it is due to broader safety and amenity concerns.
		Council impact: Some additional resourcing may be required to issue certificates of occupancy, however this work is expected to mostly be undertaken by private certifiers for privately certified approvals.
118	Authorised officers and inspections	It is noted that the PDI Act requires a Development Inspection Policy rather than a Building Inspection policy which will consider both planning and building work matters. However it is unclear why the authorised officer is required to have building qualifications/accreditation only when the intent of the inspection policies is to also address planning matters. Authorised officers should be able to be appointed to address planning consent compliance matters.
		Council impact: Council has planning inspectors which are not qualified building officers, it is unclear how this regulation would impact the Administration's current resources.
122(4)	Rights of review and appeal	Regulation 122 (4) - the form needs to clearly set out reasons for appeal otherwise the CAP will not have any indication on what matters are contested by the applicant.

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
123	Service of notice	Seek the ability to serve a notice by affixing the notice to land or a building as per similar provisions in the local Nuisance and Litter Control Act. This is appropriate as all matters in this Act will already relate to some piece of land or building.
125	Application of Fund	<p>Application of fund authorises Treasury's use of the Planning and Development Fund for much broader purposes than open space development so that it may now be used in any way that promotes or complements a State Planning Policy or strategy.</p> <p>Local Government has a significant interest in accessing the fund for open space grants and programs (which is the purpose for which the land division contributions were originally conceived). Concern is that Local Government's access to these substantial, yet in-demand, funds for open space development, could be diluted by the broader application of, and access to, the P&D Fund. This may mean that council requirements for open space miss out.</p> <p>Would like to clarify through DPTI the intention of broader distribution of open space contributions. The core purpose of the funds could be eroded if used for purposes other than public open space.</p>
Sch 3	Additions to definition of development	1(1) Without knowing what is in the P&D Code, excavation or filling in identified zones or areas this provision cannot be properly considered. Noting areas within West Torrens (Brownhill/Keswick Creek) need to be captured to ensure Excavation or filling in identified zones or areas subject to inundation or flooding are captured.
Sch 4	Exclusions from definition of development	<p>2(1) suggest this clause is amended to include "undertaken by or on the behalf of a council" as many Council works are undertaken by contractors.</p> <p>2 (1)(f) expand on playground equipment to include other recreational facilities such as adult exercise equipment, skate ramps etc.</p> <p>4(1)(f) 2.1 metre fence, conversely, (1)(h) combined retaining all and fence to 3.1 metres - or rationale for one structure being exempt over another</p> <p>4(1)(m) tree houses) - please clarify that this includes cubby houses which maybe free standing and not located within a tree.</p> <p>4(1)(n)(o) - support additions</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
		<p>4(5)(i) what is meant by domestic floor?</p> <p>5 (2)(a) inclusion of definition of home activity to be included in regulations and exempt home child care from the maximum floor area requirement in (5)(2)(b)(i)</p>
Prac DirecPub Not	Practice Direction on Public Notification	<p>Practice direction should provide guidance on what image of the proposed development is included, whether there is a preferable for a floor or elevation plan or artist's sketch.</p> <p>Oppose the inclusion of an exclusion for development which is "of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site" being stated in a Practice Direction. This is more appropriate in a Regulation, as per the existing regulations, as it is a decision that is required to be made</p> <p>7(4) Need for appropriate review of fees and charges in line with full cost recovery. Fees and costs within the legislation should reflect real cost. Suggest consultation occur with LGA to gather real data to establish what the level of full cost recovery may be. Include consideration of an additional cost if 2 signs are required on a lot with 2 frontages</p> <p>11(2) Suggest that applicant should be responsible for the maintenance of sign to an appropriate standard for the minimum period after letters have been sent to owners/occupiers of adjacent land, irrespective of entity responsible for sign erection.</p> <p>Council should be able to opt out of offering the service to place public notice sign. This would require rewording the practice direction to change emphasis from the applicant requesting to the authority agreeing.</p>
Prac DirecPub Not	Attachment 1: Letter to adjacent land	<p>Need to make clear in the public notice what information is required to be provided to be a valid submission.</p> <p>Note that the letter references [relevant authority name] when in practice the community will contact Council rather than CAP or the Assessment Manager directly. This requires further work to be community friendly layout.</p>
Prac DirecPub Not	Attachment 2: Template -	<p>The form lists email and postal address. However relevant address should be required and if email address is provided it should state that if email is listed then that will be the primary method of contact.</p>

Draft PDI (Development Assessment) Regulations - City of West Torrens' Comments

Reg.	Topic	Comment
	Representation submission form	Given Regulation 53(b) says it should include name and address, is only providing email address on the form sufficient - suggest legal advice clarification is required.
Prac DirecPub Not	Attachment 3: Template - Notice on land	<p>Practice direction should provide guidance on what image of the proposed development is included, whether there is a preferable for a floor or elevation plan or artist's sketch.</p> <p>Add a development application number on the notice for ease of reference.</p> <p>Add that there are specific information requirements required in a submission and more information can be found online/in person.</p> <p>"The elements of the proposal which comply with the relevant deemed-to-satisfy standards, and therefore are not subject to comment, include:"</p> <p>Legal advice: If there are two performance assessed elements of a development and only 1 requires public notice may the other be assessed without public notice? If so, should this statement also refer elements of the development that require assessment (as performance assessed) but not subject to public notice. Refer to Section 102(7) of the PDI Act. This is critical for ensuring the community are clear on what they are able to comments on.</p>
	Conditions	Need to add consideration of ongoing maintenance on a number of conditions including condition relating to glazing and landscaping.

17.3 Community Meeting on Infill Development

Brief

This report provides an overview of the proposed structure and format for the Community Meeting on Infill Development and alternative options for engaging the community.

RECOMMENDATION

It is recommended to Council:

That the Administration be authorised to proceed with organising a Community Meeting on Thursday 28 March 2019, consistent with the details listed in the report to Council, to hear and gather feedback from the Community on the impact of Urban Infill Development in the City of West Torrens.

Or

That Council not proceed with holding a Community Meeting relating to Urban Infill Development in the City of West Torrens, but instead, pursue the following actions:

1. Actively encourage the West Torrens Community, via Council's Website and Social Media, to get involved and have their say on discussion papers and other consultation opportunities made available by the Department of Planning, Transport and Infrastructure relating to the new Planning and Design Code resulting from the passing of the *Planning, Development and Infrastructure Act 2016*; and
2. Develop a communications plan to insure the West Torrens Community is fully informed of the changes that will occur in the planning reform process once the *Planning, Development and Infrastructure Act 2016* is fully implemented by June 2020; and
3. Seek to arrange a Community Briefing delivered by the Department of Planning, Transport and Infrastructure staff on the proposed changes to the planning reform process to provide opportunity for the Department of Planning, Transport and Infrastructure staff to hear directly from our Community on their concerns on Urban Infill Development in the City of West Torrens; and
4. Note and support the actions of the Mayor and Chief Executive Officer to liaise with their counterparts at other inner-rim Councils on the issues of Urban Infill with the aim of collectively informing the State Government of Community concerns with the current rate and poor development outcomes of infill and uplift development occurring within inner metropolitan Adelaide.

Introduction

At the Council Meeting on 11 December 2018, the Council resolved:

"Council urgently arrange a community meeting(s) to hear and gather feedback from the residents on the impact of Urban Infill in West Torrens. That Council invite Minister Stephan Knoll, appropriate State Members of Parliament and representatives from DPTI. Also, that Council advertise the community meeting(s), providing fliers with facts, figures and the context for recent changes in planning policies that have led to an increase in Urban Infill."

Discussion

A meeting was held between Administration staff and Cr Woodward as the proposer of the motion, on 23 January 2019 to discuss the community meeting with the intention of determining his expectations with regard to:

- Date
- Objectives
- Format
- Chair/facilitator
- Location
- Invitees
- Promotion
- Registration
- Potential Risks

The intention was to provide this information to the Elected Members for their input. The best mechanism for achieving this in a timely manner was to bring back a report to Council.

Date

The proposed date is Thursday 28 March in the evening.

Objectives

- Community education - reinforce the fact that Council is required to implement State Government policy through development assessment
- Community information - promote current progress of planning reform and identify opportunities for the community to be involved
- Let the community have a voice - opportunity for the State Government to hear directly from the people and not through Council

Format

- Opening welcome by the Mayor
- Presentation from DPTI on planning reform progress (subject to availability if relevant DPTI staff)
- Small discussion at tables for attendees to prioritise major issues
- Present back to State Government representatives
- Q and A

Chair/Facilitator

- Proposing to use Nicole Halsey, Director at UPRS who has planning and facilitator experience and is well aware of general community issues associated with infill. Utilising an external facilitator it demonstrates to the community and State Government that the meeting is not Council biased.

Location

- Proposal to use either Thebarton Community Centre or the West Torrens Auditorium - Thebarton is a much larger venue but is somewhat removed from the areas where major issues are occurring i.e. Plympton and Keswick Wards

Proposed Invitees

- Minister Knoll
- Jayne Stinson MP
- Tom Koutsantonis MP
- Stephen Patterson MP
- DPTI
- Property Council representative
- UDIA representative
- Elected Members
- Community

Promotion

Promotion would be through a number of existing channels:

- Social media
- Website
- Facebook advertising
- Fliers placed at Civic Centre, Library, Thebarton and Plympton Community Centres, for handout by Elected Members
- Letterbox drop of fliers

Registration

- Asking community members to pre-register their attendance will allow the Administration to know the number of attendees for seating purposes, catering and provides an opportunity to request attendees complete a brief survey to indicate their area of interest, and/or pose questions on notice so that the key concerns are understood prior to the event.
- Proposed using Eventbrite for this

Budget

Facilitator - \$2,200 + up to \$2,200 if a summary report is required

Staff overtime - \$1,000

Printing and distribution of approximately 28,000 fliers - \$2,800

Total - \$6,000 - \$8,200

Risks

- Community will have an expectation of action resulting from the meeting, either by Council or State Government
 - Community will always see Council as the decision maker on development assessment regardless of the fact that Council implements State Government policy
 - Opportunity to air grievances but no proposed solutions
 - Potential of social media/media backlash resulting in reputational damage
- If political and DPTI invitees do not attend, community may see the meeting as a waste of time
 - Will expect Council to do something for them
 - Potential of social media/media backlash resulting in reputational damage
- Inconsistent information presented by State Government and Council
 - Example is the current State Government information around public notification which suggests that the community will have a greater say in the future on individual developments but fails to acknowledge that less developments will be subject to notification in the first place, and also that although they may write "their say" there will be no legislated right to actually speak at panel meetings.

- Lack of community interest
 - While many community members have expressed concerns regarding the impact of infill development, it is unclear how many would actually attend a meeting to discuss their concerns. If attendance is poor, the State Government may assume that infill is not an issue in West Torrens making any future commentary on Council's issues

The first phase of the Planning and Design Code has been released for public consultation as have the draft Planning Development and Infrastructure (General) (Development Assessment) Variation Regulations. The second and third phases of the Planning and Design Code are due out this year with the system to be in place by 1 July 2020. Given the tight timeframes, there is little opportunity to make wholesale changes to any of the planning instruments. DPTI have previously stated that the first iteration of the Planning and Design Code will predominantly be a like for like transition of current policy with any significant changes to be implemented in future iterations. This provides little opportunity to influence major changes to the Code and other planning instruments.

Alternative Options

The Administration is actively encouraging the community to get involved and have their say by promoting DPTI consultation opportunities of the website and social media. This will continue as major milestones are reached and documents released for consultation. In addition, a communication plan is being developed to ensure our community are informed as the July 2020 date approaches. This clearly reinforces the idea that this is the State Government's planning policy, not Council's.

DPTI also has the option available where Council or the community can host a briefing or workshop with DPTI staff attending, subject to availability of DPTI staff. This may be an excellent opportunity for the community to hear directly from staff involved in the reform and will diminish the reputational damage that could occur to Council.

The Institute of Australian Architects is seeking to partner with councils to host one or more of a series of public lectures which help to raise community awareness of built form. The presentations seek to demonstrate options that meet residential densities required by policy, without increasing heights.

While this conversation shows how design can mitigate the issues of height, overshadowing, overlooking and amenity issues, it may not address all concerns such as loss of trees and car-parking in the streetscape, and increased populations within the designated policy areas. However this is an opportunity to build the awareness of the community about another built form possibility, and have a more informed discussion. The Administration are currently awaiting further information.

The City of Campbelltown is currently undertaking a Development Plan Amendment looking at minimum allotment sizes and associated issues. When the document is released for public consultation, Council could prepare a submission asking for any proposed amendments relevant to the metropolitan area to be included in the Planning and Design Code.

Conclusion

This report presents an overview of the proposed structure and format for the Community Meeting on Infill Development and alternative options for engaging the community.

Attachments

Nil

17.4 Response to Scoping Paper on SA's Container Deposit Scheme

Brief

This report provides an overview of the proposed response to a scoping paper to review SA's container deposit scheme released for feedback by the Environment Protection Authority SA, and includes a copy of the Administration's recommended response as an attachment.

RECOMMENDATION

It is recommended to Council that the Administration's response to the scoping paper to review SA's container deposit scheme released for feedback by the Environment Protection Authority SA, be approved and submitted within the consultation timeframe.

Introduction

The scoping paper to review SA's container deposit scheme released for feedback by the Environment Protection Authority SA (**Attachment 1**) seeks to build on the success of the Container Deposit Scheme (CDS) in South Australia and further improve recycling and litter reduction.

The CDS was introduced to address significant volumes of beverage containers in the litter stream. The CDS provides a financial benefit to individuals, community groups, sporting clubs and charities that collect empty containers for the refund.

The City of West Torrens has previously taken an interest in this area, having written to the State Minister for Environment and Water in July 2018, requesting the Minister investigate the costs and benefits of increasing the Container Deposit refund amount to 20 cents per item.

Discussion

The EPA scoping paper is designed to inform the South Australian Government of ways to build on the success of the CDS and maintain South Australia's place as a national leader in container recycling.

It seeks consideration of a range of questions around the CDS, including but not limited to:

- The objectives of the scheme; and
- Opportunities to improve the effectiveness of the South Australian CDS.

It's recognised that the fundamental function of the container deposit scheme (CDS) is to support resource recovery and recycling, and reduce litter. As such, consideration should be given to expanding the CDS to factor circular economy objectives through working towards best practice procurement that achieves a minimum standard of recycled content across all levels of government.

Due to the extensive recycling depot network throughout the state, the CDS is considered to be working effectively in ensuring non-refillable beverage containers are kept out of the litter stream, with only 2.8 per cent of litter in SA being beverage containers.

While the CDS is currently successful with its established recycling streams, it should be expanded to include more container types that are eligible for the refund.

In particular, as South Australia is a major producer and consumer of bottled wine, the CDS should be expanded to include glass wine bottles. This may assist to reduce the presence of glass wine bottles in the kerbside recycling stream which is a major cause of glass fines contamination which occurs when glass is broken in the collection vehicles resulting in potential contamination of the load.

In addition to glass wine bottles the CDS should be expanded to include but not be limited to, sauce jars, glass medicine bottles, and bottles over 3 litres. By removing these items from the kerbside recycling stream, there will be less glass contamination of recycling, and hence less waste to landfill, and improved resource recovery.

Furthermore, plastic food containers and non-food containers, drink cartons and the like could be added to encourage greater uptake of recycling, less waste to landfill and hence improved resource recovery.

This would also have the effect to encourage companies to be more aware of packaging materials and consider environmentally responsible options.

Link to Community Plan

Council's interests in the topic of containers deposit legislation is twofold, as both an **advocate** to other levels of government, and as **partner/service provider** in the provision of waste management.

As an **advocate** on behalf of the community, Council has a role to appeal to other levels of government to achieve best practice approaches to reduce our ecological footprint and enhance our natural environment in line with the community's natural environment aspirations reflected in the Community Plan.

As a **partner/service provider** in the provision of waste management, Council's progress indicators include reducing the amount of waste to landfill.

The response proposed herein reflects the dual interests of Council reflected in the Community Plan. The proposed response to be submitted to the discussion paper consultation is presented at **Attachment 2**.

Conclusion

A response to the EPA's scoping paper to review SA's container deposit scheme is proposed for approval to be submitted by the consultation closing date Friday 22 February 2019.

Attachments

1. **Scoping Paper on SA's Container Deposit Scheme**
2. **Response to EPA Scoping Paper on SA's Container Deposit Scheme**

IMPROVING SOUTH AUSTRALIA'S RECYCLING MAKES CENTS

A scoping paper
to review SA's
container deposit
scheme



Contents

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Snapshot of SA Container Deposit Scheme	09
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A message from the Minister



South Australians have led the nation in litter reduction and resource recovery since 1977 with the introduction of our successful container deposit scheme.

Our container deposit scheme continues to be a highly successful environmental program aimed at litter reduction and resource recovery.

The container deposit scheme also provides a financial benefit to community groups, sporting clubs and charities that collect empty containers for refund and supports an industry of container recyclers. In 2017/18 over \$60 million was refunded in South Australia.

As the new Minister for Environment and Water, I am committed to keeping South Australia at the forefront of recycling and resource recovery while also increasing economic activity and creating jobs.

The Marshall Government is starting a conversation on how we as a state can build on our success and improve the container deposit scheme in South Australia and increase litter reduction and resource recovery.

Your views and feedback will help inform the scope of the issues to be considered in the review and the research required to inform the review. These initial discussions will inform a CDS review discussion paper for stakeholder and community consultation in mid-2019.

Your involvement in each stage of the review is sought to generate informed and evidence based discussions and recommendations for change.

Finding innovative solutions that reduce waste, improve our environment and benefit our community is critical to ensuring South Australia continues to lead the nation in waste management and litter reduction.

I welcome your feedback on this very important issue.

David Speirs MP

Minister for Environment and Water

Invitation to comment

This paper is the start of a conversation on how we can build on the success of our container deposit scheme (CDS) to improve recycling and further reduce litter.

The government is seeking ideas on how to improve South Australia's container deposit scheme. Your feedback will help government to determine the scope of the review and the research required to inform the review. It will also help confirm what works well and should be retained.

How to respond

The deadline for comments and submissions is 5pm, Friday, 22 February 2019.

Comments can be provided via:

- [YourSAy](#)
- Email to epainfo@sa.gov.au
- Mail to GPO Box 2607 Adelaide SA 5001.

Written submissions must be lodged with the Environment Protection Authority, at epainfo@sa.gov.au or GPO Box 2607 Adelaide SA 5001.

Important information about your submission

Submissions will be treated as public documents, unless received in confidence subject to the requirements of the *Freedom of Information Act 1991*, and may be quoted in full or part in subsequent Environment Protection Authority (EPA) reports. If you do not want the public to read your submission, please write 'confidential' on your submission.

Please comment on the general issues under discussion.

Tips for written submissions

Providing reasons and evidence for your comments, will assist in the consideration of your comments.

Please include your name, position, organisation and contact details (telephone number, email and postal address) with your submission.

Further Information: Tobias Hills, Manager
Legislation and Policy, Environment Protection
Authority, at tobias.hills@sa.gov.au

Purpose

This scoping paper is the start of a conversation on how we can build on the success of the container deposit scheme (CDS) in South Australia and further improve recycling and litter reduction.

Much has changed since the start of the CDS in 1977, including in terms of types of containers, consumer choices, technology, and markets for recycled materials. It is therefore important to keep looking for opportunities to improve the CDS, both in terms of its role in recycling, and in litter reduction.

Your views and feedback will help inform the scope of the issues to be considered in the review and the research required to inform the review.





Questions

In providing your feedback you may like to consider and respond to the following questions on commonly raised issues. These are offered to help generate discussion and are not meant to be a comprehensive list of potential issues and opportunities.

Questions to guide the preparation of submission

Objectives

- 1 What should be the objectives of the container deposit scheme (CDS)?

Currently the objectives of the CDS are reflected in the Beverage Container Division of the *Environment Protection Act 1993*.

- 2 How well do you think the CDS is currently achieving these objectives?
- 3 Are there other aims that the scheme could achieve that should be reflected in the legislation?

Opportunities to improve the effectiveness of the South Australian CDS

Your views are sought on what opportunities the review should consider to improve the operation of the CDS. In commenting on what you think could be working better you may have a view on the following components of the scheme:

- 4 Containers included – should more types of containers be included in the CDS and are there containers currently receiving a 10-cent refund that should be removed from the scheme?
- 5 Banning of containers – should the scheme ban the sale of beverage containers that present challenges for recycling?

- 6 Governance arrangements – should the review consider how collection depots and supercollectors operate?
- 7 Marking of containers – is there a need to modernise how containers are marked to display the 10-cent refund?
- 8 Payment of deposit – is there another way that you would like refunds to be paid?
- 9 Ease of returning containers – how difficult is it to return your containers for a refund? Are current recycling depots adequate in terms of how many there are and where they are?
- 10 Dispute resolution – should the review consider options to improve the process of dispute resolution between industry parties in the scheme?
- 11 Compliance – are there opportunities for improvements in the administration and enforcement of the scheme?
- 12 Monitoring and information – is there sufficient and transparent information in the current scheme, for example audit needs?

Refund amount

- 13 Should the refund amount be revised?

Supporting research

- 14 What research do you think is required to inform the CDS review?

Out of scope

- 15 Are there parts of the scheme that are working really well and you think should not be considered for change as part of the review?

Engagement options

- 16 How would you like to be part of the CDS review conversation in the future?

Overview

South Australia has led the way in Australia in container recycling for over 40 years.

Container deposit legislation was first introduced in South Australia in 1977 as a litter control measure and is now also used to support resource recovery and recycling.

The container deposit scheme (CDS) was introduced to address significant volumes of beverage containers in the litter stream and broadly coincided with the introduction of non-refillable beverage containers such as cans and then later, plastic soft drink bottles. Prior to this, refillable glass bottles for beer and soft drinks were collected via voluntary schemes established by the manufacturers of those beverages.

In 2003 the scope of containers covered by CDS was expanded to include additional beverage containers such as flavoured milk, juice and waters prevalent in the litter stream at the time. In 2008 the refund amount was increased to 10-cents.

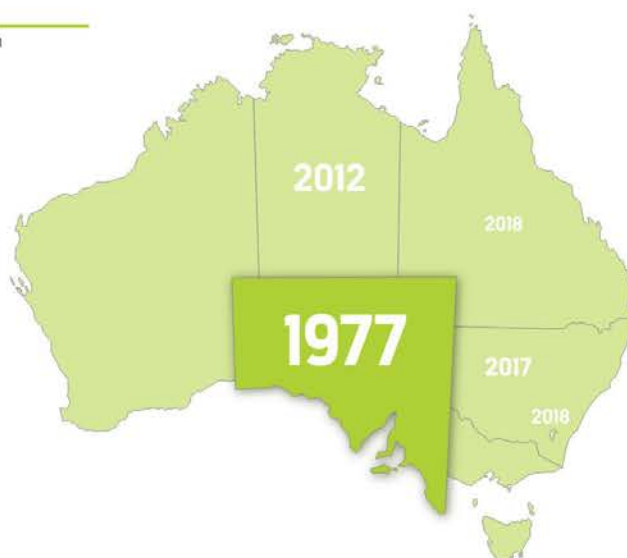
South Australia's CDS continues to be a highly successful environmental program aimed at litter reduction and resource recovery.

In 2017 – 18, almost 603 million containers were recovered by collection depots for recycling, representing a return rate of almost 77% and diverting about 42,913 tonnes from landfill or litter in that year. At its height the CDS return rate was 81% in 2011 – 2012 and has since dropped to 76.9%.

There is an opportunity to build on this success and improve the management of the CDS and the effectiveness of the scheme to promote litter reduction and resource recovery. The government are therefore keen to hear from anyone involved in the scheme, from the manufacturers of beverage containers, to the person returning their empty containers to the local recycling depot, about their ideas to make the CDS work even better.

We will also be looking at lessons learned in other jurisdictions, where container deposit schemes were introduced more recently.

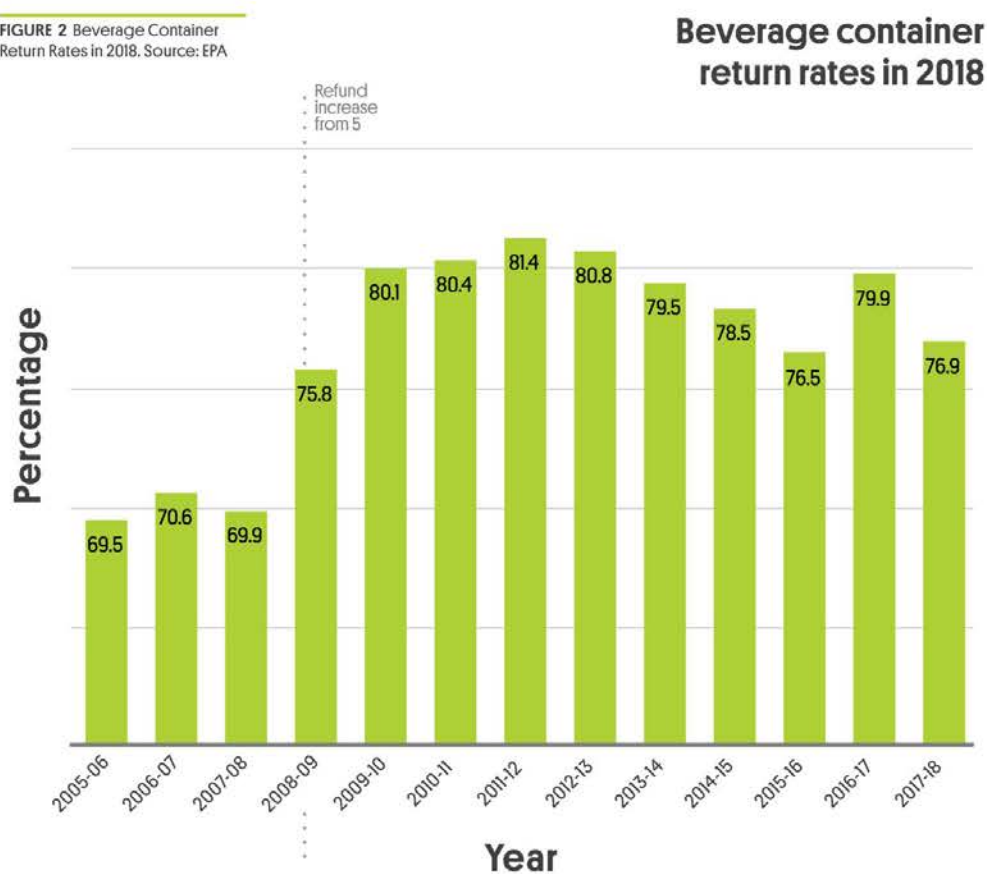
FIGURE 1 Introduction of container deposit schemes by year



What is CDS achieving in SA?

South Australia leads the nation in the recovery and recycling of beverage containers with a current overall return rate of 76.9%. In 2017 - 2018, almost 603 million containers [42,913 tonnes] were recovered by collection depots for recycling, resulting in beverage containers making up only 2.8% of litter in SA.

FIGURE 2 Beverage Container Return Rates in 2018. Source: EPA



IMPROVING SOUTH AUSTRALIA'S RECYCLING MAKES CENTS
OVERVIEW

07

The CDS provides a financial benefit to individuals, community groups, sporting clubs and charities that collect empty containers for refund. In 2017 - 2018 over \$60 million was refunded in South Australia.

South Australians enjoy the convenience of an extensive depot network throughout the metropolitan and regional areas of the state. Many of the 132 approved depots accept a wide range of recyclable materials making them a 'one stop shop' for the public.

According to the KESAB Environment Solutions *CDL Containers and Plastic Shopping Bags in the Litter Stream Report 2018*, beverage container litter currently represents only 2.8% of litter items in South Australia. This result is the same as the Northern Territory which recorded 2.8%. About 6.2% of Queensland's litter was beverage containers, with 6.5% in Victoria, 8.2% in New South Wales and 14.7% in Western Australia.

Percentage of CDS items in the litter stream

FIGURE 3 Percentage of CDS items in the litter stream.
Source: KESAB Environment Solutions CDL Containers and Plastic Shopping Bags in the Litter Stream Report 2018

State/ Territory	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
NT	3.2%	4.3%	5.3%	4.1%	2.1%	2.1%	2.0%	2.8%	2.6%	2.8%
SA	2.7%	2.2%	1.9%	2.2%	2.1%	1.9%	2.0%	2.9%	3.0%	2.8%
QLD	5.3%	4.2%	5.0%	4.7%	4.8%	5.8%	5.5%	5.7%	6.6%	6.2%
VIC	4.3%	7.1%	6.9%	7.0%	7.8%	8.1%	7.1%	7.4%	7.5%	6.5%
NSW	6.1%	7.1%	6.9%	7.5%	8.0%	8.5%	8.7%	8.7%	9.6%	8.2%
WA	10.2%	9.7%	11.0%	13.2%	12.8%	13.9%	14.6%	13.0%	15.8%	14.7%

A snapshot of South Australia's Container Deposit Scheme

How does the Container Deposit Scheme work?

South Australia's container deposit legislation is contained within Part 8 Division 2 of the *Environment Protection Act 1993*.

The Environment Protection Authority (EPA) is the regulator of the scheme and ensures that the refund is made available for the person returning the empty container to the collection depot and that the empty containers are collected for recycling or reuse.

The collection and recycling process has been established by companies called 'super collectors', which enter into contractual arrangements with both collection depots and beverage suppliers.

The beverage suppliers must ensure that they have an effective waste management arrangement for the return and recovery of their containers sold in South Australia and they must ensure that their containers are recyclable.

The process ensures consumers are refunded the deposit and depots are paid for the collection and sorting service. The financial incentive provided by the ability to get a refund ensures the empty beverage containers are collected for recycling rather than littered or sent to landfill.

The scheme operates as follows:

- Beverage supplier establishes a contract with a super collector and pays a fee to cover the 10-cent refund and handling of containers to the super collector to establish a collection system to recover beverage containers sold in South Australia.
- Beverage supplier may incorporate these costs in the price of the product when selling to the retailer.
- Retailer passes these costs on to the consumer as part of the total price of the product.
- Consumer or person who has collected the empty container takes it to a depot or retailer and collects the 10-cent refund.
- Beverage containers are sorted by material type and returned to the super collector for recycling. The super collector reimburses the refund amount and pays a handling fee to the collection depot.
- Glass containers are sorted by colour and sold to a glassmaker for the manufacture of new bottles.
- Aluminium, steel, liquid paperboard and plastic containers are recycled through markets sourced by the super collector.

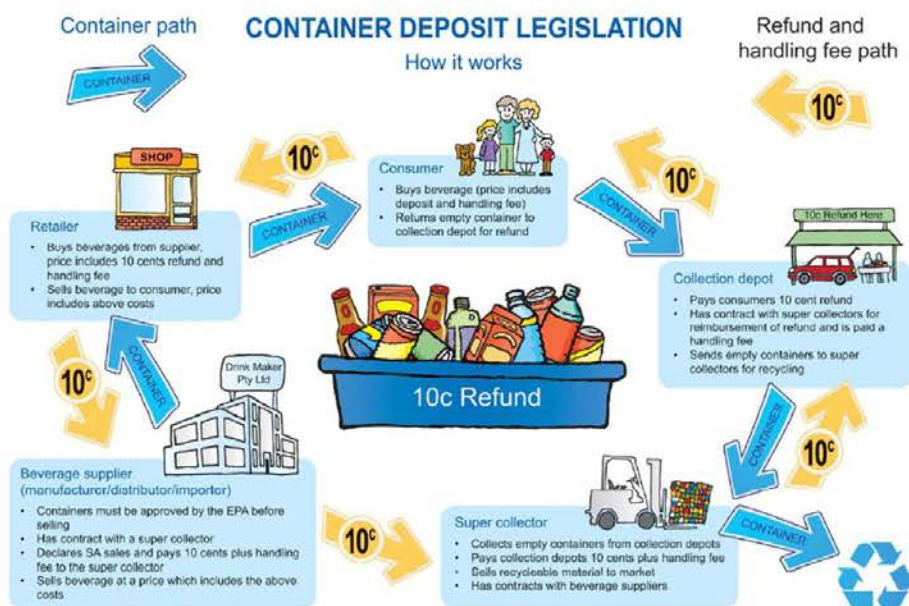


FIGURE 4 South Australia Container Deposit Scheme, EPA 2017

Which beverage containers attract a refund?

The legislation applies only to containers sold in South Australia and for which a deposit has been paid. The following is a guide of beverages [guide of beverages](#) covered:

In containers up to and including **three litres**:

- soft non-alcoholic drinks
- beers, ales and stouts
- water – plain, still or carbonated spring water, mineral water and any other water intended for human consumption
- wine-based and spirit-based beverages – any beverage that contains both wine or spirituous liquor and additional beverages or flavours. This can include (but is not limited to) fruit-flavoured wine, wine coolers, ready to drink alcoholic beverages
- most other alcoholic beverages.

In containers less than **one litre**:

- flavoured milk
- pure juice (90% or more fruit or vegetable juice).

South Australia's container deposit scheme (CDS) does not capture certain beverages and their containers — such as plain milk, wine (made from the fermentation of grapes) and spirituous liquor in glass bottles, fruit juice in containers of one litre or more, flavoured milk in containers of one litre or more, and any beverages in containers greater than three litres — because these are not generally consumed as take-away products and therefore do not usually contribute to the litter problem.

Most beverage containers not captured by the legislation can be recycled and the EPA encourages consumers to dispose of them through their council kerbside collection system or drop-off centres.

Where to from here?

How will your feedback be used?

A summary of feedback will be prepared and released publicly. Based on the outcomes of this consultation process, further detailed consultation with the community, business, industry and other parties will be undertaken.

The results of the consultation process will be used to inform decisions by government on options to improve the Container Deposit Scheme, including any legislative change.





Recycling Makes Cents - Container Deposit Scheme Scoping Paper

City of West Torrens Submission

The City of West Torrens appreciates the opportunity to provide feedback on the EPA's Scoping Paper, Improving South Australia's Recycling Makes Cents - A Scoping paper to review SA's Container Deposit Scheme.

The West Torrens Council has taken an active interest in this area having written to the State Minister for Environment and Water in July 2018 seeking that the Minister request an investigation of the costs and benefits of increasing the Container Deposit refund amount to 20c per item.

What should be the objectives of the Container Deposit Scheme (CDS)?

As part of this review it's important to recognise that the fundamental function of the container deposit scheme (CDS) should be to support resource recovery and recycling, and reduce litter. The objectives of SA's CDS should also be expanded to factor circular economy objectives across all levels of government by improving take up (and working towards future mandating) of best practice 'green' procurement that achieves a minimum acceptable level of recycled content.

How well do you think the CDS is currently achieving these objectives?

Data from the City of West Torrens' 2018 kerbside bin audit indicate that CDS containers are being placed in kerbside bins at an estimated rate of 1.7 containers per landfill bin and 3.8 containers per recycle bin suggesting that a degree of re-education may be required to prevent reusable resources going to landfill.

CDS is considered to be working effectively in ensuring non-refillable beverage containers are kept out of the litter stream, with the KESAB Litter Stream Report data from 2018 indicating only 2.8% of litter in SA consists of beverage containers compared with more than double that percentage in other states, however the recovery rate of liquid paperboard containers has been declining since 2016.

Should more types of containers be included in the CDS?

While the CDS is currently successful with its established recycling streams, it should be expanded to include more container types that are eligible for the 10 cent refund.

In particular as South Australia is a major producer and consumer of bottled wine, the CDS should be expanded to include glass wine bottles. This may assist to reduce the presence of glass wine bottles in the kerbside recycling stream which is a major cause of glass fines contamination.

In addition to glass wine bottles the CDS should be expanded to include but not be limited to, sauce jars, glass medicine bottles, and bottles over 3 litres. By removing these items from the kerbside recycling stream, there will be less glass contamination of recycling, and hence less waste to landfill, and improved resource recovery.

Furthermore, plastic food containers and non-food containers, drink cartons and the like could be added to encourage greater uptake of recycling, and hence less waste to landfill. This would also encourage companies to be more aware of packaging materials and consider environmentally responsible options.

Should the scheme ban the sale of beverage containers that present challenges for recycling?

It is suggested that the Australian Packaging Covenant Organisation should be encouraged to work more closely with the resource recovery sector to develop containers that can be simply recycled, beverage containers such as juice or yoghurt squeeze packs being comprised of several different types of plastics are challenging to recycle. To further encourage the production of containers that are easier to recycle, complex and unnecessary packaging could be banned.

Should the review consider how collection depots and supercollectors operate?

As part of this review, consideration should also be given to the current functioning of collection depots and supercollectors, to ensure they are operating ethically, effectively and meeting the needs of the community.

Is there another way that you would like refunds to be paid?

The current system for payment of deposit should remain unchanged or electronic methods of payment be provided as an option. A contributing factor in the success of CDS in South Australia is through active collection efforts from individuals seeking to supplement their income, so removal of a cash payment option may impact the success rate of the current scheme. We welcome the opportunity to discuss our feedback with you in more detail.

Should you require further information or would like to discuss this submission please contact Sue Curran, Manager Strategy and Business on 8416 6333.

17.5 Response to Single-Use Plastic Products Discussion Paper

Brief

This report provides an overview of the proposed response to the Single-Use Plastic Products Discussion Paper released for feedback by Green Industries SA, and includes a copy of the Administration's recommended response as an attachment.

RECOMMENDATION

It is recommended to Council that the Administration's response to the Turning the Tide on Single-Use Plastic Products Discussion Paper consultation conducted by Green Industries SA, be approved and submitted within the consultation timeframe.

Introduction

Green Industries SA is undertaking a consultation seeking views on areas for potential plastics reform. Feedback is also sought on potential unintended consequences of government intervention, in addressing single-use plastic products and their impact on our environment.

The *Turning the Tide on Single-Use Plastic Products Discussion Paper (Attachment 1)* (the Paper) seeks to further the public conversation around a range of single-use plastic products that impact our environment. Among other jurisdictions, the paper draws on information from the European Union to inform this conversation.

Discussion

The Green Industries SA paper is designed to inform the SA Government's continued efforts to maintain South Australia's place as a national leader in recycling and transition to a circular economy.

It seeks consideration of a range of issues concerning plastic products, including but not limited to;

- banning plastic bags and other single use plastic items due to their environmental impacts;
- the proposed exclusion of certain items from any such reforms; and;
- ways in which labelling could be improved to facilitate effective recycling and appropriate disposal of products.

The paper provides detailed factual information with regard to the detrimental impact single-use plastics have on the natural environment, with a particular focus on the impact on our waterways and aquatic environments from a global context. As a snapshot, 8 million tonnes of plastic waste enters the ocean each year, and it is recognised that this mass of single-use plastic products is causing significant environmental problems. Single use plastic products are particularly problematic due to their high disposability, propensity for being littered, low biodegradability, and growing accumulation in the ocean.

As part of this discussion, it is viewed as appropriate to extend the ban on lightweight single use shopping bags to include a ban on thicker plastic bags. It is also considered appropriate to give similar consideration to banning any packaging which is considered challenging to sort in the recycling process, such as black meat trays. (Current technology is unable to read the recycling imprint in black plastics required for sorting into the relevant recycling stream, therefore products end up in landfill despite best efforts.)

While banning thicker plastic bags at the checkout should occur, consideration could also be given to the implementation of *compostable* produce bags in place of the current plastic produce bags (used in fruit and vegetables section), as this would benefit the food organics and green organics waste stream by helping to direct food waste into the green organics bin and away from landfill. It would also provide the potential to support new ecofriendly industries (such as the recent launch of BioBag's Adelaide compostable bag manufacturing plant in the local economy).

Reusable or compostable alternatives exist for each of the following plastic products, and therefore South Australia should follow the lead of other states and countries around the world and introduce measures to ban items such as: single-use plastic straws and plastic-lined takeaway coffee cups, as well as plates and cutlery, cotton buds, plastic wrap, the lids of takeaway coffee cups and soft drink cups, polystyrene and six pack holders.

As part of this discussion the benefits in improving product labelling of compostable packaging is recognised. This labelling is currently considered inadequate and needs significant improvement. In addition to implementing bans, legislation around labelling on how to recycle or dispose of any plastic product should be pursued.

In summary State Government intervention is required in relation to addressing the issue of single-use products on the environment, as for the most part, manufacturers are not prioritising environmental responsibility and self-regulation of this issue. The severity of this issue in regard to environmental pollution due to soft plastics is such that government intervention is warranted.

Link to Community Plan

Council's interests in the topic of single-use plastic products is twofold, as both an **advocate** to other levels of government, and as **partner/service provider** in the provision of waste management.

As an **advocate** on behalf of the community, Council has a role to appeal to other levels of government to achieve best practice approaches to reducing our ecological footprint and enhance our natural environment in line with the community's natural environment aspirations reflected in the Community Plan. As a **partner/service provider** in the provision of waste management, Council's progress indicators include reducing the amount of waste to landfill.

The response proposed herein reflects the dual interests of Council reflected in the Community Plan. The proposed response to be submitted to the Discussion Paper consultation is presented at **Attachment 2**.

Conclusion

A response to the Single-Use Plastic Products Discussion Paper is proposed for approval to be submitted by the consultation closing date Friday 22 February 2019.

Attachments

1. **Single-Use Plastic Products Discussion Paper**
2. **Response to Single-Use Plastic Products Discussion Paper**

TURNING THE TIDE ON SINGLE-USE PLASTIC PRODUCTS

Discussion paper



Government of South Australia
Green Industries SA



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Green Industries SA GPO Box 1047
Adelaide SA 5001

Telephone [08] 8204 2051

Email: greenindustries@sa.gov.au

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A message from the Minister



As South Australians, we have a history of leading the nation in waste management. From our Container Deposit Scheme to the Plastic Bag ban, our state has a lot to be proud of.

As the Minister for Environment and Water, I am committed to keeping South Australia at the forefront of recycling and resource recovery while also increasing economic activity and creating jobs.

Much of what we refer to as wastes are in fact resources that we should strive to keep circulating within the economy.

South Australia is well placed to build on the success of existing legislation for beverage containers and single-use plastic bags. A similar approach could be used for a wide range of other single-use plastic products, which, like plastic bags, are largely intended for disposal after a single-use, and for many of these products there remains no feasible recycling pathway.

The Marshall Government is seeking your ideas and feedback on how we as a state can better protect our natural resources and environment from impacts associated with single-use or throwaway plastic products.

Additionally, ten years on from the last change to the popular Container Deposit Scheme (CDS), it is time to consider opportunities to further improve the scheme, including in terms of its contribution to recycling. We are seeking your feedback on the issues and opportunities to be considered in a review of the CDS.

Continuing to find innovative solutions that reduce waste, improve our environment and benefit our community is critical to ensuring South Australia continues to lead the nation in waste management.

I welcome your feedback on these important issues.

David Speirs MP
Minister for Environment and Water



Invitation to comment

The deadline for comments and submissions is 5:00pm, Friday, 22 February 2019.

What is being decided?

The government is seeking ideas on measures to better protect our environment from impacts associated with single-use plastic products.

How can your feedback influence the decision?

Views expressed in feedback will help inform government interventions on single-use plastic products.

Get involved:

Comments on this single-use plastics discussion paper can be provided in writing or online, including by undertaking a short survey, at yoursay.sa.gov.au

Written submissions must be lodged with Green Industries SA, at greenindustries@sa.gov.au or GPO Box 1047 Adelaide SA 5001.

Important information about your submission

Submissions will be treated as public documents, unless received in confidence subject to the requirements of the *Freedom of Information Act 1991*, and may be quoted in full or part in subsequent Green Industries SA reports. If you do not want the public to read your answers, please write "confidential" on your submission.

You may agree or disagree with, or comment on, the general issues discussed in the single-use plastics discussion paper or the proposed measures identified to address single-use plastic products. Please provide reasons for your comments, supported by relevant data. You can make an important contribution by suggesting an alternative or more appropriate approach to single-use plastic products.

How will your feedback be used?

A summary of feedback will be prepared and released publicly. Subject to the outcomes of this consultation process, further detailed consultation with business, industry and other parties will be undertaken.

Tips for written submissions

Please keep in mind the following when preparing your submission:

- list points so that issues raised are clear and include a summary of your submission
- if possible, refer each point to the appropriate section, chapter or proposal in the document
- if you discuss different sections of the document, keep these distinct and separate, so there is no confusion as to which section you are considering
- attach any factual information you wish to provide and give details of the source.

Please include your name, position, organisation and contact details (telephone number, email and postal address) with your submission.

Contact:

Ian Harvey, Director Strategy and Policy, Green Industries SA – telephone 08 8204 2051.



Purpose

Single-use plastics are attracting considerable local, national and international interest and the South Australian community has increasingly been calling for action on items such as plastic bags, coffee cups and polystyrene.

This discussion paper seeks to further the public conversation around a range of single-use plastic products that are impacting our environment. It draws upon a significant amount of information from the European Union [EU] and other places to inform this conversation.

The EU announced in late October 2018 its intention to ban single-use plastic items such as plates, cutlery, straws, balloon sticks or cotton buds.¹ In relation to the consumption of several other single-use items

for which no current alternative exists, and which are not banned outright, the EU intends to impose reduction targets and associated timeframes.

As a government, it's important to target our efforts where it has the greatest benefit. This discussion paper therefore seeks your views on areas of potential reform as well as any potential unintended impacts that may arise from any government intervention.

Your feedback will help to inform the government's continued efforts to maintain South Australia's national leadership in recycling and our transition to a circular economy. Questions are posed throughout the discussion paper to help guide your submission.

Questions we would like you to consider

- 1 Do you consider single-use plastic products are causing environmental problems?
- 2 What do you consider to be the most important problem associated with single-use plastic products that needs to be addressed?

Plastic bags

- 3 What are your views on extending South Australia's ban on lightweight single-use shopping bags to include thicker plastic bags? What would be the consequences of such action for community, businesses and the environment?
- 4 Should all checkout bags and produce bags (i.e. for grocery items) be made from compostable (Australian Standard 4736-2006) material? What would the impacts be for retailers, consumers and industry? Would there be demand and flow-on benefits in establishing new industry to produce compostable bags here in SA?
- 5 What do you do with biodegradable, degradable or compostable bags once you have finished using them? What do you think about the idea of banning lightweight single-use shopping bags even those made from biodegradable, degradable or compostable substances, as has been proposed in other Australian jurisdictions?

Straws, coffee cups and other items

- 6 Do you think South Australia should introduce measures to address items such as single-use plastic straws and plastic-lined takeaway coffee cups? What other single-use plastic items or single-use products would you like to be considered for possible government intervention?

Excluded items

- 7 What are your views on the list of items excluded (see page 30) and do you think there are others that do not require additional action or should be exempt from possible government intervention, and why? Are there exclusions that should be included? Why?

Labelling

- 8 Do you think that labelling describing how to recycle or dispose of a product, or parts of the product is helpful to consumers? For which products would better product labelling enable better disposal?

Business, retailers, manufacturers and importers

- 9 If you are a South Australian based manufacturer or importer of any of the single-use plastic products mentioned in this discussion paper, what are your views on this topic? Do you have access to alternatives? Are there cost impacts that need to be considered as part of this discussion?
- 10 If you are a retailer or business that sells, offers or provides single-use plastic products mentioned in this discussion paper, what are your views on this topic?

Community

- 11 As a consumer of single-use plastic products mentioned in this discussion paper, what are your concerns? What would you like to see done to address the problem(s) or concern(s)?
- 12 Do you think government intervention is required in relation to single-use plastic products or other single-use items? If so, what type and in what timeframe?
- 13 Do you think that restricting the sale or supply of some single-use plastic or other single-use products for which there are more sustainable alternatives available is a good idea?

Fast Facts



Plastics production has surged over the past 50 years, from 15 million tonnes in 1964 to 311 million tonnes in 2014, and is expected to double again over the next 20 years, as plastics serve increasingly many applications.



The production of plastics from fossil feedstocks has a significant carbon impact that will become even more significant with the projected surge in consumption of plastics.



Currently, packaging represents 26% of the total volume of plastics used globally.



According to UN Environment, one million plastic drinking bottles are purchased every minute, while up to 5 trillion single-use plastic bags are used worldwide every year.



In total, half of all plastic produced is designed to be used only once — and then thrown away.



Australians use around 10 million straws a day, equating to 700,000 per day in South Australia.



It's estimated that 500 billion disposable coffee cups are produced globally each year



At least 8 million tonnes of plastics leak into the ocean each year – which is equivalent to dumping the contents of one garbage truck into the ocean per minute.



Today, about 300 million tonnes of plastic waste every year are produced, nearly equivalent to the weight of the entire human population.



The best research currently available estimates that there are over 150 million tonnes of plastics in the ocean today.



If current trends continue, the ocean is expected to contain 1 tonne of plastic for every 3 tonnes of fish by 2025, and by 2050, more plastics than fish by weight.



Bits of plastic have been detected in the faeces of people in Europe, Russia and Japan, according to research claiming to show for the first time the widespread presence of plastics in the human food chain.



80% of marine litter is from land based sources.

These facts are derived from a range of sources mentioned in this discussion paper.



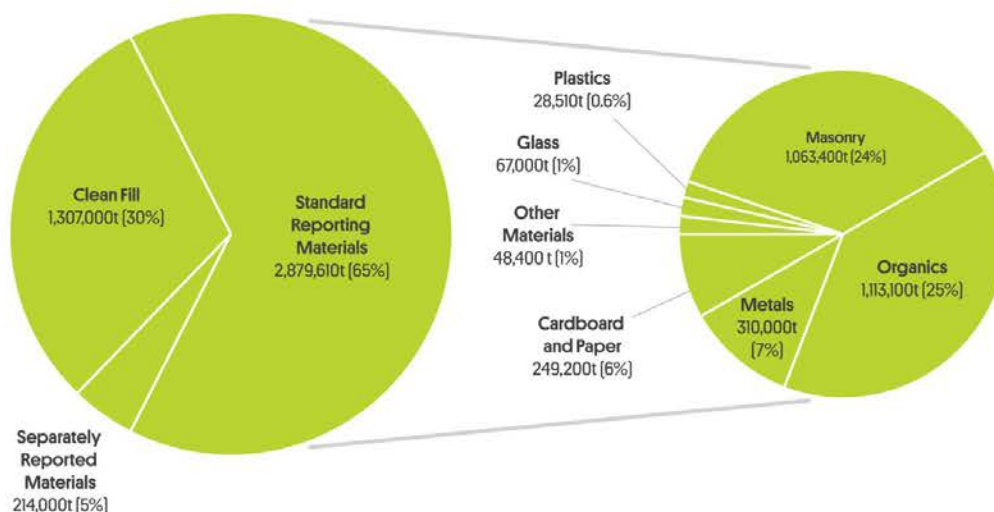
Introduction

South Australia leads recycling in Australia with 84% of its waste being redirected from landfill to better uses locally, interstate and internationally. Most of the material is recycled locally in the form of construction wastes (masonry) and organics. Construction and demolition wastes have a recovery rate of over 90%, while commercial and industrial wastes have a recovery rate of around 80%. However, municipal household waste achieves the lowest recovery rate at approximately 55%.

Recycling creates jobs – it has been estimated that approximately 9.2 jobs are created for every 10,000 tonnes recycled compared with 2.8 jobs for every 10,000 tonnes landfilled.² In South Australia, the recycling and waste industry has a turnover of about \$1 billion and employs approximately 4,800 people directly and indirectly.

There aren't large 'step' changes left to be made in the construction and demolition, and commercial and industrial sectors. The emphasis for these remains focussed on better collection (e.g. precincts for restaurant and food waste), broader market development (new products and services based on recovered materials), government and business procurement strategies (to improve market pull through) and higher performing products and standards (to capitalise on the market opportunities to replace virgin products).

FIGURE 1 Contribution of different material categories to SA's resource recovery during 2016-2017



However, there are potential 'step' changes to be made in other sectors such as single-use plastics, including packaging. The industry-led Australian Packaging Covenant and its predecessor arrangements have been in place since 1999 and are underpinned by statutory measures in most Australian jurisdictions. While some inroads have been made on light-weighting of packaging, or material substitution (e.g. glass food or beverage container replaced by a plastic container), along with improved kerbside recycling, the overall impact on the supermarket aisle is not significant for most people, and for some their recycling bin is often full to overflowing. Many argue that packaging waste has increased as evidenced by the rise in packaged fruit and vegetable items. The reasons for this perceived increase are complex, and relate to market preferences and diversification, security and food preservation, shelf space impact on buying patterns, and brand recognition.

The proposition underpinning this *Turning the tide on single-use plastic products* discussion paper (the discussion paper) is that impacts arising from the production and consumption of single-use plastics and other single-use items on the economy, society and the environment require rapid intervention to reduce, minimise or eliminate those impacts.



Plastics

Plastics play an important role in our economy and daily lives. Light and innovative materials in cars or planes save fuel and cut CO₂ emissions and when used in packaging, plastics help ensure food safety and reduce food waste. Combined with 3D printing, bio-compatible plastic materials can save human lives by enabling medical innovation.³

However, too often, the way plastics are currently produced, used and discarded harms our environment. The amount of marine litter in oceans and seas is growing, to the detriment of ecosystems, biodiversity and potentially human health and is causing widespread concern. At the same time, valuable material that could be brought back into the economy is lost, once thrown away or littered. The potential economic and environmental benefits of a more resource-efficient and circular approach are not realised.⁴

The need to tackle these problems and reduce the associated environmental, economic and social harm is widely recognised.

Single-use plastics, and in particular plastic packaging is widely available, persistent, and at best prone to disposal to landfill rather than recycling and at worst prone to littering where it may enter the marine environment. Studies in the EU regard plastic as the main source of marine litter as it is hardly biodegradable and it can have toxic and other harmful impacts. Due to its persistency, these impacts are growing as each year we generate more plastic waste. It is a global problem as acknowledged by many initiatives worldwide.⁵

In addition to harming the environment (particularly wildlife impacts), marine litter damages activities such as tourism, fisheries and shipping. For instance,

In the EU it is estimated that the cost of marine litter to EU fisheries is between 1% and 5% of total revenues from catches by the EU fleet. It threatens food chains, especially seafood.⁶

Australia and South Australia are not isolated from these issues.

The decision by China to restrict or ban the import of recyclable materials, alongside television programs such as the ABC's *War on Waste*⁷ have highlighted the pressing need to do something, and find local solutions.

In April 2018, Australia's Environment Ministers committed to set a substantial path for Australia's recyclable waste. Commitments at that time included an agreement to make 100% of packaging in Australia reusable, recyclable or compostable by 2025 or earlier, and for governments to work with the industry led Australian Packaging Covenant Organisation (APCO) to deliver this target.⁸ The development of targets for the use of recycled content in packaging was also endorsed.

On 11 September 2018, the APCO Board approved four national packaging targets and a Strategic Intent Plan. The targets are that, by 2025:

2025 Targets

100% of packaging will be reusable, recyclable or compostable

70% of plastic packaging will be recycled or composted

30% average recycled content will be included across all packaging

Problematic and unnecessary single-use plastic packaging will be phased out through redesign, innovation or alternative delivery methods



The Government of South Australia recognises that it also has a role in managing the problems associated with packaging. This includes single-use plastic packaging which affects all states and territories in Australia.

Ideally a joined up national approach is preferred, however, like looking down the wrong end of a telescope the targets are clear but appear a long way off. This discussion paper suggests that if we are to meet those targets, immediate and timely action is required and that the focus should be on single-use plastics, more broadly and not just packaging.

Other countries around the world are responding to the same pressures in relation to single-use plastics. France has banned plastic cups and plates, Italy and France are banning plastic cotton buds, the UK intends to ban straws, joined by the Brussels region recently, and other countries like Ireland and Portugal are considering similar measures.

What are single-use plastics?

The 2016-17 Australian Plastics Recycling Survey – National report commissioned by the Australian Government Department of the Environment and Energy defined a 'plastic' for the purposes of that report as:

“ A plastic material is any of a wide range of synthetic or semi-synthetic organic solids that are mouldable. Plastics are typically organic polymers of high molecular mass, but they often contain other substances. They are usually synthetic, most commonly derived from petrochemicals, but many are either partially natural or fully natural [i.e. biobased].⁹

Further information on plastics, including those marketed as 'environmentally friendly', is provided in the appendix on page 38.

Single-use plastics, refers to plastic packaging or other consumer products made of plastic that are designed to be used once, often away from home, and thrown away after a brief use. These items are particularly litter prone. Single-use plastics include small packaging, bags, disposable cups, lids, straws and cutlery.¹⁰

It is recognised that some single-use plastic items that are used in health related applications and procedures are also designed to be used once and then disposed. These items are not the subject of this discussion paper.

In the EU, the top 10 most commonly found single-use plastics makes up 86% of all single-use plastic in beach litter and is responsible for more than half of plastic marine litter. This list has been stable in recent years and over different regional seas within Europe. The list is very similar to lists in the US and other countries that consistently find the same single-use plastics in their marine litter.



TABLE 1: EU top 10 most commonly found single-use plastics

RANKING	ITEM
1	Drink bottles, caps and lids
2	Cigarette butts
3	Cotton bud sticks
4	Crisp packets / sweet wrappers
5	Sanitary applications [e.g. wet wipes, sanitary towels]
6	Plastic bags
7	Cutlery, straws and stirrers
8	Drinks cups and cup lids
9	Balloons and balloon sticks
10	Food containers including Fast food packaging

Whilst the dominance of this top 10 is stable, proposed legislation in the EU will have a review clause allowing for possible changes in the products or measures covered.¹¹

In Australia, the National Report for the 2016-17 National Litter Index indicates that overall, cigarette butts, beverage containers and takeaway food packaging represent two-thirds (66%) of all the litter counted across the country.¹²

South Australia has consistently had less beverage containers in the litter stream than other state and territory jurisdictions and this is directly attributable to this state's container deposit legislation. South Australian litter surveys undertaken twice a year

for more than 20 years support this finding,¹³ as well as marine debris surveys undertaken by the Commonwealth Scientific and Industrial Research Organisation (CSIRO).

To provide some comparison with the EU findings presented in **Table 1**, Green Industries SA (GISA) analysed 5 years of litter count survey data for South Australia with the following exclusions:

- GISA's analysis excluded glass and metals which are relatively inert and less mobile once littered; and
- GISA's analysis excluded cigarette butts: As is the case nationally and internationally, cigarette butts are the most numerous (by number, not volume) item of litter. Waste from tobacco products, in particular cigarette filters containing plastic can persist in the environment for many years. Existing measures that can lead to a reduction in cigarette butt litter include community health measures aimed at reducing the number of smokers, litter enforcement action through the *Local Nuisance and Litter Control Act 2016*, extended product responsibility measures from tobacco manufacturers (e.g. butt litter campaigns), provision of infrastructure and education and awareness.

Considering the above exclusions, South Australia's top 10 littered items (not specifically related to marine pollution) are provided in **Table 2** and are based on total litter counts taken over a 5 year period ending November 2017. The top 10 presented in **Table 2** are expressed in relative count order with the 10th item assigned a relative frequency of 1. The counts of *Other paper (including tissues)* are 11.5 higher than those of Packing tape and straps.



TABLE 2: South Australia's top 10 littered items

ITEM	RELATIVE FREQUENCY
Other paper (including tissues)	11.5
Other plastic	5.9
Snack bags & confectionery wrappers	2.8
Cups/take away containers	2.1
Packages & boxes	2.0
Straws	1.8
Take away & cups	1.8
Plastic bottle tops	1.7
Clothing & materials	1.1
Packing tape & straps	1.0

Not surprisingly, there are similarities between the single-use plastics in both tables as many of the products containing plastic are global in their distribution, marketing and use. However, there are also some single-use plastics which may not be particularly prevalent in the litter stream but are not able to be recycled or difficult to recycle such as polystyrene packaging and plastic lined takeaway coffee cups. These products by design can only be disposed to landfill (at best) and for some, alternative recyclable, compostable or biodegradable product alternatives are available.

What is the problem?

Over the past several years, there has been a steady increase in the volume of highly reputable international literature that addresses this question. This discussion paper draws heavily from organisations such as the Ellen MacArthur Foundation, the European Commission, the United Nations Environment Program and others. Some compelling facts presented at the front of this discussion paper are derived from these organisations' investigations.

Imagining a world without plastics is nearly impossible. Plastics are increasingly used across the economy, serving as a key enabler for sectors as diverse as packaging, construction, transportation, healthcare and electronics. Modern innovations mean today's plastics make up 50% of a vehicle's volume, but only about 10% of its weight.¹⁴ Plastics have brought massive economic benefits to these sectors, thanks to a combination of low cost, versatility, durability and high strength-to-weight ratio.¹⁵

However, due to its slow decomposition, plastic accumulates in seas, oceans and on beaches worldwide, including Australia. 80% of marine litter emanates from land based sources.¹⁶ The European Commission notes that plastic residues are found in marine species – such as sea turtles, seals, whales and birds, but also in fish and shellfish, and therefore in the human food chain. While plastics are a convenient, adaptable, useful and economically valuable material, these need to be better used, re-used and recycled. When littered, the economic impact of plastics encompasses not just the lost economic value in the material, but also the costs of cleaning up and losses for tourism, fisheries and shipping.¹⁷

The United Nations Environment Program has estimated the total natural capital cost to the marine ecosystem as a result of plastic littering to be \$13 billion per year globally, accounting for 17% of total lifecycle impacts on the marine ecosystem. This includes economic losses incurred by fisheries and tourism as well as time spent cleaning up beaches.¹⁸

Very large quantities of plastic waste leak into the environment from sources both on land and at sea, generating significant economic and environmental damage. Globally, 5 to 13 million tonnes of plastics — 1.5 to 4% of global plastics production — end up in the oceans every year.¹⁹

According to the World Economic Forum, in its report *The New Plastics Economy (2016)* at least 8 million tonnes of plastics leak into the ocean each year – which is equivalent to dumping the contents of one garbage truck into the ocean per minute. If no action is taken, this will increase to 2 per minute by 2030 and 4 per minute by 2050. The report suggests that packaging represents the major share of the leakage. Not only is packaging the largest application of plastics with 26% of volumes, its small size and low residual value also makes it especially prone to leakage. One indicative data point cited in the report is that plastic packaging comprises more than 62% of all items [including non-plastics] collected in international coastal clean-up operations.²⁰

“ This phenomenon is exacerbated by the increasing amount of plastic waste generated each year, and is also fuelled by the growing consumption of 'single-use' plastics, i.e. packaging or other consumer products that are thrown away after one brief use, are rarely recycled and prone to being littered. These include small packaging, bags, disposable cups, lids, straws and cutlery, for which plastic is widely used due to its lightness, low cost, and practical features.²¹



iStock/Getty Images

For Australia, injury and fatality to vertebrate marine life caused by ingestion of, or entanglement in, harmful marine debris was listed as a key threatening process under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) in August 2003.

A Threat Abatement Plan for the impact of marine debris on the vertebrate wildlife of Australia's coasts and oceans was subsequently developed to outline priority areas for government action at a local, state and national level. The Threat Abatement Plan was recently updated in 2018 and highlights 'limit[ing] the amount of single-use plastic material lost to the environment in Australia' as a high priority action.²²

“Plastics are an obvious, problematic target for action. Experts say fishing gear [ropes and nets made from synthetic fibres], balloons and plastic bags are the biggest entanglement threat to marine fauna, and plastic bags and utensils are the biggest ingestion risk for seabirds, turtles and marine mammals [Wilcox et al., 2016]. Plastics may also be chemically harmful in some contexts, either because of their potential toxicity or because they absorb other pollutants [Rochman et al., 2013].²³

In 2016, the Australian Government's Senate Environment and Communications References Committee undertook an inquiry into the threat of marine plastic pollution in Australia. Its report *Toxic tide: the threat of marine plastic pollution in Australia* acknowledged that:

“Evidence clearly demonstrates that this is an issue of global concern with vast quantities of plastic entering the marine environment on a daily basis. The committee understands that calculating the exact rates of plastic pollution into the future is difficult, but is of the view that estimates of current rates of pollution are sufficiently high as to warrant immediate action. The committee also accepts that marine plastic pollution in the Australian marine environment is difficult to quantify, but that amounts recovered through clean-up activities would point to the problem being significant.²⁴

The identification of the origin, pathway and type of marine debris can be difficult, as litter degrades and fragments over time.

Some plastics enter the marine environment as 'macro-plastics' and then degrade slowly into smaller fragments. Others enter directly in the form of microplastics, which are plastic particles with a diameter less than 5mm. Some of these microplastics are intentionally added to products such as scrubbing agents in cosmetics, detergents, paints [sometimes referred to as microbeads] or to serve as input for further processing [e.g. plastic resin pellets]. Others originate from the abrasion of large plastic objects during manufacturing or use [e.g. tyre dust, textile fibres].²⁵

Bits of plastic have even been detected in the faeces of people in Europe, Russia and Japan, according to research claiming to show for the first time the widespread presence of plastics in the human food chain.²⁶

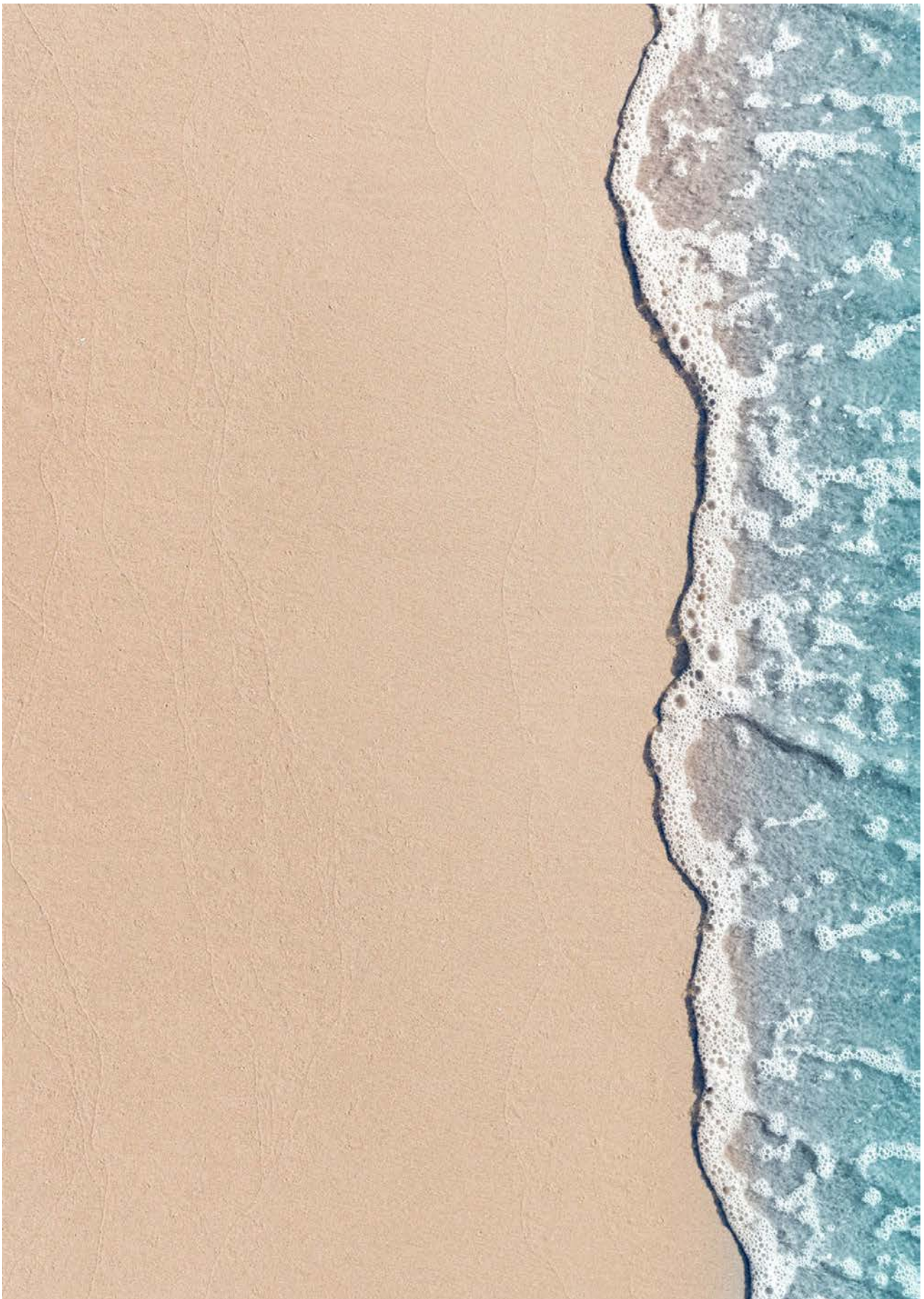
The Australian Government Department of the Environment and Energy is working with industry and state and territory governments to ensure a voluntary phase-out of microbeads from personal care and cosmetic products. It has also committed to eliminating remaining microbeads from the Australian market and will examine options to broaden the phase-out to other products.²⁷

In view of the work already underway in relation to microbeads this discussion paper does not address these further. Similarly, it is recognised that there is litter emanating from marine based sources that cause impacts (e.g. fishing gear) attributable to a smaller cross-section of our society which may require a more tailored approach and is not covered here.

Although there are other materials causing impacts, there appears to be sufficient evidence for action to be taken to reduce the problem on single-use plastics, which are macro-plastics.

Questions to consider in making a submission:

- 1** Do you consider single-use plastic products are causing environmental problems?
- 2** What do you consider to be the most important problem associated with single-use plastic products that needs to be addressed?





Should South Australia act?

There are a number of considerations that need to be balanced when the community seeks leadership from government and industry.

Guiding principles

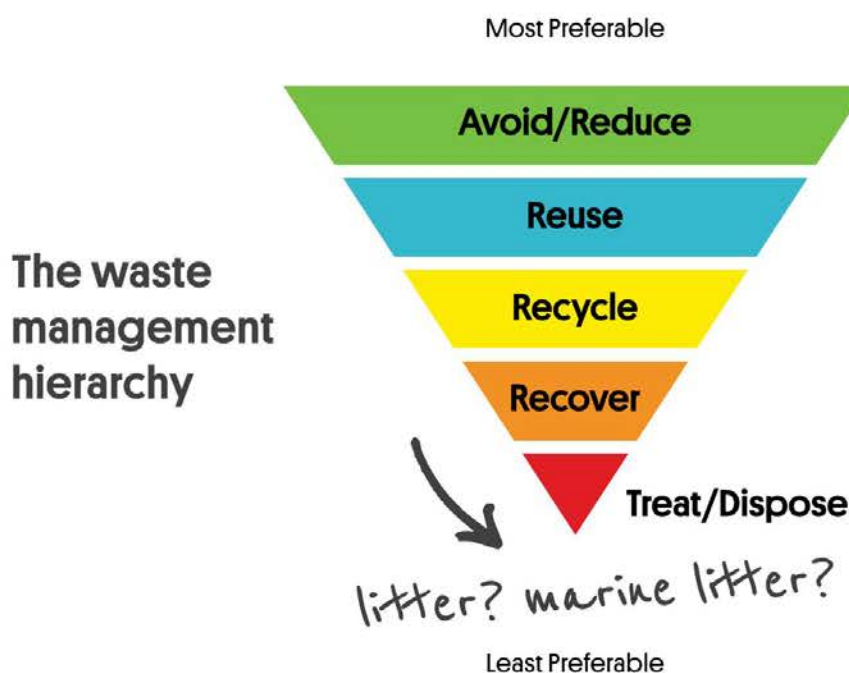
We know that wasteful consumption habits are not sustainable because of global limits to availability and accessibility of the earth's natural resources. We also know that there are limits to the amount of man-made waste and pollution that the earth can absorb or contain.

These widely held views are contextualised in a range of nationally and internationally recognised principles and concepts such as ecologically sustainable development. Any discussion of waste

management draws upon the same and related principles and concepts that are recognised globally as the cornerstone of waste management policy and help to guide our decision making. The following are important guiding principles for the purposes of this discussion paper:

The principles of the circular economy: It is important that society move away from the "take, make, dispose" linear consumption pathway to one which continues to return materials back into the economy. Some plastics, and in particular single-use plastic items are entering the environment rather than being returned to the economy for further utilisation.

The waste hierarchy: The waste management hierarchy is recognised internationally as an aspirational framework for sustainability.



The framework stresses the need to:

- operate at the highest possible level of the hierarchy, considering social, environmental and economic practicalities
- make decisions using sound knowledge and information
- conserve materials and energy by acting to avoid waste and reduce wasteful consumption
- preserve the value of materials used, through source separation and reduced contamination.

The waste hierarchy implies a closed system where waste is ultimately dealt with in one way or another, however it does not reflect 'leakage' from the system or fugitive waste that escapes as litter or marine debris. This discussion paper proposes that the hierarchy also recognises litter and marine debris as being the least preferable option in waste management – that is, waste disposed of onto land or into aquatic environments whether deliberately or otherwise.

United Nations Sustainable Development Goals²⁸

On 25 September 2015, countries around the world, including Australia, adopted a set of goals to end poverty, protect the planet and ensure prosperity for all as part of a new sustainable-development agenda. The Sustainable Development Goals are the blueprint to achieve a better and more sustainable future for all. The goals address the global challenges we face, including those related to poverty, inequality, climate, environmental degradation, prosperity, and peace and justice. Each goal has specific targets to be achieved by 2030. Sustainable Development Goal 12 is specifically focused on responsible consumption and production patterns.

“ Achieving Goal 12 requires a strong national framework for sustainable consumption and production that is integrated into national and sectoral plans, sustainable business practices and consumer behaviour, together with adherence to international norms on the management of hazardous chemicals and wastes.



Targets associated with Sustainable Development Goal 12 include, but are not limited to:

- By 2020, achieve the environmentally-sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimise their adverse impacts on human health and the environment
- By 2030, achieve the sustainable management and efficient use of natural resources
- By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse



Sustainable Development Goal 14 is focussed on “life below water” and includes a specific target: “by 2025 prevent and significantly reduce marine

pollution of all kinds, in particular from land-based activities, including marine debris and nutrient pollution.”²⁹ As part of this target, the United Nations has announced a major global Clean Seas campaign aimed at ending plastic marine litter, particularly from single-use plastics.³⁰

Community concern

Recent community interest following television programs such as the ABC’s *War on Waste*³¹ and documentaries such as *Blue Planet II*³² suggest that single-use plastics are of concern. South Australia has shown leadership in measures such as a ban on single-use plastic bags, container deposit legislation and high performing kerbside recycling systems, including kitchen food waste recycling in some council areas.

The Australian Government’s Environment and Communications Senate Committee in its June 2018 Inquiry report, *Never waste a crisis: the waste and recycling industry in Australia* recommended that the Australian and state and territory governments agree to phase out petroleum-based single-use plastics by 2023.³³



Existing policy settings

This discussion paper outlines some of the economic, social and environmental problems of single-use plastics. A report by Circle Economy suggests the challenges associated with increasing plastic production, low levels of recycling and leakage to the environment is a powerful example that demonstrates the urgent need to overhaul waste management policy to tackle the root causes of excessive material use, significantly increase recovery and recycling rates, and promote high-value loops such as re-use, remanufacturing, refurbishment and lastly material recycling.³⁴

The report considers that policy is required to extend along the entire value chain, including tackling excessive consumption, for example with the phase out of single-use and non-recyclable plastics.

South Australia has a strong track record in taking action in relation to a range of waste types with many already banned from disposal to landfill. As stated in the UN Habitat's 2010 publication *Solid Waste Management in the World's Cities*:³⁵

“South Australia has demonstrated a high level of political commitment and willingness to ‘stick its neck out’ and implement some policies and legislation upon which other administrations take a more conservative position. The Zero Waste Act [now Green Industries SA Act] and Plastic Bag Ban are two excellent samples of South Australia's Government showing leadership by putting in place arrangements to support a major drive towards the 3Rs [reduce, reuse, recycle].

South Australia already has two product-focussed legal instruments that specifically tackle single-use plastic and other items.



Container Deposit Scheme (CDS)

Introduced in 1977 to reduce beverage containers in the litter stream, CDS continues to have a high level of community support and has a strong impact on the recycling of beverage containers covered under the scheme. The CDS includes some beverages provided in single-use plastic bottles or containers.

In 2017–18, almost 603 million containers [42,913 tonnes] were recovered by collection depots for recycling. This means that over \$60 million was refunded to the community during that period. The CDS also provides a financial benefit to individuals, community groups, sporting clubs and charities that collect empty containers for refund.

The scope of the CDS was expanded to products such as flavoured milk, juice and waters in 2003 and the deposit lifted from 5 cents to 10 cents in 2008.

Several Australian jurisdictions have more recently introduced container deposit schemes or intend to introduce one in the near future.

The Environment Protection Authority [EPA] is the regulator of the South Australian CDS, and intends to work in partnership with the key sectors who participate in the scheme to identify opportunities for improving CDS in the state. The EPA has released a scoping paper seeking views and feedback to inform issues to be considered in the review and the research required to inform the review.

Further information can be found in the CDS scoping paper - *Improving South Australia's recycling makes cents* - at epa.sa.gov.au



The Plastic Shopping Bag (Waste Avoidance) Act 2008

South Australia was the first state in Australia to ban lightweight checkout style plastic bags. *The Plastic Shopping Bags (Waste Avoidance) Act 2008* came into effect on 1 January 2009, with the ban on shopping bags taking effect from 4 May 2009.

South Australia's plastic shopping bags ban was adopted in recognition of the environmental issues associated with single-use, lightweight, checkout-style, plastic bag use, including harm to marine life and harm to the environment through litter and less attractive public places. Similar bans are now in place or being considered in other parts of Australia.

The Plastic Shopping Bags Act allows the use of alternative compostable/biodegradable plastic bags provided they comply with Australian Standard 4736-2006 - Biodegradable plastics - Biodegradable plastics suitable for composting and other microbial treatment.

This ban on lightweight plastic shopping bags, and provision of comprehensive recycling options, has effectively removed from circulation around 400 million single-use plastic bags each year in South Australia, while reducing related environmental impacts and stimulating reuse and alternative product development e.g. multiple-use bags.

Switching from lightweight, single-use shopping bags to multiple-use bags uses comparatively fewer resources and energy use across its life cycle and was an important factor that supported the introduction of the ban on single-use plastic bags.

A 2013 review on South Australia's plastic bag legislation concluded that:

“ The ban on lightweight single-use plastic bags has been highly effective at reducing the supply of lightweight single-use plastic bags from South Australia and changing consumer behaviour to alternatives to plastic shopping bags. Moving forward, consideration should be given to extending the ban to address the new alternatives including thick and heavy plastic bags as well as providing further education and advocacy to promote greener overall behaviour of consumers.

The review considered potential legislative amendments to improve the operation of the Act.

- Amend the definition of a plastic shopping bag to make it clear that the minimum thickness requirement applies across all parts of a bag
- Require biodegradable / compostable bags to be approved by the Environment Protection Authority
- Introduce an offence to provide bags different from those tested and approved by the Environment Protection Authority.

It is timely [10 years on] to review the current Plastic Shopping Bags Act. A review will identify opportunities to improve compliance with the Plastic Shopping Bags Act and explore whether the ban on lightweight single-use plastic bags should be expanded to include other thicker plastic bags. Consideration will be given to other jurisdictions' bans, including those that consider products that are marketed as 'degradable', 'bio' and 'oxo' degradable, and national targets for packaging [page 18].

“ According to the United Nations Environment Programme (UNEP) there is little evidence to suggest that products labelled as biodegradable will significantly decrease the volume of plastic entering the ocean, or the physical and chemical risks that plastics pose to the marine environment. The Australian Bioplastics Association also stated that “biodegradable plastics were not designed to be a solution for marine litter”.

There are more sustainable alternatives to single-use plastic bags. A trial using compostable bags in place of plastic 'barrier bags' for fruit and vegetables is being undertaken at two South Australian supermarkets and is receiving strong support from the community.

Questions to consider in making a submission:

- 3 What are your views on extending South Australia's ban on lightweight single-use shopping bags to include thicker plastic bags? What would be the consequences of such action for community, businesses and the environment?
- 4 Should all checkout bags and produce bags (i.e. for grocery items) be made from compostable [Australian Standard 4736-2006] material? What would the impacts be for retailers, consumers and industry? Would there be demand and flow-on benefits in establishing new industry to produce compostable bags here in SA?

Note: Produce bags and other shopping bags made from compostable [Australian Standard 4736-2006] material enables them to be re-used for household food waste disposal into the household green organics bin, and reduces costs to councils by not having to provide compostable bags as is currently the case for those councils that provide a food waste collection service to residents.
- 5 What do you do with biodegradable, degradable or compostable bags once you have finished using them? What do you think about the idea of banning lightweight single-use shopping bags even those made from biodegradable, degradable or compostable substances?



Which items could we focus on?

This discussion paper does not purport to rely on detailed analysis on the prevalence and impacts [economic, social and environmental] associated with the incidence of single-use plastics in the South Australian litter stream or the impacts on the economy. Detailed information and analysis has not been undertaken regarding the suitability of available alternatives to some single-use plastics identified in this paper, noting only that some alternatives exist.

Information, evidence and data from various credible sources refer to the negative impacts that some plastics and in particular some single-use plastic products can have.

These impacts are likely to be exacerbated by the growing consumption of single-use plastics which are cheap to manufacture and widely used due to low cost and other

practical features (e.g. lightness), and in the absence of some form of intervention may only get worse.

International and local evidence referenced in this discussion paper suggests that for some single use plastic products that **are intended and/or designed to be disposed of after one brief use**,³⁶ are rarely recycled, cannot be recycled and in some cases are prone to being littered, that government intervention and action is required.

The state government is interested in your views about this and what single-use plastic and other single-use items you think are important.

Recent community attention in Australia and internationally has focussed on single-use plastic straws and plastic-lined takeaway coffee cups, and some discussion on these specific items is provided below.

Single-use plastic straws and cutlery

Although the subject of some uncertainty, estimates suggest that Australian's use around 10 million straws a day and that this may even be an underestimation.³⁷

South Australia represents about 7% of the population of Australia and based on this simple analysis our State's usage could be around 700,000 straws per day or 255,500,000 million straws per year.

20 minutes is the average time a straw is used before being discarded.³⁸

Single-use plastic straws are most commonly made from type 5 plastic, or polypropylene and are in the top 10 items littering the marine environment where these can be ingested by marine life such as turtles and seabirds. Plastic cutlery is most commonly made from polypropylene and polystyrene and is also in the top 10 items littering the marine environment.

In February 2018, Scotland announced its intention to ban plastic straws by the end of 2019 as a means of tackling marine pollution. Taiwan has announced similar measures and a number of United States cities have already banned plastic straws, including Malibu, Santa Monica, Manhattan Beach and Seattle. In October 2018, members of the European Parliament (comprising 28 member states) announced ambitious legislation to ban single-use cutlery, cotton buds, straws and stirrers from 2021.³⁹

Individual businesses are also responding. Woolworths announced it will stop selling plastic straws by the end of 2018.⁴⁰

The Last Straw is a campaign to reduce the use of the plastic straws in venues around Australia. It aims to tackle the issue from both sides - encouraging consumers to use less plastic straws and encouraging businesses to give out less straws through staff training and information.⁴¹

Campaigns such as *refuse the straw* (out of the United Kingdom) and *straws suck* (an initiative of the ACT Government) attest to the growing community interest and concern regarding this single-use plastic product.

Some South Australian businesses are taking their own action by replacing plastic straws with more sustainable alternatives. Festival and event organisers around Adelaide are also making changes by supplying compostable cutlery and tableware instead of single-use plastic items.

Plastic-lined takeaway cups (coffee cups)

Estimates of Australians' annual use of disposable coffee cups vary from between 1 billion disposable coffee cups each year,⁴² with *Choice* [a leading consumer advocacy group in Australia] estimating that this figure could be as high as 3 billion coffee cups disposed each year.⁴³

Based on a simple analysis our state's usage could be around 191,000 to 575,000 per day or 70 million to 210 million disposable coffee cups used each year.

The well-intentioned caffeine lover who tries to do the right thing and recycle their cup may be doing more harm than good. The plastic waterproof lining of many paper coffee cups means they can't be recycled with collections of paper and cardboard and may actually contaminate a load, causing the whole lot to be sent to landfill.⁴⁴

Takeaway cups are primarily constructed of virgin (non-recycled) paperboard with a polyethylene plastic (PE) coating or polylactic acid coating on the cup to prevent leaking of liquids (e.g. coffee) and maintain the structural integrity of the cup during use. These cups are generally used for a short period of time (minutes) between purchase and disposal. PE is a plastic made from fossil petrochemical resources whereas polylactide is a bioplastic made from plant starches - with the PE lined takeaway coffee cups representing approximately 90% of coffee cups produced.

France has recently committed to ban disposable cups and plates by 2020 - except those that are completely compostable.

Some South Australian retailers are already moving from plastic-lined takeaway cups, with compostable alternatives and offering discounts for 'keep cups'.

Questions to consider in making a submission:

6

Do you think South Australia should introduce measures to address items such as single-use plastic straws and plastic-lined takeaway coffee cups? What other single-use plastic items or single-use products would you like to be considered for possible government intervention?

Excluded items

There are some single-use plastics for which existing efforts to tackle them are in place or that require more information to determine the best approach. For this reason, it is suggested that the following materials, items or products should be excluded from further specific consideration at this time.

Microplastics / microbeads – specifically those intentionally added to a product are not in scope as they are being addressed through other processes – refer page 20, and the national approach to eliminating microbeads.

Debris emanating from sea-based sources (e.g. lost or discarded fishing gear) – It is difficult to estimate the scale of this problem in the South Australian context. A more tailored response may be required and this form of debris is not examined further, although it may be the subject of future investigation and action.

Non-plastic single-use disposable items (e.g. packaging) – packaging comprising exclusively fibre will degrade and littered items comprising glass and metals are mostly inert and with relatively low environmental damage and less mobile once littered. The exclusion of these materials does not imply that leakage to the environment is acceptable, and it is recognised that visual amenity remains an important issue.

Single-use plastic beverage containers – many are already addressed through existing legislation [CDS]. The EPA intends to review South Australia's CDS legislation and could consider single-use plastic beverage containers alongside other beverage containers not currently subject to the legislation - as such these products are not examined further in this discussion paper.

Sanitary applications (wet wipes, sanitary towels) – These products are routinely flushed down toilets and wastewater treatment facility operators face significant problems when non-suitable products are flushed down the toilet as these contribute to blockages in household and municipal sewerage systems.

In April 2018, a manufacturer of sanitary wipes was ordered to pay penalties for making false and misleading representations about its 'flushable' toilet and bathroom cleaning wipes.⁴⁶

It is suggested that their presence and associated impacts could be reduced through appropriate and accurate packaging labelling that provides advice to consumers on responsible disposal option[s].

Absorbent hygiene products – Single-use absorbent hygiene products (AHP) such as nappies represent a significant waste stream. A 2013 report estimated that South Australia could generate in the order of 35,000 tonnes annually with the majority of the waste arising from residential use (primarily nappies for children).⁴⁶

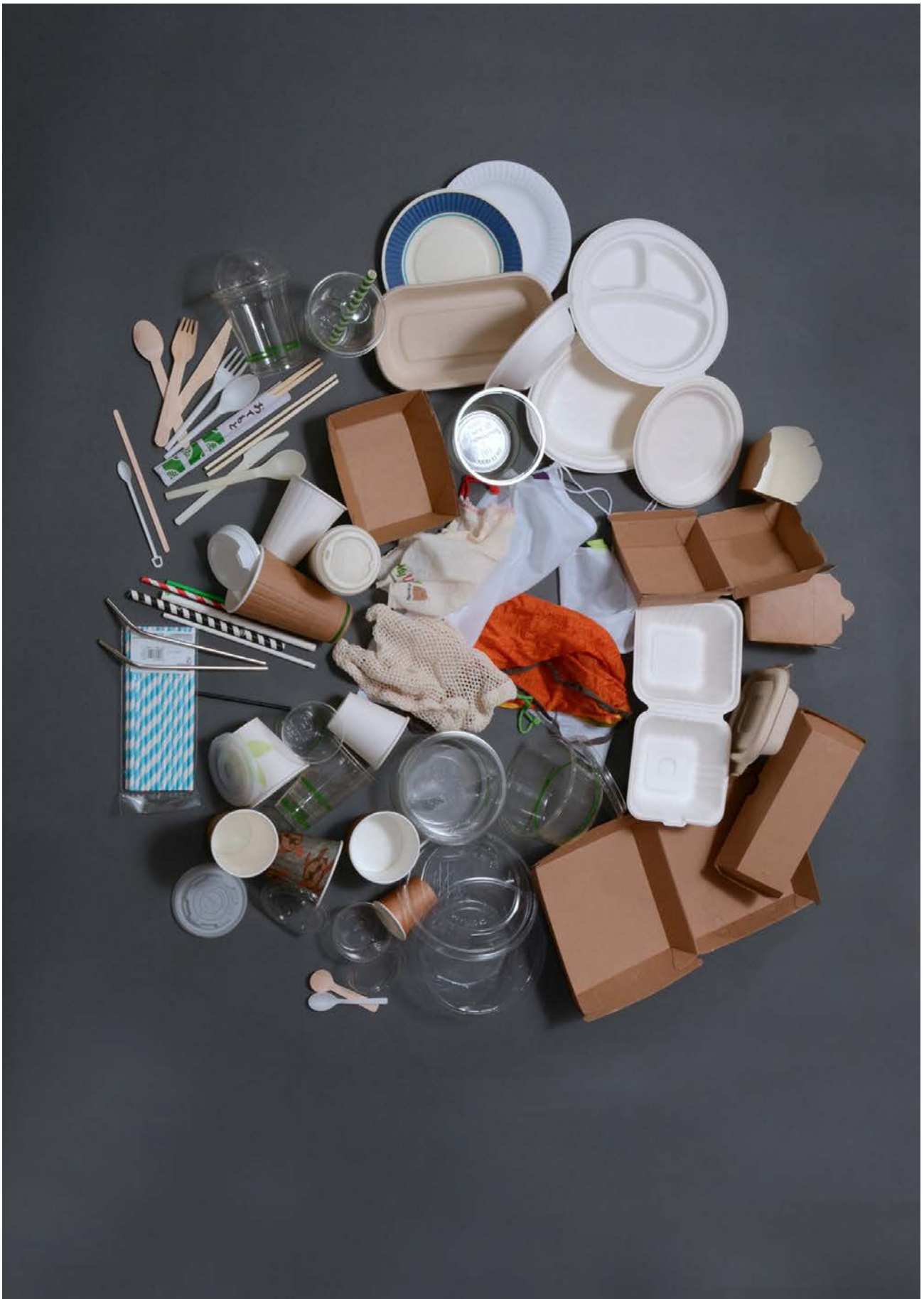
However, the 2013 report also indicated that the majority of the AHP waste generated in South Australia is currently disposed to landfill and for this reason is not likely to be littered or disposed to the environment. Solutions to better utilise waste AHP are technically available but most are not commercially viable and would generally rely on segregation and separate collection infrastructure and systems at the household level which is not yet available.

It should be noted that the Australian Packaging Covenant Organisation (APCO), with Planet Ark and PREP Design, have launched a labelling scheme that will help consumers better understand how to recycle products effectively.⁴⁷ This is being voluntarily phased in by many Australian companies but imported goods may not feature such labelling.

Questions to consider in making a submission:

- 7 What are your views on the list of items excluded and do you think there are others that do not require additional action or should be exempt from possible government intervention, and why? Are there exclusions that should be included? Why?
- 8 Do you think that labelling describing how to recycle or dispose of a product, or parts of the product is helpful to consumers? For which products would better product labelling enable better disposal?





Community and business impacts

Further work will be undertaken to evaluate how many South Australian based manufacturers or importers of single-use plastic products could be impacted by potential intervention measures from government. Impact assessments will also be undertaken for retailers and consumers.

However, in developing its proposal for a *Directive of the European Parliament and of the Council on the reduction of the impact of certain plastic products on the environment*, the European Commission undertook various impact assessments and relevant information is provided below to aid discussion and facilitate feedback on this important issue.

“ In the context of generally buoyant and increasing demand for plastic products, producers (plastics converters) are likely to be negatively affected by any reduction in demand for single use products but they have an opportunity to redirect production to reusable and recyclable items.

For food and drink related items (food containers, cups and cup lids, cutlery, straws and stirrers), the food service industry and retailers pay for the single use plastic items that they provide to customers 'free of charge'. Although the cost might not be evident to customers, the consumer will normally cover it in the overall price. With a shift to reusable items, a single upfront purchase by the retailer will avoid future regular costs of purchasing the single use items, and thus may lead to a saving.

There will be a cost to providing reusable items for consumption on site, but savings from not providing single-use items. The balance of the costs and savings will vary for different retailers and determine whether a switch away from single-use plastics can 'pay for itself' over time. However, the shift to non-plastic single use alternatives may lead to an increase in costs to retailers if these are more expensive, and if they do not to pass these costs on to consumers.

For other single-use items such as wet wipes, sanitary towels, and cotton buds, that retailers sell on directly to customers (rather than use to contain the food or drink they are selling), the impacts will vary based on the difference between the wholesale price and the retail price of the non-plastic single-use alternative. Where retailers sell multi-use alternatives, while the number of sales will be lower, the effect on profits will depend on the per item margin that the retailer makes versus the margin on the current single-use plastic items.⁴⁸

“Many retailers, especially in food service retail, are SMEs. They may be positively impacted where they avoid the need to purchase single use items that accompany or contain the food or drink they sell. Whilst reduced consumer spending will translate almost into reduce retail sales, there will be rebalancing as consumers spend their money on alternatives, and favour innovative responses. New business models will develop for making available multi use items to consumers and this could reduce costs, especially as options are scaled up.⁴⁹



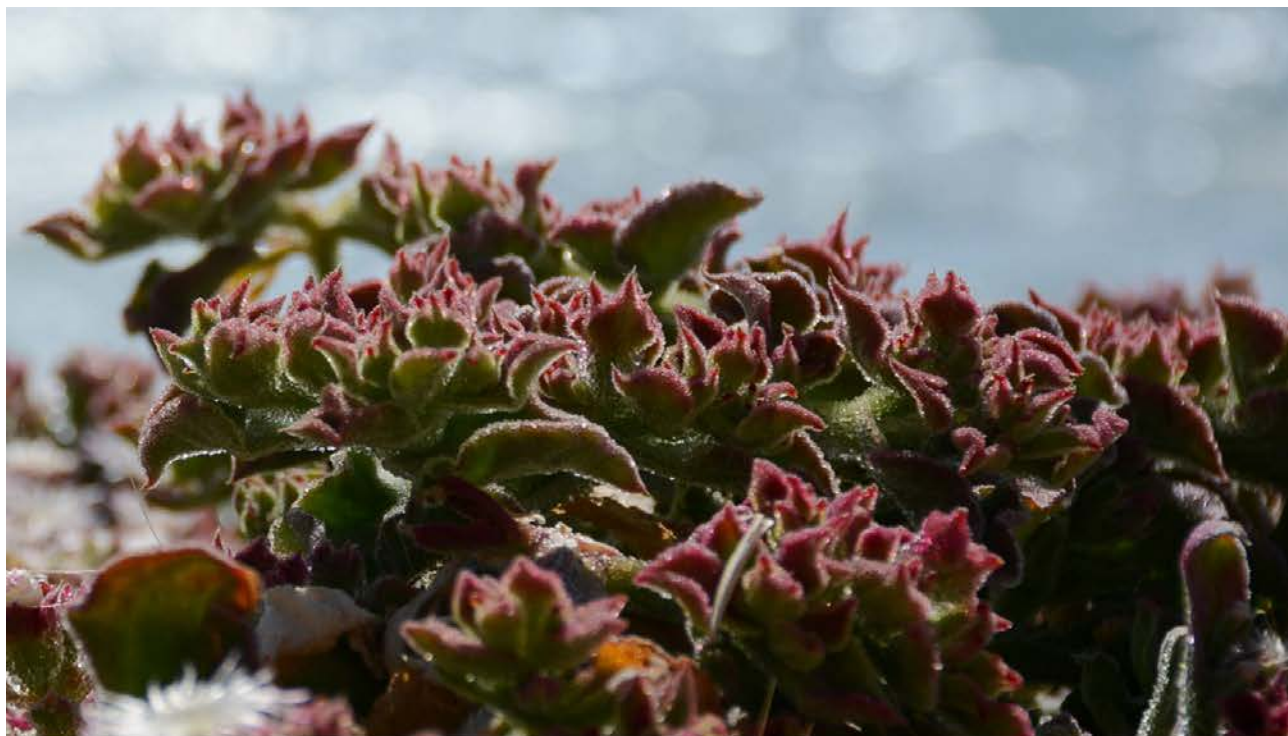
The European Commission's impact analysis suggests that for individual consumers, the impacts will vary depending on their consumption habits and their own pre-existing preferences in respect of using reusable items.⁵⁰

In a world where convenience is highly valued, alternative more sustainable approaches even where these have reduced levels of convenience can and do enter the market. The increase in reusable coffee cups indicates that some consumers are willing to adopt more sustainable [reusable] packaging which incur less convenience and higher financial costs. When consumers use their own reusable cup it will need washing in order to keep the cup clean and usable.

“ Therefore, there may be some additional costs from washing the items. However, as they are no longer purchasing many single-use plastic items, the overall cost is likely to fall.⁵¹

In addition, alternative business models evolve to respond to and support consumer concerns and preferences, and *Responsible cafes*⁵² is a good example where many participating cafes offer a price discount when a consumer brings a refillable coffee cup. *Responsible cafes* currently has 344 cafes registered in South Australia with participating cafes saving approximately 35.2 cups per day from landfill. Over the year that equates to approximately 12,800 cups per cafe.

In June 2018, Australia's supermarket giants Woolworths and Coles announced they will be reducing the level of plastic packaging in their stores. In addition to action in relation to the sale of straws (refer page 29) Woolworths announced they will remove plastic packaging from 80 fruit and vegetable lines. Coles also announced a set of commitments on packaging and recycling, including removing plastic wrapping from Coles brand bananas.



Business opportunities may also arise through the emergence of new companies that can produce suitable alternatives to single-use disposal plastic products or that can provide improved recycling outcomes for existing products that keep the materials circulating within our economy.

South Australia's plastic bag ban demonstrates that the large majority of consumers will accept measures that support the reduction in environmental impacts especially to marine animals, and in particular when alternatives are available [e.g. reusable shopping bags].

Negative impacts on state-based businesses that support South Australian jobs should be avoided or minimised where possible. Similarly, increased cost pressures facing the community are to be avoided or minimised.

It is also preferable for voluntary approaches or collaborative measures or policies over regulatory measures where business and industry has the foresight and willingness to act in a timely manner and where the alternative measures or policies achieve a

tangible reduction in the impact of single-use plastics on the economy, environment, and society.

Questions to consider in making a submission:

- 9 If you are a South Australian based manufacturer or importer of any of the single-use plastic products mentioned in this discussion paper, what are your views on this topic? Do you have access to alternatives? Are there cost impacts that need to be considered as part of this discussion?
- 10 If you are a retailer or business that sells, offers or provides single-use plastic products mentioned in this discussion paper, what are your views on this topic?
- 11 As a consumer of single-use plastic products mentioned in this discussion paper what are your concerns? What would you like to see done to address the problem[s] or concern[s]?

What is the best approach?

There are a range of approaches and options that could be adopted to tackle single-use plastic products. Some options are more suited to a national approach [e.g. import restrictions, taxes, labelling, product accreditation], while others can be state-based [e.g. legislation, education, and incentives].

Options can range from industry-led approaches that rely upon industry to voluntarily transition to more sustainable alternatives through to fully-mandated legislative approaches such as bans. The EU has announced its intention to develop legislation to ban single-use cutlery, cotton buds, straws and stirrers from 2021.

For some single-use plastic items improved product labelling may be the best approach e.g. sanitary wipes, and for other products improved education and awareness of consumers may encourage a shift toward more sustainable product choices.

The EU approach also intends to use national reduction targets for plastics not directly 'captured' through banning and for which no alternative product exists including single-use burger boxes, sandwich boxes or food containers for fruits, vegetables, desserts or ice creams. These items will have to be reduced by EU member states by at least 25% by 2025. The EU Member States also agreed that reduction measures should also cover waste from tobacco products, in particular cigarette filters containing plastic which would have to be reduced by 50% by 2015 and 80% by 2030.⁵⁵ The mechanism(s) intended to achieve the required reduction targets are not identified.

Ideally, the preferred approach for South Australia should deliver environmental, economic and social benefits, be publicly acceptable and contribute to improved use of materials and resources.

It may be appropriate to restrict market access for some single-use plastic and other single-use products where suitable substitutes or alternatives exist with lower impacts. The use of legislation in South Australia is a mechanism that has already been used to restrict market access, for example in relation to the provision of single-use plastic bags as discussed above.

Similar legislation could be developed to restrict market access for individual single-use plastics or a more flexible and complete policy approach could be to develop framework legislation that enables bans and exclusions to be adopted for various single-use plastics and other single-use products with suitable time frames and after appropriate consultation.

A dedicated legislative instrument could be considered to address all single-use plastic and other single-use products targeted in one Act of Parliament by defining specific objectives and measures with a view to preventing and reducing their impact on the environment, society and the economy. The legislation could:

- Regulate [prohibit] the sale and supply of single-use products and materials in South Australia particularly those with a single-use applications such as identified above.
- Provide an ongoing legislative mechanism to manage products and materials which will be especially important as the complexity of waste types are changing and could become more problematic to manage into the future.

Such legislation would need to be informed by targeted consultation with affected parties and interest groups and consider a range of business and other impacts.

Any initiative should be seen in the broader context of the transition to a circular economy. It should support business innovation in the development of multi-use (longer lasting) alternatives and more sustainable single-use products. It could also promote compostable and other bio-based alternatives and introduce an innovative bio-economy, bringing new opportunities for businesses.

The framework legislation could also enable a staged approach whereby some of the more impactful single-use plastic or other single-use products could be addressed before others. This would also send a powerful message to the single-use plastic producers, importers and the packaging industry, brand owners and consumers that South Australia is serious, and will again lead on these aspects. Businesses would be more mindful of the downstream impacts before introducing new single use products.

Questions to consider in making a submission:

- 12 Do you think government intervention is required in relation to single-use plastic products or other single-use items? If so, what type and in what timeframe?
- 13 Do you think that restricting the sale or supply of some single-use plastic or other single-use products for which there are more sustainable alternatives available is a good idea?

For example, early product bans could be imposed where there are readily available alternatives on the market e.g. non-biodegradable single-use plastic straws in favour of straws made with biodegradable materials (e.g. paper) or reusable alternatives.

In Australia, the *Mutual Recognition Act 1992 (Cth)* requires that a product, which is sold in one state or territory, must be allowed to be sold in other Australian states or territories. It is possible for jurisdictions to ban the sale or production of products in its own jurisdiction through an exemption under the Mutual Recognition Act.

Where to from here?

Views and thoughts expressed in submissions on this challenging and important issue will help inform government policy to **turn the tide** on single-use plastic products.

Subject to the outcomes of this discussion paper consultation process, further detailed consultation with business, industry and other parties will be undertaken.

See page 7 for information on how you can contribute to the discussion on this important issue.

Appendix

Definition of plastic

There are two types of polymers: synthetic and natural. Synthetic polymers are derived from petroleum oil, and made by scientists and engineers. Examples of synthetic polymers include nylon, polyethylene, polyester, Teflon, and epoxy. Natural polymers occur in nature and can be extracted. They are often water-based. Examples of naturally occurring polymers are silk, wool, DNA, cellulose and proteins.⁵⁴

Environmentally friendly plastic?

The Victorian government published a discussion paper on *Reducing the impacts of plastics on the Victorian environment*,⁵⁵ refers to the 'environmentally friendly' plastic alternatives to plastic items like bags, coffee cups and cutlery that are becoming increasingly common. The paper suggests that 'environmentally friendly' plastic products are often labelled as degradable, biodegradable and compostable and that these alternatives are not always as environmentally friendly as they appear. They can present similar entanglement and ingestion risks to marine animals as typical plastic items and, if sent to landfill, can produce methane, a potent greenhouse gas.

The terminology and explanation describing the difference between biodegradable, compostable and degradable varies but in general terms can be described as follows:⁵⁶

Biodegradable: something is biodegradable when living things, like fungi or bacteria can break it down. Biodegradable plastics are made from plant-based materials like corn and wheat starch rather than petroleum and break down into organic material and water over time and under certain conditions [e.g. temperatures above 50°C].

Compostable: A subset of biodegradable plastic, compostable plastics are generally made from plant material that return to base organic components when processed under certain conditions such as those provided in a commercial composting environment operating in accordance with Australian Standards [AS 4736- 2006].

Degradable or 'oxo-degradable': Chemical additives used in the plastic allow the product to break down quicker than a standard plastic product usually would. The additives are designed to promote the oxidation of the material to the point where it embrittles and fragments into tinier and tinier pieces of plastic (microplastic). This may then be followed by biodegradation by bacteria and fungi at varying rates depending upon the environment. A recent study for the European Commission [EC] casts doubt on whether in practice these plastics biodegradable fully or within reasonable time periods.⁵⁷ A clear find from the EC study was these plastics were prohibited from biodegradation if the plastic is not first exposed to UV radiation (and, to a certain extent, heat). In these circumstances biodegradation will either not take place (it will behave as a conventional plastic) or it will be slowed significantly.⁵⁸

Compostable bags are becoming increasingly useful for collecting food scraps. Confusingly however, many products labelled as 'compostable', including bags, only decompose fully in commercial composting facilities, and cannot be effectively composted at home.

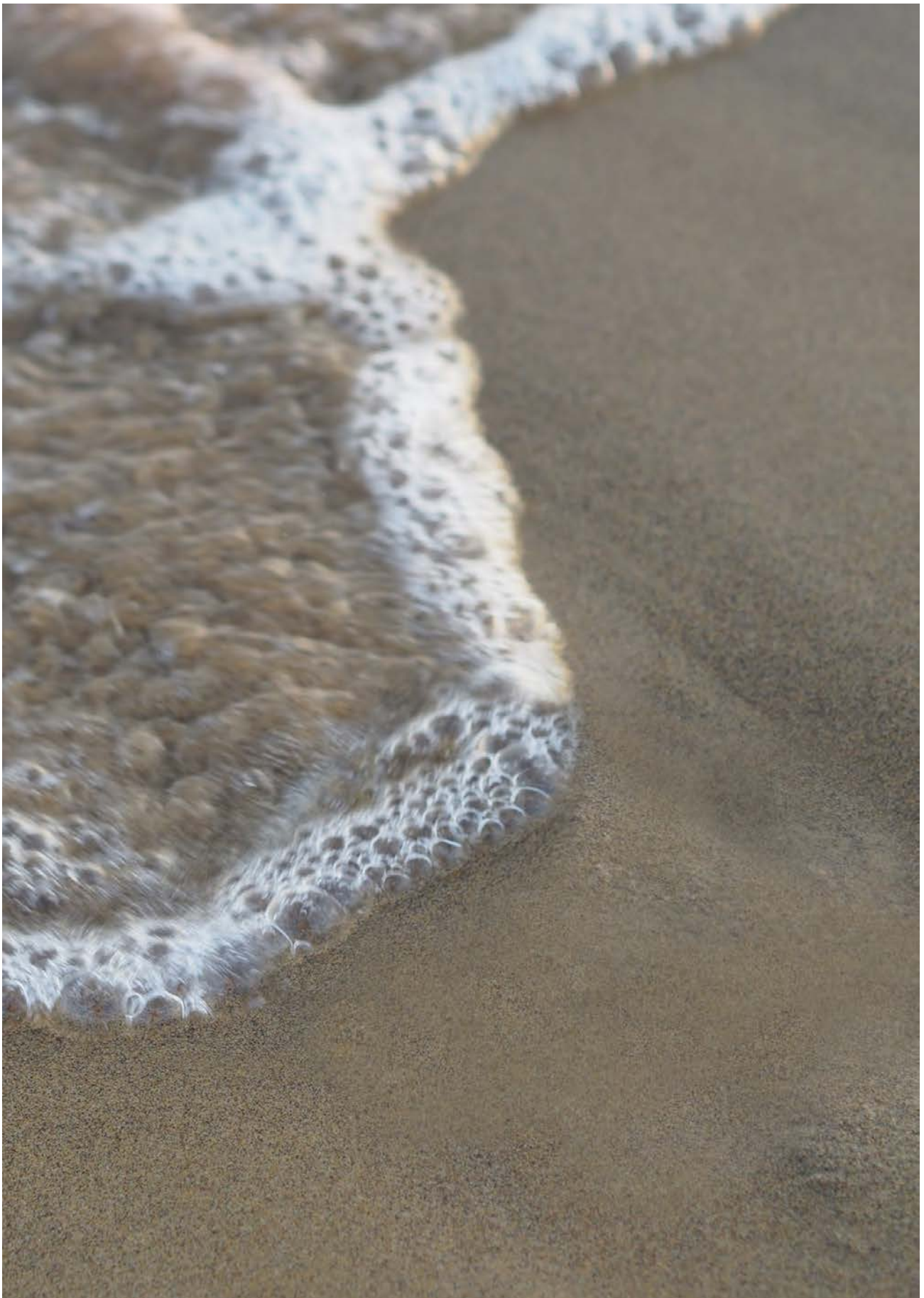
Biodegradable, degradable and compostable plastics can contaminate other plastic waste collected for recycling, and vice versa, as these are not always easily identifiable or easy to separate out.

The Western Australian [WA] government concluded that consumers, recyclers, composters and local governments are unable to distinguish biodegradable plastics from conventional plastics⁵⁹ and has banned all single-use plastic bags up to a thickness of 35 microns.⁶⁰

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Green Industries SA Single-Use Plastics Discussion Paper Response

City of West Torrens

The City of West Torrens appreciates the opportunity to provide feedback on Green Industries SA's Discussion Paper, *Turning the Tide on Single-Use Plastic Products*.

Do you consider single-use plastic products are causing environmental problems?

Single-use plastics are considered to be the cause of major environmental problems in our aquatic environments. This is evidenced by numerous statistics from a global and national context being published around our consumption and disposal habits of single use products.

At least 8 million tonnes of plastic waste enters the ocean each year. It is estimated that there are 150 million tonnes of plastic currently in the ocean. The prevalence of plastic in the ocean is so high that plastic has now been detected in the faeces of people, showing that plastic waste has entered the human food chain. The possible health impacts associated with this are considered severe due to plastics being chemically harmful, due to their potential toxicity and their ability to absorb other pollutants.

Studies in the EU regard plastic as the main source of marine litter due to its low biodegradability. Due to its persistency, the impacts of plastic on the marine environment is growing each year as we generate more plastic waste. The so-called, 'Great Pacific Garbage Patch', located between Hawaii and California is an example of this type of catastrophic accumulation. It consists of small plastic particles with a collective size estimated at 1.6 million square kilometres, and growing.

What do you consider to be the most important problem associated with single-use plastic products that needs to be addressed?

There are a number of important problems associated with single-use plastic products that need to be addressed. This includes the lack of regulation in the industry, the high disposability of plastic products, their propensity for litter, their low biodegradability or use of non-compostable degradable plastics, growing accumulation in the ocean, and impact on ocean life.

Recently plastic packaging waste has seen an ongoing increase in production and consumption such as unnecessary individual fruit and vegetable item wrapping in supermarkets. In addition to its ocean impacts, this increase is particularly detrimental as single use plastic is particularly prone to disposal via landfill, due to limited community uptake of public recycling bins for soft plastic, or consolidation of small plastics in the kerbside recycling bin (for example placing plastic lids in bulk within plastic milk bottles for recycling as mixed plastics).

A study released in March 2018 by State University of New York show that microplastics have been found in more than 90% of tested bottled water demonstrates the pervasiveness of plastics in environment.

What are your views on extending South Australia's ban on lightweight single-use shopping bags to include thicker plastic bags?

As part of this discussion, South Australia's ban on lightweight single-use shopping bags should be extended to include a ban on thicker plastic bags. The 15 cent cost of purchasing these plastic bags appears to provide minimal deterrence anecdotally, and consumption and irresponsible disposal is still occurring. Banning these thicker plastic bags would mean less waste to landfill, and less plastic waste entering our stormwater systems and aquatic environments.

It is acknowledged that the process of behavioural change may impact on the community in the short term, however overtime people would adapt and ultimately this would provide greater long term benefits to the environment. Despite sale of these thicker plastic bags providing a revenue stream for supermarkets, the impact on business would be negligible as consumers aren't going to stop shopping simply because disposable carrier bags aren't available.

Similar consideration should be given to packaging considered challenging to sort in the recycling process. Items such as black meat trays on which the relevant recycling code is unable to be read by sorting machines, should be phased out of production.

Should all checkout bags and produce bags be made from compostable material?

While banning thicker plastic bags at the checkout should occur, consideration should be given to the implementation of compostable bags in place of the current plastic produce bags. To do so would benefit the food organics and green organics waste stream by helping to direct food waste into the green organics bin away from landfill, and reducing contamination of the green organics stream with plastic produce bags.

The provision of compostable produce bags for consumers would mean they still have access to a convenient product, retailers would minimise perceived consumer discomfort, and have opportunity for the added benefit of supporting local industry (due to the recent launch of BioBag's Adelaide compostable bag manufacturing plant).

Do you think South Australia should introduce measures to address items such as single-use plastic straws and plastic-lined takeaway coffee cups?

South Australia should follow the lead of other states and countries around the world and introduce measures to ban items such as single-use plastic straws and plastic-lined takeaway coffee cups. Such products are unnecessary as alternative reusable products are available, reducing the environmental footprint, and negative environmental impact of these disposable products. The high contamination rates in the recycling streams due to plastic lined coffee cups, and the high occurrence of plastic straws in marine pollution further strengthen this argument.

What other single-use plastic items or single-use products would you like to be considered for possible government intervention?

Other single use plastics that require government intervention include: plates and cutlery, cotton buds, plastic wrap, the lids of takeaway coffee cups and soft drink cups, polystyrene and six pack holders. The damage caused by the high propensity of these disposable products to be littered and/or end up in the ocean, or sent to landfill can be easily prevented through replacing these products with reusable or compostable alternatives that exist for each of these products.

What are your views on the list of items excluded?

The ban on single use plastics emanating from sea-based sources such as fishing gear should also be included as part of this conversation, and should not be exempt from government intervention. As a direct source of pollution in aquatic environments, addressing the impact these products have is of paramount importance.

While other plastic products, if littered, have a chance of being recovered from the environment or caught in gross pollutant traps or other water cleansing treatments, there is no last line of defence against plastic fishing accessories which are used on, in, or beside aquatic environments. Furthermore they are generally designed to appeal to fish or other marine life and therefore particularly problematic.

Do you think that labelling describing how to recycle or dispose of a product, or parts of the product is helpful to consumers?

Product labelling of compostable packaging is currently inadequate and needs significant improvement. In addition to implementing bans, legislation around labelling on how to recycle or dispose of any plastic product should be implemented.

Labels which illustrate whether products are compostable would be beneficial in assisting consumers to dispose of these items correctly. Clear labelling of compostable products would help to direct compostable materials away from the landfill waste stream, and non-compostable materials away from the green organics stream.

An expansion of the current recycling codes to include materials that are suitable for composting, or a labelling scheme in line with Australian Standard bin lid colours could be implemented to encourage disposal to the appropriate waste stream. Such a system would support local government waste education programs and is an opportunity to develop standardised statewide education campaigns.

Do you think that government intervention is required in relation to single-use plastic products or other single-use items?

Government intervention is required in relation to addressing the issue of single-use products on the environment, as for the most part, manufacturers are not prioritising environmental responsibility and self-regulation of this issue. The severity of this issue in regard to environmental pollution due to soft plastics is such that government intervention is warranted. Council supports the implementation of bans on the sale and supply of single use plastic products where sustainable and/or eco-friendly alternatives are available.

Resource recovery should also be taken into consideration to support the development of local circular economy industries. As outlined in a recent study by the North American Association of Plastic Recyclers; using recycled plastics to produce new products can achieve significant reductions in energy usage and greenhouse gas emissions. Providing legislative guidelines for recycled content in single-use plastics would also provide support to a developing market sector.

Should you require further information or would like to discuss this submission please contact Sue Curran, Manager Strategy and Business on 8416 6333.

17.6 Productive Economy Discussion Paper Response

Brief

This report provides an overview of the *Productive Economy Policy Discussion Paper* released for consultation by DPTI and the State Planning Commission (SPC) and includes a copy of the Administration response to be submitted within the consultation timeline.

RECOMMENDATION

It is recommended to Council that the response prepared by the Administration be approved and submitted in line with the consultation closing date for submissions of 22 February 2019.

Introduction

In April 2016 the Parliament of South Australia passed the Planning, Development and Infrastructure Act 2016 (PDI Act). The PDI Act is replacing the Development Act 1993 in a series of stages, with some elements 'switched on' already, and other sections yet to take effect. The new Act establishes a new planning framework and legislative tools.

As part of the reform process, DPTI and the SPC are undertaking rolling consultation on a suite of discussion papers related to planning reform which are intended to shape the policy framework and assessment instruments for development applications.

The implementation of the new planning system is required to meet a timeframe set by the State Parliament, with the Planning and Design Code (the Code) to be fully implemented by mid-2020.

Discussion

The release of the *Productive Economy Policy Discussion Paper* (**Attachment 1**) and supporting background paper *Land use planning and the South Australian economy* (**Attachment 2**) is the latest in a suite of discussion papers released for consultation.

The proposed response (**Attachment 3**) expresses the uniqueness of the City of West Torrens and provides insight into research undertaken by Council regarding economic development and land use with practical responses to the themes of the discussion around:

1. Supporting and growing key industries,
2. Linking people to jobs, goods and services,
3. Providing infrastructure to enhance our liveability, and
4. Facilitating innovation and enabling investment.

The discussion paper seeks feedback on key opportunities and challenges, potential Code policy solutions as well as posing set questions that gauge popular opinion on key issues.

It is important for the State Government to undertake appropriate research to ensure policy formulation is underpinned by current and accurate information, with an element of flexibility to accommodate for unexpected or rapid changes and emerging industries.

Council administration considers that locality specific policy within the Code will be appropriate to enhance and leverage existing opportunities to promote employment, competitiveness and agglomeration for the State.

Link to Community Plan

Council has multiple interests in ensuring a productive economy, as an advocate on behalf of community and business, facilitator bringing businesses together, partner with Adelaide Airport and other major Industry and employment providers in the City of West Torrens locality, and service provider/property owner seeking to maintain and improve the value of land in the area.

As an **advocate** on behalf of the community, Council has a role to appeal to other levels of government to achieve best practice approaches and facilitate a thriving business environment and foster a vibrant city in line with the community's 'city prosperity' aspirations reflected in the Community Plan.

Council's 'city prosperity' progress indicators include employment diversity, business type diversity and visitor perception.

The response proposed at **Attachment 3** reflects the multiple economic prosperity interests of Council outlined in the Community Plan.

Conclusion

This report presents the response to be submitted to DPTI in response to the Productive Economy Policy Discussion Paper by the consultation deadline of 22 February 2019.

Attachments

1. **Productive Economy Discussion Paper**
2. **Land use planning and the South Australian economy**
3. **Proposed Response to Productive Economy Discussion Paper**



STATE
PLANNING
COMMISSION



PRODUCTIVE ECONOMY

POLICY
DISCUSSION
PAPER


NOVEMBER 2018



Government of South Australia

Department of Planning,
Transport and Infrastructure

saplanningcommission.sa.gov.au



Acknowledgments and further information

This policy discussion paper has been prepared by the State Planning Commission in partnership with SGS Economics and Planning and Deloitte Access Economics. The SGS input focuses on the key drivers of economic prosperity, including how these apply in South Australia, and the current opportunities and gaps in the planning system to better support them. Deloitte was engaged to advise the Commission on South Australia's current and future economic advantages and the role land use planning can play.

For further information refer to the background papers prepared by Deloitte Access Economics and the Department of Planning, Transport and Infrastructure which can be downloaded from the SA Planning Portal.

Infographics acquired from Brand SA from various sources are cited.

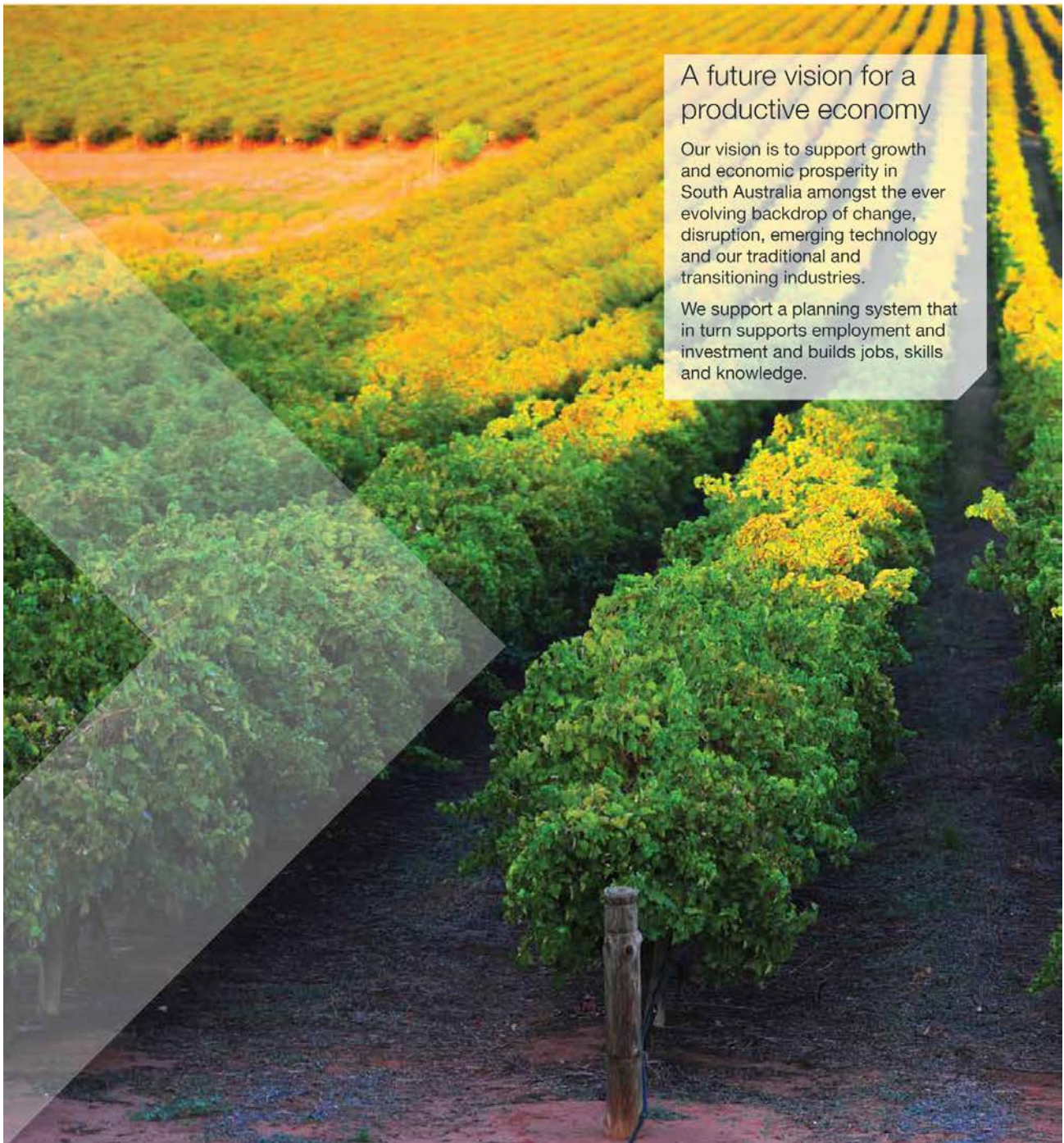
Photos used throughout this document are courtesy of the Department of Planning, Transport and Infrastructure, the South Australian Tourism Commission, Renewal SA, Water Sensitive SA and the City of Adelaide and professional photographers contracted to these organisations.

Productive Economy Policy Discussion Paper
State Planning Commission
November 2018
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A future vision for a productive economy

Our vision is to support growth and economic prosperity in South Australia amongst the ever evolving backdrop of change, disruption, emerging technology and our traditional and transitioning industries.

We support a planning system that in turn supports employment and investment and builds jobs, skills and knowledge.



INTRODUCTION

Land use planning and development in South Australia is changing. In response to these changes, the *Planning, Development and Infrastructure Act 2016* (the Act) is being progressively introduced to replace the *Development Act 1993* to enable a more efficient, responsive and effective planning system. The new system will support and enhance the state's liveability and prosperity in ways that are ecologically sustainable and meet the needs and expectations, as well as reflect the diversity, of its communities.

The Act provides for the creation of the Planning and Design Code (the Code) – a single planning rulebook for assessing all development applications across the state that will become the foundation of our new planning system. The Code will replace the complex and at times inconsistent planning rules found within the 72 development plans currently in use across South Australia.

In establishing the Code we have been presented with an opportunity to harness those aspects of our current system that are working well.

Generally, as a state, we are doing a good job, although there is always room for improvement.

We are aware the Code presents us with the opportunity to streamline areas where our current policies aren't quite up to scratch – where there may be conflict, duplication or deficiencies – and to develop new policies where gaps exist.

This needs to be done with the understanding that we may not be able to tackle all these issues in the first generation of the Code, which will be operational by July 2020.

In developing the Code, it is also important to recognise that land use planning is one element of a much bigger system that works together to create liveable, competitive and sustainable places and spaces. Other levers outside the planning system also need to be pulled to achieve success and, where possible, we must recognise their relationship to the development of the Code and its policy content.

At its heart, land use planning plays a significant role in balancing competing priorities and resolving

tensions in order to realise what our communities want when it comes to how we live, how we move, where we work and how we protect our environment.

This discussion paper outlines the key issues and opportunities associated with enhancing South Australia's economic competitiveness as we move into our new planning system.

In particular, it focuses on the role the planning system can play in protecting and growing key industries, linking people to jobs, goods and services, providing infrastructure to enhance liveability, and facilitating greater opportunities for innovation.

We look forward to hearing your views on the recommendations put forward in this paper as well as continuing to work together to build a successful new planning system of which we can all be proud.

What this paper does



PURPOSE

In March 2018 the State Planning Commission (the Commission) introduced its *Blueprint for South Australia's Planning and Design Code* (Figure 1) which includes:

- A series of policy discussion papers designed to stimulate thought around the policy direction for the Code.
- A series of technical discussion papers to establish the operational framework and content requirements for the Code.
- A series of key policy conversations the Commission would like to have with industry, community and local government in relation to those areas it anticipates will require a greater level of reform. Each policy discussion paper will be closely aligned to at least one of these dedicated conversation areas.

The following policy conversation areas are explored in greater detail within this paper:

- Metropolitan growth management (page 28)
- Centres policy and retail investment (page 36)
- Economic and industrial land utilisation / emerging industries (page 43).

This Productive Economy Policy Discussion Paper is one of four papers that explore land use policies in South Australia. The other papers consider:

- Integrated Movement Systems
- Natural Resources and Environment
- People and Neighbourhoods (still to be released).

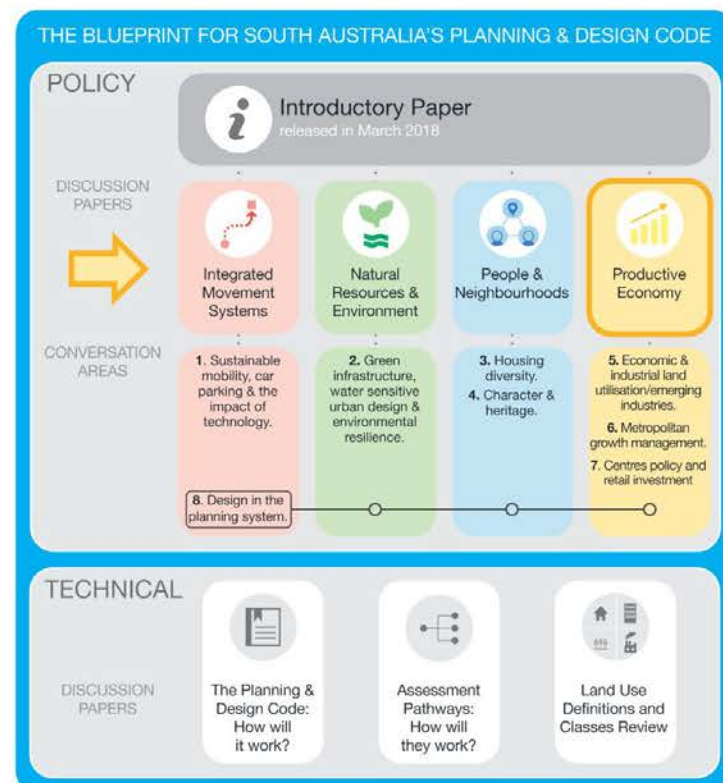


Figure 1: Context of this discussion paper against elements of the Blueprint



The discussion papers are intended to be read as a 'family' and will assist the Commission to establish the planning rules for the assessment of development proposals.

The papers recommend policy directions for the Planning and Design Code, including identifying where existing policy is likely to be transitioned to the Code and areas where further investigations or reform are necessary.

The foundation of this paper has been derived from work prepared by Deloitte Access Economics and SGS Economics and Planning. Other inputs to this paper include reviewing existing policy within the South Australian Planning Policy Library, development plans and a range of government strategic documents (refer to Figure 2 and the Background Paper for further detail).

For more detail about the family of policy discussion papers and the process of developing the Planning and Design Code, please see the Blueprint for South Australia's Planning and Design Code available at:

www.saplanningportal.sa.gov.au

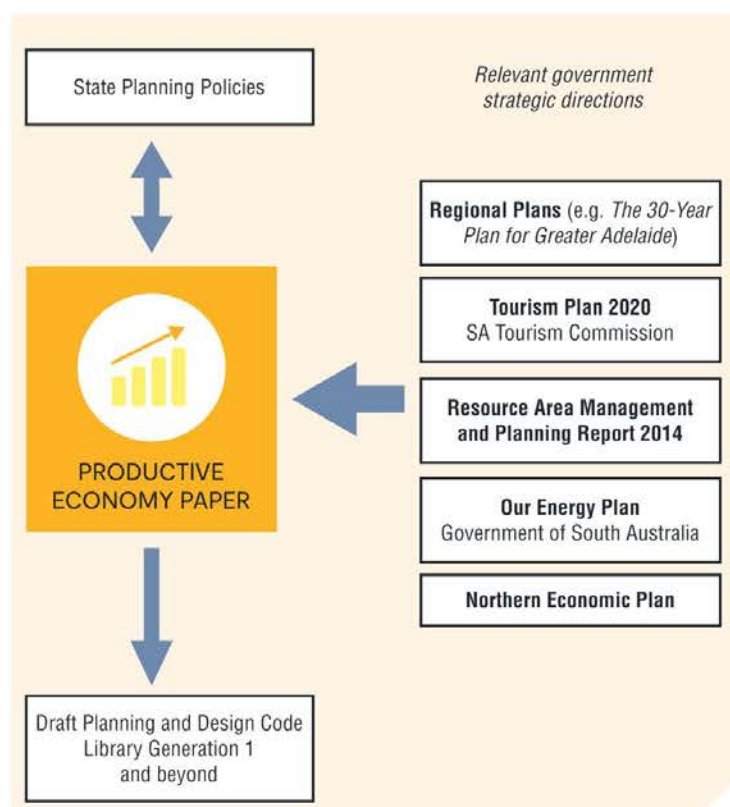


Figure 2: Context of this discussion paper in relation to new planning instruments and government strategic directions

Have your say

In recognition of the importance of collaboration in building our new planning system, discussion questions have been included to provoke thought and seek guidance on the policy recommendations contained within this paper. The following

general feedback questions are also included:

- Are there any other key opportunities and challenges you would like to identify?
- Are there any other potential Code policy solutions you would like to recommend?



A PRODUCTIVE ECONOMY FOR SOUTH AUSTRALIA

Planning plays an important role in ensuring the right signals are sent to the marketplace to attract interest and investment in our state. Industries and businesses should be welcomed by a planning system that is efficient, transparent, predictable and simple to navigate.

Our new planning system brings new opportunities to focus on industries with significant growth potential, to forge inroads into emerging industries, and to support innovation and growth in our already productive businesses. As we continue to develop and implement this new system we have conducted a 'health check' of South Australia's current strategic and policy environment to ensure decisions we make now reflect the needs and aspirations of South Australia going forward.

An evaluation of the strengths and weaknesses, opportunities and threats across a range of industry sectors has been fundamental to framing how we move South Australia forward with a clear planning policy reform platform, together with the benefit of a modern and contemporary planning system.

In an increasingly globalised marketplace for jobs, services, investment and knowledge we seek to create a planning system with the capacity to respond to change and opportunity, and to enhance the prosperity of our cities and regions, while protecting those valuable aspects that make South Australia a unique place to live.

We intend to protect our food bowl, our natural assets and our picturesque landscapes to

ensure we are able to enjoy them long into the future. We will also introduce policies that embrace change, new industries and technologies to grow our cities, towns and regions. We want employment areas that are flexible and located close to housing and activity centres, supported by infrastructure and appropriate transport services.

To achieve these things, we must have a clear approach to planning and maintaining land supply; enabling business flexibility and competition through effective policy; supporting new and emerging industry as well as our traditional strengths; and taking full advantage of our existing and future infrastructure investments.



8



KEY TRENDS INFLUENCING CHANGE

The South Australian economy has a rich history in agriculture, manufacturing and natural resources but manufacturing has declined over the past two decades – decreasing from 16 per cent of gross value added (GVA) in 1990 to 8 per cent in 2017. Influenced by advancements in technology, globalisation and environmental change, the base of the state's economy continues to move away from manufacturing to services. Some service industries

have already begun to fill the gap left by manufacturing, in particular health care, the construction sector and financial services. However, there is more we can do to unlock the full potential of South Australia's economy. Figure 3 illustrates changes in employment between different key sectors (between 2006 and 2016).

The following section details a range of global and local trends that will drive economic change in South Australia.

It also examines the sectors that will drive economic investment and the creation of jobs into the future and provides an analysis of our key economic advantages.

For further details and references, please refer to the background paper prepared by Deloitte Access Economics.



Figure 3 Source: Australian Bureau of Statistics 2006 & 2016 Census of Population and Housing

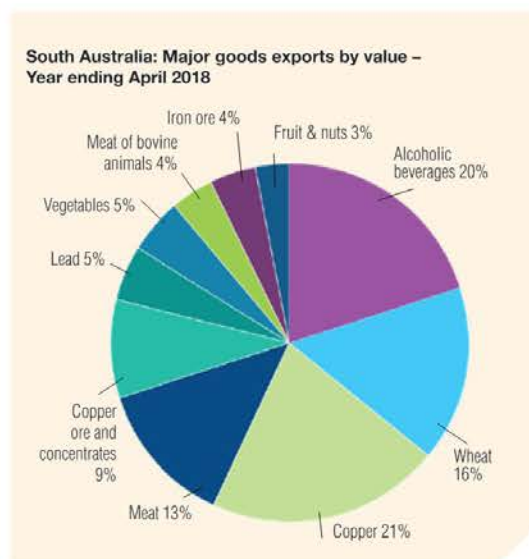


Figure 4 Source: Australian Bureau of Statistics 5368.0

Global trends and influences

Globalisation and emerging markets

Globalisation is affecting both demand and supply in South Australia and across developed nations as a whole.

On the demand side, Australia's close proximity to Asia is providing access to new markets, with more than 3 billion people in Asia becoming part of the middle class by 2030¹. Asia's economic shift will see a new set of opportunities for Australia and South Australia as exports to Asian countries shift to higher value goods and services² such as alcoholic beverages and international education. Globalisation and emerging markets are also affecting South Australia on the supply side, placing pressure on industries which are less competitive compared to those in emerging economies with lower costs of production.

Globalisation will continue to affect overseas demand for South Australian goods and services, including which goods and services are imported rather than produced locally. Figure 4 (see previous page) illustrates the major goods exported by value in the year ending June 2018.

Environmental impacts

Climate change and the depletion of natural resources are expected to have significant effects on Australia's environment³, placing pressure on water and food production systems.⁴

These environmental impacts will have flow on effects for many parts of the economy. For South Australia, these effects may be particularly acute, given its large agricultural sector.

While there are increasing pressures being placed on agricultural lands through climate change, demand for food is also increasing. The Food and Agriculture Organisation (FAO) expects that agriculture in 2050 will need to produce almost 50 per cent more food, feed and biofuel than it did in 2012 to meet global demand.⁵ Climate change may however reduce the productive capacity of some agricultural land thus reducing supply and requiring new technologies or approaches to meet current productive capacity. On the other hand, sustained demand – both locally and globally – for those products would tend to suggest their continued importance into the future.

Emerging technologies

With the introduction of new technologies such as artificial intelligence (AI), automation and 3D printing, economies across the world are being transformed and are impacting both how goods are produced and how services are performed.⁶

These technologies are changing how people work, what is produced, and how people demand and consume goods and services. Land use planning needs to focus on the designation of employment lands and precincts to support industry clustering, arising in part due to emerging technologies.

Changing consumer preferences

Consumer preferences are rapidly changing: what consumers are buying and how they are purchasing goods and services is being redefined by technology and globalisation. Recent times have seen the significant growth of e-commerce⁷, which is driven by consumers seeking greater value, greater variety and increased use of mobile devices.

As consumers' preferences change over time, so does production in global economies. Planning mechanisms therefore need to be flexible to adapt to increased freight, and the continuing demand for physical retailing and new experiences.





Local trends and influences

Population

South Australia's population (latest ABS estimates) is 1.73 million or 7 per cent of the Australian population.⁸

The Government has foreshadowed an agenda to grow the state's population at a higher rate to help support our economy and provide more opportunities for South Australians.

While South Australia's population is heavily concentrated in Adelaide, the Code will apply across the state, meaning that it will be important to consider the different industry and population mix in regional areas. South Australia's regional economies are generally centred on agricultural or mining industries, which will need to be considered in the Code.

As Adelaide's population increases, albeit slower than other cities, the planning system will need to facilitate development to accommodate this growing population and the industries that grow with them. These include activity and mixed-use centres to promote access to jobs; diverse and affordable housing options with services and amenity; and transport-oriented development to reduce costs for government, industry and residents.

The planning system can provide a positive and enabling environment that unlocks development, innovation and liveability that has positive influences on population growth.

Urbanisation and shrinking rural population

From 2006 to 2016 the population of the Greater Adelaide Region grew by 11.9 per cent, while the population of country South Australia increased by only 3 per cent.⁹ As more people choose to live in urban areas this will affect the requirements for housing and other infrastructure in Adelaide and its surrounds.

Slowing growth or declining regional populations will also create skills gaps, which could affect production in regional areas.

Liveability and attracting labour

South Australia's challenge is to attract workers to our cities and regions by creating a more ideal lifestyle compared to other states. This means ensuring our state is liveable, affordable and safe and has a range of job opportunities.

Land use planning plays an important role in enhancing liveability and attracting labour by creating the right conditions for housing affordability and ease of transportation, and allowing for other infrastructure, attractions and developments that enhance liveability.

Increased mobility

Workforce mobility is critical to finding the most suitable workers for a particular job. It also allows people to move to where employment is available or to work without having to relocate.¹⁰ This is particularly important in South Australia's regional areas which often have poor transport corridors or are considered less desirable due to their lack of amenities and/or employment opportunities.

Ensuring the right conditions are in place to allow for transport infrastructure development will be crucial in enhancing mobility across our cities and towns for our labour force, and to regional areas for freight routes.



South Australia's competitive advantages

Based on the latest economic trends and evidence, the following sectors have the potential to provide South Australia with the opportunity to capitalise on a greater level of economic growth in the future.

These areas of key competitive advantage include:

- International education
- Energy and resources
- Tourism and visitor attraction
- Agribusiness and value-adding
- Defence industries
- Health and medical industries
- Knowledge and creative industries
- Professional and information technology services.

An efficient and effective planning system will be required as part of a supportive broader regulatory and policy environment to enable these sectors to have a significant positive influence on our state's future prosperity.





International education

International education is South Australia's largest services export, worth \$1.5 billion to our economy in 2017.¹¹ The sector has grown strongly globally, with the number of outbound tertiary students doubling over a decade – although this growth has slowed in recent years.¹² It is forecast that South Australia's international enrolments will increase from 32,100 in 2015 to 48,000 in 2026¹³, with the sector identified as one of the top five growth industries for Australia.¹⁴

Around half of South Australia's international students are in the higher education sector. There are also students in schools, vocational education and training courses, and other short or non-award courses.

South Australia has a number of advantages which place it well as a competitor to attract international students. These include our high-quality institutions, our affordable lifestyle relative to other cities, our high standard of living and the large number of student accommodation options and employment opportunities available.¹⁵



Our universities continue to innovate

The University of Adelaide and the University of South Australia

The University of Adelaide and the University of South Australia have undertaken large investments in their campuses across the state, particularly in the city of Adelaide. This investment has brought a period of significant growth in the western area of the CBD, building important linkages to the emerging, co-located health and biomedical precinct which includes the new Royal Adelaide Hospital and the South Australian Health and Medical Research Institute. These investments will enable both universities to collaborate closely and build capacity for innovation and research in addition to other strengths, particularly in areas such as defence, health, agriculture, education and engineering.

Flinders University

Flinders University has recently invested \$120 million in the redevelopment of the former Mitsubishi site at Tonsley to contribute to the creation of the Tonsley Innovation Hub. This ambitious undertaking will see the university contribute skills and experience to underpin job creation and community engagement that ranges from inspiring students in schools to supporting commercial ventures. This starts to redefine the traditional role of higher education in a way that binds the university with the future economic and social fabric of our state.

The School of Computer Science, Engineering and Mathematics; New Venture Institute; Medical Device Research Institute; Flinders Partners; Southern Knowledge Transfer Partnerships; and Centre for Nanoscale and Technology have established themselves at the Hub.¹⁶

Energy and resources

South Australia has the largest oil and gas reserves in Australia, located at the Cooper and Eromanga basins in the state's north-east.¹⁷ In 2017, \$140 million was spent on further oil and gas exploration, representing 12 per cent of expenditure across Australia in seasonally adjusted terms, an increase of 9 per cent in 2016.¹⁸

Deloitte Access Economics has also identified the mining sector as one of the fastest growing sectors in the state, forecast to increase by 2.9 per cent each year over the next two decades.

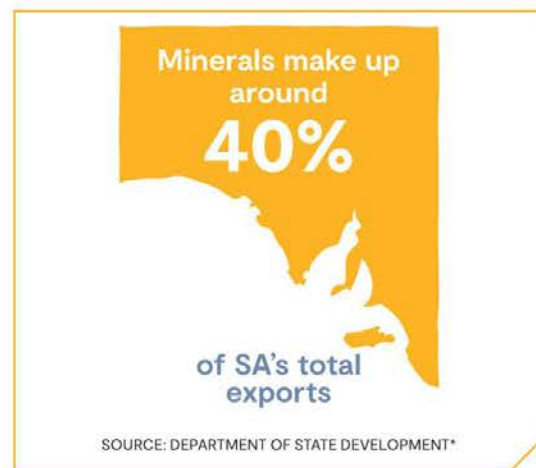
A productive economy is inherently founded upon a diverse, cost-effective and secure network of energy provision – an essential service in a country that has high levels of energy consumption. Australia is forecast to experience a 35 per cent growth in energy consumption by 2030.¹⁹

South Australia is leading the way in renewable energy

South Australia's reputation as the nation's leader in renewable energy and low-carbon initiatives is creating opportunities for investment by companies with a clean, green focus.

Renewable energy production in South Australia reached record levels in 2017, with 53 per cent of the state's energy generation coming from sun and wind-based sources.²¹

The South Australian renewable energy sector directly employs approximately 1490 people, up from 710 people in 2016.²²





Tourism and visitor attraction

The tourism industry is important to Australia's economy – people are travelling further and more frequently for a range of reasons including leisure, business and education. Tourism contributes approximately 3 per cent of Australia's GDP.

South Australia's expenditure on tourism has grown to a record high of \$6.6 billion – up 4 per cent (for the year ending December 2017) and tourist expenditure has risen 18 per cent to a record \$1.1 billion in the same period. A total of 36,000 people are directly employed in the industry.²³

In 2017, South Australia had 461,600 international visitors, an increase of 7 per cent from the previous year.²⁴ The majority of international visitor nights are spent in the city of Adelaide (82 per cent). In contrast, more domestic visitor nights are spent in regional centres, rather than in Adelaide.²⁵

South Australia has a comparative advantage in the tourism sector as the state was identified as the one of the top five must-see regions in the world in *Lonely Planet's* Best Travel of 2017.²⁶ With our festivals, wine regions and areas like Kangaroo Island, the tourism sector has significant growth potential.



36,700

People are employed by
TOURISM
in South Australia

SOURCE: SOUTH AUSTRALIAN TOURISM COMMISSION*

The low-carbon and circular economy

South Australia's resource recovery and waste sector is not only a significant supplier of infrastructure, but is also an area of continuing growth for the economy. The sector has an annual turnover of about \$1 billion, contributing \$500 million to Gross State Product (GSP) and employing about 5,000 people.²⁷ The economic contribution of this sector of the economy is greater than the fishing and aquaculture industry and similar to that of the air transport sector.

In a fundamental repositioning of traditional 'linear' economies, South Australia is leading the shift towards a more 'circular' economy, which is a more self-sustaining system driven by renewable energy and an imperative to keep material resources in use or 'circulating' for as long as possible.

It is estimated that the potential benefits of adopting a more circular economy for South Australia could result in up to an additional 25,700 full-time-equivalent jobs and reduce greenhouse gas emissions by 27 per cent or 7.7 million tonnes of CO₂ equivalent.²⁸

Many types of jobs in the circular economy already exist, especially in the waste management, recycling, recovery, reuse and repair sectors. Most of the new jobs created in the circular economy will come from service sectors in the areas of design and technology, as well as through growth in entrepreneurship and innovation in reverse logistics, services and digital technologies.

Agribusiness and value-adding

South Australia has a strong and diverse agricultural history. However, there is still room to grow, with consumer preferences driving a trend towards manufactured food and beverages. South Australia's food processing industry has emerged as the state's largest manufacturing industry, following the closure of automotive manufacturing.²⁹

Deloitte Access Economics has forecast the South Australian agricultural sector to grow at a rate of 1.3 per cent annually over the next two decades excluding food and beverage manufacturing, which is also likely to be significant. South Australia is considered the 'wine capital' of the nation, as the producer of almost 80 per cent of Australia's premium wine.³⁰

Value-adding activities transform a product or service to a more valuable state in the eyes of the consumer. It has economic benefits of increasing employment, improving net (export) performance, reducing exposure to price fluctuations of primary activities, and improving regional and national income.

Value-adding in the Adelaide Hills

The Adelaide Hills has always held a special place in the hearts of South Australians as an iconic place to live, visit and stay.

In recent times there has been an increase in the area's value through taking advantage of the produce and resources sourced from close by.

A new initiative known as the *Makers Movement* is gaining pace and drawing together a range of craftspeople and artisans who are making fine wine, furniture, clothing, craft beer, spirits and other products.

All of this work stimulates investment. A recent \$4.5 million project brought together a cider maker with a brewer and a distiller to capitalise on a \$950,000 Regional Development seed grant. The result is a state-of-the-art facility and cellar door which created 35 ongoing jobs.

This *Makers Movement* is supported by, and in turn supports, our tourism industry, which adds \$6.7 billion to the South Australian economy each year (SATC July 2018).



SA's agriculture, forestry and aquaculture industries

South Australia's agriculture, forestry and aquaculture industries are important parts of our state's long-term prosperity. From tourism and service industries to on-farm or product-based value-adding opportunities, the 'value chains' that support primary industry are major generators of economic activity and employment, particularly in the regions.

South Australia's clean marine waters are home to some of the most sought after, premium seafood in the world. Our seafood sectors contribute \$908 million annually to regional economies and are managed to ensure sustainability, to maximise benefit to the community and ensure high levels of aquatic health.

In the finished foods sector alone, increased investment in processing facilities, coupled with strong growth in meat, horticulture, dairy and grain processing resulted in the total value of production growing to \$5.9 billion in 2013-14.³¹



Defence industries

South Australia is home to three large defence industry precincts which house clusters of innovative companies, defence education and training, and defence experts. South Australia is also home to the only state-based defence agency in Australia, Defence SA. The Osborne Naval Shipbuilding Precinct has also been confirmed as the location for the \$50 billion Future Submarine program and the \$35 billion Future Frigate fleet.³²

Australia is likely to be a strategic spender in defence through to 2020, and is placed in the top 14 higher-growth spenders, with a defence budget of annual growth rate between 3 to 7 per cent.³³

Despite the loss of car manufacturing, other types of manufacturing continue to provide a meaningful level of diversification. They comprise a significant share of the state's economic activity and account for approximately 8 per cent of jobs.³⁴ Defence manufacturing in particular is strong, with a quarter of the nation's specialist defence investment concentrated here.

The state has an established and recognised technical skills base which provides a solid platform for new and existing manufacturers to grow and invest in the transition from traditional to advanced manufacturing.

Health and medical industries

Social infrastructure such as health and medical facilities is required to support the liveability and prosperity of our cities and regions. Technology, lifestyles and demographic change will continue to drive supply and demand for these facilities including their size, location and intensity. While we continue to develop new health and medical social infrastructure, there must also be an emphasis on the utilisation of existing infrastructure, with the flexibility to adapt and diversify to support infill occurring around existing facilities.

With Australia's population increasing and people living longer, health care needs are rising. The health care and social assistance sector is already South Australia's largest employer; BankSA³⁵ and Deloitte recognised that where employment levels in all other industries have plateaued in South Australia, the healthcare sector has grown.³⁶ There is also significant potential in the health and medical research sector. Adelaide is home to Adelaide BioMed City, one of the largest health and life sciences clusters in the southern hemisphere. Located in the CBD, it brings together research, education, clinical care and business development.³⁷



Knowledge and creative industries

The arts and creative services industry contributed a total of \$690 million to the South Australian economy in 2016-17.

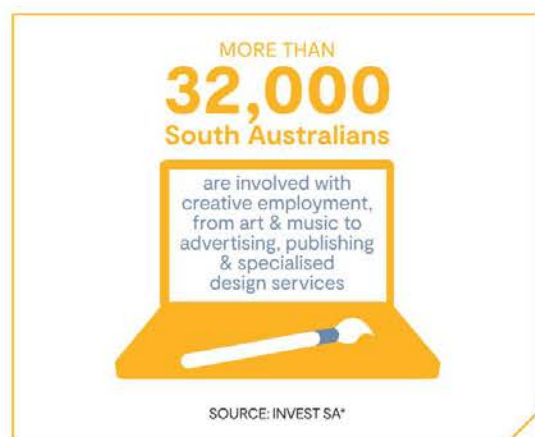
This is due significantly to South Australia's reputation as the 'Festival State'. It is home to the largest Fringe festival in the southern hemisphere, as well as WOMADelaide, the Adelaide Festival and Adelaide Writers Week.³⁸

These cultural events attract a significant number of artists and performers, as well as tourists, to the state.

In 2018, the Adelaide Fringe Festival was the largest ticket selling festival in Australia. Of the 1.5 million tickets sold, half were sold in South Australia.³⁹ Temporary events such as these are important to consider in the context of planning as they bring cultural activities and vibrancy to the city.

More broadly, South Australia has strengths in other components of the creative industries such as film production, galleries and museums. The cultural boulevard of North Terrace is a great example of the importance of planning in preserving the heritage and nature of an area and working with other levers such as new tram infrastructure and public realm improvements.

Rezoning has also helped to unlock substantial investment in the Festival Plaza, health and biomedical precinct and the former Royal Adelaide Hospital site.



Professional and information technology services

Professional services contributed over \$14.7 billion to South Australia's economy in 2016-17.⁴⁰ Although Adelaide is not considered a financial sector hub, these industries are of significant value to the economy – and will be especially so going forward, as the economy transitions to one that is services-focused. BankSA has found that over the past 20 years, total jobs in professional services in South Australia increased by 62 per cent, compared to just 24 per cent across all sectors.⁴¹

Evolving technology and communications continue to change the way business is conducted, how we live our lives, and how our urban and regional environments are shaped. The economy and traditional industries are experiencing fundamental shifts in business models as a result of the digital economy and improved information access. Real time data and smart technology are anticipated to lead to better utilisation of infrastructure, clean energy and energy efficiency, improvements in services, and better benchmarking of development and investment performance.

This provides the basis for a new approach to city development – Smart Cities – where the emphasis is on the integration of public infrastructure, data technology and the internet to improve the quality of life for people living, visiting and working in the area.

City-based technology provides a basis for looking at city functions and development differently. Improvements to the way we move around and how services are delivered can alter on-site requirements normally considered through a planning assessment process. With three quarters of the population living in Australia's major cities, it is critical that these environments are developed to provide for our future.

Some emerging technologies, such as e-commerce, ride sharing and accommodation services are already having impacts on the economy and land use activities and others, such as driverless vehicles, are anticipated.

It is challenging to identify precisely how or when technology will shape the development and function of our cities. As such, both the planning system and policy must be designed to provide for its influence.



Case Study: Innovation drives growth – the Pittsburgh model

Pittsburgh, Pennsylvania is a city in north-eastern United States with a metropolitan population of approximately 2.3 million. Known as North America's 'steel city' throughout most of its industrial glory days, the city experienced an economic downturn and a period of high unemployment in the 1970s and 80s due to the impact of global economic forces on the local steel industry, allied manufacturing and support sectors.

Present-day Pittsburgh is a thriving, modern American city with a rediscovered prosperity underpinned by a solid foundation of advanced manufacturing, world-renowned research institutions, a highly-skilled knowledge sector and focus on emerging technology industries.

The economic transformation of Pittsburgh has been extensively documented, with other places seeking to emulate the factors which have led to its successful economic transition. This is particularly true in places where the decline of traditionally strong industries is forcing change and a reprioritisation of policy designed to boost liveability, incentivise growth and support economic competitiveness.

Pittsburgh's economic resurgence has been assisted by policymakers at all levels (including planners), through recognising and stimulating nascent strengths in advanced manufacturing, research institutions and emerging technologies. The creation and fostering of innovation districts such as the greater Oakland neighbourhood has greatly assisted in this, creating environments where aligned companies and institutions can cluster, partner together and collaborate to attract greater investment and jobs.⁴²

The challenge for South Australia, particularly for Greater Adelaide, is to recognise and support its economic strengths and play to the city's regional advantages. This is to ensure the ongoing economic transition away from declining industries is supported by new opportunities for diversification, value-adding, research, innovation and growth in knowledge sector and other emerging industries, which by some estimates may constitute up to one-third of global GDP by 2025.⁴³

Responding to opportunity in South Australia

We have made positive steps in this direction through, for example, the establishment of Tonsley and the identification of clustering and agglomeration policies within *The 30-Year Plan for Greater Adelaide – 2017 Update*. Further opportunities for complementary development exist for defence industries in Osborne, Port Adelaide and Edinburgh; for health and medical research facilities near North Terrace; for innovative and entrepreneurial enterprises at Lot 14 (The old Royal Adelaide Hospital site); and for renewable energy technologies across many regional areas but centred principally near Whyalla, Port Augusta and Port Pirie.

The next steps to progress these discussions involves the continuation of the Commission's **Metropolitan growth management and Economic and industrial land utilisation/ emerging industries** Policy Conversation Areas (see pages 28 and 43 for further information).

Pittsburgh's successful transition from its industrial roots to a modernised economic base has earned it praise as the poster child for managing industrial transition.





SUPPORTING OUR FUTURE ECONOMIC PROSPERITY THROUGH THE NEW PLANNING SYSTEM

One of the most important functions of the new planning system is to facilitate and enable economic growth opportunities to achieve greater prosperity for all South Australians.

Investors and businesses seek clarity, opportunity and security and the planning system has an important role to play in this regard. This can be achieved through a strategically planned supply of land; the identification and provision of supporting infrastructure such as freight networks; and planning policy which is clearly articulated and flexible enough to respond to future challenges and opportunities.

It is important to ensure that planning policies and tools are in place to support new industries while allowing traditional strengths in areas such as primary production, tourism, mining and defence to continue to prosper.

The Planning and Design Code will seek to promote the optimal economic benefit, balanced with social and environmental priorities.

Strategic Directions

This section highlights the key strategic and policy directions currently in place in South Australia and outlines the major productive economy themes for drafting of the Code.

The Code must reflect the policy direction contained within key government strategic documents, in particular the draft State Planning Policies (SPPs) and Regional Plans.

Figure 5 shows how the new planning system's strategic framework will guide Code development.

Refer to *The Planning and Design Code – How Will It Work? Technical Discussion Paper* for further information.

State Planning Policies

Once finalised in early 2019, the State Planning Policies (SPPs) will outline the high-level planning priorities for the state and enable the new system to robustly respond to current and future opportunities and challenges.

In drafting the Code Policy Library, the Commission must ensure the policies align with the direction set out in SPPs.

The following draft State Planning Policies share a direct alignment with the key themes explored in this paper:

- SPP 1: Integrated Planning
- SPP 2: Design Quality
- SPP 3: Adaptive Reuse
- SPP 5: Climate Change
- SPP 6: Housing Supply and Diversity
- SPP 8: Primary Industry
- SPP 9: Employment Lands
- SPP 10: Key Resources
- SPP 12: Energy.



Figure 5: An example of how the new planning system's strategic framework will guide the Planning and Design Code

Regional Plans

The current regional volumes of the Planning Strategy for South Australia will serve as the state's interim regional plans until new versions are prepared. Regional Plans provide a long-term vision for a region or area and include provisions promoting the ongoing strength of key industries, the protection of major infrastructure and the growth of regional economies.

These volumes share a number of similarities in regard to enhancing regional economic prosperity, with policy differences between them reflecting economic and industry specialisation in different areas of the state.

The 30-Year Plan for Greater Adelaide – 2017 Update also has measurable targets to facilitate a productive economy. They include:

- **Target 1:** Containing our urban footprint and protecting our resources: (1.1) 85 per cent of all new housing in metropolitan Adelaide will be built in established urban areas by 2045. (1.2) 90 per cent of all new housing in Outer Greater Adelaide will be built in established townships and designated urban areas by 2045.
- **Target 4:** Walkable neighbourhoods: Increase the percentage of residents living in walkable neighbourhoods in Inner, Middle and Outer Metropolitan Adelaide by 25 per cent by 2045.

South Australian Planning Policy Library

The South Australian Planning Policy Library (SAPPL) contains a suite of General Policy Modules as well as a series of maps and zones focused on specific economic or employment areas, such as Industry, Centres, Mixed Use and Commercial Zones. Refer to the Background Paper for a complete list of relevant SAPPL zones and general policy modules.

The Department of Planning Transport and Infrastructure has worked with councils to undertake development plan reviews. These reviews have shown that while there has been significant uptake of the SAPPL, some councils have fallen behind in providing contemporary planning policy, while others have made variations to policies, some of which may be appropriate state-wide. Where this is the case, this policy has been identified for inclusion in the Code.

Working with other levers

It is important to acknowledge that the planning system plays an important role in supporting a productive economy but also needs to work with other levers.

Examples of other levers include:

- **Infrastructure investment** (e.g. public realm and transport infrastructure upgrades)
- **Subsidies** (e.g. local business incentives and grants)
- **Regulation at a local level** (e.g. differentiated rates)
- **Taxation** (e.g. small business deductions)





HOW CAN THE NEW SYSTEM DELIVER A PRODUCTIVE ECONOMY?

The planning and development system's impact on economic drivers

The planning and development system generally comprises four key elements (see Figure 6).

Two (shaded blue) relate to administration of planning process and the remaining (shaded yellow) are concerned with making and applying policy. Together, they involve the creation of visions and plans for the development of neighbourhoods, towns, cities and regions and the formulation of policies to regulate land use and development to achieve these visions.

All four elements are important for a productive economy. Efficiency in regulatory process and review affects the risk profile of potential investments and the costs of doing business. The planning reform process is, in part, an effort to ensure these elements are more transparent, consistent and reliable, and to ensure streamlined decision making.

Also motivating reform is the intention to better align the policy content of the system with the state's economic development imperatives and potential. The Code has a vital part to play in achieving this.

The zones, policies and particular requirements applying to various types of land use and construction activity, including buffers, set-backs, heritage, car parking, open space, development contributions and various amenity controls, are tools to enable visions and strategic plans to be put into practice.

These regulatory provisions represent the building blocks with which the planning policies for neighbourhoods, towns, cities and regions will be constructed.

The creation of the Code represents a once-in-a-generation opportunity to comprehensively modernise land use and development regulation in South Australia in keeping with the new and emerging drivers of the contemporary economy.

The Code's policies will need to deliver two essential functions. First, they must continue in their traditional role of managing negative external impacts, that is, the potential conflicts between incompatible land uses. They must also provide the planning tools for the creation and reinforcement of opportunities and innovations as they arise (positive externalities). For example, where businesses can gain an advantage from access to skills and complementary services in industry clusters.



Figure 6: Elements of the planning system
(Source: SGS Economics & Planning Pty Ltd)

Our New Planning System

Our new system has been designed with new tools in these circles. They are aimed at making our system more certain and efficient.

Strategic plans and Policies

- State Planning Policies
- Regional Plans

Regulatory Provisions

- Planning and Design Code
- Design Standards
- Ministerial Building Standards
- Offset Schemes

Regulatory process

- Regulations
- Practice Directions
- Accreditation Schemes.

Managing potential conflicts

It has been recognised for decades that land use planning policies and regulations are necessary if markets are to do their best work. These regulations deal with, for example, noise, emissions, traffic and overlooking issues that might otherwise accompany developments. If these impacts were left untreated, the liveability and functionality of our towns and cities would be compromised and economic performance would ultimately fall below the state's potential.

This said, changes in industrial processes, including advances in technologies, mean that there is now greater scope to

manage land use impacts, both within the planning system and through non-planning measures such as licensing and trading schemes. The planning system needs to support changes in how impacts are managed in cost-effective ways that minimise the need for traditional solutions such as the separation of uses. This means that planning regulation should be subject to continuous modernisation including, for example:

- **Improved controls to manage external impacts** – removing outdated zones or development controls where new production methods enable nuisance effects between land uses to be better managed.
- **Zoning models that support mixed use and diversification of business and industry** – adjusting and rationalising industrial zones, recognising that contemporary production processes often involve a blending of services delivery, assembly and logistics in the one premises.
- **Planning controls that support emerging business practices and technology** – acknowledging that 'disruptive' ways of doing business, such as the emergence of the sharing economy, may require the introduction of new planning controls to mitigate unanticipated impacts.



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Creating and reinforcing opportunities and innovations

Figure 7 shows that the state's metropolitan and regional economies rely on external injections of income, primarily via exports to other regions in Australia and overseas.

Boosting the productivity of South Australia's regional economies therefore depends on maximising the export earning potential of the key sectors described earlier on page 12.

At the same time, income leakages from the state need to be contained. The capacity to meet both these imperatives depends on a number of enabling factors relating to skills, leadership and infrastructure at the economy-wide level, and access to capital and innovation at the business level.

The research and investigations conducted in the preparation of this paper suggest that planning policy and regulations can have a significant impact on the enablers of productivity and competitiveness, namely export industry performance, access to skills, infrastructure and innovation.

Planning can support key export industries by ensuring sufficient land supply for their expansion; managing the incursion of incompatible land uses (e.g. wine regions at the urban interface); and conserving the built form and public realm values that underpin the state's cultural tourism sector.

Good planning and land use regulations play an important part in creating flexible regional labour markets. This includes guiding investment into a metropolitan structure that facilitates ease of movement and improved jobs matching.

It is also vital that urban infrastructure is provided in an intelligent way to support our economy. This applies to infrastructure in its broadest sense, embracing, for example, inclusive and liveable communities, 20-minute neighbourhoods, quality

public realm in activity centres and employment districts, and access to transport, water, energy and communications services.

In the context of a globally integrated and knowledge-based economy (see **Key trends influencing change** at page 9) planning and land use regulation also have a significant role in the formation of innovation precincts and clusters that can incubate creative start-ups and leverage the state's capabilities in knowledge generation and advanced manufacturing.

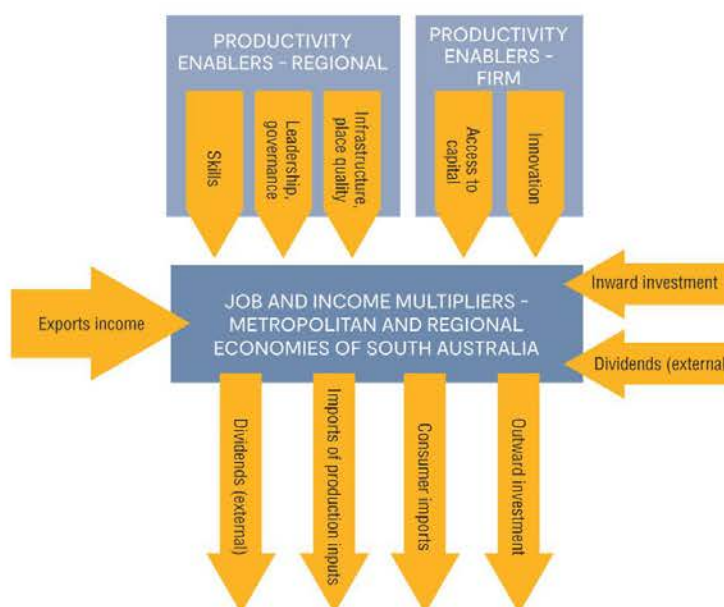


Figure 7: Model of the regional economy. Source: SGS Economics & Planning

How will our new system support the delivery of a productive economy for South Australia?

The following four key themes have been identified as key policy areas that are critical to the delivery of a productive economy through the new Code (Figure 8):

- Supporting and growing key industries
- Linking people to jobs, goods and services
- Providing infrastructure to enhance our liveability
- Facilitating innovation and enabling investment

Taking each of these four themes in turn, the following pages outline how the Code's policies will contribute to a prosperous South Australian economy.



Figure 8: Key planning themes critical to a productive economy

Theme 1 – Supporting and growing key industries

South Australia's key export industries, both those in place now as well as those expected to grow in future, have been discussed earlier in this paper. As noted, these sectors range from traditional 'heavy' industries and manufacturing, which tend to be land intensive, through to new drivers of export income in the cultural tourism economy, where land use and development requirements are more diverse and nuanced.

Primary industries

Primary industries are a key driver of the state's economy. For example food and wine generated approximately \$20 billion annually in revenue and accounted for 50 per cent of the state's total merchandise exports in 2016-17.⁴⁴

With shifting economic patterns, environments and lifestyles, it is critical that land use planning includes strategies and policies that are flexible to support the diversification of compatible activities; encourage innovative land use planning and management; assist in implementing adjustment strategies; add value to activities; and respond to the effects of climate change.

Some good examples include the growth in cellar door sales, distilleries, on-farm produce sales and other value-adding that is complementary to the primary production activities of a region. This has been evidenced in many areas, but is particularly prominent in the Adelaide Hills, Barossa Valley and McLaren Vale. Refer to the breakout box on page 16 for further examples.



Tourism

In its report on Australia's international tourism industry, the Australian Government Productivity Commission identified that poor development assessment frameworks and approval processes can be costly to developers as well as businesses and communities, and are considered by participants to be one of the main impediments to tourism investment.⁴⁵ A number of improvements have been made to the planning policy environment in recent years to better support the tourism sector, and further recommendations are proposed in the development and implementation of the Code.

Continued growth of the state's tourism industry is dependent on the provision of infrastructure such as accommodation – particularly in Adelaide, but also in regional areas. If the planning system is too restrictive to adapt and allow for sufficient development, South Australia's future growth prospects will be affected. In addition, the tourism industry will continue to produce new attractions and experiences to appeal to visitors from both Australia and overseas. Again, the planning system and the Code will need to account for the

importance of these developments to the tourism industry.

A policy response will be particularly important to support eco-tourism in our more pristine areas. Nature-based tourism is a significant growth area for our state and managing development activities within these locations (such as Kangaroo Island and the Eyre Peninsula) requires a level of policy reform to create a more enabling environment.

Mining and exploration

There are three types of commodities mined in South Australia – extractives (construction materials); industrial (commercial value but not fuel or metals); and metallic (valuable metals) minerals and fuels (gas, petroleum). Ongoing resource exploration and development of these resources is vital to the delivery of employment, infrastructure, skills and prosperity to the state.

Increased urban growth, the impacts of infrastructure projects, larger house sizes and longer development horizons have seen an increased demand for resources (particularly extractive) and more intensive mining operations (including

night works, blasting, processing and heavy vehicle traffic).

Land use planning generally, and the Code in particular, must adapt to increasing exploration and production in the energy and resources industries, while also being mindful of environmental concerns. Policies in the Code must consider interactions with other regulatory levers, such as environmental impact statements.

Where can the Code help?

Policies, zoning provisions and development regulations will continue to be needed to maintain sufficient land supply for the retention and expansion of land-intensive industries. This will have to consider market lags and, perhaps allow for short bound uses of the areas in question until take up for the strategic industry in question becomes viable.

The Code will apply suitable buffers and hazard management zones to avoid compromising efficient industrial or agricultural operations.

Other critical factors of production for strategic exporters that need to be protected and enhanced include soils and landscapes for food producers, and heritage buildings and streetscapes in Adelaide and other cultural tourism locations.

The Code needs to continue to protect South Australia's viticultural and horticultural lands from urban encroachment and development that detracts from iconic landscapes (Refer to Map 1 on page 30).

POLICY CONVERSATION AREA – METROPOLITAN GROWTH MANAGEMENT

South Australians have long enjoyed a lifestyle characterised by an abundance of open space and natural landscapes, easily accessible urban and regional centres, and proximity to a vast array of local, high-quality produce from both land and sea. As our population continues to grow, we must consider how best to protect these assets and our uniquely South Australian lifestyle while providing the policy incentives and market signals that support the coordinated, compact and integrated growth of our capital city and regional centres.

Home to 83 per cent of the South Australian population, the Greater Adelaide region is the focus of the state's employment, economic activity and housing growth, particularly in major urban growth areas to the north and south of the metropolitan area. In recent years, market demands have changed considerably as growing demand for housing located closer to jobs, services, recreation opportunities and a more diverse range of transport choices has underpinned a shift from new housing estates at the urban periphery to a wider range of infill housing choices in established suburbs.

Currently, more than three-quarters of all new dwellings are built in established areas, with minor infill (demolition and re-subdivision of an allotment)

contributing an average of 30 per cent or approximately 2000 new dwellings per annum between 2010-2016. This trend is expected to continue, as the targets of *The 30-Year Plan for Greater Adelaide* encourage a wider diversity of housing types located in highly walkable neighbourhoods, close to transport routes, jobs and services.

In focus: Land supply

Since 2010, an extensive rezoning program has increased the supply of residential broadhectare land for future development to more than 20 years' supply across Greater Adelaide.

A series of significant major infill development projects (Bowden, Tonsley, Lightview, St Clair, Port Adelaide, etc.) will reach completion during the next 10 years and opportunities for further redevelopment of established areas will become increasingly constrained. It is estimated that land supplies to the south of Adelaide in particular are likely to be consumed by existing or planned growth projects over the next six years. Despite relatively low 5-year average land consumption rates of 216 hectares per annum (compared to 2010 consumption of approximately 400 ha/p.a.), it is expected that a renewed focus on the identification of

lands catering to future housing growth will be required.

Key challenges of this process will be to ensure that the pipeline of affordable and well-located land is identified through strategic planning processes which involve effective coordination with infrastructure providers and a meaningful level of engagement with communities.

Key issues:

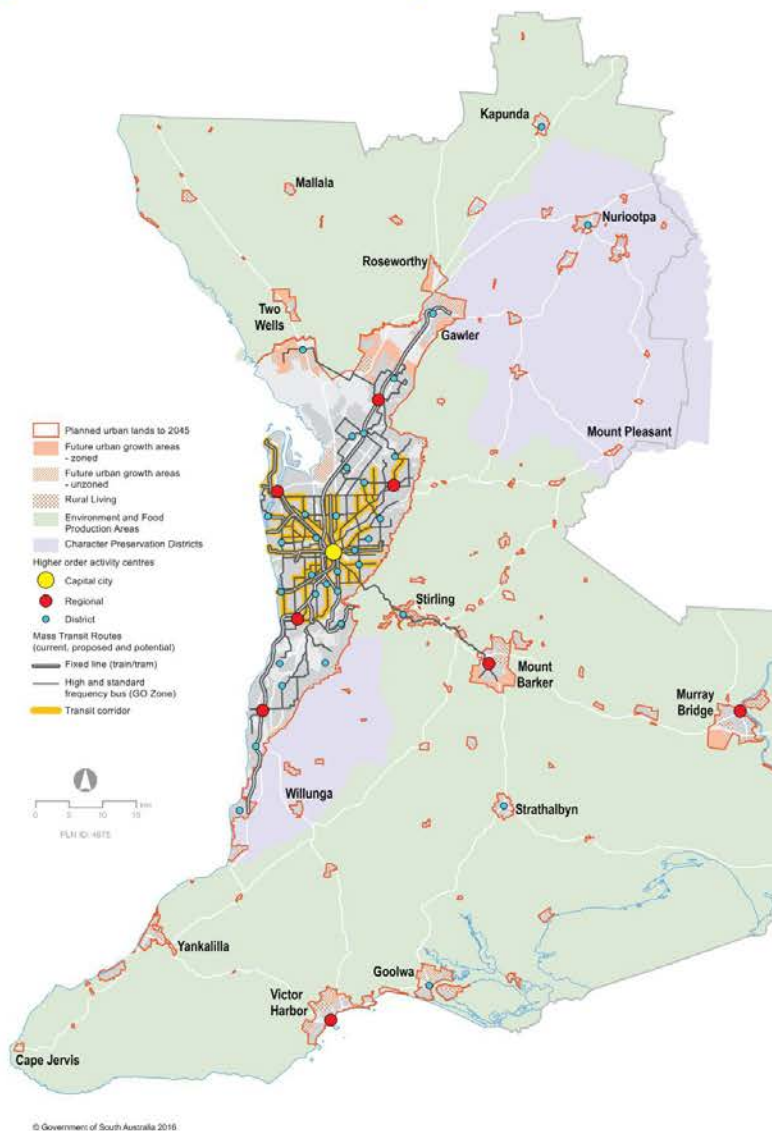
- **The strategic identification of suitably located land** to accommodate new housing and employment industries linked to projected population and economic growth.
- The maintenance of an **integrated land supply and release program** which ensures an efficient pipeline of land supply is maintained and linked to market demand.
- The need for the **timely, coordinated provision of infrastructure and services** in line with staged growth plans and planning policies.

Key question:

- How could a more coordinated metropolitan staging program be achieved which provides greater certainty to all stakeholders and assists more orderly development?



Map 1: Designated urban areas and township boundaries



Source: *The 30-Year Plan for Greater Adelaide – 2017 Update*, Department of Planning, Transport and Infrastructure



Theme 2 – Linking people to jobs, goods and services

This theme relates particularly to the 'skills' enabler of productivity in the South Australian economy.

This includes the capacity of businesses and individuals to build commercially valuable knowledge through 'agglomeration', that is, knowledge spill-overs from being able to connect and interact with complementary enterprises.

The quantity and quality of human capital available to businesses is crucial to the success of the state's economy. Human capital can be built through investment in education and training institutions and through programs that encourage workers to enrich their skills throughout their careers. The efficacy of these policies can be enhanced or diminished, depending on how well the spatial development of

the metropolitan and regional economies is managed.

Unstructured urban sprawl, where workers find themselves increasingly distant from jobs aligned to their skills, or where they are increasingly reliant on car travel to access employment and the range of household services, erodes productivity. This is partly because of congestion costs in the road network. It also results from workers – often women – settling for work that does not make full use of their training and skills. This, in turn, impedes skills accumulation in the labour force.

A poly-centric urban structure, where a region includes secondary employment and activity, rather than being dominated by an ever-distant central business district, is widely seen to be important to travel and labour market efficiency. This 'template' for metropolitan development

was recently endorsed by a Commonwealth Parliamentary inquiry into Australia's cities.⁴⁶

This urban structure supports more efficient public transport between concentrations of employment and their labour catchments. Better public transport connections and frequencies, together with the resulting reduction in road congestion, can make it possible for workers to reach a broader pool of jobs within an acceptable travel time. Businesses also gain the benefit of a broader and deeper pool of skills to match their particular needs.

Matching skills to business needs and improving connectivity between complementary enterprises supports innovation in an economy. This is what is meant by 'agglomeration-driven' competitive advantage.

Benefits of agglomeration

The strength of agglomeration economies in any city is commonly measured via an index of Effective Job Density (EJD). An EJD 'score' can be calculated for any small area – say a postcode district or smaller – by taking the number of jobs in that area (which indicates the intensity of economic activity) and adding all the jobs in other areas reachable from that location, divided by the travel time to these other locations. EJD is therefore influenced by both the spatial concentration of businesses and the efficiency of the transport system.

Australian research shows that a doubling of EJD boosts total productivity by around 8 per cent, all things being equal. In other words, 8 per cent value is added in wages and salaries, profits and taxes by virtue of a business operating in a more dense and connected location. For knowledge intensive, high value-added industries such as advanced manufacturing; biotechnology; technical and scientific services; financial and

higher order brokerage and specialised advisory firms, the productivity from a doubling of EJD is much higher, often upwards of 14 per cent.

Adelaide's economic geography features a relatively low EJD compared to other Australian cities. This is partially explained by the fact that Adelaide is smaller. However, a lack of spatial concentrations of employment, our high car dependency and resulting traffic congestion dampen agglomeration in this state, and therefore the productivity of our businesses, compared to their interstate counterparts.

A range of land use planning policies and tools can influence the extent to which the Adelaide metropolitan area and other regions in South Australia might optimise the economic advantage from agglomeration. These include activity centres policy, the management of employment lands and the treatment of home industries.

Source: SGS Economics & Planning

Centres, retail and mixed use activities

Activity centres have been one of the pillars of South Australia's growth and development. They have contributed to the form and pattern of development and enabled a more equitable and convenient access to shopping, administrative, cultural, entertainment and other facilities that enable a number of activities in a single trip.

Transport investment that supports our activity centres is critical to achieving more productive settlement patterns. Activity centres policy and its associated planning rules can play an important role in this by facilitating the formation of a poly-centric urban structure. A concentration of higher order retail functions, alongside a range of other major activity generators such as universities, hospitals, cultural institutions, hospitality and entertainment

venues and civic buildings is essential if significant suburban CBDs are to emerge over time.

The challenge in realising the potential of centres policy is to strike the right balance between achievement of the desired urban form and the maintenance of healthy competition and investment in the retail sector, which is a major economic agent and employer in its own right.

There has been a long-standing practice in Australian cities for land use regulation and policy to favour activity centres through establishing a hierarchy of centres, based on the size of the population the centre is expected to serve, supported by land use controls that curtail out-of-centre development, specifically retail activities. Over the past couple of decades, however, some industry and official critiques have argued that this approach shuts out new competitors and new formats in the retail sector,

thereby denying customers choice and price savings.

The State Planning Policies, Regional Plans and the Code will need to navigate the inevitable tensions in centres policy.

One approach is to segment retail development proposals in terms of their potential impact on the formation of successful suburban CBDs. Out-of-centre proposals that compete for the local retail catchment may warrant fewer restrictions because they may have only a marginal impact on travel patterns. However, proposals that drain economic energy from planned higher order centres, draw custom from larger catchments and have the potential to host genuine CBD style activity, may warrant greater scrutiny as to whether they deliver a net community benefit.

Some guiding principles for retail

1. **Existing centres** – recognise existing activity centres, main streets and mixed use areas as the primary place for commercial and retail activity.
2. **Expansion** – in existing designated centres, allow for expansion at 'edge of centre' locations, as well as intensifying within those areas.
3. **New Activity Centres** – allow new activity centres to be established to support equitable and convenient access to services, while also supporting productive settlement patterns.
4. **Hierarchy** – protect higher order centres that support a productive settlement pattern, while allowing for smaller-scale activity centres to emerge and diversify.
5. **Urban Design** – reinforce the role of land use policies to guide urban form and place making in mixed use activity centres.

Refer to the **Policy Conversation Area** breakout box on page 36-37 for further discussion on potential future directions for this policy area.

Greater Adelaide's poly-centric structure is important to transport efficiency and the ability of the city's businesses to take full advantage of the skills and know-how in the region.

Centres policy and the associated planning rules can help strengthen this structure. (Refer to Map 3 on page 38).

PRODUCTIVE ECONOMY



Employment lands (industry, manufacturing and commercial)

Manufacturing in South Australia continues to provide a meaningful level of diversification. It comprises a significant share of the state's economic activity and accounts for approximately 8 per cent of jobs.³² Food and beverage product manufacturing has grown to account for approximately 30 per cent of manufacturing jobs (and continues to grow) and defence manufacturing is also strong, with a quarter of the nation's specialist defence businesses located here.

However, uncertainty about the future of manufacturing as a result of economic instability and rising power, transport and labour costs provides a basis to review the role of land use planning policy in facilitating more innovative and competitive industrial and commercial sectors.

A key question is whether the existing zoning tools for industrial and commercial development adequately recognise the blurring of manufacturing and office functions in the modern economy. As noted earlier, the

historic separation of 'making', distribution, brokerage and general administrative functions may no longer be necessary in land use controls. The Code will need to include an appropriate array of employment zones to match the needs of a changing economy.

The planning system must also include tools to support clusters of businesses which are complementary or have common logistical and supply chain requirements. The defence sector corridor running north to west from Adelaide is a case in point. This corridor stretches from Techport at Outer Harbor through to Edinburgh Parks and Parafield. Other examples are the key business cluster in the Health and Biomedical Precinct on North Terrace and the biomedical services at Thebarton.

Home-based businesses

The operation of low-impact industry and home-based businesses has long been addressed by planning policy in South Australia. Home-based business is becoming increasingly important as more flexible workplace practices enable a

greater capacity for home based work schedules. In well-connected neighbourhoods, home-based businesses will often have potential to grow into bigger enterprises. In this way, housing areas which were once dormitories for workers travelling elsewhere can become business incubators, provided that other local economic development policies are appropriately aligned.

Home industry zones and policies have had a mixed rate of success across councils and development plans.

Of particular concern is the prevalence for encroachment by single-use residential development, rather than areas featuring a sustainable mix of residential dwellings with integrated home industry activities.

A review is required of these zones and policies to determine the overall demand for low-impact home-industry activities and how policy could be better structured to ensure that amenity is retained and that development outcomes are consistent with the intent of the zone.

SAPPL and Mixed Use Zones

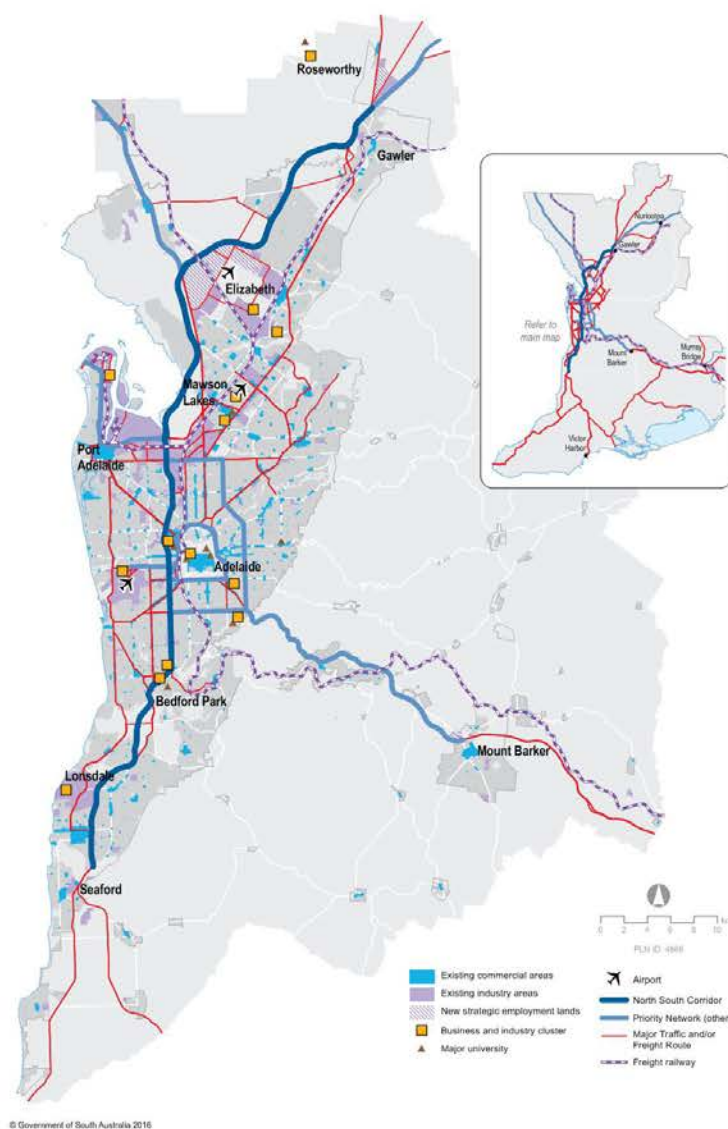
The introduction of the SAPPL began the movement away from restrictive zoning for employment lands. Many of the zones in the SAPPL Library allow for diversification of employment activities and move away from the segregation of land uses.

A good example is the Urban Employment Zone, which provides for industry, commercial, office, small shops and other business-related activity.

The Urban Core, Urban Corridor, and Suburban Activity Node provide for a range of land uses typical of activity centres while also supporting residential development.



Map 2: Business and industry clusters in Greater Adelaide



The defence manufacturing and services businesses to the north of the Adelaide CBD form a crucial cluster for the South Australian economy.

The Code must recognise the blurring of production and office functions in these types of enterprises so that the region maintains its competitiveness.

Source: *The 30-Year Plan for Greater Adelaide – 2017 Update*, Department of Planning, Transport and Infrastructure

POLICY CONVERSATION AREA – CENTRES POLICY AND RETAIL INVESTMENT

When properly designed and implemented, activity centres policy can pave the way for a range of benefits to flow to South Australian residents, businesses and visitors, including:

- Better access to consumer goods, and personal and business services
- More sustainable travel, including reduced vehicle kilometres travelled per year per capita, and greater physical activity
- More compact urban forms and settlement, including increased housing diversity, efficient utilisation of infrastructure and resources, better place making and avoided consumption of important rural and agricultural land
- Greater agglomeration-driven productivity.

There is a strong nexus between centres policy and urban consolidation. Vibrant centres of commercial, retail, entertainment, health and civic services provide a focus around which dense housing can form. In areas which contain an abundance of low-density development, increasing the locations where higher density development is possible also enables a welcome expansion of housing choice.

The containment of the urban footprint, facilitated by an activity centre-based approach to land use planning, can reduce the overall consumption of land, particularly rural and good quality agricultural land at the urban fringe. The savings in infrastructure costs brought about by facilitating a more compact form of development also expand the state's capacity to invest in infrastructure.

In line with these principles, prevailing approaches to retail and centres planning policy in South Australia in recent decades have placed a focus on setting aside land for growing suburban and regional centres; the application of a strategic centres zone hierarchy; the separation of land uses; and a policy emphasis on discouraging of 'out-of-centre zones' retailing.

This has resulted in a legible hierarchy of major and minor retailing centre zones of varying scales, which offers the benefits of customer agglomeration for retailers and reduces the constraints for new businesses in establishing a foothold inside a rigid planning policy environment.

It is worth noting that, although centres represent a growing share of total retail spending⁴⁷, most retail spending still occurs outside of centres. More recently, there has been some debate about whether land use regulation that centralises retail activity actually reduces competition, limits market forces, results in monopolisation, stifles innovation and/or impacts productivity growth.⁴⁸





The transitioning shape of the retail sector is creating impacts for planning policy and a review of activity centre zones, as well as the various mixed use zones, is required to check their relevance and update policy as required. The review could consider:

- Policy flexibility that enables an increased diversity of retail activities to reflect changing retail trends and support emerging formats to ensure their viability and competitiveness
- How established centres could continue to grow by ensuring policies enable flexible arrangements for land use diversity and built form outcomes

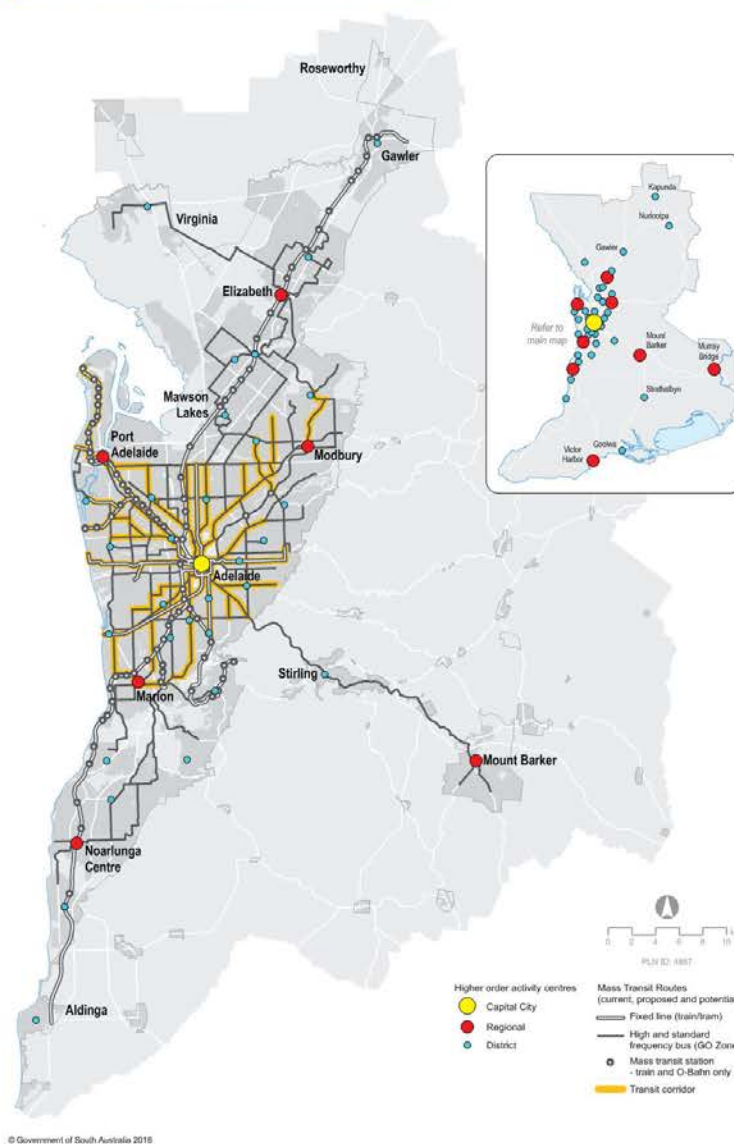
- Reviewing existing regulatory requirements for certain centre development applications as they may no longer be considered necessary if centres policy is updated
- Opportunities to encourage specialist retail clusters where their economic viability is justified.

The resolution of a centres hierarchy need not imply a prescriptive approach to development approvals. In fact, a well formulated centres hierarchy could provide a transparent and accountable benchmark for measuring the costs and benefits attaching to 'out-of-centre' or otherwise non-compliant development proposals.

Key discussion questions:

- What policy approaches or other levers could be used to help ensure South Australia's retailing sector is competitive, well-located and provides ample opportunity for new entrants to the market?
- How do we harmonise planning objectives for an efficient pattern of settlement at the metropolitan level with the need to encourage investment in new retail facilities?

Map 3: Activity centres and mass transit routes



Source: *The 30-Year Plan for Greater Adelaide – 2017 Update*, Department of Planning, Transport and Infrastructure



Theme 3 – Providing infrastructure to enhance our liveability

Renewable Energy

Nationally and locally, the renewable energy industry is undergoing significant change. There has been a shift away from coal-fired stations to increased self-generation, energy efficiencies and a decline in industrial consumption.⁴⁹

Technological growth in the energy sector may outpace land use planning systems in some areas. The Code will therefore need to be regularly updated to reflect new forms of energy generation, storage and distribution and provide improved guidance regarding the intensity, location and impacts of these developments.

There are still relatively few land use planning policies and guidelines dealing with renewable energy and these will need to be updated with each new form that emerges. In particular, policy needs to be updated to:

- Support renewable energy generation where it can co-exist with primary production activities
- Manage impacts from their construction and operations (e.g. heat, dust and glare)
- Incentivise the uptake of renewable energy technologies within developments.

Adaptive Reuse

Adaptive reuse is the process of repurposing buildings for viable new uses other than those originally intended. It is underpinned by the increasing value attributed to the unique character and qualities of older or heritage buildings.

Such reuse brings a range of benefits including energy conservation (avoiding demolition and dumping costs); environmental and public health benefits (remediation of contaminants); enhanced community character and amenity; increased economic investment and community vitality; and reduced costs and time. It can also enable the use of interesting design and innovative ideas.

Additional expenses and challenges resulting from physical limitations and constraints, regulatory standards and potential environmental hazards can however, make incentivising quality adaptive reuse difficult.

As has already been demonstrated in South Australia, relatively minor adjustments to fire and construction regulations can unlock significant floor space in heritage and other 'character' buildings for economic production.

The adaptive reuse of buildings requires planning policy that promotes a diversity of uses in a zone, promotes more adaptable building design, and provides a range of incentives and alternative performance provisions where standard policy requirements cannot be met.

Infrastructure

South Australia's cities, towns and regions must have the transport, water, communications and energy infrastructure required by a modern economy. This requires careful strategic planning of infrastructure networks and the protection of land and corridors to enable future service provision.

Other infrastructure issues that must be addressed include planning for and retaining an adequate supply of 'serviced industrial land' across urban areas so that vital inputs into local economic activity, such as repair shops, materials storage and transit depots are maintained at an affordable price.

A traditionally important function of zoning is to support the public acquisition of land for infrastructure provision and other community purposes. Zones and planning policies in the Code must ensure planners and policy makers can make appropriate provision for these lower-profile, but important, economic activities. And, again, these tools need to recognise contemporary production methods and technologies which may obviate or mitigate land use conflicts.

Infrastructure, liveability and competitiveness

Urban liveability is now a widely recognised pre-requisite for prosperity in a global environment where capital and knowledge workers are highly mobile. Residential amenity, housing diversity, access to parks and nature and provision of vibrant town and activity centres are canvassed in other discussion papers in this series, particularly the upcoming **People and Neighbourhoods Policy Discussion Paper**.

Liveability is in large part contingent upon a sound overarching pattern or 'structure' of development at the town, city and metropolitan level. 'City shaping' infrastructure and investment – in particular transport infrastructure – must be deployed pro-actively to achieve the

desired pattern of development and support our communities. For a further examination of policy matters relating to this, see the **Integrated Movement Systems Policy Discussion Paper**. Beyond these ingredients, liveability depends on the efficient staging of 'structural' and follower' infrastructure (refer to Figure 9). These are the projects and facilities which give form to neighbourhoods and underpin their overall functionality.

Infrastructure, transport and land use planning can occur in different silos, and within different organisations with different priorities. The strategic deployment of city-shaping infrastructure and the optimal sequencing of lower order facilities and services has proven to be difficult for state and local governments across the country.

It is recognised that a variety of models have been used to fund and deliver infrastructure in the past. The new planning system anticipates a need for greater levels of clarity and transparency around the allocation of responsibilities, specifically the kinds of financing and delivery models to be applied in varying circumstances.

Refer to the breakout box on page 42 regarding infrastructure schemes available under the Act. These are intended to assist in the more effective delivery of infrastructure.

Refer to the Background Paper for an outline of the range of known infrastructure delivery models available for different circumstances.



PRODUCTIVE ECONOMY



Strategic Infrastructure

This shifts relative accessibility across the metropolis and therefore influences the location decisions of households and businesses, effectively shaping the pattern of settlement.



Structural Infrastructure

This comprises the high-level network elements and nodes which form the skeletal structure of the metropolis.



Follower Infrastructure

This comprises the local and district services that flesh out the skeletal structure of the metropolis.



Figure 9: Types of strategic transport infrastructure. Source: SGS Economics and Planning



Infrastructure schemes under the PDI Act

Basic and General Infrastructure Schemes are two new financing models, introduced by the Act, which can supplement existing infrastructure planning arrangements. Used to ensure that infrastructure is delivered when and where it is needed, these schemes can be used to unlock growth areas on the fringe, and replace the need for complex and inefficient deed agreements between governments, infrastructure providers and developers, and multiple land owners.

These schemes can also ensure that those who will gain financially from works pay their fair share of the cost of the infrastructure.

Figure 10 illustrates the types of contributions and delivery features of the new infrastructure tools within the new planning system

The legislation also provides for the use of Offset Schemes, which ensure that certain infrastructure requirements that cannot be provided for on-site can still provide an equivalent community benefit. Offset Schemes may be suitable for the provision of open space, car parking or community facilities, where appropriate.

The Minister for Planning has initiated three pilot projects to improve our understanding of how these schemes can be used to deliver infrastructure.

Basic Schemes

- Apply to 'designated growth areas'
- Ensure delivery of water, gas, sewerage, electricity, communications, roads, stormwater and similar infrastructure
- Provide greater certainty on funding arrangements
- Provide clarity on what is delivered, who delivers it and when it will be delivered.

General Schemes

- Cover health, education, police, justice, emergency services, community facilities and public transport infrastructure
- Used to facilitate partnerships between all levels of government and the private sector
- Require a 100 per cent opt in by landowners within the contribution area
- Have the potential to unlock development and bring forward infrastructure investment, particularly for infrastructure that improves liveability.

Figure 10: New infrastructure tools in the South Australian planning system



POLICY CONVERSATION AREA – ECONOMIC AND INDUSTRIAL LAND UTILISATION / EMERGING INDUSTRIES

Employment lands of all types must be carefully considered and planned for to ensure certainty for existing industries and to provide the right types of flexibility for emerging businesses to establish. South Australia's new planning system must feature policy which encourages new investment, industry diversification opportunities and job creation while protecting our lifestyles and environment.

Key issues:

- The need for integrated land supply for a range of employment activities
- Trends towards services and greater mixed use, as well as new retail formats
- Opportunities for value-adding in rural areas
- The need for land to be protected for agriculture and food production and managing this land's interface with urban areas

- The role of advanced technology and its influence on planning
- Emerging industries, including green industries and renewable energy.

Key discussion questions

- How do we ensure that the new system helps to facilitate economic activity and provide adequate employment lands for current and emerging businesses and industries?
- How could Offset Schemes be used?



Theme 4 – Facilitating innovation and enabling investment

The rise of the knowledge-based economy and the premium placed on innovation across all sectors has generated a new set of planning imperatives. These recognise that certain types of highly sought-after economic activities require particular urban environments to prosper.

There is potential for planning policies to be more responsive to the onset of technological change by anticipating impacts and promoting land use and design solutions that support liveability and retain a sense of identity.

The implementation of South Australia's new planning system provides a unique opportunity to embed advanced technologies and develop policy that complements the anticipated benefits of technological change. The development and progressive roll-out of a fully electronic and interactive Planning and Design Code supported by an ePlanning system that is accessible, accurate and consistent will help with this.

Planning also has a vital role to play in connecting the economic, physical and networking assets that make up innovation ecosystems and precincts. The economic asset refers to a grouping of larger and smaller businesses which have latent capacity for competitive collaboration. The physical asset refers to land and built assets to host this collaboration. Finally, the networking asset refers to the governance arrangements required which turn latent collaboration into actual joint value adding (see Figure 11).

Collaboration and clustering

The precinct level clustering of related economic activities is well known to boost the productivity of businesses. It can facilitate business networks and the sharing of knowledge and unlock economies of scope and scale.⁵⁰

Locating in an area which has a higher density of economic activity (as measured by employment) allows firms to achieve economies of scale via the

large customer base. Within that large customer base, the opportunity for economies of scope arises. That is, with more clients, firms will be able to specialise in a particular field and gain improved efficiencies accordingly. With many businesses within easy reach of each other there will be a high level of technological or knowledge transfer between them, which bolsters innovation. Much of the knowledge transfer is provided by skilled labour moving between firms.

There is also the opportunity to develop industrial ecology precincts where businesses that can share resources or transfer waste from one business as product for another's are co-located.

While the whole state will benefit from embracing the dynamics of the knowledge economy, some places in metropolitan Adelaide will have a heightened potential to develop into innovation precincts.

If these criteria (outlined in the breakout box on page 45) are evident or achievable, special zones or overlays may be justified to unlock the potential of the area in question or to prevent the loss of this potential through short-sighted development. For example, mixed use zones with limits on residential content may be required to ensure that vibrant design, research and making districts in well-connected neighbourhoods are not crowded out by new housing development, which may offer superior financial returns but inferior economic outcomes.

Given government investment in the new Royal Adelaide Hospital and the associated research infrastructure, as well as the strength of the state's universities and cultural and creative industries, the city and some inner suburban precincts are likely to shape up well against most, if not all, the criteria listed. Outside these areas, there is also strong latent potential in transitioning other areas to innovation precincts. Port Adelaide and Tonsley are good examples, with Tonsley's development already well underway. The Code will need to ensure that there are appropriate planning tools to support and unlock this potential.



Innovation precinct criteria

- **Critical mass**
These precincts have a density of assets that collectively attract and retain people, stimulate a range of activities and promote local investment.
- **Competitive advantage**
These precincts will be able to leverage and align their distinctive assets, including historical strengths, to grow businesses and jobs in the region. This can include specialisations in IT and creative industries. Businesses already located in these precincts will gain an economic benefit through access to the region's talent pool and from the transmission of ideas between neighbouring businesses operating in the same market.
- **Quality of place**
These precincts have a strong place identity and offer superior experiences in hospitality, public realm and related services that accelerate outcomes and increase interactions. This typically requires a mix of uses to generate a 'buzz' inside and outside standard office hours.
- **Diversity and inclusion**
These precincts include diverse and inclusive places providing a broad spectrum of opportunities for residents.
- **Collaboration**
These precincts feature formal and informal arrangements to connect people, institutions, economic clusters and places, creating synergies across multiple scales and platforms.
- **Affordability**
These precincts offer a diversity of affordable premises to accommodate start-ups and small, medium and larger businesses. Worker housing is also likely to be an important consideration.
- **Infrastructure**
These precincts have all the necessary utilities, ICT services and building stock to accommodate critical mass and support connectivity, collaboration and innovation.
- **Accessibility**
These precincts, particularly those with high potential, have access to deep pools of labour and other businesses.
- **Anchor institutions**
These precincts tend to have anchor institutions, such as universities, hospitals, research organisations or large corporates, that are relevant and engaged with local industry.

Source: SGS Economics & Planning

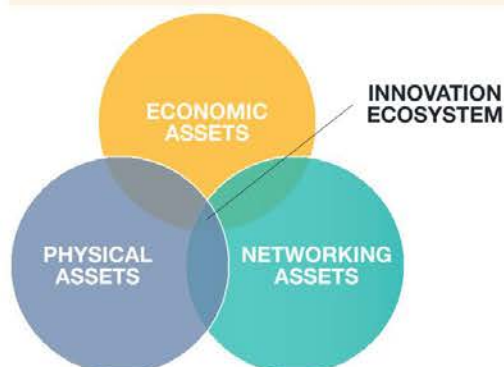


Figure 11: Elements of the local innovation system.
Source: Adapted from Katz and Wagner, 2014

Broad based innovation

The Code should enable a business incubation culture across our cities, towns and regions. It may be even be appropriate to rezone some housing areas as employment areas with residential development and local centres configured to support business start-ups.

Accommodating value-adding activity wherever this can be achieved without affecting neighbouring properties is vital. For example, the planning system could support primary producers moving up the value chain to offer, say, food products or tourist accommodation, or manufacturers could offer design and advisory services alongside their physical product.



e-Commerce and the sharing economy

Advances in technology are beginning to significantly disrupt traditional businesses by enabling new competitors and activities to emerge via digital technologies rather than as a physical presence. The following economies are considered to have potential impacts on land use planning:

- Peer-to-peer economy – the sale of goods between parties (e.g. online retailing)

- Sharing (collaborative) economy – parties rent, borrow or co-own goods, services or spaces (e.g. car sharing, tool libraries, room rental, pop-up shops and urban farming)
- On-demand (access) economy – transactions that match supply and demand in real time and facilitate the delivery of the product or service.⁵¹ (e.g. just-in-time printing).

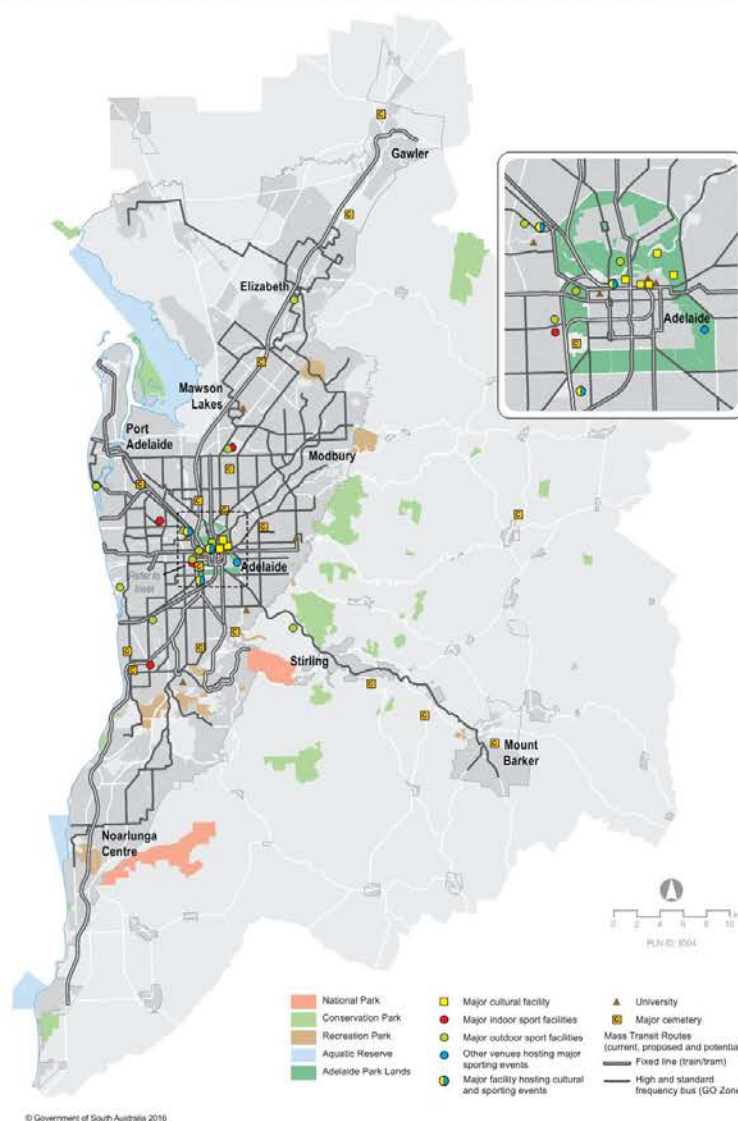
These operations are characterised by their informal nature, lack

of conventional structures, and complexities in managing, monitoring and regulating them.⁵²

The scale, form, effects and development intensity of e-commerce impacts are still to fully manifest. However, existing policy which focuses on mixed uses and provides a good foundation for the changing economic and built environment must be made more flexible so that these new development formats can emerge and grow.



Map 4: Major parks, sporting facilities and cultural facilities



Central Adelaide has all the makings of a leading innovation precinct. Planning rules should continue to evolve to foster the blending of employment, residential and cultural uses to realise this potential.

Source: *The 30-Year Plan for Greater Adelaide – 2017 Update*, Department of Planning, Transport and Infrastructure

How the SAPPL is currently supporting a productive economy

A number of specifications and performance requirements will need to be included in the Code. While some South Australian Planning Library (SAPPL) policies can be transitioned immediately, others

will need improvement, while there are some areas where entirely new policy is required. An overview of the current status of the SAPPL is provided in the following table.

Code's role in promoting SA's prosperity	Economic development theme	Desired requirements in the new Code	SAPPL coverage	Response
Mitigating external impacts	Regulatory modernisation	Remove superfluous zones or development controls	Partial	All themes
		Adjust industrial zones to recognise the blending of services, delivery, assembly and logistics in one premises	Partial	Theme 2
		Fit for purpose controls to deal with unanticipated externalities associated with 'disruptive' ways of doing business	Poor	Theme 4
Creating competitive advantage	Supporting key export sectors	Maintenance of sufficient land supply	Good	Policy Conversation Area (p 28)
		Protection of critical factors of production (soils, landscapes, heritage)	Good	Theme 1
		Application of suitable buffers and hazard zones	Good	Natural Resources & Environment Paper
		Supporting groups of firms which are complementary or hold common logistical and supply chain requirements	Partial	Theme 1
		Maintenance of an efficient, all modes, freight network	Good	Theme 4

PRODUCTIVE ECONOMY



Code's role in promoting SA's prosperity	Economic development theme	Desired requirements in the new Code	SAPPL coverage	Response
Creating competitive advantage	Promoting access to skills and know-how	Appropriately configured retail centres, and policy and regulations to promote both retail competition and compact and connected urban form	Partial	Theme 2
		Modernised employment zones that recognise blurring of 'making' and office functions	Partial	Theme 2
		Modernised regulations for home industry	Partial	Theme 2
	Creating liveable communities with good infrastructure	Tools for reserving land for infrastructure and public purposes	Good	Theme 3
		Flexible regulatory arrangements to optimise sequencing of infrastructure supply to greenfield and redevelopment areas	Poor	Infrastructure Schemes (p 42)
		Clear categorisation of infrastructure projects as 'strategic, structural and follower' with commensurate approval tests	Poor	Regional Plans
		Application of transparent, efficient and fair development contribution arrangements	Partial	Infrastructure Schemes (p 42)
		Retention of adequate supplies of serviced industrial land	Good	Regional Plans
		Facilitating adaptive re-use of existing buildings and infrastructure wherever appropriate	Partial	Theme 3
		Flexible regulations to support new energy technologies	Partial	Theme 3, 4
	Promoting innovation	Zones and regulatory provisions that respond to the needs of identified innovation precincts	Poor	Theme 4
		Provisions to generate/support key worker housing for strategic precincts	Poor	People & Neighbourhoods Paper
		Flexible regulations to support innovation across all relevant zones, provided significant negative externalities are avoided	Poor	All themes
		Capacity for rapid and appropriate regulatory response to new forms of e-commerce	Partial	Theme 4





TRANSITIONING TO THE PLANNING AND DESIGN CODE

The following details set out the recommendations for the Code arising from development of this paper under the following key themes:

- **Supporting and growing key industries**, including:

- Primary Industries
- Tourism
- Mining and exploration

- **Linking people to jobs, goods and services**, including:

- Centres, retail and mixed use activities
- Employment lands (industry, manufacturing and commercial)
- Home based industries

- **Providing infrastructure to enhance our liveability**, including:

- Renewable energy facilities
- Adaptive reuse
- Infrastructure

- **Facilitating innovation and enabling investment**, including:

- Collaboration and clustering
- e-Commerce and the sharing economy.

The table below outlines the three types of recommendations and their associated timing.




The three types of recommendations and their associated timing.

Transition ready	Current policy that requires minimal change and will be transitioned into the first generation (July 2020) of the Code Policy Library (Transitional)
Reform (Gen 1)	Current policy that is recommended for improvement before it is transitioned into the first generation (July 2020) of the Code Policy Library (reform which is minor based on research and engagement which is already well progressed or underway)
Reform (Gen 2 and beyond)	Gaps within existing policy that require further research and discussion before they can be considered for inclusion (Second generation and beyond) of the Code Policy Library (Reform in a new area)

Discussion questions relating to each of the major policy themes are included for consideration when reviewing the recommended policy directions.


For further detail on the information that has led to these recommendations, please refer to the background papers prepared by Deloitte Access Economics and the Department of Planning, Transport and Infrastructure.

THEME 1 - SUPPORTING AND GROWING KEY INDUSTRIES

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub Theme – 1.1 Primary Industries			
1A	Allow ongoing generational farming, investment, value-adding and job growth in the vital food production sector.	Refine and transition the policy intent of SAPPL policies that support: <ul style="list-style-type: none"> • value-adding activities • ancillary dwellings, dependent accommodation, tourist accommodation and short-term worker accommodation in primary production areas • farm buildings and horticultural buildings • rural living (inside and outside the Environment and Food Production Areas). 	Transition ready 
1B	Planning policy needs to conserve natural environments, biodiversity and agricultural lands to ensure continued productivity.	Include the EFPA and McLaren Vale and Barossa Valley Character Preservation Districts into the Code as an overlay.	Transition ready 
1C	Review the storage, transport and logistics needs of SA farms (in the context of broader primary production use policy) to enable bulk handling in locations with logistical advantage.	Review and update SAPPL bulk handling policies.	Transition ready 
1D	Develop better policy criteria/ guidelines for new and emerging infrastructure such as, but not limited to, frost fans, solar farms, telecommunications, and horticultural netting for those cases that are not exempt under the new Regulations.	Review primary production planning policies to ensure that development activities or land uses which are complementary and ancillary to on-farm primary production activities are envisaged in the Code.	Reform (Gen 1)
1E	It is important to modernise definitions and policies that have not kept up with modern farming practices, requirements or directions.	Review definitions in relation to primary production land uses including additional dwellings, tourist accommodation and farm buildings.	Reform (Gen 1)



Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub Theme – 1.1 Primary Industries			
1F	Review and introduce clearer policy regarding urban interface for buffers, spray drift, separation distances, desired mix of land uses and township boundaries.	Adopt a more standardised urban/rural interface buffer policy across South Australia, with locational variation, where required.	Reform (Gen 2)
1G	Retain and improve locational/site specific needs, buffers and interface policy and guidance for intensive animal keeping and stock rates.	Refine and update policies relating to commercial and non-commercial animal keeping (including stock rates).	Reform (Gen 2)
1H	Ensure aquaculture policy addresses the need for required services. This includes ensuring that associated allotments are large enough to cater for on-site processing and other activities, such as storage of baskets.	Review on-land aquaculture policy to ensure consistency with current industry standards, including buffer separation distances.	Reform (Gen 2)
1I	There is an opportunity to better support primary industry businesses to grow, adapt and evolve through technology adoption, intensification of production systems, business diversification, workforce attraction and restructuring.	Review primary industry policies to identify opportunities to better respond to emerging technologies, practices and other changes.	Reform (Gen 2)
Discussion Questions: <ul style="list-style-type: none"> • <i>Should the Code include a 40 metre interface buffer between rural and residential, but allow a smaller buffer distance if it can be justified?</i> • <i>Does policy regarding subdivision and minimum allotment sizes need to be reviewed and strengthened?</i> 			

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 1.2 – Tourism			
1J	Tourism is important for the State's economy and therefore it is important to continue to encourage and support its growth.	Refine and transition the policy intent of SAPPL Tourism Development General Module policy.	Transition ready 
1K	It is important to strengthen and provide greater certainty to tourism, including where it should be located.	Refine SAPPL zones and the land use definitions to: <ul style="list-style-type: none"> • clearly define where tourist accommodation is anticipated • set the appropriate level of assessment • ensure the definitions provide certainty and consistency for the purpose of assessment • provide the flexibility required for the tourism industry to respond to changing markets and explore innovative ideas. 	Reform (Gen 1)
Discussion Question: <ul style="list-style-type: none"> • <i>Do we need to review our signage policies? In particular, do we need facilities for third party advertising and tourism advertising? For example, should there be more scope for tourism signs on arterial roads and outside of townships?</i> 			





Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 1.3– Mining and exploration			
1L	There is a need to provide flexibility for industry/light industry in Mineral Extraction Zones, whilst protecting the viability of mining operations.	Refine and transition the policy intent of the SAPPL Mineral Extraction Zone, in particular, policies that have the flexibility to enable complementary activities to be undertaken within mining areas.	Transition ready 
1M	Mining and exploration is a long term investment for the state and, given its vulnerability to market forces, operational intensities may vary over time.	Review policy regarding mining activities to: <ul style="list-style-type: none"> • consider separation distances • enable ancillary and associated developments • provide improved consistency, certainty and transparency • consider appropriate zoning for resource areas. 	Reform (Gen 2)
Discussion Question: <ul style="list-style-type: none"> • Should undeveloped strategic mineral resources be identified and protected from urban encroachment and other incompatible development? 			




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THEME 2: LINKING PEOPLE TO JOBS, GOODS AND SERVICES

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 2.1 –Centres, retail and mixed use activities			
2A	Centres are an important part of SA's economy. There is an opportunity to consolidate the range of centre type zones (including regional centre zones) and transition to the Code.	Transition, update and consolidate the existing contemporary retailing, activity centres and regional centre policies and zones.	Transition ready 
2B	Promote mixed use zoning and flexible policy to support innovation, growth and diversity to provide for changing business and market needs, particularly in the right locations.	Review and transition the policy intent of SAPPL mixed use zones.	Transition ready 
2C	Conventional 'bricks and mortar' retail industry is experiencing significant disruption by out-of-centre retailing, international competitors entering the market, online retailing and shared economies and this is changing the form, scale, intensity and locations of retail activities.	Undertake a review of retail policy and consider how it can be strengthened to respond to current and future challenges and opportunities.	Reform (Gen 1)
2D	The Bulky Goods Zone is not consistent with general zone structure and intent as it lacks fundamental policy differentiation to warrant separate zoning / policy identification.	Transition of the policy intent of the SAPPL Bulky Goods Zone into a broader zone option.	Reform (Gen 1)



Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 2.1 –Centres, retail and mixed use activities			
2E	Town centres could allow for a 'softening of edges' between business and residential activities and mixed use developments.	Review policy opportunities for expansion of activity centre developments into adjacent zones (where appropriate).	Reform (Gen 2 and beyond)
2F	The recently approved Existing Activity Centres Policy Review DPA introduced a number of policy changes to activity centres in the metropolitan area to improve their economic efficiencies and increase competitiveness. These changes should be considered for application in regional areas where appropriate.	Investigate the opportunities to update centres policies for regional townships and cities.	Reform (Gen 2 and beyond)
2G	Many regional centre type zones are now out of date. Especially if a centre is showing signs of decline, consider approach to re-activate or change scope.	Explore policy options regarding the redevelopment or rezoning of regional activity centres which are in decline or vacant.	Reform (Gen 2 and beyond)
Discussion Questions: <ul style="list-style-type: none"> • <i>Is there a need to retain the centres hierarchy or not – is it still relevant to today's planning?</i> • <i>Should there be residential development within retail centres? If so, how could / should this occur?</i> 			

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 2.2 –Employment lands (industry, manufacturing and commercial)			
2H	There is a need to provide flexible policy that enables a diversity of industry and commercial activities to reflect changing industry trends.	Review, consolidate and transition the policy intent of SAPPL industry and commercial zones to respond to changing technologies and markets.	Transition ready 
2I	There is increased pressure on industrial lands and the economic viability of industries through encroachment by sensitive uses. Therefore it is important to review and refine these policies.	Review and update SAPPL industry zones to ensure that industrial activities are protected from encroachment by conflicting land uses.	Reform (Gen 1)
2J	There is a need for consideration of residential development that is ancillary to business/industrial activities on land in employment land type zones. For example, accommodation for truck drivers, on-site managers, business owners and other workers.	Review and update policy in relation to the provision of short-term / ancillary worker development in industrial zones to support economic activities (such as defence and mining).	Reform (Gen 2)
2K	Consider opportunities to promote business clusters on the basis of shared knowledge, infrastructure, skills or labour to unlock economies of scope and scale (where appropriate). For example, science and technology hubs, defence industries, ports and intermodals and waste management.	Identify and improve zoning that supports industry and commercial clusters.	Reform (Gen 2)
Discussion Questions: <ul style="list-style-type: none"> • <i>Should there be a more flexible approach to encouraging a wide range of land uses in non-residential zones – with a land use genus, impact and design focus, rather than strict land use definitions?</i> • <i>Is there too much emphasis placed on height and setback criteria in employment lands zones, in particular the 'core' of these zones?</i> 			



Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 2.3 – Home-based businesses			
2L	The Code provides an opportunity to review home industry policy and decide whether it should be in a residential or light industry zone in the future.	Review and transition home industry policies to an appropriate zone.	Transition ready 
Discussion Questions: <ul style="list-style-type: none"> What innovations and changes to work practices will impact the planning system and how should we respond? 			



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THEME 3: PROVIDING INFRASTRUCTURE TO ENHANCE OUR LIVEABILITY

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 3.1 – Renewable energy			
3A	<p>There are a wide range of renewable energy sources including wind, solar, geothermal, hydrogen, hydropower, tidal and biofuels.</p> <p>Policy needs to be updated to keep up with the new forms of development and technological changes. This means providing improved guidance regarding the intensity, location and impacts of these developments.</p>	Investigate and introduce policy to provide improved guidance in relation to renewable energy generation developments.	Reform (Gen 1)

Discussion Question:


- How should planning policy respond to growth in renewable energy – what issues should be addressed?



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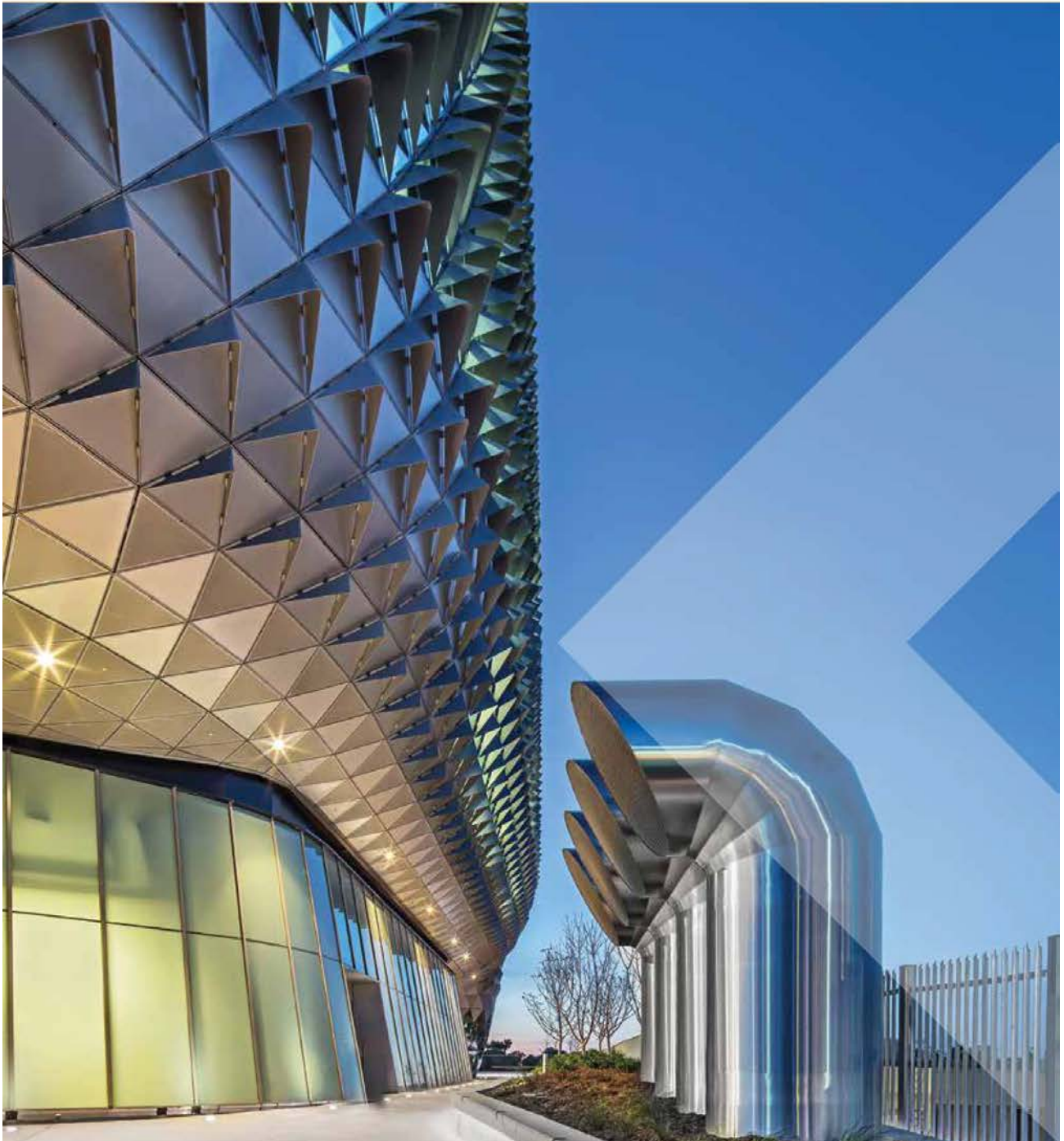
Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 3.2 – Adaptive reuse			
3B	There are opportunities for policy incentives to encourage adaptive reuse, particularly in relation to heritage or character properties that contribute to the amenity of an area.	Identify further potential policy incentives that can promote the adaptive reuse of buildings.	Reform (Gen 1)
3C	Consider the appropriateness of land division of surplus on-farm dwellings to promote ongoing use of valued heritage type buildings - provided it does not affect the long term viability of farming activities.	Review opportunities and investigate the appropriateness of including policies to facilitate the adaptive reuse of disused farm dwellings.	Reform (Gen 2)
Discussion Question: <ul style="list-style-type: none"> Should existing unused farm houses be able to be separately titled to allow their adaptive reuse and to facilitate economic activity? 			

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 3.3 – Infrastructure			
3D	There is a variety of infrastructure-type zones across development plans and these can lack fundamental differentiation. These should be reviewed and potentially consolidated to provide overarching consistency and certainty.	Review and transition infrastructure-based zones to provide improved consistency.	Transition ready 
3E	It is important to provide clear direction in regard to appropriate separation distances for infrastructure such as waste water treatment plants and power generation facilities.	Review separate distances for infrastructure (e.g. utilities) and identify opportunities for appropriate uses within buffer spaces.	Reform (Gen 1)
Discussion Question: <ul style="list-style-type: none"> How can we ensure that land use planning is able to accommodate and support the provision of new and innovative infrastructure? 			

THEME 4: FACILITATING INNOVATION AND ENABLING INVESTMENT

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 4.1 – Collaboration and clustering			
4A	It is important to find the balance between policy certainty and policy flexibility in zones that support economic development and clustering.	Explore options and identify opportunities for improved policies for specialist development clustering within a zone (including business ecology precincts).	Reform (Gen 1)
4B	There is a need for consideration of new manufacturing technologies (that are not dirty, noisy, smelly or impacting) which potentially allow for a mix of uses in residential and business zones.	Review and refine SAPPL policies that support and encourage the adoption of emerging technologies and ensure flexibility to accommodate future ones in land use design and development.	Reform (Gen 1)
Discussion Questions: <ul style="list-style-type: none"> • <i>Do we have adequate planning policies in place to encourage/support the aims of innovation districts?</i> • <i>How do we ensure that residential development does not monopolise the offering in mixed-use areas of innovation districts?</i> 			

Ref No.	Key opportunities and challenges	Proposed response	Proposed timing
Sub theme 4.2 – E-Commerce and a sharing economy			
4C	Planning processes, policy formulation and regulatory structures all need to be reviewed and, where appropriate, redesigned to take advantage of the development opportunities presented by e-Commerce in a safe, equitable and orderly manner.	Continue to further investigate the anticipated impacts of e-Commerce and respond to these in future generations of Code policy as appropriate.	Reform (Gen 2)
Discussion Questions: <ul style="list-style-type: none"> • <i>Does planning policy need to respond better to new ways of doing business such as the emergence of the sharing economy – which may require the introduction of controls to mitigate previously unanticipated effects (for example, the conversion of long term rentals into short stay holiday accommodation via online platforms)?</i> • <i>What will be the emerging industry impacts of e-Commerce and how should these be managed by the Code?</i> 			



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50 Rawnsley, Davies, Szafraniec, Ratnam – Economic and land use impacts of transport projects (2014)

51 World Economic Forum – 'Collaboration in Cities: From Sharing to 'Sharing Economy'' (2017)

52 World Economic Forum – 'Collaboration in Cities: From Sharing to 'Sharing Economy'' (2017)

Infographics (pages 13-18) *Information correct 2017



NEXT STEPS

The Productive Economy Discussion Paper will be out for public consultation until 22 February 2019.

For information about the specific engagement activities, please visit www.saplanningportal.com.au

The feedback received will inform the preparation of Generation 1 of the Code Policy Library and help prioritise future work and investigations for subsequent generations of the Code. The outcomes of the consultation

process will be released in a 'What We Have Heard' Report.

The Commission's **Policy Conversation Areas** will work through some of the more significant policy issues that will be a focus for reform in 2018 and beyond. These are aligned to one or more of the policy discussion papers and are a key component of the Commission's engagement process during the development of the Code.

Consultation on the draft **State Planning Policies** concluded on 21 September 2018. Feedback from consultation on this paper will continue to inform the ongoing development of contemporary and current state planning policies in the future.

The draft **Code Policy Library** will be released progressively for consultation commencing early in 2019.

HAVE YOUR SAY

In recognition of the importance of collaboration in building a successful new planning system, the Commission is seeking feedback from planners, the community, industry professionals, educational institutions and other interested parties on this paper.

Your feedback is encouraged via:

- SA Planning Portal: Visit the Have Your Say webpage and lodge a submission at http://www.saplanningportal.sa.gov.au/have_your_say
- Email: DPTI.PlanningEngagement@sa.gov.au
- Post: PO Box 1815, Adelaide SA 5001

PRODUCTIVE ECONOMY



HOW YOU CAN GET INVOLVED

We invite you to participate and share your
feedback on this policy discussion paper via:
www.saplanningportal.sa.gov.au

For more information, please contact us:
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Government of South Australia
Department of Planning,
Transport and Infrastructure

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Land use planning and the South Australian economy

Department of Planning, Transport and Infrastructure

August 2018

Deloitte
Access **Economics**

Land use planning and the South Australian economy

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Land use planning and the South Australian economy

List of acronyms

Acronym	Full term
AI	Artificial intelligence
CSIRO	Commonwealth Scientific and Industrial Research Organisation
DPTI	Department of Planning, Transport and Infrastructure
FAO	Food and Agriculture Organisation
GDP	Gross domestic product
GVA	Gross value added
ICT	Information and communications technology
OECD	Organisation for Economic Co-operation and Development
PIRSA	Primary Industries and Resources South Australia
TOD	Transit-oriented development

1 Background

1.1 Purpose and scope of report

The Department of Planning, Transport and Infrastructure (DPTI) is leading the development of a new land-use planning and development system in South Australia. The *Planning, Development and Infrastructure Act 2016* (the Act) is being progressively introduced to replace the *Development Act 1993* to enable a more efficient, responsive and effective planning system.

South Australia's economy is in a state of transition, from a manufacturing-based economy to one with a growing services sector, influenced by technological advancements, increased globalisation and environmental change and policies. These factors will affect what we produce and how we produce it, and the land required for retail, commercial, industrial and primary production activities, which in turn have implications for residential and recreational lands, plus social and economic infrastructure requirements.

The Act will seek to reflect the state's changing economic drivers and to optimise South Australia's economic opportunities, as well as social and environmental outcomes, from a planning perspective.

DPTI engaged Deloitte Access Economics to develop certain parts of its *Productive Economy Discussion Paper*, which will support consultation on the new Planning and Design Code.

1.2 Topics covered in this report

This report considers the importance of optimised land use planning in driving enhanced economic outcomes through improved productivity. It discusses the major trends affecting South Australia's land use.

Chapter 2 outlines why land use planning is important for effective development, as well as describing some of the associated implications of the new planning system.

Chapter 3 details a range of issues expected to influence the shape of South Australia's economy, and the land use implications. These include the global and local economic trends affecting the state, South Australia's demographic trends, and the implications of these trends on South Australia's land use and planning.

2 Importance of land use planning in optimising productivity

2.1 Why is land use planning important?

Land use planning is the decision-making process relating to the allocation and development of land across a range of often competing, and sometimes conflicting, uses.¹

Optimal land use planning may promote economic benefits,² balanced with social and environmental priorities,³ by:

- Prioritising efficient land use and minimising negative externalities
- Ensuring adequate provision of public goods and amenities
- Encouraging more compact developments, to achieve greater efficiencies in providing public services and reducing the cost of urban sprawl
- Driving agglomeration, to promote productivity
- Improving transport options and outcomes (e.g. number of services, service costs, congestion)
- Providing more certainty, and lower development transaction costs.

Conversely, inappropriate land use planning may restrict the quality of living and productive use of land for generations,⁴ by allowing an over- or under-allocation of one or more land uses, or through developments placed in sub-optimal locations.⁵

¹ Raghu Babu Nukala and Dieter Mutz, 'Strategic Approach for Sustainable Land Use in an Emerging Country – Case of India' (Paper presented at the 2015 World Bank Conference of Land and Poverty, The World Bank, Washington DC, 23-27 March 2015); Nancy E. Bockstael and Elena G. Irwin, *Economics and the Land-Use Environment Link* (August 1999) <<http://ageconsearch.umn.edu/bitstream/197860/2/agecon-maryland-99-04.pdf>>; Graciela Metternicht, 'Land Use Planning' (Global Land Outlook Working Paper, United Nations Convention to Combat Desertification, 2017) <https://static1.squarespace.com/static/5694c48bd82d5e9597570999/t/593a42d7197aea88458703df/1496990441721/Land+Use+Planning+__G_Metternicht.pdf>.

² Jae Hong Kim, 'Land Use, Spatial Structure, and Regional Economic Performance: Assessing the Economic Effects of Land Use Planning and Regulation' (PhD Dissertation, University of Illinois, 2010) <<https://core.ac.uk/download/pdf/4824360.pdf>>.

³ Douglass B Lee, Jr 'Land Use Planning as a Response to Market Failure' in Judith Innes de Neufville (ed), *The Land Use Policy Debate in the United States* (Springer, 1981).

⁴ Planning Institute of Australia, *The value of planning* (August 2017) <<https://www.planning.org.au/documents/item/8330>>.

⁵ Productivity Commission, 'Performance Benchmarking of Australian Business Regulation: Planning, Zoning and Development Assessments' (Research Report, Volume 1, 2011) <<https://www.pc.gov.au/inquiries/completed/regulation-benchmarking-planning/report/planning-volume1.pdf>>.

The following sections describe how planning impacts different dimensions of economic productivity.

2.1.1 The efficiency and effectiveness of functioning cities

Land use planning affects both the efficiency and effectiveness of cities and regional areas.⁶

Efficiency relates to the optimal allocation of land uses (and infrastructure), by balancing the benefits and costs of current and future uses of the land – whether it be residential development, employment lands or other productive uses.

Transport infrastructure must be planned to facilitate the effective movement of people and goods across and between cities and regions. This will ensure costs are minimised for:

- Individuals, in terms of commuting and the accessibility of amenities and services
- Businesses, through more effective freight networks
- Governments, as a result of higher infrastructure patronage.

2.1.2 Changes in land use over time

Land use planning initiatives not only consider current land uses and potential, but also future demands and uses. Urban boundaries and transport are typically planned with a long-term horizon. Centre policies may take a more medium-term view.

All policies, however, need to be flexible enough to take into account unexpected or rapid changes in, for example, industry competitiveness or population growth – issues that are typically beyond the control of the State Government. As an example, land use planning may decide to increase density in centres, rather than expand the urban boundary, to accommodate faster growth.

Protecting future infrastructure corridors may also be a way to improve productivity. The benefits of effective corridor protection include:⁷

- Improving certainty of future infrastructure networks
- Avoiding the need to purchase developed land and demolish structures, with their associated high economic and social costs
- Avoiding the need for tunnelling, which comes at a significant premium to surface infrastructure, especially for rail routes.⁸

Productivity Commission, 'Performance Benchmarking of Australian Business Regulation: Planning, Zoning and Development Assessments' (Research Report, Volume 1, 2011) <<https://www.pc.gov.au/inquiries/completed/regulation-benchmarking-planning/report/planning-volume1.pdf>>; Food and Agriculture Organisation of the United Nations, *Land use Planning* (2018) <<http://www.fao.org/sustainable-forest-management/toolbox/modules/land-use-planning/basic-knowledge/en/>>.

⁷ Infrastructure Australia, *Office of the Infrastructure Coordinator: Development of a National Corridor Protection Strategy* (2013) <https://www.pc.gov.au/__data/assets/pdf_file/0004/135895/subdr185-attachment-infrastructure.pdf>; Infrastructure Australia, *Corridor Protection: Planning and Investing for the long term* (2017) <<http://infrastructureaustralia.gov.au/policy-publications/publications/files/CorridorProtection.pdf>>.

⁸ Infrastructure Australia, *Office of the Infrastructure Coordinator: Development of a National Corridor Protection Strategy* (2013) <https://www.pc.gov.au/__data/assets/pdf_file/0004/135895/subdr185-attachment-infrastructure.pdf>.

Land use planning also needs to take into account technological advances that could alter the densities and activities of particular land areas, such as:

- a reduced requirement for office floor space due to hot-desking and teleworking
- smaller parking space requirements due to increased ride-sharing and autonomous vehicle usage
- increased warehousing needs for data storage.⁹

2.1.3 Agglomeration benefits

The economies of agglomeration are the benefits seen to occur through concentrated and well-connected clusters of organisations in close physical proximity.¹⁰ The best known of these is Silicon Valley in the United States, while examples in South Australia include the Tonsley Precinct and Adelaide BioMed City. These benefits can occur through a number of different mechanisms:¹¹

- Primarily, co-location reduces transport costs and promotes more efficient supply chains
- Industry concentrations improve choice of employees for organisations, and choice of organisations for employees
- Innovation and knowledge spillovers are seen to occur through collaboration or 'bump' spaces; a well-designed precinct allows for both formal and informal meetings to promote commercialisation of research.

Each of the above mechanisms can produce improved productivity outcomes, and has led to the increased planning of specialised precincts both in Australia and internationally, usually around transport hubs.

2.2 Other levers which work together with land use planning to achieve the benefits of efficient land use

There are a number of other levers that can influence or determine land use outcomes. These may be complementary, or in opposition, to state-level land use planning objectives and regulation. Some of these levers include:

- **Taxation** may be used to encourage (capital gains tax relief) or discourage (stamp duty) development
- **Infrastructure funding** – a wide range of funding initiatives exist to promote investment in social and economic infrastructure that can support land use objectives, particularly in regional centres
- **Planning regulation** at the local government level – conflict is most commonly seen around optimal levels of development and density
- **Subsidies** have been widely used to attract industry or individual businesses to specific areas, to promote commercial land use. Such policies, in addition to the cost to taxpayers, may create risks for the regions hosting those industries, should costs subsequently be

Infrastructure Australia, *Corridor Protection: Planning and investing for the long term* (2017) <<http://infrastructureaustralia.gov.au/policy-publications/publications/files/CorridorProtection.pdf>>.

⁹ Productivity Commission, 'Realising the productive potential of land' (Supporting Paper No 10, Shifting the Dial: 5 Year Productivity Review, 3 August 2017) <<https://www.pc.gov.au/inquiries/completed/productivity-review/report/productivity-review-supporting10.pdf>>.

¹⁰ Edward L Glaeser, *Agglomeration Economics* (University of Chicago Press, 2010) 1.

¹¹ Ibid.

deemed to outweigh the benefits, as seen with the Australian car manufacturing sector

- **Environmental policies**, for example, in relation to water usage or biodiversity management, can have significant implications for land use outcomes.

It is also important to note that designating land use for economic purposes, even when done at optimal efficiency, does not guarantee demand for that land. Firms may be attracted to locations that offer industry agglomeration benefits, but will weigh up the benefits against considerations such as local labour supply and skills, sovereign risk, technology infrastructure, and liveability.

At the same time, land use planning systems may not always achieve optimal objectives. For example, land use planning may diminish competition by 'constraining the supply of urban land, concentrating market power and creating barriers to entry for new businesses.'¹² These unintended effects should be considered in the design of land use planning systems.

2.3 Implications for South Australia's new land use planning system

Through the new Planning and Design Code, South Australia has the opportunity to ensure that land use planning aligns closely with the economic opportunities expected to arise over coming years, while ensuring robust social and environmental outcomes.

Optimal outcomes can be ensured by:

- Establishing urban boundaries that balance economic, social and environmental objectives
- Focusing on designation of:
 - employment lands and precincts, to support industry clustering
 - activity and mixed use centres, to promote access for individuals to jobs, diverse and affordable housing options, services and amenity
- Supporting transport-oriented development, to reduce costs for Government, industry and residents
- Conserving natural environments, biodiversity and agricultural lands within and around urban boundaries.

In meeting these objectives, Government will also need to consider the macroeconomic environment and opportunities that will underpin demand for all land use types. These are discussed in detail in the following chapter.

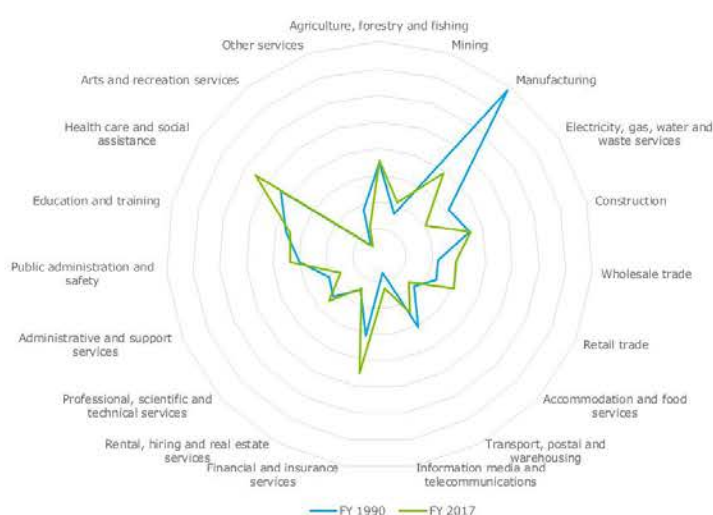
¹² Ian Harper et al, *Australian Government Competition Policy Review – Final Report* (2015) <<http://competitionpolicyreview.gov.au/final-report/>>.

3 Trends affecting South Australian land use

3.1 South Australia's economic transition

The South Australian economy has been in a state of transition in recent decades. The state's economy was historically rooted in agriculture and manufacturing, but manufacturing has declined in importance over the past two decades – decreasing from 16 per cent of gross value added (GVA)¹³ in 1990 to 8 per cent in 2017. Some services industries have grown to fill the gap left by manufacturing, including health care and financial services.

Chart 3.1: Industry shares of gross value added, 1989-90 and 2016-17



Source: Australian Bureau of Statistics¹⁴

Changes in South Australia's goods exports provide a more granular way of considering how the economy has transitioned over time. In 1965-66, South Australia had a strong agricultural industry: wool and wheat comprised nearly half of the state's total goods exports in value terms.¹⁵ But around 40 years later, road vehicles had emerged as a leader, comprising 18 per cent of goods exports in 2001-02. At the same time, exports of some agricultural commodities declined – particularly wheat –

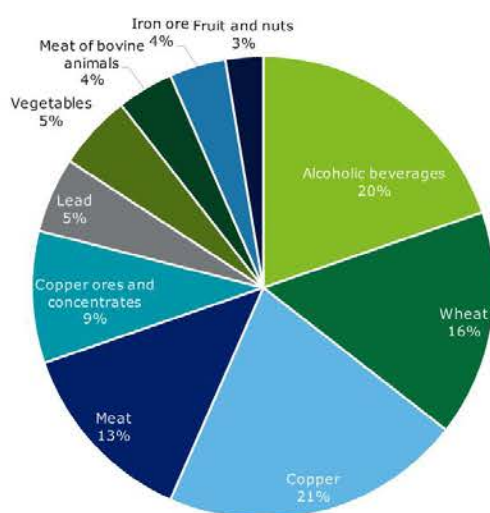
¹³ Gross value added is the value of output at basic prices minus the value of intermediate consumption at purchasers' prices. The term is used to describe gross product by industry and by sector.

¹⁴ Australian Bureau of Statistics, *Australia National Accounts: State Accounts, 2016-17*, cat. no. 5220.0 (17 November 2017).

¹⁵ Commonwealth Bureau of Census and Statistics, *Overseas Trade 1966-67* (June 1966).

due to the Millennium Drought. Exports of alcoholic beverages also increased significantly, and they remain South Australia's largest export today. Alcoholic beverages have effectively replaced wool as South Australia's largest goods export in value terms, while road vehicle exports will cease following the closure of Holden. As in the 1960s, agricultural and mining commodities are the most significant contributors to South Australian exports, as shown in Chart 3.2.

Chart 3.2: South Australia's most significant goods exports by value, year ending April 2018



Source: Australian Bureau of Statistics¹⁶

While exports only represent around 14 per cent of the state's production, these trends illustrate how the economy has transitioned in terms of what is produced. At the same time, services exports have grown significantly – from \$9.8 million in 1999 to \$3.2 billion in 2017 – driven by tourism and international education, although technical services are increasing in importance. This reflects the changing nature of the economy, and also how land is being used differently over time. The types of economic production which occurred 50 years ago are often not the same as those which occur today, and require different land uses and considerations.

In terms of the economy more broadly, South Australia's performance has generally fallen behind other jurisdictions. For example, since 1978, South Australia's unemployment rate has averaged 0.8 percentage points higher than the national unemployment rate.¹⁷ The negative economic outlook in the early 1990s saw net interstate migration increase (i.e. more people leaving South Australia to move interstate), with the largest proportion being those aged 15 to 34.¹⁸

¹⁶ Australian Bureau of Statistics, *International Trade in Goods and Services April 2018*, cat. no. 5368.0 (7 June 2018).

¹⁷ Australia Bureau of Statistics, *Labour Force, Australia, May 2018*, cat. no. 6202.0 (14 June 2018).

¹⁸ Australia Bureau of Statistics, *Migration, Australia 2015-16*, cat. no. 3412.0 (30 March 2017).

Due to its declining share of Australia's population, as well as a different industry mix compared to other jurisdictions, South Australia's share of Australian gross domestic product (GDP) has decreased over time, from 7.7 per cent in 1990 to 5.9 per cent in 2017.¹⁹

However, despite the negative picture painted in recent times, South Australia's economy is still growing and performing relatively well. The South Australian economy grew 2.2 per cent in 2017, exceeding Queensland, Tasmania, Western Australia and Australia as a whole.²⁰

The planning system can play an important role in ensuring that this aspect of the policy environment is appropriate to leverage South Australia's competitive advantages and support growth, as outlined in Section 3.4.

3.2 Global and local economic trends

South Australia's current economic position and the transition seen in recent decades is a product of both global and local economic trends. These pressures will continue to have an impact on South Australia's economy. The trends considered in the following sections include:

- Globalisation and emerging markets
- Environmental impacts
- Emerging technologies
- Changing consumer preferences.

3.2.1 Globalisation and emerging markets

Globalisation has enabled economies around the world to integrate through the free movement of goods, services, capital and labour across borders, while the increase in technological innovations is also promoting global trade.²¹

Globalisation is affecting both demand and supply in South Australia, and across developed nations as a whole. On the demand side, Australia's close proximity to Asia is providing access to new markets, with more than 3 billion people in Asia becoming part of the middle class by 2030.²² Asia's economic shift will see a new set of opportunities for Australia and South Australia, as exports to Asian countries shift to higher value goods and services,²³ such as alcoholic beverages and international education.

Rapid industrialisation is also increasing demand for the outputs of mining such as copper, while demand is affecting for intermediate inputs – such as iron ore – which are used to produce goods overseas.

While they do not represent all of South Australia's production, the state's export trends provide an indication of how land use requirements are changing – with mining, agriculture, food and wine production and services sectors (particularly international education and tourism) the most

¹⁹ Australian Bureau of Statistics, *Australian National Accounts: State Accounts 2016-17*, cat. no. 5220.0 (17 November 2017).

²⁰ Ibid.

²¹ Huwart and Verdier 'Economic Globalisation: Origins and Consequences', *OECD Publishing* (2013) <<https://www.oecd-ilibrary.org/docserver/9789264111905-en.pdf?expires=1529468258&id=id&accname=guest&checksum=5E43B2E4DD003C1A4F5464E84D58BB22>>.

²² Deloitte, *Building the Lucky Country #3 – Positioning for Prosperity?* (2014) <<https://www2.deloitte.com/content/dam/Deloitte/au/Documents/Building%20Lucky%20Country/deloitte-au-btlc-business-positioning-prosperity-2014-230217.pdf>>.

²³ CSIRO, *Our Future World: Global megatrends that will change the way we live* (2012) <<https://publications.csiro.au/rpr/download?pid=csiro:EP126135&dsid=DS2>>.

significant contributors. Future land use requirements will continue to be influenced by the demand of international markets, as well as the state's competitiveness.

Globalisation and emerging markets are also affecting South Australia on the supply side, placing pressure on industries which are less competitive compared to emerging economies with lower costs of production. The closure of Holden and the decline of manufacturing in South Australia more generally is just one example. Going forward, services industries will continue to be impacted too; the World Bank has indicated that offshoring of labour will grow in the future, as the developing world becomes more skilled and domestic labour costs remain high.²⁴ These trends indicate South Australia will continue to import lower-value goods and services.

Although 'traditional' manufacturing may have declined in South Australia due to such pressures, the state may develop comparative advantages in more highly skilled industries such as defence manufacturing or advanced technology manufacturing. This may suggest that while the nature of manufacturing is changing, land may continue to be used for industrial purposes, but for higher-value goods – thus enhancing its productivity.

Implications for land use planning: Globalisation will continue to affect overseas demand for South Australian goods and services, and which goods and services are imported rather than produced locally. Many of these changes have happened in recent decades, but it may be increasingly important to conserve agricultural lands (reflecting South Australia's higher-value exports).

3.2.2 Environmental impacts

Climate change and the depletion of natural resources is expected to have significant effects on Australia's environment,²⁵ placing pressure on water and food production systems.²⁶ These environmental impacts will have flow on effects for many parts of the economy.

For South Australia, these effects may be particularly acute given its large agricultural sector. The Department of Primary Industries and Resources South Australia (PIRSA) expects that climate change will result in reduced crop yields, with flow on effects including lower availability of crops and higher crop prices for livestock industries, and greater demands on water resources.²⁷ Climate change has already resulted in significant drying across southern Australia, especially in growing seasons.²⁸ As an example of the flow on effects, CSIRO researchers found that some wineries are already purchasing properties in Tasmania – a cooler region – in addition to taking

²⁴ Gary Gereffi and Karina Fernandez-Stark, 'The offshore services value chain: Developing countries and the crisis', *The World Bank* (April 2010) <<https://openknowledge.worldbank.org/bitstream/handle/10986/3751/WPS5262.pdf?sequence=1&isAllowed=y>>.

²⁵ Department of the Environment and Energy, *Climate change impacts in Australia* <<http://www.environment.gov.au/climate-change/climate-science-data/climate-science/impacts>>.

²⁶ CSIRO, *Our Future World: Global megatrends that will change the way we live* (2012) <<https://publications.csiro.au/rpr/download?pid=csiro:EP126135&dsid=DS2>>.

²⁷ PIRSA, *A Guide to Climate Change and Adaptation in Agriculture in South Australia* (2007) <https://data.environment.sa.gov.au/Content/Publications/climate_change_agri_2007.pdf>.

²⁸ CSIRO, *State of the Climate* (2016) <<https://www.csiro.au/en/showcase/state-of-the-climate>>.

other steps to mitigate the effects of climate change, such as planting drought and heat tolerant varieties and reducing water use.²⁹

While there are increasing pressures being placed on agricultural lands through climate change, demand for food is also increasing. The Food and Agriculture Organisation (FAO) expects that agriculture in 2050 will need to produce almost 50 per cent more food, feed and biofuel than it did in 2012, to meet global demand.³⁰ On the one hand, climate change may reduce the productive capacity of some agricultural land and therefore the ability to meet demand, or it may require new technologies or approach to meet its current productive capacity. On the other hand, sustained demand – both locally and globally – for those products would tend to suggest their continued importance into the future.

Implications for land use planning: Sustained demand highlights the importance of preserving South Australia's agricultural regions, but land use planning may need to adapt to the effects of climate change to reduce risks. For example, effects such as coastal erosion, more frequent bushfires, or the changing suitability of land to agriculture will need to be taken into account.

3.2.3 Emerging technologies

With the emergence of new technologies, such as artificial intelligence (AI), automation and 3D printing, economies across the world are being transformed. Emerging technologies are impacting both how goods are produced and how services are performed.³¹

The industries most likely to be impacted by automation are physical jobs in highly structured environments,³² with industries such as mining, manufacturing and agriculture already affected.³³ South Australia has the opportunity to pivot from its traditional manufacturing past to advanced manufacturing in the future, especially given the upcoming defence spending. As noted earlier, global trends may impact the nature of industrial land use in South Australia, but manufacturing is likely to remain present, even if in different forms to that seen in recent decades.

Emerging technologies will also impact services industries, including financial services and retail trade.³⁴ PwC found that data-driven industries such as the financial sector may be most automatable in the short term, due to the large amount of time that workers spend engaged in computer

²⁹ CSIRO, *Climate change adaption in the Australian wine industry* <<https://publications.csiro.au/rpr/download?pid=csiro:EP116233&dsid=DS3>>.

³⁰ Food and Agriculture Organisation, *The future of food and agriculture – Trends and challenges* (2017) <<http://www.fao.org/3/a-i6583e.pdf>>.

³¹ Deloitte, *the evolution of work: new realities facing today's leaders* (2018) <<https://www2.deloitte.com/insights/us/en/focus/technology-and-the-future-of-work/evolution-of-work-seven-new-realities.html>>.

³² Manyika, Chui, Miremadi, George, Willmott and Dewhurst, 'Harnessing automation for a future that works', *McKinsey Global Institute* (2017) <<https://www.mckinsey.com/featured-insights/digital-disruption/harnessing-automation-for-a-future-that-works>>.

³³ Deloitte Access Economics, *Australia's Digital Pulse – Policy priorities to fuel Australia's digital workforce boom* (2017) <<https://www2.deloitte.com/content/dam/Deloitte/au/Documents/Economics/deloitte-au-economics-australias-digital-pulse-2017-010617.pdf>>.

³⁴ James Manyika et al, 'Harnessing automation for a future that works', *McKinsey Global Institute* (2017) <<https://www.mckinsey.com/featured-insights/digital-disruption/harnessing-automation-for-a-future-that-works>>.

tasks.³⁵ Research suggests these advances will lead to potential for upskilling the workforce and productivity enhancement, rather than substitution.³⁶

As a result, the overall quantity of land required for offices is unlikely to decrease significantly in the future. Even with the potential for immediate job losses as technologies like automation flow through the economy, some of those effects will be offset by increased demand for ICT workers. However, the nature of office space required may be different, with trends towards clusters and precincts in cities,³⁷ as well as remote working.

Emerging area: smart cities

Deloitte defines a smart city as one which comprehensively integrates digital technologies into its design in order to improve infrastructure and systems, such as using sensors to improve transport efficiencies, or predictive analysis to target criminal activity in at-risk areas.³⁸ Investing in smart cities therefore increases the quality of living for residents and supports sustainable economic growth.³⁹

Some of the earliest smart cities programs included IBM's 'Smarter Cities' initiative in 2011, using heat dissipation pattern sensing and analytics in Glasgow to identify the potential to redirect heat from industrial facilities to heat homes – addressing fuel poverty and improving resource allocation in the city.⁴⁰ More recent technology developments such as the Internet of Things have facilitated ambitious changes, such as reducing crime and improving traffic management through an integrated and comprehensive system of data collectors and sensors in Singapore.⁴¹

Smart cities are also organised differently, with an increased focus on intelligent, people-based design to suit residents' needs. For example, the Australian Commonwealth Government's *Smart Cities Plan* focuses not only on leveraging digital technology, but also human and social capital, for example through identifying job clusters, increasing housing supply near those clusters, and improving transport connections.⁴²

³⁵ PwC, *An international analysis of the potential long term impact of automation* (2018) <<https://www.pwc.co.uk/economic-services/assets/international-impact-of-automation-feb-2018.pdf>>.

³⁶ World Economic Forum, *The Future of Jobs and Skills* (2016) <http://www3.weforum.org/docs/WEF_FOJ_Executive_Summary_Jobs.pdf>.

³⁷ Department of Industry, Innovation and Science, *University Precincts – Issues Paper* (May 2017) <<https://industry.gov.au/industry/IndustryInitiatives/Documents/University-Precincts-Issues-Paper.pdf>>.

³⁸ Deloitte, *Smart Cities: How rapid advances in technology are reshaping our economy and society* (2015) <<https://www2.deloitte.com/content/dam/Deloitte/tr/Documents/public-sector/deloitte-nl-ps-smart-cities-report.pdf>>.

³⁹ Deloitte, *Innovations in commercial real estate: preparing for the city of the future* (2017) <<https://www2.deloitte.com/content/dam/Deloitte/us/Documents/Real%20Estate/us-innovations-in-commercial-real-estate.pdf>>.

⁴⁰ Information Age, IBM, *Cisco and the business of smart cities* (2012) <<https://www.information-age.com/ibm-cisco-and-the-business-of-smart-cities-2087993/>>.

⁴¹ Deloitte, *5G mobile – enabling businesses and economic growth* (2017) <<https://www2.deloitte.com/au/en/pages/economics/articles/5g-mobile.html>>.

⁴² Department of the Prime Minister and Cabinet, *Smart Cities Plan* (2016) <<https://cities.infrastructure.gov.au/smart-cities-plan>>.

Smart city developments have the potential to change Adelaide through enabling efficiency gains across the city. Data can improve traffic management and transport options, improving mobility and travel time across the city. Data-driven decision-making can also enable better investment and policy decisions at a governance level. Smart city concepts may also impact Adelaide's accessibility and liveability for residents, and productivity for businesses.

Emerging technologies may also affect how people consume goods and services, and the goods and services demanded. PwC found that advances in technology, such as AI, could lead to demand for higher quality and more personalised products.⁴³ There are also flow-on effects for logistics and freight, with increased automation in the industry, coupled with significant demand as a result of e-commerce (described in the following section). Similarly, transport industries will be subject to automation, both in terms of passenger and freight transport.

Implications for land use planning: Emerging technologies are changing how people work, what is produced, and how people demand and consume goods and services. Land use planning needs to focus on designation of employment lands and precincts to support industry clustering, arising in part due to emerging technologies.

3.2.4 Changing consumer preferences

Consumer preferences are rapidly changing: what consumers are buying and how they are purchasing goods and services is being redefined by technology and globalisation. Recent times have seen the significant growth of e-commerce,⁴⁴ which is driven by consumers seeking greater value, greater variety and increased use of mobile devices.⁴⁵

The rise of online shopping may be affecting bricks-and-mortar businesses, but those which have integrated e-commerce are likely to be more successful – data shows that despite growth in online shopping, the proportion of people shopping at physical stores globally has increased.⁴⁶ Traditional Australian retail remains a significant industry, worth \$261 billion in 2016, compared to \$18 billion for online goods sales.⁴⁷ The land required for retail may therefore not change significantly in either direction, especially given trends towards activity and mixed use centres – highlighting the importance of land being available for retailing, with flexibility to adapt to changing preferences.

⁴³ PwC, *Sizing the Prize: what's the real value of AI for your business and how can you capitalise?* (2017) <<https://www.pwc.com/gx/en/issues/analytics/assets/pwc-ai-analysis-sizing-the-prize-report.pdf>>.

⁴⁴ Deloitte, *Meaningful brands: connecting with the consumer in the new world of commerce* (2018) <<https://www2.deloitte.com/content/dam/Deloitte/au/Documents/consumer-industrial-products/deloitte-au-cip-meaningful-brands-report-2018.pdf>>.

⁴⁵ PwC, *The rapid growth of online shopping is driving structural changes in the retail model* (2012) <<https://www.pwc.com.au/industry/retail-consumer/assets/digital-media-research-jul12.pdf>>.

⁴⁶ PwC, *Retail & Consumer Market Insights: Quarter 1* (2018) <<https://www.pwc.com.au/publications/retail-consumer-market-insights/quarter-1-2018.html>>.

⁴⁷ Australia Post, *Inside Australian Online Shopping* (2017) <<https://acquire.starttrack.com.au/pdf/Inside%20Australian%20Online%20Shopping%202017.pdf>>.

The rise of e-commerce, as well as increasing exports more generally, is enhancing the importance of freight networks and logistics hubs. Planning will need to continue to acknowledge the importance of preserving transport corridors and other freight and logistics developments, noting that emerging technologies (e.g. drones) could also affect how people receive and consume goods in the future.

In terms of consumer preferences, there is increasing demand for services and experiences over products. Relative to population and income growth, material consumption is declining in advanced economies. As people become wealthier, they are more likely to spend money on tourism, education or entertainment, rather than physical products.⁴⁸ This highlights the importance of acknowledging South Australia's services industries and competitive advantages, as discussed in Section 3.4.

There are also increasing global demands for higher-quality products, such as food and beverages, with a greater focus on provenance and processed food. A transition towards manufactured food and beverage products, in line with global demand, is evidenced in precincts such as the Northern Adelaide Food Park. In general terms, this reinforces the need for South Australia to produce higher-value goods and services where the state enjoys competitive advantages, and to support the development of those industries through appropriate planning mechanisms.

Implications for land use planning: As consumers' preferences change over time, so does production in global economies. Planning mechanisms therefore need to be flexible going forward to adapt to increased freight and preferences for e-commerce, but also continued demand for physical retailing and new experiences. The availability of land for retailing remains important, with flexibility retained to adapt to changing preferences.

3.3 Demographic trends in South Australia

Demographic trends also affect the South Australian economy. These trends include:

- Slower population growth
- Continuing urbanisation and shrinking rural populations
- Liveability and attracting labour
- Increased mobility.

3.3.1 Population

South Australia's population was 1.73 million people as at September 2017, or 7 per cent of the Australian population.⁴⁹ The state's population is concentrated in the Greater Adelaide planning region, with 1.4 million residents.⁵⁰

South Australia's population had the third slowest growth rate across Australian jurisdictions (0.6 per cent growth in the year ending September

⁴⁸ CSIRO, *Our Future World: Global megatrends that will change the way we live* (2012)

<<https://publications.csiro.au/rpr/download?pid=csiro:EP126135&dsid=DS2>>.

⁴⁹ Australian Bureau of Statistics, *Australian Demographic Statistics, September 2017*, cat. no. 3101.0 (22 March 2018).

⁵⁰ Australian Bureau of Statistics, *Regional Population Growth, Australia 2014-15*, cat. no. 3218.0 (30 March 2016).

The Greater Adelaide planning region is defined as the local government areas with the Northern Adelaide, Southern Adelaide, Western Adelaide, Eastern Adelaide, Adelaide Hills, Fleurieu (excluding Kangaroo Island), and Barossa Light & Lower North State Government Regions, plus the Rural City of Murray Bridge.

2017), only behind Tasmania and the Northern Territory.⁵¹ The ABS projects that South Australia's population will reach between 2.1 million and 2.6 million in 2061, while Adelaide's population is projected to be between 1.7 million and 2.2 million.⁵² As the state's population increases, so will demand for goods and services, in addition to housing and social infrastructure.

From 2006 to 2016, South Australia has recorded an average loss of 3,700 people to interstate each year. However, the state's international migration was particularly strong in 2009 and 2010.⁵³ The median age of South Australia is 40;⁵⁴ many young people migrate interstate or overseas, and only some return with families at a later date. This migration of younger people is having an effect on South Australia's economy, as younger people take their productive capacity elsewhere. Ageing populations also demand different goods and services – more health services, for example – which will continue to change the nature of the economy going forward.

Implications for land use planning: While South Australia's population is heavily concentrated in Adelaide, the new Code will apply across the state – meaning that it will be important to consider the different industry and population mix in regional areas. South Australia's regional economies are generally centred around agricultural or mining industries, which will need to be taken into account in the Code.

As Adelaide's population is still projected to increase, albeit slower than other cities, this means that the planning system will need to continue to facilitate developments to accommodate this growing population and the industries that grow with them. These include activity and mixed use centres, to promote access for individuals to jobs, diverse and affordable housing options, and services and amenity; and supporting transport-oriented development, to reduce costs for government, industry and residents.

3.3.2 Continuing urbanisation and shrinking rural populations

South Australia's regional areas are growing at a slower rate in comparison to Greater Adelaide. From 2006 to 2016, population in the Greater Adelaide planning region grew by 11.9 per cent, while the population of the balance of South Australia increased by only 3.0 per cent.⁵⁵ As more people choose to live in urban areas, this affects the requirements for housing and other infrastructure in Adelaide and its surrounds.

Country South Australia⁵⁶ is also seeing the 'greying' of its population. In 2016, approximately 6,000 people aged under 24 years moved from

⁵¹ Australian Bureau of Statistics, *Australian Demographic Statistics, September 2017*, cat. no. 3101.0 (22 March 2018).

⁵² Australian Bureau of Statistics, *Population Projections, South Australia 2012 (base to 2101)*, cat. no. 3222.0 (26 November 2013).

⁵³ Australian Bureau of Statistics, *Migration, Australia 2015-16*, cat. no. 3412.0 (30 March 2017).

⁵⁴ Australian Bureau of Statistics, *Australian Demographic Statistics, Jun 2016*, cat. no. 3101.0 (15 December 2016).

⁵⁵ Australian Bureau of Statistics, *Regional Population Growth, Australia, 2016*, cat. no. 3218.0 (24 April 2018).

⁵⁶ Country South Australia includes the council areas of Anangu Pitjantjatjara, Barunga West, Berri and Barmera, Ceduna, Clare and Gilbert Valleys, Cleve, Coober Pedy, Copper Coast, Elliston, Flinders Rangers, Franklin Harbour, Goyder, Grant, Kangaroo Island, Karoonda East Murray, Kimba, Kingston, Lower Eyre Peninsula, Loxton Waikerie, Maralinga Tjarutja, Mid Murray, Mount Gambier, Mount Remarkable, Naracoorte and Lucindale, Northern Areas, Orororo-Carrieton, Peterborough, Port Augusta, Port Lincoln, Port Pirie City and Districts, Renmark Paringa, Robe, Roxby

country South Australia to Adelaide. Country South Australia also gained over 900 people into the area, aged 55 years or more.⁵⁷ This shows that while the area is losing a large portion of its young people, older people are choosing to move into country South Australia. This results in those regions ageing faster than the rest of the state and the nation, and also affects the productive capacity of the areas around them, if more people living nearby are retired.

Implications for land use planning: Slowing growth or declining regional populations may create skills gaps, which could affect industry production in regional areas. Nevertheless, land use planning should continue to conserve natural environments, biodiversity and agricultural lands within and around urban boundaries to safeguard future production as well as the environment.

3.3.3 Liveability and attracting labour

South Australia's challenge is to attract workers to its city and regions, creating an ideal lifestyle in South Australia compared to other states. For Adelaide, this means ensuring the city is liveable, affordable and safe, while also providing job opportunities. The current slower pace of population growth and faster pace of net interstate migration may indicate this is not the case – or at least, there is a perception that this is not the case.

Deloitte's *Make it Adelaide* suggested that despite the availability of jobs in regional centres and the willingness for employers to pay workers more, money and opportunity is still not enough to encourage workers to move to regional areas. *Make it Adelaide* identified three reasons why regional areas would not be appealing, including lack of access to quality education and health services, lack of employment opportunities for spouses or partners, and the perception that there is less social amenity.

As highlighted in BankSA's August *Trends* report – compiled in conjunction with Deloitte Access Economics – South Australia has relatively low levels of net overseas migration, despite Adelaide being one of the largest cities included in Australia's regional visa category until November 2017. An increase in skilled migration would be beneficial for the state's economy, with South Australia's current share of international and domestic migration flows well below its share of the Australian population. Skilled migration can boost two of the '3Ps' highlighted by Commonwealth Treasury as impacting the amount any economy can produce – population and productivity. However, migrants are more likely to come to South Australia when economic conditions are stronger, creating a chicken-and-egg issue. However, South Australia's high liveability ranking suggests the state as a whole could be more successful by proactively retaining and attracting young workers.⁵⁸

Implications for land use planning: Land use planning plays an important role in enhancing liveability and attracting labour, by creating the right conditions for housing affordability, ease of transportation and

Downs, Southern Mallee, Streaky Bay, Tatiara, The Coorong, Tumby Bay, Wakefield, Wattle Range, Whyalla, Wudinna, Yorke Peninsula and Unincorporated SA

⁵⁷ Australian Bureau of Statistics, *Regional Population Growth, Australia, 2016*, cat. no. 3218.0 (24 April 2018).

⁵⁸ BankSA, *Trends – Is bigger better when it comes to population?* (2018) <<https://www.banksa.com.au/content/dam/bsa/downloads/bsa-media-trends-august-2018.pdf>>.

allowing for other infrastructure, attractions and developments that enhance liveability.

3.3.4 Increased mobility

Workforce mobility is critical to finding the most suitable workers for a particular job; it also allows people to move to where employment is available, or to work without having to relocate.⁵⁹ This is particularly important in South Australia's regional areas, where a large number of areas are inaccessible due to poor transport corridors or undesirable due to lack of amenities or employment opportunities. However, congestion remains an issue across Adelaide, which is the most car-reliant capital city in Australia according to the most recent Census.

There are a number of Australian firms relocating to move towards a workforce. An example of this is Rio Tinto, which opened a remote mining control centre in Perth, which is trialling operations of an iron ore mine in the Pilbara region. Rio Tinto is using advanced remote technology to mine the outback from the comfort of Perth.⁶⁰

Implications for land use planning: Ensuring the right conditions are in place to allow for transport infrastructure developments may be crucial in enhancing mobility across Adelaide for the vast majority of the state's labour force, and to regional areas for freight routes. This will require a focus on transport-orientated development.

3.4 South Australia's competitive advantages and implications for planning directions

Deloitte in *Make it Adelaide* identified eight key sectors for South Australia's future growth. These sectors reflect South Australia's competitive advantages, and where economic growth will be concentrated going forward.

The first four of those sectors were identified as industries where global growth is strong and Australia has a significant advantage against major competitors. These sectors include:

- International education
- Energy and resources
- Tourism
- Agribusiness.

A further four sectors were identified which are specific to South Australia's competitive advantages, building on the state's strengths and growing services sector jobs:

- Defence industries
- Creative industries
- Health and medical industries
- Professional and information technology services.

3.4.1 International education

International education is South Australia's largest services export, worth \$1.5 billion to the South Australian economy in 2017.⁶¹ The sector has

⁵⁹ Deloitte, *Building the Lucky Country #1 – Where is your next worker?* (2012) <https://www2.deloitte.com/content/dam/Deloitte/au/Documents/Building%20Lucky%20Country/Deloitte_au_people_where_is_your_next_worker_2014.pdf>.

⁶⁰ Ibid.

⁶¹ This figure refers to the expenditure of onshore international students on education fees and other goods and services.

grown strongly globally, with the number of outbound tertiary students doubling over a decade – although growth has slowed in recent years.⁶² Deloitte Access Economics has forecast that South Australia's international enrolments will increase from 35,700 in 2017 to approximately 49,200 in 2027 under a baseline scenario,⁶³ with the sector identified as one of the top five growth industries for Australia.⁶⁴

South Australia has a number of advantages which places it well as a competitor for international students. These advantages include the affordable lifestyle and high standard of living, the large number of student accommodation options and the employment opportunities available, as well as high-quality institutions.⁶⁵ While around half of South Australia's international education students are in the higher education sector, there are also students in schools, vocational education and training courses, and other short or non-award courses.

Implications for land use planning: For tertiary and short-course students in particular, it is crucial that the planning system allows for sufficient accommodation for students to meet increasing demand. The planning system should support vibrancy and activity in Adelaide's CBD, given that the vast majority of students live in the CBD.

3.4.2 Energy and resources

Gas is a critical component of the state's energy sector. South Australia has the largest oil and gas reserves in Australia, with the Cooper and Eromanga basins in the state's north-east.⁶⁶

Oil and gas exploration has expanded in South Australia. In 2017, \$140 million was spent on oil and gas exploration in South Australia, representing 12 per cent of expenditure across Australia in seasonally adjusted terms, an increase on 9 per cent in 2016.⁶⁷ Deloitte Access Economics has also identified the mining sector in South Australia as one of the fastest growing sectors in the state, forecast to increase by 2.9 per cent each year over the next two decades.

Implications for land use planning: The land use planning regime needs to accommodate increasing exploration and production in the energy and resources industries, while also being mindful of environmental concerns. However, there are also interactions with other regulatory levers, such as environmental impact statements, which underpin access to resources in a sustainable manner.

Australian Bureau of Statistics, *International Trade: Supplementary Information, Financial Year, 2016-17*, cat. no. 5368.0.55.003 (24 November 2017).

⁶² Organisation for Economic Cooperation and Development, *Education at a Glance 2017* (2017) <<https://www.oecd-ilibrary.org/docserver/eag-2017-26-en.pdf?expires=1527039478&id=id&accname=guest&checksum=1732A959248C170CD71F85C02145B639>>.

⁶³ Deloitte Access Economics, *International Education in South Australia* (report commissioned by the Department for Trade, Tourism and Investment, 2018).

⁶⁴ Deloitte, *Building the Lucky Country #3 – Positioning for Prosperity?* (2014) <<https://www2.deloitte.com/content/dam/Deloitte/au/Documents/Building%20Lucky%20Country/deloitte-au-btbc-business-positioning-prosperity-2014-230217.pdf>>.

⁶⁵ Deloitte Access Economics, *International Education in South Australia* (report commissioned by the Department for Trade, Tourism and Investment, 2018).

⁶⁶ South Australia Chamber of Mines and Energy, *Oil & Gas Production* <<https://www.sacome.org.au/energy.html>>.

⁶⁷ Australia Bureau of Statistics, *Mineral and Petroleum Exploration, Australia, Mar 2018*, cat. no. 8412.0 (4 June 2018)

3.4.3 Tourism

In 2017, South Australia had 461,600 international visitors, an increase of 7 per cent from the previous year.⁶⁸ The majority of international visitor nights are spent in the city of Adelaide, at 82 per cent of all nights.⁶⁹ In contrast, more domestic visitor nights are spent in regional centres, rather than in Adelaide.⁷⁰

South Australia has a comparative advantage in the tourism sector; the state was identified as the one of the top five must-see regions in the world in Lonely Planet's Best Travel of 2017.⁷¹ With the state's festivals, wine regions and areas like Kangaroo Island, the tourism sector has significant growth potential.

Implications for land use planning: Continued growth of the state's tourism industry is dependent on the provision of infrastructure, such as accommodation – particularly in Adelaide, but also in regional areas. If the planning system is too restrictive to adapt and allow for sufficient development, South Australia's future growth prospects could be affected. In addition, the tourism industry will continue to develop and enhance attractions and experiences to attract new visitors from both Australia and overseas; similarly, the planning system should account for the importance of these developments to the tourism industry as a whole. There is complexity in defining tourism as a land use activity; tourists visit different areas for different reasons, which state and regional policy responses need to recognise.⁷² It is also important for tourist destinations to be considered mixed-use development areas to ensure that planning gives consideration to traffic, access, services and amenities.⁷³

3.4.4 Agribusiness

South Australia has had a strong and diverse agricultural history; however, there is still room to grow, with consumer preferences driving a trend towards manufactured food and beverages. South Australia's food processing industry has emerged as the state's largest manufacturing industry, following the closure of automotive manufacturing.⁷⁴ Deloitte Access Economics has forecast the South Australian agricultural sector to grow at a rate of 1.3 per cent annually over the next two decades – but this excludes the impacts of food and beverage manufacturing, which are also likely to be significant. Adelaide is considered the 'wine capital' of the nation, as the producer of almost 80 per cent of Australia's premium wine.⁷⁵

⁶⁸ Tourism Research Australia, *International Visitors in Australia: Summary results December 2017* (March 2018) <https://www.tra.gov.au/ArticleDocuments/242/IVS_one_pager_Dec2017_FINAL.pdf.aspx?Embed=Y>.

⁶⁹ Tourism Research Australia, *International Visitor Survey: December 2017 Results* (March 2018) <<https://www.tra.gov.au/Research/International-visitors-to-Australia/international-tourism-statistics>>.

⁷⁰ Tourism Research Australia, *National Visitor Survey* (March 2018) <<https://www.tra.gov.au/Research/Domestic-tourism-by-Australians/National-Visitor-Survey-results>>.

⁷¹ Lonely Planet Best Travel of 2017 <<https://www.lonelyplanet.com/best-in-travel>>

⁷² *Urbis and Tourism Transport Forum Australia*, National Tourism Planning Guide (2011) <<https://www.austrade.gov.au/ArticleDocuments/5499/NationalTourism>>.

⁷³ *Urbis and Tourism Transport Forum Australia*, National Tourism Planning Guide (2011) <<https://www.austrade.gov.au/ArticleDocuments/5499/NationalTourism>>.

⁷⁴ Australian Bureau of Statistics, *Australian Industry 2016-17*, cat. no. 8155.0 (25 May 2018)

⁷⁵ Deloitte, *Shaping Future Cities – Make it big Adelaide* (2017) <<https://landing.deloitte.com.au/rs/761-IBL->

Implications for land use planning: Agricultural production in South Australia is generally centred in the Adelaide plains and surrounds, and these areas will need to continue to be protected from urban sprawl. It is also important to consider the effects of climate change, which have already affected wine production and other agricultural industries – this may require reconsideration of agricultural land boundaries and supporting policies, such as water access. Planning mechanisms will need to conserve natural environments, biodiversity and agricultural lands within and around urban boundaries to ensure their continued productivity.

3.4.5 Defence industries

South Australia is home to three large defence industry precincts, which house clusters of innovative companies, defence education and training and defence expertise. South Australia is also home to the only state-based defence agency in Australia, DefenceSA.⁷⁶ The Osborne Naval Shipbuilding Precinct, located in South Australia, has also been confirmed as the location for the \$50 billion Future Submarine program and the \$35 billion Future Frigate fleet.⁷⁷ Deloitte places Australia in the top 14 higher-growth spenders in defence, with a defence budget annual growth rate between 3 to 7 per cent.⁷⁸

South Australia's defence precincts

The following material is extracted from DefenceSA's website, describing South Australia's defence precincts.⁷⁹

Osborne Naval Shipyard

The Osborne Naval Shipyard, the nation's premier naval industry hub, is the logical location for any company pursuing opportunities in defence or commercial shipbuilding and ship sustainment projects.

Edinburgh Defence Precinct

Edinburgh Defence Precinct is a key national defence research, manufacturing and sustainment hub housing RAAF Base Edinburgh, Defence Science and Technology and major defence companies including BAE Systems Australia, Lockheed Martin Australia, Airbus Group Australia, Raytheon Australia, CAE Australia and Meggitt Training Systems.

Technology Park Adelaide

An ideal location for established and emerging technology companies, Technology Park Adelaide has a strong focus on systems development and integration, information communication technology, advanced manufacturing and electronics.

Test and training areas

328/images/Make_it_Big_Adelaide.pdf?utm_source=marketo&utm_medium=email&utm_campaign=exc-make-it-adelaide-2017&utm_content=cta>.

⁷⁶ DefenceSA, *Precincts* <<http://www.defencesa.com/precincts>>.

⁷⁷ DefenceSA, *Osborne Naval Shipbuilding Precinct* <<http://www.defencesa.com/precincts/osborne-naval-shipbuilding-precinct>>.

⁷⁸ Deloitte, *Global Defense Outlook 2016: shifting postures and emerging fault lines* (2016) <<https://www2.deloitte.com/content/dam/Deloitte/au/Documents/public-sector/deloitte-au-pub-global-defense-outlook-2016-270616.pdf>>.

⁷⁹ DefenceSA, *Precincts* <<http://www.defencesa.com/precincts>>.

South Australia is home to a large and varied contingent of Australian Defence organisation facilities including RAAF Base Edinburgh, DST Edinburgh, Cultana Training Area and Woomera Test Range.

Implications for land use planning: While parts of the defence sector have unique requirements – such as the Woomera test range – on the whole, the sector is largely precinct-orientated. As a result, it is important that land use planning continues to focus on designation of employment lands and precincts to support clustering of the industry, leading to agglomeration benefits.

3.4.6 Health and medical industries

With Australia's population increasing and people living longer, health care needs are rising. The health care and social assistance sector is already South Australia's largest employer;⁸⁰ BankSA and Deloitte Access Economics recognised in 2016 that where employment levels in all other industries plateaued in South Australia, the healthcare sector had grown.⁸¹

However, there is significant potential in the health and medical research sector in particular. Adelaide is home to Adelaide BioMed City, one of the largest health and life sciences clusters in the Southern Hemisphere. Adelaide BioMed City is located in the CBD, bringing together research, education, clinical care and business development.⁸²

Implications for land use planning: similar to the defence sector, the promotion of precincts and clustering is important for the success of health and medical industries in South Australia. Land use planning mechanisms should promote the continued development of precincts to support industry clustering.

3.4.7 Creative industries

South Australia is commonly known as the 'Festival State'. It is home to the largest Fringe festival in the Southern Hemisphere, as well as WOMAdelaide, the Adelaide Festival and Adelaide Writer's Week. The arts and recreation services industry contributed a total of \$690 million to the South Australian economy in 2016-17.⁸³

These cultural events attract a significant number of artists and performers, as well as tourists to the state. In 2018, the Adelaide Fringe was the largest ticket selling festival in Australia. Of the 1.5 million tickets sold across Australia, half were sold in South Australia.⁸⁴ Temporary events such as the Adelaide Fringe are important to consider in the context of planning, as they bring cultural activities and vibrancy to the city, but may also place strain on surrounding areas.

⁸⁰ Australian Bureau of Statistics, *Labour Force, Australia, Quarterly, Feb 2018*, cat. no. 6291.0.55.003 (29 March 2018).

⁸¹ BankSA, *Trends – Health sector in excellent shape* (2016) <<https://www.banksa.com.au/content/dam/bsa/downloads/bsa-media-trends-may-2016.pdf>>.

⁸² Health Industries SA, *Adelaide Biomed City* <<http://healthindustries.sa.gov.au/adelaide-biomed-city/>>.

⁸³ Australian Bureau of Statistics, *Australia National Accounts: State Accounts, 2016-17*, cat. no. 5220.0 (17 November 2017).

⁸⁴ Festivals Adelaide, *Adelaide Fringe is the biggest ticket selling festival in Australia* (2017) <<http://www.festivalsadelaide.com.au/adelaide-fringe-is-the-biggest-ticket-selling-festival-in-australia/>>.

More broadly, South Australia also has strengths in other components of the creative industries, such as film production, galleries and museums. The cultural boulevard of North Terrace is one such example of the importance of planning in preserving the heritage and nature of an area.

Implications for land use planning: The land uses required for the creative industries may be broad – from film production to hosting temporary events. The nature of the planning system needs to protect cultural heritage which has valuable economic uses.

3.4.8 Professional and information technology services

Professional services contributed over \$14.7 billion to South Australia's economy in 2016-17.⁸⁵ Although Adelaide is not necessarily considered a financial sector hub, these industries are of significant value to the economy – and will be especially so going forward, as the economy transitions to one that is services-focused. BankSA and Deloitte Access Economics found that over the past 20 years, total jobs in professional services in South Australia increased by 62 per cent, compared to just 24 per cent across all sectors.⁸⁶

As noted in the global trends section, services sectors are subject to the effects of emerging technologies, as well as countries with lower labour costs. However, going forward, agglomeration and clustering will be increasingly important to enhance economic productivity, while taking into account changes in how people work.

Implications for land use planning: Land use planning needs to focus on designation of employment lands and precincts to support industry clustering.

3.5 Implications for South Australia's land use and the new land use planning system

While South Australia's market and economic structure have evolved over time, the planning system has remained relatively static. Going forward, however, the diversity of the South Australian economy and its population means that land use – and the associated planning system – must be similarly diverse and adaptable to changing circumstances. In summary, some of the conclusions for land use and the new land use planning system include:

- Conserving and protecting agricultural lands, noting South Australia's competitive advantages in agricultural products and sustained demand for food and beverage, but adapting to the effects of climate change to reduce risks
- Focusing on designation of employment lands and precincts to support industry clustering, arising in part due to emerging technologies, but also the increasing trend towards services sectors and South Australia's advantages like health research and defence
- Protecting transit corridors for urban populations, while adapting to increased freight across the economy
- Taking into account the different industry and population mix in regional areas, given the Code will apply state-wide, and continuing

⁸⁵ Figure comprises professional, scientific and technical services; financial and insurance services; and rental, hiring and real estate services. Australian Bureau of Statistics, *Australian National Accounts: State Accounts, 2016-17*, cat. no. 5220.0 (17 November 2017).

⁸⁶ BankSA, *Trends – Blue skies for 'white collar' professions* (2016) <<https://www.banksa.com.au/content/dam/bsa/downloads/bsa-media-trends-nov-2016.pdf>>.

to conserve natural environments, biodiversity and agricultural lands within and around urban boundaries to safeguard future production as well as the environment

- Accommodating a growing population in Adelaide, including facilitating activity and mixed use centres, to promote access for individuals to jobs, diverse and affordable housing options, and services and amenity; and supporting transport-oriented development, to reduce costs for government, industry and residents
- Ensuring that Adelaide's liveability is enhanced and it is therefore an attractive place to live and work, by creating the right conditions for housing affordability, ease of transportation and allowing for other infrastructure, attractions and developments that enhance liveability
- Ensuring the right conditions are in place to allow for transport infrastructure developments to enhance mobility across Adelaide for the vast majority of the state's labour force, and to regional areas for freight routes; this will require a focus on transport-orientated development
- Supporting the provision for sufficient accommodation for students to meet increasing demand for international education, as well as the infrastructure required to meet the needs of tourists more broadly in both Adelaide and regional areas, and protecting cultural heritage which has valuable economic uses
- Accommodating increasing exploration and production in the energy and resources industries, while being mindful of environmental concerns.

Limitation of our work

General use restriction

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ACN: 149 633 116
11 Waymouth Street
Adelaide, SA, 5000
Australia
Phone: +61 8 8407 7000

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22 February 2019

State Planning Commission
PO BOX 1815
ADELAIDE SA 5001

Via email: DPTI.PlanningEngagement@sa.gov.au

To whom it may concern,

RE: Response to *Productive Economy Policy Discussion Paper*

Thank you for the opportunity to provide a submission on the *Productive Economy Policy Discussion Paper* (the Paper). Please find enclosed a copy of the City of West Torrens submission incorporating general feedback and direct responses to questions raised in the Paper.

Council Administration welcomes the opportunity to provide comment and understandably, has a keen interest in the themes contained within the discussion paper, having recently employed a full time Economic Development Planner to aide in the City of West Torrens Economic Development Strategy and further enhance council's alignment with the Building Western Adelaide Alliance, Western Business Leaders and State Government strategies.

While the introduction of the amended objectives in the PDI Act 2016 and the impending Planning and Design Code present an unprecedented opportunity to advance development in this state, this Discussion Paper appears to reinforce the role of the planning 'system' as a "*development assessment* system" rather than a genuine facilitator of development and economic productivity.

Council has multiple interests in ensuring a productive economy, as an advocate on behalf of community and business, facilitator bringing businesses together, partner with Adelaide Airport and other major industry and employment providers in the City of West Torrens locality, and service provider/property owner seeking to maintain and improve the value of land in the area.

As an advocate on behalf of the community, Council has a role to appeal to other levels of government to achieve best practice approaches that facilitate a thriving business environment and foster a vibrant and inviting city, in line with the community's 'city prosperity' aspirations reflected in the Community Plan.

Council's 'city prosperity' progress indicators include employment diversity, business type diversity and visitor perception. It aims to identify and promote the distinctive identity of West Torrens, which the new planning system appears intent to erode.

Productive Economy Policy Discussion Paper Submission

Ideally the state government would have engaged with councils to identify opportunities to enhance and augment business through improved infrastructure projects, and understand the makeup of industries and possibility of economic clusters within each council or region (e.g. Western Adelaide) which would be of economic significance to the State to inform the formulation of an adaptive and responsive Code.

Generalised and sweeping Code formulation is likely to result in unintended consequences that miss opportunities to create new jobs and develop emerging industries and stifle entrepreneurial culture and neglect South Australia's global connections. The compressed timeframe for the implementation of the Code also means that it is unlikely that current and meaningful research will inform the new planning system.

At a time when bank lending is likely to be less readily available for development, the planning system needs to be more nimble to adapt to changing circumstances and opportunities as they arise. But it must do so in a way that considers the local context and ensures relevant stakeholders have adequate opportunity to provide input.

Please refer to the attached submission and should you require further information or would like to discuss this submission, please contact Sue Curran, Manager Strategy and Business on 8416 6333.

Yours sincerely

Terry Buss PSM
Chief Executive Officer
City of West Torrens

Encl

West Torrens Council Productive Economy Policy Discussion Paper Submission

Productive Economy Policy Discussion Paper Submission

City of West Torrens Submission on Productive Economy Policy Discussion Paper, Released November 2018

The City of West Torrens appreciates the opportunity to provide feedback on the *Productive Economy Discussion Paper* developed by the State Planning Commission and DPTI.

The West Torrens Council area presents a highly desirable location for business and employment due to its proximity to the Adelaide CBD and high level of road, rail and air transport accessibility. The city has more jobs within its boundaries than residents in the labour force, meaning there is a net inflow of people coming into the City of West Torrens each day to work.

Adelaide Airport is the largest single employment base in West Torrens, and indeed, South Australia, employing around 8,000 people. Adelaide Airport and surrounds provide considerable retail and commercial activity which are assessed outside of the state planning system. This presents some challenges for planning in the Western area, and ideally there would be better mechanisms to integrate, or at a minimum, recognise, planning for federally-controlled land within the state planning system.

Council recognises the following key future challenges for economic productivity within the City of West Torrens:

- The promotion and retention of key employment precincts to meet the needs of the growing population.
- Ensuring policies and processes are business-friendly, in order to attract and develop an appropriate range of business, both small and large to future proof the economy of the state.
- Facilitating sustainable population growth (which may include appropriately skilled migrants) within environmental and social constraints.
- The emergence of new technologies is also recognised as a key influence in the changes to traditional manufacturing in the area.

City of West Torrens aspires to a thriving business environment that encourages economic growth and prosperity and fosters a vibrant and inviting city.

The objects of the *Planning, Development and Infrastructure Act 2016* are to,

"...support and enhance the State's liveability and prosperity in ways that are ecologically sustainable and meets the needs and expectations, and reflect the diversity of the State's communities by creating an effective, efficient and enabling planning system, linked with other laws...."

Also of particular note is the intention to

"...promote cooperation, collaboration and policy integration between and among State government agencies and local government bodies.

The following response to questions posed in the consultation documents reflect the objects expressed in the Act, and highlights that greater consideration is required of the ways in which the provisions of the PDI Act 2016 link with other laws (such as Urban Renewal Act 1995 and Local Government Act 1999) to create a cohesive Development System, that supports economic prosperity, in its entirety.

Productive Economy Policy Discussion Paper Submission

Metropolitan Growth Management:

How could a more coordinated metropolitan staging program be achieved which provides greater certainty to all stakeholders and assists more orderly development?

There are many examples of metropolitan growth management nationally and internationally, staging programs typically review core issues including access to affordable housing, suitable employment, infrastructure, and services; managing growth within environmental constraints; and the political management of common community concerns around urban diversity and consolidation.

Staging programs typically identify areas for uplift in the short term, areas that are seen to be ready for policy augmentation because of their location and proximity to public transport networks and infrastructure. Alternatively, additional investment in public transport or infrastructure can act as a catalyst for development or redevelopment in newly serviced areas.

In the context of metropolitan growth management and productive economies it is clear that there is a need for clear strategy and goals regarding what is sought through the planning system and planning policy, such as the *30 Year Plan for Greater Adelaide*, which seeks to :

- 1. Containing our urban footprint and protecting our resources:**
 - 85% of all new housing in metropolitan Adelaide will be built in established urban areas by 2045
 - 90% of all new housing in the Outer Greater Adelaide will be built in established townships and designated urban development areas by 2045
- 2. More ways to get around**
 - 60% of all new housing in metropolitan Adelaide is built within close proximity to current and proposed fixed line (rail/tram/O-Bahn) and high frequency bus routes by 2045.
- 3. Getting active**
 - Increase the share of work trips made by active transport modes by residents of Inner, Middle and Outer Adelaide by 30% by 2045
- 4. Walkable neighbourhoods**
 - Increase the percentage of residents living in walkable neighbourhoods in Inner, Middle and Outer Metropolitan Adelaide by 25% by 2045
- 5. A green liveable city**
 - Urban green cover is increased by 20% in metropolitan Adelaide by 2045
- 6. Greater housing choice**
 - Increase housing choice by 25% to meet changing household needs in Greater Adelaide by 2045

Australia's distinctive pattern of settlement has long presented a suite of social, economic, infrastructural, and environmental challenges. Adelaide is well documented as being a low density city, which has traditionally accommodated its growth with fringe development and satellite cities. Out of this built form arises community expectation of large backyards, car ownership and subsequent car dependency. There is a clear role for a program of education and community awareness to run parallel to the planning reform process, which will take time and may require generational change.

Whilst the above targets and rationale for these are widely understood amongst those in the built environment industry, this is not clearly relayed to the wider community. In increasing density and land use diversity, it is evident that an education program around these targets and the rationale for uplifting density and creating a more mixed use form needs to be clearly expressed to everyone including key community figures.

Productive Economy Policy Discussion Paper Submission

Sensitivity also needs to be extended to metropolitan areas that communities have identified as having character value and high levels of amenity, that due to their low density are unlikely to be replicated into the future. Such areas require robust policy with regard to height and massing at the interface between existing and proposed higher density development. Protection is required for existing character and low density areas which are appreciated by existing residents.

There is a pronounced need to balance the objectives of the urban development industry and the actual day to day experience of **liveability** of the housing created, with the desires and expectations of those residents in surrounding existing housing.

Community members have a tendency to ignore planning until planning 'happens to them' by way of a development that does not meet their expectations for the area in which they live, work or play. This is not an acceptable strategy and a metropolitan staging program would be far more palatable if the reasoning was clear and promoted more effectively in the same way speed limits, water use, health checks/screening, and other initiatives are promoted to ensure the benefits are understood more broadly in the community e.g.:

- Locational disadvantage - first home buyers can buy/rent close to support networks, education, employment rather than move to an isolated and often poorly serviced outer fringe suburbs;
- Environmental impacts- fossil fuel dependency reduced through walkable neighbourhoods, reduction of productive lands, water resilience;
- Economic benefit- improved public transport, financial gains through ensuring the right skills and workforce are available.

The three tiers of Government have undertaken a great deal of research and policy formulation but fall short of bringing the community along for the ride and then often fail to engage and implement the hard and soft infrastructure necessary to maintain and support increasing densities. There is opportunity for better collaboration and partnering between the levels of Government. A 2011 paper authored by McGuirk & Argent speaks to the interconnected nature of demographic change in Australia's settlement system and the questions that these pose for urban and regional governance:

"Densification has been challenged on the basis of impacts on liveability, affordability and equity, and the loss of biodiversity, water catchment and food production capabilities, whilst, popular anxieties have solidified more so around the anticipation of stressed services, congested infrastructure, loss of urban character, loss of open space, environmental amenity and liveability

Legitimate public anxieties are only likely to be assuaged by substantial and up-front investment in the physical and social infrastructure and services necessary to support densification, provide public collective amenity as a trade-off for the private amenity characteristic of low density suburban form, and absorb increased usage and growing demand. But the lack of integration of higher density development with public transport and social infrastructural improvements and new investments thus far has contributed to poor public confidence."

To this end, the 'State of Australian Cities' report highlights that the productivity of cities is affected by many factors, including efficiency of infrastructure, connectivity between businesses, people and their skills, ideas, goods and services, liveability and community wellbeing. The most resilient economies are those in which its residents feel they have a stake economically, politically, and socially. Therefore broader factors such as liveability and governance become important contributors to economic development.

Productive Economy Policy Discussion Paper Submission

Centres Policy and Retail Investment

What policy approaches or other levers could be used to help ensure South Australia's retailing sector is competitive, well-located and provides ample opportunity for new entrants to the market?

- Recognition of a significant de-evolution of retail to online shopping and delivery which may negate traditional parking requirements and requires consideration of new design-thinking to include click n' collect parking spots and possible drive-through collection, and accommodating more outward delivery truck movements.
- Consider regional warehouses of the type and scale required for trend toward mass warehousing and distribution networks associated with online shopping and delivery.
- Ensure a careful balance between support for multi-national vs local business.
- Support small business (including family businesses) to be more effective and sustainable; consider fee exemptions for SMEs and start-ups for temporary short-term approvals.
- Consider electric car charge points in shopping centre car parks.

Opportunities exist for entrants by way of existing zoning, however, evident within the City of West Torrens and with regard to the Urban Corridor Zone, is a lack of uptake on street level commercial use. Market forces are not yet providing the financial gains developers are seeking, with some economic professionals suggesting that **horizontal** mixed use is more economically viable than the **vertical** mix of uses envisaged in Urban Corridor (and similar) Zones. A horizontal, rather than vertical, mix also assist to ease challenges regarding competition for space at ground level for access, parking and waste collection.

State Government may consider incentives including supply subsidies (e.g. developer assistance, capital grants, fast tracking development assessment and approvals) and demand subsidies (e.g. stamp duty rebates, deposit assistance, rental assistance for developments that provide ground floor retail/commercial use).

However, if government funding is considered, mechanisms should be put in place to prevent or mitigate situations such as the 'Masters homeware stores' example in which government provided considerable funding to a company which was then bought out by a larger parent company, and the stores subsequently never opened or closed soon after construction, thereby never fulfilling the promised tax-payer funded jobs.

Other opportunities to actively encourage new entrants and investment include:

- Identifying catalyst sites and opportunity for land owners to become aware of the opportunity their sites represent.
- Working with Local Government to establish visions aligned to communities' aspirations that visually articulate what areas may look like in 2030-2040 for use in publicity and direct promotion with developers.
- Opportunities exists to compile potential local and foreign investors who may be interested in investment opportunities within the State and market directly and raise awareness of sites advantages.
- Public realm investment plans, highlighting streetscape and place making that will occur to encourage development and investment.

Productive Economy Policy Discussion Paper Submission**How do we harmonise planning objectives for an efficient pattern of settlement at the metropolitan level with the need to encourage investment in new retail facilities?**

Council recognises the benefit of undertaking a review of retail policy, however this needs to be underpinned by current research and analysis. Paramount to the theme of linking people to jobs, goods and services is ongoing research and review of this sector and continuing technological change.

The emergence of the service-station mini-mart has somewhat undermined the role of the Neighbourhood Centre Zone in the context of higher order centre zones (Capital City, Regional, District) and Local Centre Zones. To date a technical review of the West Torrens Development Plan illustrates that a number of centres either do not match the centre definitions contained and/or under-perform or may be more suited to accommodate alternate uses.

However a counter argument also suggests that future realisation of residential densities in these areas may assist to restore the viability of these walkable centres. Smaller scale retail facilities (that are not associated with fuel dispensing) have the potential to harmoniously coexist with residential development; noting that car parking, waste and, in some cases, noise, are issues that must be addressed.

Consequently, it is appropriate that all activity centres be reviewed using a process of retail and economic analysis to facilitate better decision making about the role and function of each centre. Council administration agree that analysis needs to include Bulky Goods Zones and retail developments that may be occurring out of zone e.g. retail development at Adelaide Airport.

Consideration to assess emerging land uses that may be 'undefined' e.g. doggy day care, 24hr gyms to formulate a Code that is adaptive and responsive to market demand, review of the floor areas as a non-complying trigger (seen to limit development) and inclusion of small scale change of use applications as complying development within centre zones should be explored.

There is opportunity for land registers to include various size holdings and infrastructure connections and a need to understand business needs e.g. land for distribution centres and/or head offices and key locations for business establishment for better marketing.

Due to the environmental cost of remediation and aesthetic impact of disused petrol-filling stations (and other integrated variations of petrol-filling and shop) measures could be developed that prevent unnecessary proliferation of such development in new residential locations, especially in light of the likely future shift toward hybrid and electric vehicles (which may mean less need for petrol-filling.)

Any proposal to further relax the rules regarding 'out of centre' development (especially in areas that predominantly consist of low density housing) should be viewed with caution. The impact on all stakeholders, not just the impact on business investment, will need to be carefully considered.

Economic and Industrial Land Utilisation/Emerging Industries:**How do we ensure that the new system helps to facilitate economic activity and provide adequate employment lands for current and emerging businesses and industries?**

The development assessment system alone will not facilitate economic activity and is just one piece of a broader system which includes a variety of industries including the finance

Productive Economy Policy Discussion Paper Submission

and development sectors, as well as legislative mechanisms such as the Urban Renewal Act 1995 (precinct planning provisions) and mechanisms which allow for extra levies to be collected for Business Improvement Districts (BIDs).

Businesses that are part of a BID are required to pay an additional tax or levy in order to fund projects within the BID district's boundaries. The BID is often funded primarily through a levy but may also draw on other public and private funding streams. BIDs can allow a cluster of businesses to fund infrastructure, place-making or marketing projects that are beneficial to their collective, but may not be government or council priorities.

In the future we are likely to see a growth in industries that are less fixed in place with a tendency to be transient, mobile, or accessed virtually. However, some industries will continue to require allocation of land.

Council's role in reviewing their land supply and strategic directions through section 30 reviews (Strategic Directions Reports) and other master planning processes needs to become a feature of the new system. Currently there is no information how councils will feed local knowledge into any strategic planning - unless as a member of a Joint Planning Board preparing a regional plan. If the Commission is preparing a regional plan - how will councils be engaged?

This paper needs to consider Australia's international competitiveness to be as critical a problem, as is productivity. The paper should also have focused on more being done to understand competitiveness of our industry sectors in order to effectively position it within the growing countries in the Asian region. It is disappointing that the paper did not pay attention to strengthening Australia's position by discussing value adding and creating new jobs at the high end of productivity.

Further consideration is also required of South Australia's challenge over the next few decades to raise standards of living through economic growth. If we are to drive future economic growth we must continue to boost productivity and encourage higher workforce participation. Greater support and pathways are required for the individuals, businesses and organisations generating new products and services that create value. New and improved offerings, products or technologies create new markets, improve efficiency and lead to greater prosperity.

South Australia needs a system that facilitates new and better paying jobs in growing industries and supports existing industries to better compete on the global stage.

Transitioning to the Planning and Design Code

Supporting and growing key Industries

1.1 Primary Industries

Should the Code include a 40 metre interface buffer between rural and residential, but allow a smaller buffer distance if it can be justified?

Any buffer proposed should consider not only current site interface issues between rural and residential use but also how the rural site could be developed under the Code and what impact may occur if a reduced buffer has been implemented and the longevity and usefulness of the rural site and capacity to expand or change use.

Noting, the report is concerned *by the prevalence for encroachment by single-use residential development* on employment lands, if buffer distances proposed are below the minimum stated within the Code, this should trigger public notification.

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In the context of the City of West Torrens, there are sensitive land uses immediately adjacent the Adelaide Airport which experience reduced amenity due to their proximity to the Adelaide Airport where intensification of the residential use may conversely impact on business expansion for the Adelaide Airport. Adelaide Airport comprises 20% of the Greater West Torrens land area and is a major employment node with estimates of 5500 jobs being a direct outcome from the Adelaide Airport including transport, postal and warehousing and air and space transport jobs.

The City of West Torrens has undertaken investigations into aircraft noise and public safety areas, with a major aircraft noise survey of residents and property owners, and responses to a draft of the Commonwealth Department of Infrastructure, Regional Development and Cities' release of NASF Guideline I- *Managing the risk of Public Safety Areas at the End of Runways*.

In much the same way as the State Government is considering buffers between rural and residential areas to protect employment lands, Council is of the view that it is the role of the State Government to incorporate Public Safety Areas and Australian Noise Exposure Forecast contours into the Planning and Design Code to protect employment lands associated with the Adelaide Airport.

To enforce a public safety area through a spatial overlay would reinforce the significant role that the Adelaide Airport plays in the state's tourism and export economy, and protect the longevity of valuable employment lands.

Does policy regarding subdivision and minimum allotment sizes need to be reviewed and strengthened?

With respect to industry and employment lands more generally, adequate research needs to be undertaken to determine the appropriate allotment size based on existing and emerging needs and location. The State Government requires a clear understanding which is underpinned by sound research into what type of employment land is required in particular locations, and any size requirements of the intended uses.

Often within a development assessment setting, it becomes clear from market demand whether allotment sizes are too large or small through indications such as an influx of land divisions that propose subdivisions of a size which is assessed *on merit* under the current system, or minimal uptake or demand in a new industrial estate due to size.

Removal of minimum allotment sizes is not supported and unfounded strengthening of minimums is dubious - existing research needs to be reviewed and updated with strong current and relevant policy ensuing.

1.2 Tourism

Do we need to review our signage policies? In particular, do we need facilities for third party advertising and tourism advertising? For example, should there be more scope for tourism signs on arterial roads and outside of townships?

In the context of the State's economy, tourism is identified as a super-growth sector that will drive jobs and growth. Support to this sector should be given to help realise this potential, but not at the expense of the character of the State.

Policies which envisage proliferation of third party signage are generally not supported. Exploration of existing and emerging technologies to integrate mobile applications, digital displays, RFID and other wireless technologies rather than physical third party signage should be undertaken.

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Outdated signage policies should be reviewed and policy that facilitates legible and cohesive wayfinding be implemented. This could be a mix of signage, maps, symbols, colors, plantings, strategic rest stops/amenities and other visual communications. Effective wayfinding should include points of interest, transport, accommodation and facilities whilst being accessible for varying abilities and languages.

Many council areas possess great examples of wayfinding, for example, the joint project between City of West Torrens and Department of Environment & Planning, *'Adelaide Arrive'* in the early 90's looked at creating a boulevard along Sir Donald Bradman Drive from Adelaide Airport, Keswick Terminal and the CBD. Visually creating a legible streetscape that imparts a high quality landscape, leaving a lasting impression for visitors arriving or leaving Adelaide that is welcoming and easy to navigate. One aim of this project was to reduce visual clutter, opening up clear lines of sight to the Adelaide Hills, CBD and other iconic views where possible, whilst reducing the number of billboards, signage and hoardings to create a *'linear story'* through artworks, planting and a palette of colours and furniture.

It is understood that land use definitions are to be refined during Generation 1 of the Planning and Design Code, however, Council stresses the importance of West Torrens strategic location, noting Adelaide's international airport and national rail service are located within the council area. The City of West Torrens would have liked to have seen more research and discussion questions around what planning can do regarding tourism and more opportunity to explore how the Code can help to promote various industry sectors that support tourism.

1.3 Mining & Exploration

Should undeveloped strategic mineral resources be identified and protected from urban encroachment and other incompatible development?

The previous State Government developed the Multiple Land Use Framework to deal with competing land interests- ideally this would be incorporated into the planning system. (Note at the time it was expressly stipulated that the Framework would not apply to development applications under the PDI Act 2016).

In the Framework the definition of 'land' was expanded to include *the air above the land*- in recognition of the interest that any airport transport routes may have in relation to what is proposed on 'land'.

The Food Protection Areas and Character Preservation Districts are a step in the right direction. Similar boundaries could be considered to protect the economic powerhouse that is the Adelaide Airport from further residential encroachment.

Linking People to Jobs, Goods and Services

2.1 –Centres, retail and mixed use activities

Is there a need to retain the centres hierarchy or not – is it still relevant to today's planning?

Response as per *"How do we harmonise planning objectives for an efficient pattern of settlement at the metropolitan level with the need to encourage investment in new retail facilities?"*

Out of centre integrated development including petrol-filling station and shop have served to erode the centres hierarchy. Furthermore, in West Torrens the presence of the Adelaide Airport land which is governed by Federal Government land use policies serves to reduce

Productive Economy Policy Discussion Paper Submission

the effectiveness of a centres hierarchy. There needs to be a better way to recognise what happens on Federal Government controlled land within the State Planning System.

A centres hierarchy has a role to play, however, recent (and impending) changes to major arterial roads may now effectively act as barriers to patronage, thus altering the logical catchment areas of particular centres, furthermore the impact of introducing mixed use zone corridors should be measured in a up to date review of the centres hierarchy.

Should there be residential development within retail centres? If so, how could / should this occur?

Council administration envisages the possibility of residential development occurring within retail centres, understanding an increased population serves as increased patronage to the centre. Council advocates for inclusion of affordable housing and specialist accommodation that is located close to specialised services, transport, employment and facilities typically established in centre zones.

Residential development in centres could work well in scenarios where parking and waste collection challenges can be addressed. This could be particularly successful for households that do not require car parking when co-located with public transport options (thus eliminating resident parking issues). Large retail centres with extensive car parking may present hazardous urban heat island impacts for vulnerable residents, therefore consideration of additional requirements for green space provision for any centre that incorporates residential development may be necessary.

As a note, residential use to be contingent on commercial component, ensuring development control does not prioritise residential development at the expense of employment lands. The City of West Torrens Development Plan contemplates dwellings and residential flat buildings located above non-residential land use within the Commercial Zone, District Centre Zone, Local Centre Zone and Neighbourhood Centre Zone.

Design of residential development needs to provide appropriate treatments to ensure amenity for residents isn't diminished by mixed use. Further consideration of how the public realm is able to accommodate mix of uses and provide open space for the likely needs of population, siting of residential component could be subject to reconsideration.

Further exploration may be required of open space requirements and delivery to facilitate a higher density and address reduced private open space associated with medium to high rise living.

2.2 –Employment lands (industry, manufacturing and commercial)

Is there too much emphasis placed on height and setback criteria in employment lands zones, in particular the 'core' of these zones?

Assessment must consider impact of built form when it does not meet the relevant provisions for assessment. In some instances there may be sufficient merit to warrant an approval of a greater building height and/or reduced setbacks when impacts on surrounding owners and occupants is on par with the impacts anticipated for development that achieves minimums expressed in the Development Plan. However, the impact from the built form further afield also needs to be considered.

The City of West Torrens is experiencing the impact of high rise development applications within the Urban Corridor Zone adjacent the Glandore Character Policy Area 24 which in some instances allows building heights of up to 32.5 metres. This creates a jarring backdrop that does not provide for transition and coherence between new and established areas that

Productive Economy Policy Discussion Paper Submission

the community have identified as having a desirable development pattern and built form reflective of traditional character elements.

Discussion around defining 'core' and establishing suitable buffers and transition policies to protect areas with an established urban character that community view as desirable is needed to provide certainty for developers and residents.

2.3- Home-based Business

What innovations and changes to work practices will impact the planning system and how should we respond?

On the back of recent loss of automotive manufacturing from the South Australia and potential closure of the steel industry along with unemployment and underemployment, is the need to create a diverse workforce that promotes flexibility, diversity and supports small business.

Recognising that many small businesses start as home-based businesses, City of West Torrens is supportive of a review of not only the Home Industry Zone (discussed later), but also the parameters of home based business, home based industry and the definition of home activity.

Whilst home activity is clearly defined within current regulations, the currency of this definition could be reviewed with the view to enabling more fluidity, encouraging entrepreneurship and home based businesses generally. The reform presents an opportunity to reconsider what does not require a development application by definition of home activity and how to better enable development of home based business within residential zones.

Under the current planning system some home based businesses are not considered to be appropriate for a Residential Zone and suggested to be more appropriate for commercial or industrial zoned lands due to prescriptive planning policy. The Home Industry Zone appears to be a good resolve to living and working on the same site and specifically accommodates land uses that may be considered of an industrial nature but still compatible with residential use e.g. small scale service industry and light industry.

This requires robust policy to ensure that the intent of the zone is reinforced and not encroached by single use developments that create nuisance or hinder other lawfully existing uses. Existing SAPPL policy is conflicted and on the ground, the land use is geared towards standalone light industry (stated as an envisaged use) and seeks to limit home based industry (e.g. floor area, car parking, and employee numbers) but does not limit other forms of envisaged use in the same capacity.

Whilst Home Industry is not in the City of West Torrens there is still a need to provide zoning that enables resident and light industry to exist in conjunction with one another. Council Administration is supportive of the State Government undertaking a review of home based industry and exploring how best to zone for this type of land use and provide policy that facilitates development outcomes consistent with the intent of the zone.

Providing Infrastructure to Enhance our Liveability

3.1- Renewable energy

How should planning policy respond to growth in renewable energy – what issues should be addressed?

Planning policy must provide reasonable protection of people's investment in solar panels, by providing a right to solar access.

Productive Economy Policy Discussion Paper Submission

3.2- Adaptive reuse

Should existing unused farm houses be able to be separately titled to allow their adaptive reuse and to facilitate economic activity?

The planning system should be current and reflect the ways in which people live e.g. multi-generational living on rural properties and agribusiness opportunities, notwithstanding the importance of maintaining allotments of a size and configuration that promote the efficient use of land for primary production and the conservation of native vegetation and natural habitats.

Is it a necessity to separately title a farm house to enable its reuse? As with all adaptive reuse, buildings need to be fit for purpose, the Code needs to better reflect the environmental benefits, combined with energy savings and the social advantage of recycling a place through reusing buildings as an essential component of sustainable development.

3.3- Infrastructure

How can we ensure that land use planning is able to accommodate and support the provision of new and innovative infrastructure?

The Development Assessment system needs to strike a balance between stability and flexibility while providing mechanisms that allow for swift improvements to ensure policy keeps pace with the expectations of the community and evolving changes in the economy.

It is noted that information regarding Infrastructure Schemes and Precinct Planning pilot projects have been posted to DPTI's Learning Hub in early 2019- however greater promotion and publicity of these mechanisms is required to ensure that councils understand the mechanisms available to them and how these link with the PDI Act 2016.

FACILITATING INNOVATION AND ENABLING INVESTMENT

4.1- Collaboration and clustering

Do we have adequate planning policies in place to encourage/support the aims of innovation districts?

Urban Renewal Act precinct planning mechanisms and other facilitators of development may be more appropriate to encourage innovation districts. The development assessment system can encourage or support these districts, simply by ensuring it does not add unnecessary red tape.

How do we ensure that residential development does not monopolise the offering in mixed-use areas of innovation districts?

Formulation of policy that clearly delineates desired land uses and whether one land use is contingent/associated/ancillary on another land use. Where state government is a co-funder, funding agreements can be tied to the delivery of a specified ratio of commercial development to residential development.

4.2- E-Commerce and a sharing economy

Does planning policy need to respond better to new ways of doing business such as the emergence of the sharing economy – which may require the introduction of controls to mitigate previously unanticipated effects (for example, the conversion of long term rentals into short stay holiday accommodation via online platforms)?

The Development Assessment system needs to strike a balance between stability and flexibility while providing mechanisms that allow for swift improvements to ensure policy keeps pace with the expectations of the community and evolving changes in the economy.

Productive Economy Policy Discussion Paper Submission

Further consideration of night time economy may be required to meet the changing demands of the community.

What will be the emerging industry impacts of e-Commerce and how should these be managed by the Code?

A trend toward a requirement for large distribution warehouses to accommodate online shopping giants is disrupting traditional "shopping" retail land provisions. Consideration of rezoning land in proximity to major arterials and the airport to accommodate this form of commerce may be required.

References

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17.7 Australian Citizenship Ceremonies Code

Brief

This report presents proposed feedback on the revised Australian Citizenship Ceremonies Code to the Minister for Immigration, Citizenship and Multicultural Affairs.

RECOMMENDATION

It is recommended to Council that:

1. The proposed feedback contained in the report be approved and submitted to the Minister for Immigration, Citizenship and Multicultural Affairs as Council's response to its request for feedback on the revised Australian Citizenship Ceremonies Code.
2. The Chief Executive Officer be authorised to approve any minor additions or changes of an editorial nature required prior to final submission.

Introduction

Correspondence has been received from The Hon David Coleman MP, Minister for Immigration, Citizenship and Multicultural Affairs, advising of the proposed review to the Australian Citizenship Ceremonies Code to ensure it reflects the experiences of the Australian community and provides clear guidance to councils on hosting citizenship ceremonies.

Discussion

A revised Australian Citizenship Ceremonies Code (Code) has been prepared by the Australian Government to outline the changes and to seek feedback from councils (**Attachment 1**).

The key changes outlined in the revised Code are:

- Local Government councils will be required to hold a citizenship ceremony on Australia Day (26 January) and Australian Citizenship Day (17 September).
- Federal members of Parliament, if attending a ceremony, should read the Minister's message at citizenship ceremonies.
- There will be a recommended standard of dress for ceremonies, which will be set by councils. The attire of attendees at citizenship ceremonies should reflect the significance of the occasion. Conferees may wear national or cultural dress if they wish.
- Ceremonies must be scheduled to avoid parliamentary sitting days.

The proposed feedback from the City of West Torrens on the revised Code is provided in **Attachment 2**.

Conclusion

This report presents an overview of the revised Australian Citizenship Ceremonies Code which has been released for Council feedback by the Minister for Immigration, Citizenship and Multicultural Affairs. It proposes feedback on the revised Code from Council for its consideration, approval and submission.

Attachments

1. **Revised Australian Citizenship Ceremonies Code**
2. **Administration feedback in relation to draft Citizenship Ceremonies Code**



**THE HON DAVID COLEMAN MP
MINISTER FOR IMMIGRATION, CITIZENSHIP AND
MULTICULTURAL AFFAIRS**

Australian Citizenship Ceremonies Code

Dear Mayor,

We as a nation truly value our Australian citizenship. Whether you are Australian by birth or choose to settle here, Australian citizenship is at the heart of who we are and what we believe as a nation.

Every Australia Day, Australians in huge numbers celebrate our success as a nation at the many events organised by Local Government Councils across the country. These celebrations often include citizenship ceremonies, with more than 73,000 people choosing this special day to take the formal pledge of commitment to Australia in the past five years. Australia Day is by far the most popular day of the year for people to attend a citizenship ceremony.

For some time now the Australian Government has been reviewing the *Australian Citizenship Ceremonies Code*. As a result of this review, I am proposing changes to the Code, to ensure it reflects the expectations of the Australian community and provides clear guidance to Councils on hosting citizenship ceremonies.

Key changes are outlined below.

- Local Government Councils will be required to hold a citizenship ceremony on Australia Day (26 January) and Australian Citizenship Day (17 September).
- Federal members of Parliament, if attending a ceremony, should read the Minister's message at citizenship ceremonies.
- There will be a recommended standard of dress for ceremonies, which will be set by Councils. The attire of attendees at citizenship ceremonies should reflect the significance of the occasion. Conferees may wear national or cultural dress if they wish.
- Ceremonies must be scheduled to avoid parliamentary sitting days.

In recognition of the vital role of local government in the delivery of citizenship ceremonies, I am seeking your feedback on the revised Code. Please send all feedback to natoceremonies@homeaffairs.gov.au by **28 February 2019**.

I am pleased that a vast majority of Councils already hold citizenship ceremonies on Australia Day, as they are always great events. Eligible migrants across the country

should be afforded the opportunity to become an Australian citizen on our national day.

Thank you for the job done by your Council in supporting citizenship ceremonies and I look forward to receiving your responses to the proposed changes to the Code.

Yours sincerely

A handwritten signature in black ink, appearing to read 'David Coleman', with a long horizontal flourish extending to the right.

David Coleman

14/01/2019



Australian Government

Australian Citizenship Ceremonies Code



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Department of Home Affairs
PO Box 25
BELCONNEN ACT 2616

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PART 1

Australian Citizenship Ceremonies Code

The Australian Citizenship Ceremonies Code (the Code) follows the *Australian Citizenship Act 2007* and sets out the legal and other requirements for conducting citizenship ceremonies as well as the roles and responsibilities for those involved in citizenship ceremonies.

The Code provides guidance to organisations to help plan and conduct citizenship ceremonies.

The Code is structured in four parts, providing relevant responsibilities and advice for before, during and after the ceremony. This is prefaced with a Quick Guide, outlining the key ceremony information and background.

The resources in the Code are reviewed regularly to ensure that information is up to date.
This version of the Code was published in January 2019.

Legal requirements

There are three legal requirements under the *Australian Citizenship Act 2007* (the Act) that must be strictly adhered to when conducting citizenship ceremonies:

1. an authorised presiding officer
2. reading the preamble
3. the pledge of commitment

Authorised presiding officer

It is a legal requirement that the presiding officer is authorised by the Australian Government minister responsible for citizenship matters. Authorisation is given to Australian citizens only and is specific to a position or person. Further information on the role of the presiding officer is at page 12.

Reading the preamble

It is a legal requirement that the presiding officer must read aloud to the conferees the preamble for citizenship ceremonies (found at Schedule 1 of the [Australian Citizenship Regulation 2016](#)).

The pledge of commitment

It is a legal requirement that most conferees 16 years of age and over (at the time of application) make the pledge aloud before an authorised presiding officer.

The presiding officer generally reads the pledge aloud line by line for the conferees to repeat. This is referred to as 'administering' the pledge.

Further information on the pledge of commitment is at page 10.

The importance of Australian citizenship

Australian citizenship is an important common bond for all Australians, whether Australians by birth or by choice, and lies at the heart of a unified, cohesive and inclusive Australia.

It is a unique symbol of formally identifying with Australia, acknowledging responsibilities and conferring significant privileges that allow people to participate fully in the community.

Responsibilities

As an Australian citizen you must:

- obey the laws and fulfil your duties as an Australian citizen
- vote in federal, state or territory, and local government elections, and in a referendum
- serve on a jury if called to do so
- defend Australia should the need arise.

Privileges

As an Australian citizen you have the right to:

- vote in federal, state or territory, and local government elections, and in a referendum
- apply for work in the Australian Public Service or in the Australian Defence Force
- seek election to parliament
- apply for an Australian passport and re-enter Australia freely
- receive help from Australian officials while overseas
- register children born to you overseas, after you become an Australian citizen, as Australian citizens by descent.

What is a citizenship ceremony?

The final legal step in the acquisition of Australian citizenship, for most people, is to make the pledge of commitment at an Australian citizenship ceremony.

At the citizenship ceremony, conferees pledge that they share Australia's democratic beliefs and respect the rights and liberties of the people of Australia.

Our democratic beliefs:

- parliamentary democracy
- the rule of law
- living peacefully
- respect for all individuals regardless of background
- compassion for those in need.

Our freedoms:

- freedom of thought, speech and expression
- freedom of association
- freedom of religion and secular government.

Our equality standing:

- equality before the law
- equality of genders
- equality of opportunity.

Citizenship ceremonies are public, ceremonial occasions, which fulfil legal requirements prescribed by the *Australian Citizenship Act 2007* and the *Australian Citizenship Regulation 2016*.

Citizenship ceremonies also provide an important opportunity to formally welcome new citizens as full members of the Australian community. Since the early 1950s, local government councils have conducted the majority of citizenship ceremonies on behalf of the Department responsible for citizenship. Local government councils are well placed for this welcoming role as the arm of government closest to new citizens and the communities to which they belong.

Representatives of all three levels of government (federal, state or territory and local), community leaders, Aboriginal and Torres Strait Islander leaders, and guests of the conferees are invited to attend.

After the conferral, citizenship ceremonies often include the Australian Citizenship Affirmation, giving everyone present an opportunity to publicly affirm their loyalty to Australia in a similar way to the new citizens.



The nature of the ceremony

To reflect the significance of the occasion, citizenship ceremonies should be formal and meaningful occasions conducted with dignity, respect and ceremony. They should be designed to impress upon conferees the responsibilities and privileges of Australian citizenship.

They should warmly welcome new citizens as full members of the community. Conferees are the most important people at the ceremony and the focus of attention should be on them.

Citizenship ceremonies must be non-commercial, apolitical, bipartisan and secular.

They must not be used as forums for political, partisan or religious expression, for the distribution of political material or the sale of souvenirs.

As conferees come from diverse cultures, it is important to be aware and respectful of cultural differences.

What is the pledge of commitment?

The pledge of commitment made by conferees under Section 32AB of the Act is the last legal step in becoming Australian citizens.

The pledge allows conferees to publicly state their loyalty to Australia and its values.

Conferees can choose between two versions of the pledge; one that refers to God and one that does not.

Pledge 1

From this time forward, under God,
I pledge my loyalty to Australia and its people,
whose democratic beliefs I share,
whose rights and liberties I respect, and
whose laws I will uphold and obey.

Pledge 2

From this time forward,
I pledge my loyalty to Australia and its people,
whose democratic beliefs I share,
whose rights and liberties I respect, and
whose laws I will uphold and obey.

Roles and responsibilities

This section outlines the roles and responsibilities for those involved in Australian citizenship ceremonies.

Minister

The Australian Government Minister(s) responsible for citizenship matters has precedence to preside at any ceremony they choose to attend. The Minister is provided a report on ceremonies occurring nationally and does not require individual event invitations from organisers.

When attending a ceremony, the Minister should be invited to speak immediately after the opening address and Welcome to Country/Acknowledgement of Country, before any other official speeches.

Where the Minister is not attending, the local Federal MP or Senator should read the Minister's message (regardless of political party). Where both the MP and Senator are in attendance, precedence goes to the MP. When no Federal representative is present, the presiding officer should read the Minister's message.

A copy of the Minister's message is available on the Department's website.

The Department

The Australian Government Department responsible for citizenship manages the citizenship program including the policy around Australian citizenship ceremonies, and the list of conferees who have been approved for citizenship and are ready to attend a ceremony.

Generally, officers of the Department will:

- liaise with local government councils or other community organisations undertaking ceremonies to ensure organisers are aware of, and abide by, the requirements set out in the Australian Citizenship Ceremonies Code
- provide advice on finding an authorised presiding officer
- provide regular reports to councils on the number of people waiting for a ceremony in their local government area
- work with organisers to ensure that ceremonies are held regularly to facilitate timely conferral of prospective citizens
- ensure that pledge verification lists (PVL) are provided to ceremony organisers in a timely manner
- distribute citizenship certificates to the councils prior to the ceremony and ensure any unused certificates are returned to the Department
- ensure citizenship certificates are treated as accountable documents and stored correctly
- provide advice and assistance on ceremonies for council staff.

Attendance by departmental staff to assist with the conduct of ceremonies may occur at the discretion of the Department.

Where arrangements have been made for departmental officers to assist at a ceremony, this may include:

- assisting with registration and verification of the identity of candidates on arrival
- ensuring the legal and other requirements of the Code are adhered to, and/or
- assisting with enquiries and other issues as they arise.

The Department may also provide assistance such as sending invitation letters to conferees and, if required, providing a presiding officer for ceremonies.

Presiding officer

The presiding officer has the lead role in a citizenship ceremony. Their legal responsibilities involve:

- reading out the *Preamble for citizenship ceremonies* (Schedule 1 of the [Australian Citizenship Regulation 2016](#))
- administering the pledge.

Additionally, the presiding officer:

- reads the Minister's message in the Minister's absence where no Federal parliamentary representative is present
- signs the pledge verification list immediately at the completion of the citizenship ceremony after ensuring that it is accurate and any conferees who have attempted to present fraudulent identification documents or no identification has been immediately referred to the Department.

It is a legal requirement that the presiding officer is authorised by the Australian Government Minister responsible for citizenship matters. Authorisation is given to Australian citizens only and is specific to a position or person. These are outlined in the [Instrument of Authorisation](#).

It is possible to apply for one-off authorisation to preside at a citizenship ceremony by writing to the Minister.

Presiding officers have no power to appoint a proxy. However, a person may perform the duties of the presiding officer when they are acting in place of an authorised person for a period of time.

To avoid the appearance of conflict of interest, presiding officers must not confer Australian citizenship on family members or close friends. Contact the Department to manage potential conflict of interest matters in public ceremonies.

Official guests

The presence of official guests serves to introduce new citizens to Australia's three-tiered, democratic system of government, as well as to formally welcome them into the local community.

As well as the Minister, organisers should also invite all elected officials of the locality, at all levels of government. The following should be invited to each ceremony:

- Local Federal MP and a Senator (of a different political party)
- Local state or territory MP
- A local government representative.

Invitations are to be extended to elected representatives. Invited elected representatives cannot send a delegate to act in an official capacity on their behalf. Delegates may attend in a private capacity. There will not be an opportunity for delegates to speak, nor will VIP seating be provided.

While a MP or Senator cannot be prevented from asking an individual to attend on their behalf, the nominated person should not be included in the official guest party and under no circumstances should that person be invited to speak.

Candidates for election may attend the ceremony in a private capacity, however they should not receive an official invitation and should not be included as an official guest.

It is particularly important that the above guidelines are adhered to in the period leading up to an election. The emphasis remains on elected representatives welcoming new citizens to the local community.

Official guests can also include:

- community leaders
- representatives of community organisations
- Aboriginal and Torres Strait Islander elders or leaders.

Federal Members of Parliament

Ceremony hosts are required to invite all elected officials of the locality, at all levels of government. This is to allow local representatives to introduce themselves and welcome new citizens as full members of the community. Where there are multiple MPs across local government boundaries, organisers should work with the MPs to arrange a rotation of responsibility.

Where a Federal MP or Senator attends a ceremony, they should read the Minister's message. MPs and Senators are reminded that, if invited to speak by the ceremony hosts, it must be in accordance with the nature of citizenship ceremonies which are apolitical, bipartisan and secular. For this reason, material which could be perceived to be political, commercial or religious must not be distributed.

All federal Members and Senators have standing authorisation to preside at Australian citizenship ceremonies. This allows ceremony hosts to approach their local MP or Senator if they wish to hold a ceremony and require a presiding officer. This usually happens on nationally significant days such as Australia Day and Australian Citizenship Day. MPs and Senators should not assume that an invitation to attend a ceremony is an invitation to preside. This will be specified in the invitation.

MPs and Senators make occasional requests to conduct citizenship ceremonies that may be accommodated on an exceptional basis. The Department can provide advice regarding all aspects and requirements of a ceremony.

It is important that MPs and Senators do not seek to fulfil ceremony requests from constituents as the Department manages ceremony attendance to ensure fair and equal treatment for all conferees. Additionally, to avoid the appearance of conflict of interest, citizenship should not be conferred on family members, close friends or members of staff at private ceremonies.

State and Territory Members of Parliament

If invited to a ceremony as an official guest, the same guidelines apply to State and Territory MPs as for Federal representatives.

However, state and territory parliamentarians do not have standing authorisation to preside at citizenship ceremonies.

If invited to preside at a ceremony, requests may be made in writing to the Minister for one-off authorisation on each occasion they wish to preside. State and territory parliamentarians should include a signed letter of agreement with their request, indicating they will abide by the requirements for the conduct of citizenship ceremonies set out in the Code. A copy of this letter can be provided by the Department.

Mayors

Mayors play an important role in formally welcoming our nation's newest citizens into the Australian community by hosting the majority of Australian citizenship ceremonies. It is usual for them to fulfil the role of presiding officer. Unless specifically excluded, mayors have standing authorisation to preside.

Organisers

Organisers are usually staff from local government councils or other approved organisations whose role it is to organise the ceremony. An organiser is responsible for ensuring a citizenship ceremony is conducted in accordance with the Code.

Most citizenship ceremonies are conducted by local government councils. Community organisations may also conduct citizenship ceremonies, particularly on significant national days such as Australia Day or Australian Citizenship Day.

Community organisations that wish to conduct a citizenship ceremony should approach their local office of the Department to discuss the possibility of hosting such a ceremony and securing a presiding officer. Community organisations may be asked to sign an agreement with the Department on how ceremonies are to be conducted.

Responsibilities for organisers are to:

- ensure that ceremonies are conducted in accordance with the Australian Citizenship Ceremonies Code
- provide advice to those who have a role in the ceremony
- ensure that the ceremony is conducted in a meaningful, dignified, orderly and memorable way with proceedings designed to impress upon candidates the significance of the occasion
- ensure all candidates are informed about appropriate protocols for the citizenship ceremony
- include a Welcome to Country/Acknowledgement of Country in the proceedings
- conduct identity verification of conferees.

Generally an officer of the Department will attend ceremonies conducted by community organisations to assist with the ceremony.

Checklists are available for organisers for [Before the ceremony](#), [At the ceremony](#) and [After the ceremony](#).

Conferees

A conferee is a person who has made an application for Australian citizenship which has been approved and whose details have been provided by the Department to an organiser for attendance at a ceremony. The final legal step for the applicant to acquire citizenship is to make the Australian citizenship pledge of commitment before the presiding officer at the citizenship ceremony.



Australian Electoral Commission

All organisations conducting citizenship ceremonies should notify the Australian Electoral Commission (AEC) of forthcoming citizenship ceremonies to facilitate electoral enrolment of new citizens. Wherever possible, staff from AEC will attend ceremonies to assist the electoral enrolment process and to collect completed enrolment forms.

If AEC representatives are not in attendance, conferees should be reminded to complete the AEC form and return it to the AEC according to information on the form, at their earliest convenience.

Organisers may choose to collect the forms at the ceremony and send to the AEC as a group.

[Contact the AEC](#)

Guests of conferees

Guests may be invited friends and relatives of the conferee. The number of guests may be limited according to the practicalities of organising a ceremony, for example, size of the venue, and should be outlined in the invitation to the ceremony.

Citizenship ceremonies during election periods

At the Federal level, the caretaker period begins at the time the House of Representatives is dissolved and continues until the election result is clear or, if there is a change of government, until the new government is appointed.

Ceremonies can continue as usual during the caretaker period. Election periods should not cause unnecessary delays in conferees attending their ceremonies.

Citizenship ceremonies are apolitical and must not be used for political or partisan expression or for the distribution of political or election material.

Local council elections

Citizenship ceremonies should not be held by local government councils after the election date until the results of the election become known.

State and Federal elections

MPs should not be invited to ceremonies held after the election date until the results of the election are known.

A MP's status does not depend on the meeting of the parliament, nor on the MP taking their seat or making the oath or affirmation of allegiance before the Governor-General. A MP is technically regarded as a MP from the day of election—that is, when they are, in the words of the Constitution, 'chosen by the people'. A new MP is entitled to use the title MP once this status is officially confirmed by the declaration of the poll.

Candidates for election should not be included as part of the official party. The emphasis remains on elected representatives welcoming new citizens to the local community.

Federal elections

The Minister's message can be read at ceremonies after the election date until it has been announced that there is a new minister. If there is a new minister, the new Minister's message will be provided.

Citizenship certificates with the incumbent Minister's signature can be issued up until a new minister is sworn in.

In the event there is a change of minister, there will be a period of time where certificates are not available. Once printing of certificates resumes, the Department will commence distribution. Conferees who attended their ceremonies during this period will receive their certificate by registered mail.

In the event that official citizenship certificates cannot be provided on the day of ceremony, councils have the option of giving the client a commemorative citizenship certificate at the ceremony. The commemorative certificate has no legal standing but is purely for marking the occasion. This should be made clear at the ceremony.

Commemorative citizenship certificates can be ordered through the Department's website by using the order form.



Overseas Australian citizenship ceremonies

All applicants are expected, as far as possible, to attend a citizenship ceremony in Australia. In limited circumstances, however, it may be possible to attend a ceremony at an agreed departmental post overseas. An application must be made to the Department for consideration.

Organisers must ensure that the person who is to preside at the ceremony is listed in the Instrument of Authorisation, or request a one-off authorisation for the ceremony. Written requests for authorisation should be sent to the Minister.

Contact the Department

For all enquiries relating to Australian citizenship ceremonies, your first point of contact should be to email the departmental team for the relevant state or territory.

Enquiries from applicants relating to their citizenship application, including their ceremony, should be referred to the Department's website.

Glossary

- **The Act:** *The Australian Citizenship Act 2007* is the legal basis for all citizenship provisions.
- **Administrative officer:** A local government official or other person who assists the presiding officer in arranging and conducting citizenship ceremonies.
- **Australian Citizenship Affirmation:** The Australian Citizenship Affirmation offers an opportunity to those who wish to express their pride in being an Australian citizen and affirm their loyalty and commitment to Australia and its people.
- **Australian citizenship ceremony:** Fulfills the legal requirements prescribed by the *Australian Citizenship Act 2007* and the *Australian Citizenship Regulation 2016* that a person must make a pledge of commitment to become an Australian citizen.
- **Australian citizenship certificate:** Evidentiary notice given to a person stating that the person is an Australian citizen at a particular time.
- **Commemorative certificate:** A memento given to conferees when the official citizenship certificate is not available for the ceremony. The commemorative certificate has no legal status and cannot be used as evidence of Australian citizenship. Commemorative certificates can be ordered free of charge from the Department.
- **Community organisation:** An organisation that is not-for-profit, whose activities are intended to benefit its members and the wider Australian community. Examples include Lions and Rotary Clubs, Scouts and Guides Associations and Surf Life Saving Associations.
- **Conferee:** A person who has applied for Australian citizenship by conferral whose final step to becoming a citizen is to attend a ceremony.
- **The Department:** Australian Government department responsible for citizenship matters.
- **Minister:** Australian Government minister responsible for citizenship matters.
- **Non-attendee:** A conferee who has been invited to a particular ceremony but did not attend the ceremony to make the pledge of commitment.
- **Presiding officer:** A person who has been approved in writing by the Australian Government minister responsible for citizenship matters to confer Australian citizenship.
- **Pledge:** Most people are required to make the pledge of commitment at a citizenship ceremony. In doing so they are making a public commitment to Australia and accepting the responsibilities and privileges of citizenship.
- **PVL - Pledge verification list:** This is provided by the Department to ceremony hosts and lists the details of people who are to attend a particular ceremony, their Australian citizenship certificate numbers, whether they are part of a family group and their pledge preference.
- **The Regulation:** The *Australian Citizenship Regulation 2016* is the subordinate legislation that sets out detailed requirements for some matters as provided for by the Act.

PART 2

Before the ceremony

Scheduling ceremonies

In keeping with government policy that ceremonies be held at regular intervals, most local government councils should arrange for ceremonies to be held at least every two to three months, regardless of the number of conferees available to attend, and more frequently if necessary. There is no maximum or minimum number of conferees prescribed for citizenship ceremonies.

Local government councils must provide their local office of the Department with a schedule of their planned ceremony dates. This allows for the Department to allocate conferees to particular ceremonies. In localities which confer more than 100 conferees per year the council should provide the ceremony schedule for the calendar year. Any changes to the schedule should be advised to the Department as soon as possible.

Councils may schedule extra ceremonies throughout the year, in liaison with the Department, if the numbers of people waiting to attend a ceremony have increased.

Community organisations holding approved/special ceremonies must give their local office of the Department at least three months' notice before the proposed date of the ceremony. Community organisations should also work in partnership with local government councils to ensure a coordinated approach.

Community organisations should consider the availability of authorised presiding officers such as the local Federal MP or mayor when scheduling citizenship ceremonies.

Events

The Government expects ceremony organisers to schedule citizenship ceremonies on days of significance, for example in the context of annual celebrations to mark Australia Day (26 January) and Australian Citizenship Day (17 September).

Organisations may also wish to hold citizenship ceremonies in conjunction with other community events or activities, such as Harmony Day or Refugee Week. Citizenship ceremonies may, for example, be incorporated into annual festivals or activities of community service organisations however these ceremonies must remain non-commercial, apolitical, bipartisan and secular.

It is important that ceremonies remain apolitical and that special event ceremonies not be used to promote a political or ideological agenda.

Australia Day—26 January

Local government councils must hold a citizenship ceremony on 26 January as part of their Australia Day celebrations. Councils that conferred citizenship on less than 20 people in the previous year are exempt from this requirement.

Australia Day provides an opportunity for all Australians to reflect and celebrate their Australian citizenship as part of a special day of national celebration and pride. Australia Day is marked by special events across Australia, including special citizenship and affirmation ceremonies.

More information about Australia Day celebrations can be found at australiaday.org.au

Australian Citizenship Day—17 September

Introduced in 2001, Australian Citizenship Day is a day for everyone in the community to reflect on and celebrate the meaning and importance of Australian citizenship and the role Australian citizens have played in shaping our nation.

It is an opportunity for all Australians, by birth or by pledge, to reflect on the common bond of citizenship in our diverse society. It is an opportunity to celebrate our democratic values, equality and respect for each other, and think about what unites us as Australians.

Local government councils must hold a citizenship ceremony on 17 September. Councils that conferred citizenship on less than 20 people in the previous year are exempt from this requirement.

Australian Citizenship Day is celebrated with special citizenship ceremonies, affirmations and other events around Australia. Local government councils, community organisations, schools and others in the community are encouraged to participate in Australian Citizenship Day.

For ideas on events and activities for celebrating Australian Citizenship Day visit the Department's website.

Note: Australian Citizenship Day is an exception to the requirement that citizenship ceremonies be held outside of parliamentary sitting days, as 17 September generally falls on a federal sitting day.



Parliamentary sitting days

It is important and appropriate that elected representatives have the opportunity to welcome new citizens as formal members of the Australian community.

When scheduling citizenship ceremonies organisers must:

- not schedule ceremonies on federal, or the relevant state or territory sitting days
- engage with relevant federal and state or territory elected members to ascertain availability
- provide the schedule of ceremony dates to the offices of elected representatives along with the Department.

Where a citizenship ceremony is scheduled on the same day as a local government council meeting, the citizenship ceremony may proceed but must be conducted with due ceremony and importance.

A sitting calendar for Federal parliamentary sittings can be obtained from the [Australian Parliament House website](#). The next parliamentary sitting calendar is generally released in the late months of the year.

Planning report

The Department will provide local government councils with a list of approved conferees, referred to as the planning report, who are waiting to attend a citizenship ceremony in their local area approximately four weeks before the scheduled date. Councils must use this list as the basis for planning the ceremony.

This list should not be provided to any official guests before the ceremony.

If a person approaches the council or other authorised presiding officer for a private ceremony, or inclusion in a planned public ceremony, refer the person to the Department. Do not include additional people in the ceremony unless advised to do so by the Department. Until a person has attended a ceremony, the Department may still be assessing the person's application.

If the council sends an invitation to conferees, they should advise conferees of the date of the ceremony for which they are scheduled as soon as possible when they receive the planning report. The Department will assist community organisations in inviting conferees.

Rescheduling ceremonies

Conferee request

A conferee who wishes to change the date of their allocated ceremony must contact the Department. If a conferee approaches the council, refer the person to the Department.

Council request

The council must contact the Department at the earliest possible opportunity if a ceremony is to be rescheduled. Rescheduling a ceremony may affect Australian citizenship certificates, the pledge verification list and invited conferees.

Special purpose ceremonies

The majority of citizenship ceremonies are public occasions and conferees are encouraged to participate in a public citizenship ceremony wherever possible.

Special purpose ceremonies, or private ceremonies, may only be arranged in exceptional circumstances, for example, where a conferee has a significant disability preventing them from attending a public ceremony, or where the Department has asked the organiser to provide urgent conferral for an applicant.

All special purpose ceremony requests are to be referred to the Department for assessment.

Organising the ceremony

Venue

Citizenship ceremonies are significant occasions and care should be taken to ensure that the venue reflects the importance of the occasion.

In choosing a location for the ceremony, the council or organisation conducting the citizenship ceremony should ensure they undertake the necessary event planning and/or a risk assessment in line with their policies and procedures. Consideration should be given to accessibility such as ramps or elevators.

It is important to select a venue that is appropriate to the size of the ceremony. In the case of local government councils, the most suitable venue may be the town hall or council chambers. Many community organisations also have appropriate sized function rooms on their premises. If this is not the case, an appropriate venue could be hired for the occasion.

Citizenship ceremonies may be held outdoors, for example, a park or in the same locality as a relevant community event (should there be no security concerns). An alternative venue in case of inclement weather should be considered. Organisers should also ensure an outdoor venue is conducive to conferees being present throughout the ceremony to make the pledge and receive their Australian citizenship certificate.

As citizenship ceremonies are apolitical and secular, they should not be held in a place of worship or in a venue which has political affiliation. A community hall adjacent to a place of worship is acceptable where there are no religious symbols in view.

It is not appropriate for a citizenship ceremony to be held at a venue for the purpose of promoting a commercial enterprise. Consideration should be given to avoid exposing conferees and guests to potentially inappropriate areas such as drinking and gaming areas. Conferees should not have to pay entry in order to attend the ceremony.

Products

Free products and pledge cards which can be used at the ceremony may be ordered from the Department's website using the order form.



Symbols

Citizenship ceremonies are conducted under the authority of the Australian Government Minister responsible for citizenship matters. In keeping with other Commonwealth official occasions, the following national symbols should be present in a citizenship ceremony:

- the Australian national flag
- the Aboriginal and Torres Strait Islander flags
- the Commonwealth Coat of Arms
- an official portrait or photograph of The Queen of Australia, Her Majesty Queen Elizabeth II
- the Australian national anthem (*Advance Australia Fair*) should be played

These national symbols and the Australian national anthem are available free of charge through the local Federal MP under the Constituents Request Program.

Further guidance on displaying national symbols and flag protocols is available on the Department of Prime Minister and Cabinet website at [Information on Australian Flags and Symbols](#).

Portrait of the Queen

The portrait should be placed behind the presiding officer or in another prominent position at the same level and to the left (when facing) of the Commonwealth Coat of Arms.

Commonwealth Coat of Arms

The Commonwealth Coat of Arms is to be displayed. The Commonwealth Coat of Arms is the formal symbol of the Commonwealth of Australia that signifies Commonwealth authority and ownership.

The Australian national flag

The Australian national flag is to be displayed in one of the following ways:

- Flat against a surface, whether horizontally or vertically, with the top left (first) quarter placed uppermost on the observers' left as viewed from the front
- On a staff, with the top left quarter placed in the position nearest the top of the staff. When carried, the flag should be aloft and free
- On a flag rope (halyard) with the top left quarter placed uppermost, raised as close as possible to the top and the flag rope tight.

Other Australian flags

Aboriginal and Torres Strait Islander flags should also be displayed at citizenship ceremonies. State flags or local government flags may also be displayed.

The Australian national flag should always have precedence over all flags.

Australian national anthem

The Australian national anthem (*Advance Australia Fair*) should be played at the ceremony. This may be played as a live performance or a recording, and it is at the discretion of organisers whether only the first verse or both verses are played though verse two is appropriate to new citizens. All attendees at the ceremony should be invited to join in singing the Australian national anthem. The words of the Australian national anthem should be provided to all attendees.

Dress code

A dress code is to be set by individual Councils.

The attire of attendees at Citizenship Ceremonies should reflect the significance of the occasion.

Seating plan

Prior to the ceremony, the Department will provide a Ceremony Planning Report which lists the people waiting to attend a ceremony. This report has a Linking Group section which can be used to identify groups or families who are having Australian citizenship conferred upon them and who wish to attend the same ceremony. This can be used to arrange seating so that the conferees remain with their group/family.

The PVL also provides the group detail to aid seating arrangements.

Gifts and entertainment

In addition to observing the legal requirements and important elements of the ceremony, those conducting citizenship ceremonies may wish to consider incorporating other features which would significantly enhance the occasion.

The provision of gifts, entertainment and refreshments is entirely voluntary and at the discretion of organisations conducting ceremonies.

Gifts

Local government councils and community organisations conducting citizenship ceremonies may choose to present gifts to new citizens to mark the acquisition of Australian citizenship.

Any gifts are to be appropriate to the occasion and cannot be of a political, commercial or religious nature. Examples of appropriate gifts include:

- a native plant that could grow well in the local area (consider size)
- a genuine item reflecting Aboriginal and Torres Strait Islander cultures
- a book about the local region
- a commemorative coin or pin
- a free copy of a professional photograph of the occasion.

Additionally, information could be provided to conferees on local community services including volunteering opportunities and multicultural services.

Entertainment

Entertainment befitting the occasion may be incorporated into a ceremony.

If music is being played organisers should ensure that the appropriate music licence is obtained by contacting APRA AMCOS (Australasian Performing Right Association Limited Australasian and Mechanical Copyright Owners Society Limited).

Catering

Citizenship ceremonies may be followed by a social gathering that includes refreshments. The gathering provides an opportunity for officials and new citizens to become acquainted and enhances the welcoming atmosphere of the occasion.

The form of the gathering and the choice of refreshments are matters for local government councils and community organisations conducting citizenship ceremonies.

In making these arrangements, it is important to take into account any special dietary or religious requirements which people may have.

Incorporating Aboriginal and Torres Strait Islander elements

There is great value in incorporating appropriate Aboriginal and Torres Strait Islander elements into citizenship ceremonies and the Department encourages all organisations conducting citizenship ceremonies to do so.

Incorporating Aboriginal and Torres Strait Islander elements into citizenship ceremonies enhances awareness and understanding by new citizens, as well as the wider community, of their histories and cultures and their status as the First Australians and traditional custodians of the land.

The presiding officer or other appropriate person should publicly acknowledge the Traditional Owners of the land where the citizenship ceremony is taking place. An example of an acknowledgment could be as follows:

General: I'd like to begin by acknowledging the traditional owners of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging.

Specific: I'd like to begin by acknowledging the traditional owners of the land on which we meet today, the [people] of the [nation] and pay my respects to Elders past, present and emerging.

The following are a range of ideas for incorporating Aboriginal and Torres Strait Islander elements into or within citizenship ceremonies:

- Invite a local Aboriginal or Torres Strait Islander leader or leaders to Acknowledge Country and/or perform a Welcome to Country ceremony
- Invite members of local Aboriginal and Torres Strait Islander communities to perform other traditional ceremonies, for example a smoking ceremony
- Invite Aboriginal and Torres Strait Islander artists to perform or a local leader or personality to address the citizenship ceremony.

Incorporating Aboriginal or Torres Strait Islander cultural considerations into a citizenship ceremony should be done in consultation with representatives of the local traditional peoples.

Further information is available at the [Reconciliation Australia website](#).

Invitations

Only approved conferees as advised by the Department may be invited to take the pledge at a ceremony. Conferees are invited to attend their ceremony by letter. Depending on local arrangements, invitation letters are sent to conferees either by the local government council or by an office of the Department. For ceremonies conducted by community organisations, the Department will generally send out invitations.

Invitation letters to conferees from the Department include the following advice:

- Date, time and venue for the ceremony and expected arrival time
- Conferees 16 years of age and over should bring photographic form of identification to the ceremony such as driver license or passport, and letter of invitation
- Children under 16 years are not required to make a pledge of commitment or attend a ceremony although they are welcome and encouraged to do so if they wish
- Conferees who wish to make the pledge of commitment on a holy book or scripture of their choice should bring it to the ceremony.

Organisers may wish to add the following information as appropriate:

- Process for RSVPs (if relevant)
- Dress code (attendee attire should reflect the significance of the occasion and venue, including national or cultural dress)
- A voluntary Australian Citizenship Affirmation (if included in the program) will take place after the citizenship ceremony
- Any special arrangements concerning seating and the taking of photographs or video during the ceremony
- The number of relatives and friends each conferee may invite to attend the ceremony and subsequent social gathering
- Conferees may be asked to sign a form giving their consent for photographs, video or film taken during the ceremony to be used for future citizenship promotional purposes
- Advice on venue accessibility or parking.

Additionally, information for conferees about attending ceremonies is available on the [Department's website](#).



Children

Children under 16 years of age

Children under the age of 16 years are not required to make the pledge of commitment or attend a citizenship ceremony although they are welcome and encouraged to do so with their parent(s) if they wish. Children who were under 16 on application, but have since turned 16 are not required to make the pledge.

Australia has a welcoming and inclusive citizenship policy. Encouraging dependents to attend the citizenship ceremony is in keeping with this policy. It is also important for children, particularly older children, to witness the occasion as part of their introduction to, and understanding of, civic life in Australia.

Children aged 16 years or over

Most children aged 16 years or over must make the pledge of commitment and provide identity documents at the ceremony.

Pledge verification list

This is provided by the Department to ceremony hosts and lists the people who are to attend a particular ceremony, their pledge preferences, Australian citizenship certificate numbers and groups who wish to sit together (e.g. families).

The signed PVL must be returned to the Department immediately after the ceremony so the conferees record can be updated to reflect their Australian citizenship. The PVL may be scanned and sent digitally, but any hard copies may be returned along with unused certificates.

Media, photos and consent forms

Media

Every effort should be made by organisers to publicise forthcoming ceremonies and to encourage local and even national media to attend and report on the event. Publicising citizenship ceremonies promotes to the wider community the contribution of new citizens to Australia.

Media coverage can be enhanced by providing local media, for example, newspapers, newsletters and magazines, with details of the ceremony as far in advance as possible. Details provided should include a list of speakers and important guests. Local community organisations could similarly be informed. Details of conferees should not be provided to media without their consent.

Where a ceremony could be of interest beyond the local district, consideration could be given to alerting the national media. Examples of such situations include:

- an unusually large ceremony
- where the ceremony is planned to coincide with a local or national event such as Australia Day or Australian Citizenship Day
- where conferees include prominent figures in local affairs, the arts, sport or other fields
- where there are particularly interesting features planned for the ceremony.

Conferees should be informed in advance that ceremonies may attract media attention and that departmental officers or representatives of the media may attend ceremonies to film, photograph or interview conferees for promotional purposes or for social media. While some new citizens may welcome publicity, others may not. Local government councils and community organisations should be aware of privacy obligations. For more information, refer to the *Privacy Act 1988*.

When the Minister responsible for citizenship matters is in attendance, liaison with their media adviser is required for any press releases or media coverage. Public affairs officers of the Department will liaise with the Minister's media adviser and can also assist with publicity arrangements.



Photographs

There is no requirement to hire a professional photographer to take photos of the citizenship ceremony but having photographs is a great way of recording the occasion. The photos can also be used to present as a gift to the conferees as a memento of the ceremony.

It is important to be aware that images of individuals or Australian citizenship certificates in photographs or video (images) are treated as personal information under the *Privacy Act 1988* where the person's identity is clear or can reasonably be worked out from that image.

Consent forms

If the picture is to be used for something that the conferee is unaware of, the conferee will likely be required to give consent, unless they would reasonably expect their image to be used for this other purpose.

If images are to be used in a publication, website or social media platform that your organisation puts out, consent forms must be signed and collected from the subjects. Personal details in these images (such as names on certificates) must not be visible.

It may be applicable to include information on media and promotional image use in the invitation.

Suggested program for ceremony

The names of the presiding officer, administrative officer and official guests should be inserted.

1:30 pm	Conferees arrive, are registered and identity verified then are seated
1:55 pm	Official party enters (List names and titles of official guests)
2:00 pm	<i>(Administrative officer)</i> Welcomes all present
2:02 pm	Welcome to Country or Acknowledgment of Country
2:05 pm	<i>(Presiding officer)</i> welcomes all present; introduces official guests; delivers the opening address; and foreshadows the Australian Citizenship Affirmation
2:15 pm	<i>(Presiding or administrative officer)</i> introduces each speaker in the following order: <ul style="list-style-type: none"> • Minister or Minister's representative • If the Minister/Minister's representative is not in attendance, the presiding officer reads the Minister's message • Other speakers
2:30 pm	<i>(Presiding officer)</i> reads the preamble for a citizenship ceremony to the conferees
2:32 pm	<i>(Presiding officer)</i> administers the pledge to conferees
2:35 pm	<i>(Presiding Officer, administrative officer or official guest)</i> presents Australian citizenship certificates to new citizens and congratulates them. Each conferee who has made the pledge is called forward to receive their Australian citizenship certificate A gift may also be presented at this time
2:50 pm	<i>(Presiding officer or administrative officer)</i> advises that new citizens may enrol to vote by completing the electoral enrolment form given to them. If staff from the AEC are present, advise that those officers are available to assist
2:52 pm	<i>(Presiding officer)</i> introduces dignitary to conduct affirmation ceremony
2:54 pm	<i>(Presiding officer or other appropriate Australian citizen)</i> conducts affirmation ceremony
2:57 pm	<i>(Presiding officer)</i> asks all present to stand for the Australian national anthem
3:00 pm	<i>(Presiding officer)</i> concludes the ceremony; invites new citizens, official guests and all present to join him/her for light refreshments.

Checklist

These checklists can be used to assist your organisation of the ceremony.

Before the ceremony	
Annually (for councils with >100 conferees per annum)	
	Provide the Department with an annual schedule of planned ceremonies
3-6 months before	
	Check Federal and State/Territory parliamentary sitting days
	Ensure scheduled ceremonies avoid parliamentary sitting days
	Advise Department of date of ceremony to allow provision of certificates and pledge verification list
1-2 months before	
	Check venues for suitability (access, size, power, secular, wet weather contingencies)
	Prepare invitations for conferees with relevant ceremony details
4 weeks before	
	Invite conferees from list of approved applicants provided by the Department (if applicable)
	Invite the Minister, elected government members and other official representatives. Include which officials are to present a speech.
	Advise the AEC of the time, date and venue of the ceremony
	Prepare a ceremony program
	Order products such as pledge cards and affirmation cards
1 week before	
	Confirm the Master of Ceremonies, and arrange lectern and sound system
	Ensure receipt of Australian citizenship certificates, PVL and Australian electoral enrolment forms
	Ensure portrait of The Queen, Commonwealth Coat of Arms and Australian flag are available for display
	Arrange for the Australian national anthem to be played/performed
	Arrange for Welcome to Country and/or Acknowledgement of Country
	Arrange who will deliver the Australian Citizenship Affirmation
	Arrange seating plan for VIPs, conferee guests, AEC staff, departmental staff
	Arrange seating plan for conferees with families/groups together
	Ensure certificate of currency for insurance purposes (if applicable)
Additional considerations	
	Arrange gifts and entertainment
	Arrange catering
	Arrange photography
	Notify media of ceremony
	Print media consent forms if images to be used on social media or publications
	Arrange speaking notes for the presiding officer
	Order commemorative certificates, promotional items

PART 3

At the ceremony

Registration

The Department provides a copy of the Australian citizenship PVL for each citizenship ceremony. The PVL lists invited conferees and includes personal details to assist ceremony organisers to verify their identities.

It is a requirement that each conferee making the pledge be formally registered at the ceremony. Use the PVL to mark non-attendance or failure to make the Pledge by marking a single line through the person's name.

Registration areas should be well lit to allow proper verification of conferee identity.

Identity verification

The Minister cannot approve a person becoming an Australian citizen unless satisfied of a person's identity.

All conferees aged 16 and over at the time of application must have their identity verified prior to making the pledge of commitment and receiving their Australian citizenship certificate.

Identity documents and verification are not required for children under the age of 16. The identity of the responsible parent on their application will need to be verified.

A form of photographic identification is preferred for each person aged 16 and over, which will allow facial comparison between the person and their identification. A driver's licence, passport or other official document with a photograph is acceptable. For candidates who cannot produce any form of photographic identification, at least three documents bearing their name, address and signature, for example, bank statements, credit cards or bills are required. ID documents should be current and original documents (not photographs or photocopies). Unofficial documents with a photo such as student cards are not acceptable. Conferees may bring their invitation letter to the ceremony to assist with registration but the letter is not an identity document.

If the conferee has attended without any identity documents they cannot proceed to the ceremony. Refer the person to the Department.

Guidance on face-to-photo identification is available from the Department. When conducting a facial image comparison the most important features for comparison are:

- ears
- eyes
- nose
- mouth
- shape of face
- facial marks.

It may be necessary to ask a conferee wearing a head covering to adjust the covering to enable identity to be verified. This must be done in a considerate manner, by a female staff member in a private space. Female conferees wearing head coverings are not required to remove their head covering completely but should be asked to push it back to expose their ears, hairline and face.

If there are doubts about the identity of the person, or the person does not have sufficient identity documentation, they cannot proceed with the ceremony. Refer the person to the Department.

Officers of the Department will usually attend to assist in identifying the conferees for citizenship ceremonies arranged by community organisations.

Welcome to Country/ Acknowledgement of Country

A Welcome to Country is a ceremony performed by Aboriginal or Torres Strait Islander people to welcome visitors to their traditional land. It can take many forms, depending on the particular culture of the traditional owners. It can include singing, dancing, smoking ceremonies or a speech in traditional language or English.

An Acknowledgement of Country is a way of showing awareness of and respect for the traditional Aboriginal or Torres Strait Islander owners of the land on which a meeting or event is being held, and of recognising the continuing connection of Aboriginal and Torres Strait Islander peoples to their Country.

An Acknowledgment of Country can be informal or formal and involves visitors acknowledging the Aboriginal or Torres Strait Islander owners of the land as well as the long and continuing relationship between First Nations and their Country.

Further information is available on Welcome to and Acknowledgement of Country at the [Reconciliation Australia website](#).

Organisers should consult with their local Aboriginal or Torres Strait Islander elders or leaders about the most appropriate way to recognise their communities.

If the Minister attends

If in attendance, the Minister will have precedence to assume the role of presiding officer, conduct the citizenship ceremony and confer Australian citizenship on conferees.

The Department will advise organisers if the Minister is interested in attending a citizenship ceremony.

Speeches

The Minister/Minister's Representative

The Minister will be given the opportunity to speak at the citizenship ceremony. The Minister is not required to read their own message verbatim, as they may wish to deliver a speech specific to the event.

If the Minister does not attend, the local Federal MP or Senator (if present) should read the Minister's message. This must be read in its entirety and without amendment.

When neither the Minister nor a federal representative attends, the Minister's message must be read by the presiding officer in its entirety and without amendment.

Inviting official guests to speak

Speeches by other official guests must immediately follow the Minister's speech/message.

All elected local representatives, at the federal, state/territory and local government level, should over time have an opportunity to provide a welcoming speech to citizenship conferees. It is preferable, however, that not all elected representatives speak at every ceremony. This will ensure that the number of speeches remains manageable, particularly where local areas cross a number of electorates.

Appropriate arrangements should be reached at the local level to meet the requirements of all concerned. For example, ceremony organisers may wish to reach early agreement with elected representatives on appropriate dates in the year for each representative to speak, for example in the context of setting up or reviewing the annual ceremony schedule.

The emphasis remains on elected representatives welcoming new citizens to the local community. Candidates for election must not be invited to speak. The apolitical nature of the ceremony must be maintained. People attending on behalf of elected representatives must not be included in the official party.

Other official guests do not have to be invited to speak, however, subject to the number of speeches by elected representatives, a few brief messages of welcome from any local community leaders and/or local clubs and associations may contribute to a feeling of welcome.



Suggested length and content of speeches

Local government councils and community organisations conducting citizenship ceremonies should give speakers an idea of how long they are expected to speak. To manage the length of the ceremony, each speech would ideally be less than five minutes long.

Speeches must be relevant and appropriate to the occasion and must avoid issues that may be contentious from a political, racial or sectarian point of view. Speeches that have particular political or denominational overtones, for example, would not be appropriate. It is essential that the dignity and significance of citizenship ceremonies be maintained at all times.

Citizenship ceremonies must not be used as forums for political or partisan expression or for the distribution of political material.

Organisers should draw these matters to the attention of all speakers in their invitations.

Speakers may welcome conferees as new citizens and refer to the economic, social and cultural contribution that new citizens make to Australia. Speakers could refer, for example, to the development of their local district, emphasising the role of new citizens in industry, civic or cultural affairs, or sport. Speakers could also refer to the many benefits, such as the democratic way of life and economic opportunities, which Australia has to offer its new citizens.

Conferees come from a variety of circumstances and backgrounds. It is advisable to avoid assumptions and generalisations about their background and their reasons for coming to Australia.

Preamble

It is a legal requirement under section 10 of the [Australian Citizenship Regulation 2016](#) that the presiding officer read aloud to the conferees the preamble for citizenship ceremonies (Schedule 1 of the Australian Citizenship Regulation 2016).

The Pledge of Commitment

It is a legal requirement that most conferees 16 years of age and over make the pledge of commitment before the presiding officer.

The pledge must be made in English. It comes in two versions:

Pledge 1

From this time forward, under God,
I pledge my loyalty to Australia and its people,
whose democratic beliefs I share,
whose rights and liberties I respect, and
whose laws I will uphold and obey.

Pledge 2

From this time forward
I pledge my loyalty to Australia and its people,
whose democratic beliefs I share,
whose rights and liberties I respect, and
whose laws I will uphold and obey.

The version of the pledge which each conferee has indicated they wish to make is specified on the Australian citizenship pledge verification list forwarded to local government councils by the Department. Pledge cards may be placed on the conferees' seats or handed to conferees on arrival.

A person may elect to switch pledge group on the day or make one pledge with the other pledge group in order to stand with their family group. As long as one form of the pledge is made, their citizenship is conferred.

Only conferees on the PVL can take the pledge. A person who attends a ceremony but was not invited and is not on the PVL cannot be allowed to make the pledge before the presiding officer as their application may still be under review.

As a matter of practice, and to facilitate the making of the pledge, the presiding officer 'administers' (i.e. reads out and the conferees repeat) the pledge. The presiding officer, with the support of organising staff, should observe that each conferee makes the pledge.

If it is observed that a conferee has not said the pledge, they are considered not to have acquired citizenship and must not be presented with their citizenship certificate. The conferee should be taken aside respectfully at the end of the ceremony and given another opportunity to say the pledge before the presiding officer. Should they refuse, they should not be presented with their citizenship certificate and the Department should be contacted immediately.

Conferees with head coverings that hide the mouth should be heard making the pledge by the presiding officer or support staff. Face coverings are not required to be removed for this purpose.

Generally conferees who have a permanent or enduring physical or mental incapacity will not be allocated to attend a ceremony. Councils will be made aware of conferees with other needs (e.g. an Auslan interpreter) to allow enough time to prepare the necessary support.

Children

Children under 16 years of age are welcome to make the pledge if they wish. The conferral of their citizenship is dependent on the responsible parent making the pledge before the presiding officer.

If the responsible parent does not attend the ceremony or fails to make the pledge then the child does not receive their Australian citizenship, even if they are present at the ceremony. Contact the Department if this occurs.

Holy books and scriptures

It is not a requirement for conferees to use a holy book or scripture or hold up their hand/s when making the pledge however, conferees are permitted to do so if they wish.

Conferees who wish to use a holy book or scripture when making the pledge, should be invited to bring the holy book or scripture of their choice to the citizenship ceremony in the invitation to ceremony letter.

Organisations who wish to provide holy books are not permitted to place the books on the conferees' chairs. They should be placed in an area where conferees may choose to use one during the ceremony, but it must not be made to look like a requirement. For example, a small table at the back of the room may be appropriate.

Holy books must not be provided as gifts to conferees.

Australian citizenship certificates

Presenting Australian citizenship certificates to conferees

It is not a legal requirement that:

- Australian citizenship certificates be presented to conferees attending a ceremony
- Australian citizenship certificates be presented by the presiding officer or other authorised person.

However, both of these are common practices.

Usually, the Department will provide Australian citizenship certificates to organisations in advance of citizenship ceremonies for distribution to conferees at the ceremony. On the rare occasion that certificates are not available, the ceremony should continue as scheduled. The certificates will be sent to the new citizens at a later date by the Department.

It is recommended that ceremony organisers hold a quantity of commemorative certificates to present to conferees in this situation. Commemorative certificates are of no legal standing and are not official evidence of Australian citizenship.

It is the making of the pledge of commitment before an authorised person that is the final legal requirement for acquiring Australian citizenship by conferral. The citizenship certificate does not make a person an Australian citizen however it is legal evidence of Australian citizenship and should be treated as an accountable document. Citizenship certificates should be stored in a safe when not being used for the purpose of arranging the ceremony.

When family members are conferred Australian citizenship at the same ceremony, each family member should be presented with their own certificate. If children are not part of the ceremony, children's certificates may be handed to the parent.

Altering citizenship certificates

The presiding officer may, if they wish, sign each certificate at the dotted line on the bottom right corner of the certificate. However, this is not compulsory. No other amendments, additions, deletions or marks may be made to the certificate. Altering Australian citizenship certificates is an offence under the *Australian Citizenship Act 2007* and carries serious penalties.

The person who signs the certificates prior to the ceremony must then be the presiding officer on the day of the ceremony for those certificates to be valid.

Australian citizenship certificates are only valid if the conferee makes the pledge before the presiding officer on the date printed on them.

Where conferees fail to attend a scheduled ceremony or do not make the pledge, their certificates must be returned by registered mail immediately following the ceremony to the office of the Department that provided the certificates. The dates on the certificate must not be amended if the conferee attends a ceremony at another date. A new certificate will be provided by the Department.

If details are incorrect on Australian citizenship certificates

If a conferee claims that information on their Australian citizenship certificate is incorrect, they should still be allowed to make the pledge and be presented with the certificate. They should be advised to contact an office of the Department as soon as possible. This should also be indicated by the presiding officer on the PVL returned to the Department.

The Australian Citizenship Affirmation

To further enhance the meaning and symbolism of citizenship ceremonies, local government councils and organisations are encouraged to conduct the Australian Citizenship Affirmation at the conclusion of the citizenship ceremony.

The Australian Citizenship Affirmation (the Affirmation) is a statement affirming loyalty and commitment to Australia and its people. It is based on the pledge made by conferees at citizenship ceremonies in order to become Australian citizens.

The Affirmation increases awareness of the responsibilities and privileges of Australian citizenship, promotes community involvement and participation, and helps people feel that they belong. It also helps to build pride in Australians about their citizenship.

Unlike the pledge, the Affirmation is entirely voluntary, has no status in law and has no legal effect.

The Affirmation may be incorporated at the end of the Australian citizenship ceremony and allows all present to join with the new citizens to publicly affirm their loyalty and commitment to Australia and its people. Non-citizens are able to participate by joining in at the second line.

The Affirmation reads:
As an Australian citizen
I affirm my loyalty to Australia and its people,
whose democratic beliefs I share,
whose rights and liberties I respect,
and whose laws I uphold and obey.

If the Affirmation is to be included, affirmation cards may either be placed on all seats at the venue, or handed to all members of the audience as they arrive. Affirmation cards are available from the Department.

The Affirmation must be led by an Australian citizen.

They may be a person of some standing in the community, such as an official guest, a leader within the community, a federal or state/territory parliamentarian or other appropriate person.



Australian electoral enrolment

Local government councils and community organisations conducting citizenship ceremonies are asked to facilitate electoral enrolment of new citizens, including through access to the citizenship ceremony for staff of the [Australian Electoral Commission](#).

The Department provides pre-printed, personalised electoral enrolment forms containing the personal details of each conferee over the age of 16 to those conducting citizenship ceremonies.

As enrolment and voting is compulsory for Australian citizens, new citizens should be encouraged to complete their enrolment forms once they have made the pledge and been presented with their Australian citizenship certificate.

Conferees should:

- check that their pre-printed details on the electoral enrolment form are correct and, if needed, correct any errors
- complete the evidence of identity section of the form
- sign the form (in some states this must be witnessed)
- hand the completed forms to staff from the AEC if present, or post to the AEC as soon as possible.

Checklist

On the day	
	Arrange table for registration and identity verification
	Verify identity of conferees against photographic identity document provided.
	Mark attendance or non-attendance on the PVL
	Collect written consent of conferees to use images if they are to be used for promotional purposes
	Arrange flag(s), Commonwealth Coat of Arms and official portrait/photo of Her Majesty Queen Elizabeth II, according to protocols
	Issue pledge cards, program, electoral enrolment forms and affirmation cards to the conferees
	Ensure no political, commercial or religious material is available for distribution
	Assist with electoral roll form completion
During the ceremony	
	Welcome to Country and/or Acknowledgement of Country
	Reading the Minister's message
	Reading the Preamble
	Observe conferees making the pledge of commitment (Pledge 1 or Pledge 2)
	Present Australian citizenship certificates to conferees who have made the pledge
	Play the Australian National Anthem
	Conduct the Australian Citizenship Affirmation
	Arrange seating plan for conferees with families/groups together
	Ensure certificate of currency for insurance purposes (if applicable)

PART 4

After the ceremony

Returning the pledge verification list

The PVL is considered official evidence that an applicant has fulfilled the final legal obligation of making the pledge of commitment before a person authorised to receive the pledge (the presiding officer).

The Department is required to retain completed PVLs as a record documenting acquisition of Australian citizenship on behalf of the National Archives of Australia. It is therefore important to return the signed PVL to the Department as soon as possible after the ceremony.

The presiding officer must sign the PVL immediately after the conclusion of a ceremony, certifying that each person on the list has attended and been observed making the pledge.

The names of people who did not attend the ceremony, whose identity has not been verified or who have not made the pledge of commitment, must have a line ruled through them on the PVL. The PVL should not be altered in any other way.

A copy of the completed and signed PVL must immediately be forwarded to the Department, typically by electronic means. Hard copies can be returned with any unused citizenship certificates.

PVLs must be returned to the Department within two working days following a ceremony.

The Department relies on ceremony organisers returning signed PVLs promptly. Delays can result in significant problems being encountered by new citizens, for example, when applying for an Australian passport.

A copy of the PVL should be given to staff of the AEC (if attending the ceremony) or forwarded to them by mail or email.

Ensure that any non-attendee names have been similarly marked.

Privacy

The names and addresses of conferees on the PVL must be used by organisations only for the purpose of conducting citizenship ceremonies, for example, to identify the conferees, manage invitations and RSVPs.

Improper use or disclosure of personal information provided for the purpose of citizenship ceremonies may be in breach of the *Privacy Act 1988*. Inappropriate use of personal information could lead to revocation of authorisation to conduct citizenship ceremonies.

Authorised secondary use of conferees' personal details includes providing a PVL to the AEC and providing names and addresses to elected representatives for the purpose of a welcome.

Disclosing names and addresses of new citizens

Whether local federal, state and territory MPs attend the ceremony or not, it is important and appropriate that they have the opportunity to welcome new citizens as formal members of the Australian community.

Where requested, local government councils should forward the names and addresses of new citizens to local federal, state and territory MPs and local government councillors.

New citizens are informed through the application form for conferral of Australian citizenship that their information may be disclosed to MPs and local government councillors for the purpose of welcoming new citizens as constituents.

Only names and addresses are forwarded to MPs, unless a justifiable reason for other information is provided. Copies of pledge verification lists containing other identity and personal information must not be sent to MPs.

Conferee details must not be provided before the ceremony. They will be provided only after the ceremony is completed and only upon request. This is to ensure that only conferees who attend the ceremony and become citizens receive a welcoming letter.

The information must be sent with advice that clearly states the names and addresses of new citizens are disclosed to local MPs solely for the purpose of welcoming new citizens into the community. This advice must be provided to be consistent with privacy legislation.

Advice to MPs should also clearly state that the names and addresses of new citizens should not be forwarded to other persons or organisations, or used by local MPs for any other purpose.

The PVL must not be used by local government councils for any purpose other than administering a ceremony. The list must not be shared with candidates for election.

Ensure that any conferee who did not attend the ceremony, whose identity was not verified, or who did not make the pledge is removed from the list provided to MPs.

Returning Australian citizenship certificates

Australian citizenship certificates are only valid for the date printed on them and under the condition that the conferee makes the pledge on that same date.

Where conferees fail to attend a scheduled ceremony, their identity was not verified or they did not make the pledge, their certificates must be returned by hand or by registered mail immediately following the ceremony to the office of the Department that provided the certificates.

Checklist

After the ceremony	
	Non-attendees have been ruled out on the PVL
	Any issues regarding identity or the pledge have been referred to the Department
	The presiding officer has signed the PVL
	Completed PVL has been returned to the Department (within two working days)
	All unused or void citizenship certificates have been returned to the Department
	PVL given or forwarded to AEC
	Names and addresses forwarded to MPs (on request)





Administration comments on the proposed Australian Citizenship Ceremonies Code

Item	Code Reference	Comment
1	The nature of the ceremony p.9 statement in bold "Citizenship ceremonies must be non-commercial, apolitical, bipartisan and secular. They must not be used as forums for political, partisan or religious expression, for the distribution of political material or the sale of souvenirs."	Strongly agree with this statement
2	Roles and Responsibilities p. 10-15	No mention of the role of councils, only the Presiding Officer on p.12. The role of councils should be spelt out here just like it spells out the roles of the Minister (p.10) and the Department (p.11)
3	Official guests p.12- it states "There will not be an opportunity for delegates to speak, nor will VIP seating be provided."	Delegates referred to in this section are delegates to official invited guests, that is, invited elected representatives, being Federal and State politicians. Agree that the delegate should not be afforded the opportunity to speak but VIP seating for the delegate should be provided.
4	Official guests p.12 - it states "Candidates for election may attend the ceremony in a private capacity, however they should not receive an official invitation and should not be included as an official guest."	Strongly agree with this statement
5	Federal Members of Parliament p.13 - it states "organisers should work with the MP's to arrange a rotation of responsibility." This is where there are multiple MP's across a council boundary.	Why the need to arrange a roster? Just invite all MP's and it is up to them whether they attend or not.
6	Organisers p. 14	As per item 2 above, local government should be shown the courtesy of separating it from "other approved organisations and community groups". After all we are the third level of government in this country yet in this Code we are lumped in with community groups and organisations. Our roles and responsibilities should be spelt out as commented in item 2 above.
7	Federal elections p. 16 - it states "Commemorative citizenship certificates can be ordered through the Department's website by using the order form."	Are these commemorative certificates provided free of charge to LG? If not, they should be.
8	Scheduling ceremonies p.19 it states "most local government councils should arrange for ceremonies to be held at least every two or three months, regardless of the number of conferees available to attend."	What is the point of this statement? Ceremonies should be arranged as demand dictates.

9	<p>Events p.20 Australia Day-26 January - it states "Local government councils must hold a citizenship ceremony on 26 January as part of their Australia Day celebrations."</p>	<p>If council does not hold celebrations on Australia Day then it does not have to have a citizenship ceremony according to the way this sentence is constructed. Suggest the sentence read "if local government councils have Australia Day celebrations on 26 January then they must include a citizenship ceremony".</p> <p>If the intention is that local government councils must, no matter what the circumstance, hold a citizenship ceremony on 26 January then it should clearly state this and have no reference to Australia Day celebrations.</p> <p>Further, if local government councils must hold a citizenship ceremony, what constitutes a ceremony? Must it be as set out on p.32 of the Code or can it be as simple as a short event for say a handful of conferees similar to a "special purpose" ceremony as explained on p.22 of the Code?</p> <p>Worth commenting also that councils receive no financial compensation from the Commonwealth for arranging and hosting citizenship ceremonies yet the Commonwealth mandate the role of local government in this important process of becoming an Australian citizen. Further, local government is not recognised in the Australian Constitution yet the Code sets out our responsibilities in conferring significant privileges that allow people to participate fully as Australian citizens.</p>
10	<p>Events p.20 Australian Citizenship Day 17 September - it states "Local government councils must hold a citizenship ceremony on 17 September."</p>	<p>There will be times when 17 September falls on a weekend so there is no discretion provided to councils to work around not incurring additional costs due to organising and hosting a ceremony on a weekend (staff overtime, etc.). It is suggested that the word "must" be replaced with "are encouraged to" as this is consistent with a later sentence in this section where it states councils are "encouraged to participate in Australian Citizenship Day."</p> <p>As it reads now in the Code, these two requirements of councils on 17 September are inconsistent with one another as one sentence says we "must" hold a citizenship ceremony and another says we are "encouraged to participate" on the day.</p> <p>By way of noting, CWT does not currently participate in Australian Citizenship Day so the requirement that we "must" now hold a ceremony becomes another cost burden on our community, especially so if it falls on a weekend.</p>

11	Parliamentary sitting days p.21 - it lists points councils must do when scheduling ceremonies including not doing so on federal or state/territory sitting days.	<p>If citizenship ceremonies are considered "apolitical" then why the need to ensure federal and state/territory politicians are in attendance?</p> <p>It is suggested that the word "must" be replaced with "should".</p>
12	Special purpose ceremonies p.22 - it states that "All special purpose ceremony requests are to be referred to the Department for assessment."	<p>The question is - why is this necessary?</p> <p>There will be occasions when special ceremonies are required and arranged because the conferee has overseas travel requirements or other mitigating circumstances that require an urgent ceremony to be conducted. If the conferee is on the approved official Department list to become an Australian citizen, why does the Department need to assess a special purpose ceremony request? Surely the council should have the discretion to arrange this with the conferee without the Department assessing/approving the special purpose ceremony.</p>
13	Inviting official guests to speak p.36 - it states "Speeches by other official guests must immediately follow the Minister's speech/message."	<p>This is not usual practice at CWT and provides no discretion to councils in terms of the ceremony program.</p> <p>At CWT, the Minister's message is read out by the Presiding Officer/Federal MP/Senator as part of the preamble before the pledge by conferees is made and they receive their certificates. With the official part of the ceremony completed, official guests are invited to speak.</p> <p>Suggest this statement be changed to read : "Speeches by other official guests must only be made at some point in the ceremony after the Minister's speech/message has been provided" (or something of similar meaning).</p>

17.8 Nominations to the Dog and Cat Management Board

Brief

The Minister for Environment and Water has written to the Local Government Association requesting nominations for two local government members on the Dog and Cat Management Board for a term of up to three (3) years.

RECOMMENDATION(S)

It is recommended to Council that:

Cr/s..... be nominated to the Dog and Cat Management Board.

Or

This report be received.

Introduction

The Dog and Cat Management Board (Board) is established under the *Dog and Cat Management Act 1995* (Act) and works closely with key partner organisations and the state government to improve the quality of dog and cat management in South Australia.

The Board have overseen the recent review of South Australia's regulatory and legislative framework which resulted in legislative amendments to improve the quality of dog and cat management in South Australia.

The LGA has advised that the Minister for Environment and Water is requesting nominations for two local government members on the Board for terms of up to three (3) years. Nominations must be received by the LGA by close of business on 14 March 2019 (**Attachment1**).

Discussion

Membership of the Board

Appointments to the Board are for a term of three years commencing immediately. The LGA was previously represented by Ms Jan Loveday (Adelaide Hills) and Ms Gail Kilby (Onkaparinga) who have both resigned.

Board Meetings

Board meetings are generally held on the last Wednesday of each month during normal business hours with the location being varied between metropolitan and regional councils.

Members of the Board are paid a sitting fee of \$258 per four hour session attended.

Selection Criteria

While no formal qualifications are required, s12(2) of the Act requires nominees to the Board to have the following attributes:

- (a) practical knowledge of and experience in, local government including local government processes, community consultation and the law as it applies to local government;
- (b) experience in the administration of legislation;
- (c) experience in financial management;
- (d) experience in education and training.

Relevant knowledge of dog and cat management issues as they impact local government is desirable as is experience serving on high level intergovernmental boards, committees or funding allocation bodies.

Nominations addressing the selection criteria (**Attachment 2**) and completed using the nomination form (**Attachment 3**) must be forwarded to the LGA by close of business on 14 March 2019. A copy of a current resume must be included with the application.

The LGA Board will consider nominations at its meeting on 21 March 2019.

Conclusion

The Local Government Association is seeking nominations for two (2) local government members to the Dog and Cat Management Board by close of business on Friday 14 March 2019.

Attachments

1. **LGA Circular 6.6 - Nominations to the Dog and Cat Management Board**
2. **Selection Criteria for the Dog and Cat Management Board**
3. **Nomination Form - Dog and Cat Management Board**



Circulars

Nominations sought for the Dog and Cat Management Board - Circular 6.6

To

Chief Executive Officer
Elected Members
Policy and Strategic Planning Staff

Date

7 February 2019

Contact

Stephen Smith
Email: stephen.smith@lga.sa.gov.au

Response Required

Yes

Respond By

14 March 2019

Summary

The Minister for Environment and Water has written to the LGA requesting nominations for two local government members on the Dog and Cat Management Board for a term of up to 3 years. Nominations must be forwarded to the LGA by COB 14 March 2019.

Established in 1995 under the Dog and Cat Management Act the Dog and Cat Management Board (DCMB) works closely with key partner organisations and state government to improve dog and cat management in South Australia. Using its research and expertise the Board has ensured that South Australia's regulatory and legislative framework has been reviewed and amended to improve the management of dogs and cats.

The appointment is for a period of three years commencing immediately. The LGA was previously represented by Ms Jan Loveday (Adelaide Hills) and Ms Gail Kilby (Onkaparinga) who have both resigned.

The DCMB generally meets on the last Wednesday of each month between 1.30pm and 5.30pm, regularly holding their meetings at metropolitan and regional councils.

The sitting fee for Board members is currently \$258 per four hour session attended.

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board of Directors, be current serving council members or council staff. No more than (2) nominees should be provided by each council.

Nominations addressing the Selection Criteria provided in Part A for the Dog and Cat Management Board must be forwarded to lgasa@lga.sa.gov.au by a council using the attached Part B along with a current resume / CV, by cob 14 March.

The LGA Board of Directors will consider nominations received at its meeting on 21 March 2019.

Nominations to Outside Bodies - Part A

Dog and Cat Management Board	
Legal Status of Body	Statutory Authority
Summary Statement	The Dog and Cat Management Board operates under the Dog and Cat Management Act 1995 and its functions include monitoring the administration and enforcement of this Act by Councils.
Selection criteria	
<i>The following selection criteria must be addressed when completing Part B</i>	
Qualifications <i>(formal qualifications relevant to the appointment)</i>	No formal qualifications required.
Industry Experience	Relevant knowledge of dog and cat management issues as they impact local government.
Board / Committee Experience	Relevant experience serving on high level intergovernmental boards, committees or funding allocation bodies is highly desirable.
Key Expertise <i>(other relevant experience i.e. those requirements established for a Board/Committee under an Act)</i>	Section 12(2) of the Dog and Cat Management Act 1995 requires LGA nominees, together, to have the following attributes: (a) practical knowledge of and experience in local government, including local government processes, community consultation and the law as it applies to local government; (b) experience in the administration of legislation; (c) experience in financial management; (d) experience in education and training.
Liability and indemnity cover	
<i>The LGA requires that representatives on outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by that organisation (on an annual basis)</i>	
Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body	Yes
Insurance Policies are valid & current	Yes

Nominations to Outside Bodies - Part B

This form:

- must not exceed 2 pages;
- must be submitted by a council;
- must be emailed in PDF format to lgasa@lga.sa.gov.au; and
- upon receipt at the LGA, will be acknowledged by return email.

Dog and Cat Management Board

Council details			
Name of council submitting the nomination			
Name of council officer submitting this form – refer LGA Policy	Name: Position: Email: Telephone:		
Nominee details			
Name of Nominee			
<input type="checkbox"/> Current Elected Member		or	<input type="checkbox"/> Current council officer
Home / Postal Address			
Phone		Mobile:	
Email			
Is a CV attached or will it be forwarded separately?			
Information relevant to the appointment sought (address the selection criteria from Part A)			
Industry Experience:			
Board/Committee Experience:			
Key Expertise:			
Any other comments:			



The voice of local government.

Undertaking:

The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?

Yes ☐ No ☐

Signature of Nominee: _____

17.9 Service Centre Activities Report

Brief

This report provides information on activities with the Service Centre for the second quarter of the 2018/19 financial year.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

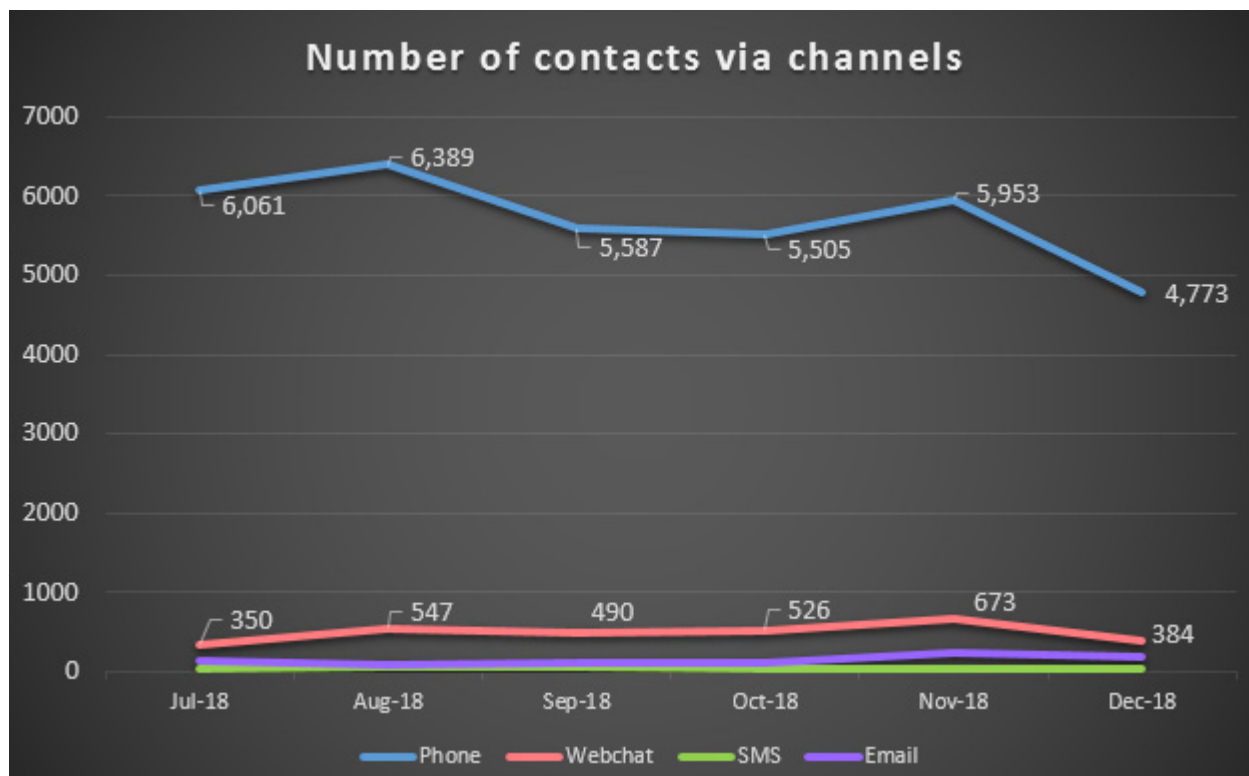
The Service Centre currently provides multiple contact channels for customers with the primary contact being through face to face, telephone and webchat, although an increasing number of customers are contacting Council through social media.

Recent customer research indicates that the Service Centre, as the first point of contact, is where customer satisfaction is at its highest and our work contributes to the brand and reputation of CWT.

Our objective is to provide quality service in a friendly, responsive and helpful way. Asking for and acting on customer feedback is considered best practice for contact centres. Currently we are measuring the experience of customers interacting with us face-to-face and via webchat.

Discussion

This quarter the Service Centre's volume of interactions increased during November due to inclement weather. The Service Centre are working in partnership with Continuous Improvement and City Operations to develop improved processes for the management of customer requests during inclement weather to avoid duplication and support effective time management.



During the quarter the Service Centre processed 2,220 customer requests (61 per cent of the overall total for the quarter).

On-line payments are becoming increasingly popular, with Service Centre staff processing 14.6 per cent of the overall payments for the quarter.

Customer Service Percentage of Total Receipts

14.58 %



Research indicates that customer satisfaction is at its highest with first point of contact resolution and the Service Centre has continued to focus on improving its **resolution rate** when dealing with customers enquiries.

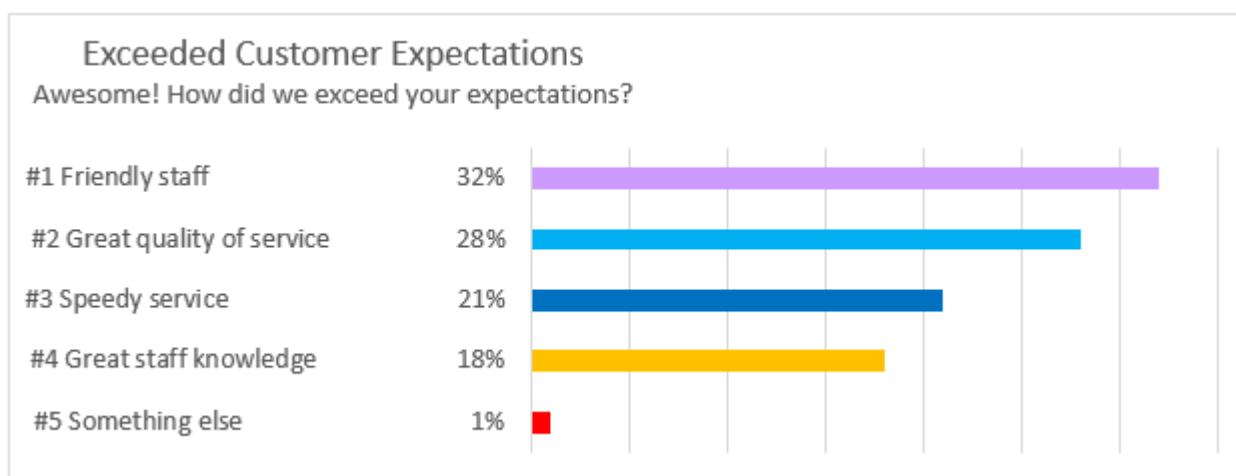
A call is deemed resolved by the Service Centre when:

- Information is provided to a customer without a call being transferred
- A payment is processed
- A customer request is raised
- A customer asks to speak to a person by name and is transferred to them immediately

A call is determined unresolved by the Service Centre if another department is required to handle the enquiry.

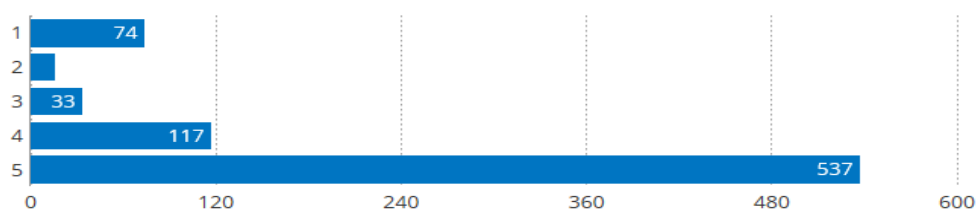
Department	Email sent for departmental follow up	Transferred enquiry	Resolved	Percentage of enquiries resolved by Service Centre
Building	20	41	460	86%
City Assets	36	26	366	83%
City Operations	29	22	1,255	96%
Community Development	38	131	997	83%
Compliance	20	46	3,236	98%
Environmental Health	2	12	175	92%
Finance	7	58	1,983	97%
Human Resources	2	2	28	88%
Information Services	2	3	51	90%
Library		7	132	95%
Office of Mayor & CEO	4	12	86	81%
Planning	115	188	1,975	85%
Strategy & Business	10	4	103	86%
Waste Management	8	48	1,097	95%
WHS & IM			5	100%

Our 'Rate It' app via the front counter results indicate that over the past three months we have had a Customer Experience rating of 9.4/10, with 32 per cent customers stating that it is the staff's friendliness that is exceeding their expectations, followed by 28 per cent with the quality of service received.



The Service Centre's webchat, with the exception of December has increased and the feedback received has continued to be positive. Since implementation in March, 69 per cent of respondents have rated their experience a 5/5.

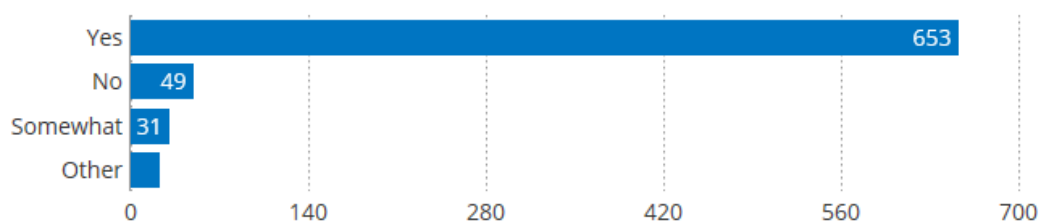
Rate your chat experience today out of 5



777 responses in 777 results

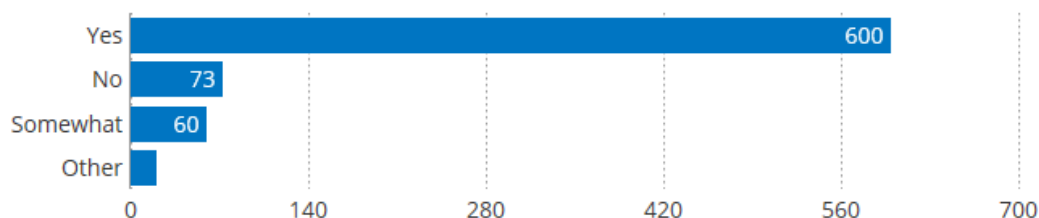
The diagram below shows that the majority of customers find the web chat operator to be helpful and professional, they are satisfied with the level of information provided and they feel that their enquiry is getting resolved effectively.

Did you find your City of West Torrens web chat operator to be helpful, and professional?



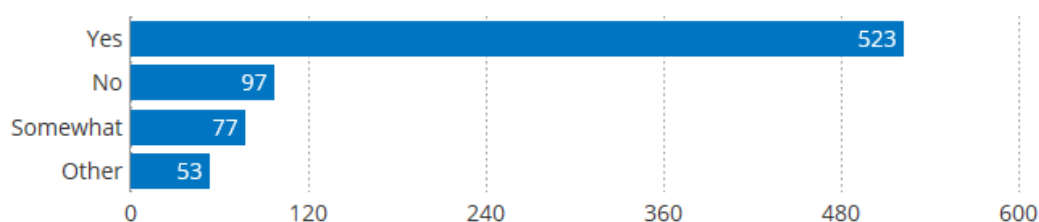
756 responses in 777 results

Were you satisfied with the level of information provided?



753 responses in 777 results

Do you feel that your enquiry has been resolved effectively?



750 responses in 777 results

Given its wide adoption in the private and Government sectors, the Service Centre is currently considering the use of Net Promoter Score (NPS) as an option for understanding if staff are making a difference and enabling customers to provide more specific feedback so we can adapt to meet their needs over time. This process is something that will be rolled out across Council over time. Research is indicating that New Zealand councils are currently leading the way in this space with great results.

NPS is a measure of a customer's satisfaction with our services. High satisfaction generally leads to increased levels of trust in the service or products an organisation is offering.

West Torrens Experience

Over the past six months the Team Leader Service Centre has been working in partnership with an external consultant to develop a Customer Experience Framework for CWT. The framework and strategy has been developed following a period of intensive research with City of West Torrens residents, customers, business owners and employees in 2018, including:

- Telephone survey of 150 customers in the CSBA Municipal Benchmarking Initiative 2018
- In depth face to face interviews with 13 staff from across all areas of Council, from frontline to senior management
- In depth face to face interviews with 25 residents and customers, selected to represent a cross-section of people who interact with Council and its services
- Research analysis and insights development workshops with five staff
- Strategy workshop with Executive leadership and Customer Experience Research team
- Implementation workshop with 39 leaders and front line staff

The research resulted in four characteristics that defined the top resident and customer experience priorities that CWT should focus on as a priority over the next three years. The characteristics are unique to the City of West Torrens as they were drawn from direct customer and staff research of their current and desired experience of West Torrens.

The characteristics are:

Characteristic 1: Responsive

Goal 1: Council is responsive to addressing its residents' and customers' needs, and continues to demonstrate responsiveness to ensure issues are resolved and outcomes delivered.

Characteristic 2: Consistent

Goal 2: Council creates a consistent experience for residents and customers, characterised by professionalism, accuracy and transparency over time and from one part of council to another.

Characteristic 3: Convenient

Goal 3: Council makes it convenient for its residents and customers to interact with staff, processes and services and prioritises customer ease over staff convenience.

Characteristic 4: Caring

Goal 4: Council cares about getting good outcomes for all residents and customers and strives for quality and value for money in everything that relates to the West Torrens area.

The 'West Torrens' Experience' framework and strategy is being considered for embedding throughout the organisation using a collaborative and partnering approach, engaging key stakeholders from across all divisions and departments. Such an approach will reinforce that the West Torrens' Experience has an organisational wide approach, not just a Service Centre deliverable. Plans are in place for key stakeholders to form a working group to ensure the West Torrens' Experience is aligned with other key organisational projects that are facilitated by the Continuous Improvement team.

Conclusion

This report provides an overview of the key activities of the Service Centre for the second quarter of the 2018/19 financial year.

Attachments

Nil

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 5 and 6.

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 5 and 6



Local Government Association of South Australia

5.2 Productivity Commission: Inquiry into the Social and Economic Benefits of Improving Mental Health

The Productivity Commission is conducting an Inquiry into the Social and Economic Benefits of Improving Mental Health. Councils are invited to provide feedback on this important issue.

5.3 Reconciliation SA Apology Breakfast - 13 February 2019

Reconciliation SA's Apology Breakfast will be held on Wednesday 13th February at the Adelaide Convention Centre.

5.4 LGA Board of Directors Meeting 31 January 2019 - Agenda available

The LGA Board of Directors will meet on Thursday 31 January 2019 at LG House, 148 Frome Street, Adelaide. The agenda is now available and this circular provides a list of reports to be considered at the meeting.

5.5 Apprentice and Trainee Travel and Accommodation Allowance

Travel and Accommodation Allowance supports rural and regional apprentices and trainees to complete their training by subsidising their travel costs.

5.6 Equipped for Work

Get reimbursed for the costs of equipment or services needed to start an apprenticeship or traineeship.

5.7 LG Professionals, SA 2019 Annual State Conference

We are excited to be welcoming Senator the Hon Penny Wong as a guest speaker at Communicate to Captivate: Conversations in Local Government – our 2019 Annual State Conference.

5.8 LG Professionals, SA Leadership Program Pathway

We offer a range of professional development programs to support you at every stage of your local government career. New Short Programs just added!

5.9 Enrolments now open for 'IAP2 Foundations in Public Participation' training

The LGA's Education and Training Service is offering 'IAP2 Foundations in Public Participation' training again in March this year. Further details can be found in this circular.



Local Government Association of South Australia

6.1 Free Meningococcal B vaccinations now available for 15-20 year olds

The State Government's Meningococcal B (MenB) Immunisation Program targeting adolescents and young people has now commenced.

6.2 National Drought Map release

The National Drought Map will support the coordination of drought response so governments, businesses and communities can make informed decisions.

6.3 Release of the Planning and Design Code

The State Planning Commission has released the first iteration of the Planning and Design Code for consultation.

6.4 Opportunity for nominations to IRCC no longer available

The opportunity to nominate for the Industrial Relations Consultative Council (IRCC) is no longer available. The Treasurer has declined to provide an extension to the deadline, which provided inadequate time for councils to participate in the nominations process.

6.5 Reminder: 2019 LGA Ordinary General Meeting - Proposed Items of Business

Councils are reminded to submit any proposed Items of Business for the April 2019 LGA Ordinary General Meeting (OGM) by 22 February 2019.

6.6 Nominations sought for the Dog and Cat Management Board

The Minister for Environment and Water has written to the LGA requesting nominations for two local government members on the Dog and Cat Management Board for a term of up to 3 years. Nominations must be forwarded to the LGA by COB 14 March 2019.

6.7 LG Professionals, SA 2019 Annual State Conference

We are excited to be welcoming Gary Edwards—lawyer, magician and hostage negotiation researcher—to speak at Communicate to Captivate: Conversations in Local Government – our 2019 Annual State Conference.

6.8 LG Professionals, SA Leadership Program Pathway

We offer a range of professional development programs to support you at every stage of your local government career. New Short Programs just added!

19 MEMBER'S BOOKSHELF

- Genuine Government by Ross Batts

RECOMMENDATION

That the additions to Members' bookshelf be noted.

20 CORRESPONDENCE

20.1 Australian Mayoral Aviation Council Executive Committee Minutes

Correspondence has been received from Australian Mayoral Aviation Council regarding the minutes from the meeting of the Executive Committee held on 2 February 2019 (**Attachment 1**).

20.2 Letter of appreciation for opportunity to participate in Summer Festival 2019

Correspondence has been received from the President of the Adelaide Baseball Club, Leanne Smith, thanking staff and Council for the opportunity to participate in the Movie Event at Rex Jones Reserve for the Summer Festival 2019 (**Attachment 2**).

20.3 South Australia's Ex-Service Commemorative Calendar 2019

Correspondence has been received from the Director of Veterans SA, Mr Rob Manton, requesting distribution and display of the 2019 Ex-Service Commemorative Calendar in our community centres and libraries (**Attachment 3**).

20.4 Transfer of Cummins House from DPTI to DEW

Correspondence has been received from the Manager of Heritage South Australia, Ms Beverley Voigt, regarding transfer of Cummins House from Department of Planning, Transport and Infrastructure to Department of Environment and Water (**Attachment 4**).

RECOMMENDATION

That the correspondence be received.

Attachments

- 20.1 Australian Mayoral Aviation Council Executive Committee Minutes**
- 20.2 Letter of appreciation for opportunity to participate in Summer Festival 2019**
- 20.3 South Australia's Ex-Service Commemorative Calendar 2019**
- 20.4 Transfer Cummins House from DPTI to DEW**



AMAC *Australian Mayoral Aviation Council*

PO BOX 21, ROCKDALE, NSW 2216

MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE AUSTRALIAN MAYORAL AVIATION COUNCIL, HELD AT THE TRAVELODGE HOTEL, HOBART AIRPORT COMMENCING AT 7.00AM ON SATURDAY 2ND FEBRUARY 2019.

ITEM 1 Welcome to Delegates.

The Vice President, Mayor Phil Marks, opened the meeting and extended a welcome to all present.

ITEM 2 Attendance and Apologies

The following were in attendance:

Mayor Phil Marks Vice President WA
Mayor Michael Coxon SA
Councillor Jack Medcraft, VIC
Mayor Khal Asfour, NSW
Councillor Michael Polley AM TAS
John Patterson Executive Director, AMAC

An apology was tendered and accepted from:

Ron Hoenig MP, Past President NSW

ITEM 3 Confirmation of the Minutes of the Executive Committee meeting held in the Olinda Boardroom, Parkroyal Hotel, Melbourne Airport on Saturday 15th September 2018.

RESOLVED

THAT: The Minutes, as circulated, be confirmed.

ITEM 4 Business arising from the Minutes

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

ITEM 5 Aviation Regulation Sunsetting

RESOLVED

THAT: The deferral of the review of a number of Regulations to 2024 be noted and that the review process and consultation process continue to be monitored with the view to making any submissions warranted.

ITEM 6 Rate Equivalent Payments - Tasmania

The Executive Director indicated that the mediation process between Hobart and Launceston Airports and Clarence and Northern Midlands Councils respectively are to be conducted separately during February to establish whether agreements can be reached or whether action in the courts will proceed.

RESOLVED

THAT: The information be received and noted and the Executive Director continue to monitor developments with a view to updating the Committee members as the matter progresses.

ITEM 7 Airservices Activities

Following discussions regarding various projects aimed at addressing the PFAS issue in various jurisdictions it was:

RESOLVED

THAT: The information be received and noted.

ITEM 8 Airport Activities

RESOLVED

THAT: The information be received and noted.

ITEM 9 Western Sydney Airport

RESOLVED

THAT: The information be received and noted.

ITEM 10 Airlines for Australia and New Zealand (A4ANZ)

RESOLVED

THAT: The information be received and noted and that activities of the group continue to be monitored.

FURTHER

THAT: Progress on the Productivity Commission Report into the Economic Regulation of (Australian) Airports be reviewed.

ITEM 11 International and Domestic Air Traffic Reports 2017/18

RESOLVED

THAT: The information be received and noted.

ITEM 12 National Freight and Supply Chain Strategy Industry Focus Group

RESOLVED

THAT: The information be received and noted.

ITEM 13 TAAAF Update

RESOLVED

THAT: The information be received and noted and that the development of the Sydney Airspace Strategy in relation to the operation of Western Sydney Airport continue to be monitored and assessed.

**ITEM 14 National Airports Safeguarding Framework – Guideline I –
*Managing Risk in Public Safety Areas at the Ends of Runways***

RESOLVED

THAT: The information be received and noted.

ITEM 15 Recognition of Service

RESOLVED

THAT: Past President Jock Campbell and Committee member John Trainer be issued with letters of appreciation in relation to their long service to AMAC.

FURTHER

THAT: Both be invited to attend the 2019 Melbourne Conference together with ex Queensland representative, Paul Tully as AMAC's guests.

ITEM 16 2019 Conference and AGM

RESOLVED

THAT: Progress in planning of the 2019 Melbourne conference be noted and endorsed.

ITEM 17 Membership and Conference Attendance

RESOLVED

THAT: The Executive Director prepare a Draft Summary Budget and Financial Position Paper to be circulated out-of-session.

FURTHER

THAT: The Executive Director prepare an information kit with regard to AMAC activities and the 2019 Conference Program. That the kit be provided to each of the Executive Committee members with a view to each member promoting AMAC membership and participation in the 2019 Conference to the most relevant Councils within each jurisdiction.

ITEM 18 Upcoming Executive Committee Meetings

RESOLVED

THAT: It be noted that the next meeting of the Committee will be scheduled for the afternoon of Wednesday 1st May to be held in conjunction with, and at the same venue, as the 2019 Melbourne Conference.

FURTHER

THAT: The meeting following the May meeting be scheduled for Saturday 14th September at Melbourne Airport as a fly-in-fly-out arrangement to be convened at the time which is most appropriate to facilitate the same day travel of Committee members.

ITEM 19 General Business

No items of General Business where presented.

CLOSE: The meeting closed at 9.00am.

**ADELAIDE 'ANGELS' BASEBALL CLUB - Est. 1908**

Weigall Oval
Urrbrae Terrace
PLYMPTON SA 5038
Phone : 8293 1524

Postal Address
PO Box 611
Marleston Business Centre
MARLESTON SA 5033

28th January 2019

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

Dear Mayor Coxon,

On behalf of the Adelaide Baseball Club I would like to extended our sincere gratitude to you and your team for inviting us to be part of your Summer Festival 2019.

We had a great time at Rex Jones Reserve on Saturday night and were made to feel very welcome from the Event Crew that attended.

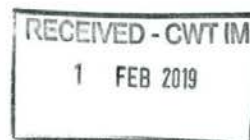
In particular, I'd like to thank Mick Giuffreda who worked with us in the lead up to the event and on the day, his assistance and organisation was exceptional.

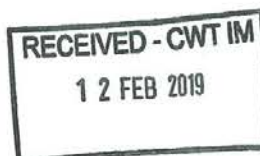
It was our first time catering for such an event and we couldn't have been happier with how it was run and of course the valuable funds that we raised on the evening. In addition, it was a fantastic opportunity for us to mix with the local community and to promote our sport. We would welcome further opportunities to engage with the community at future events should you see us a fit for the occasion.

Thank you once again for the opportunity and we look forward to working with you and your team as the Weigall Oval precinct is transformed across the coming year.

Kind Regards,

Leanne Smith
President
Adelaide Baseball Club





Veterans SA
GPO Box 1045
Adelaide SA 5001
Phone: (08) 8226 8552

B289531

Tuesday, 29th January 2019

South Australia's Ex-Service Commemorative Calendar 2019

Dear Mr Buss,

Please find enclosed copies of the 2019 Ex-Service Commemorative Calendar for display in your community centres and libraries. The annual Ex-Service Commemorative Calendar is an initiative of South Australia's Veterans Advisory Council (VAC), which was established by the South Australian Government in 2008.

As the Anzac Centenary commemoration period has concluded, our attention shifts to the return of the men and women who served our country in The Great War and the start of the repatriation process.

The 2019 calendar also includes other key dates of importance such as the 80th Anniversary of the declaration of war on Germany in 1939, the 75th Anniversary of the Normandy Landings and the 50th Anniversaries of the Battles of Hat Dich and Binh Ba, Vietnam.

To assist South Australians to engage in our military history and to better inform the veteran community in South Australia, our new website - www.veteranssa.sa.gov.au - contains articles and stories of a historical nature as well as information and alerts for the veteran community in the areas of employment, forthcoming events, health and well-being and more.

Additionally, we have a strong presence on social media allowing us to regularly engage with the veteran and wider communities. Our Facebook, Twitter, Instagram and LinkedIn channels are designed to raise awareness of key commemorative dates and events and to promote the work done by ex-service organisations. These pages are also a useful source of information and we encourage everyone to follow them.

If you would like to receive additional copies of this year's calendar, please contact Veterans SA on (08) 8226 8552. Alternatively, you can download an electronic copy from <http://www.veteranssa.sa.gov.au/2019-Commemorative-Calendar>.

Thank you for your assistance in distributing this information across your community.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Rob Manton'.

Rob Manton
Director, Veterans SA
Enc. South Australia' Ex-Service Commemorative Calendar 2019

South Australia's Ex-Service Commemorative Calendar 2019

SOUTH AUSTRALIA

Month	Day	Event
January	1	Anniversary of the Formation of the Australian Army Corps (1918)
February	14	National Service Day
15	National Service Day Memorial Service	
16	Anniversary of the Fall of Singapore (1942)	
17	Anniversary of the Raaji Beach Massacre, Dutch East Indies (1942)	
19	Bangka Day Memorial Service	
19	Anniversary of the Bombing of Darwin (1942)	
19	50th Anniversary of the Battle of Hat Dich, Vietnam (1969)	
March	1	Formation of the Commonwealth Naval Forces (1901)
1	Formation of the Australian Army (1901)	
2	Anniversary of the Battle of the Bismark Sea (1943)	
31	Formation of the Royal Australian Air Force (1921)	
April	10	Anniversary of the Siege of Tobruk, North Africa (1941)
24	Anniversary of the Battle of Villers-Bretonneux, France (1918)	
24	Anniversary of the Battle of Kapyong, Korea (1951)	
25	Anzac Day, Anniversary of the Gallipoli Landing, Turkey (1915)	
29	Sandakan Remembrance Day, Borneo (1945)	
30	Loss of HMAS AE2 (1915)	
May	4	Anniversary of the Battle of the Coral Sea (1942)
12	Anniversary of the Battle of Fire Support Bases, Coral and Balmoral, South Vietnam (1968)	
31	End of the Boer War (1902)	
31	Aboriginal Veterans' Commemorative Service	
June	1	Bomber Command Commemorative Day
6	50th Anniversary of the Battle of Binh Ba, Vietnam (1969)	
6	75th Anniversary of the Normandy Landings (1944)	
28	Centenary of the signing of the Treaty of Versailles (1919)	
July	4	Anniversary of the Battle of Hemel, France (1918)
10	Formation of the Royal Australian Navy (1911)	
23	Anniversary of the Kokoda Track Campaign, New Guinea (1942)	
27	Korea Veterans' Day	
August	4	105th Anniversary of Britain's declaration of war on Germany (1914)
6	Anniversary of the Battle of Suoi Chau Pha, Vietnam (1967)	
8	Anniversary of the Battle of Amiens, France (1918)	
11	Anniversary of the end of the Indonesian Confrontation (1966)	
15	Victory in the Pacific (VP) Day (1945)	
18	Vietnam Veterans' Day	
18	Anniversary of the Battle of Long Tan, South Vietnam (1966)	
31	Malaya & Borneo Veterans' Day	
September	3	80th Anniversary of Britain, France & Australia's declaration of war on Germany (1939)
7	Australasian Soldiers Dardanelles Cenotaph dedicated, Adelaide (1915)	
14	Australian Peacekeepers' Day	
14	105th Anniversary of the Loss of HMAS AE1 off Rabaul (1914)	
15	Formation of the Second Australian Imperial Force (AIF) (1939)	
20	20th Anniversary of the arrival of INTERFET in East Timor (1999)	
October	23	Anniversary of the Battle of Maryang San, Korea (1951)
16	Anniversary of the completion of the Thai Burma Railway (1943)	
31	Anniversary of the Battle of Beersheba, Middle East (1917)	
November	9	105th Anniversary of the sinking of German Emden by HMAS Sydney in The Battle of Coos (1914)
11	Remembrance Day	
19	Anniversary of the sinking of HMAS Sydney (II), Australia (1941)	
23	Formation of the Royal Australian Regiment (1948)	
December	5	80th Anniversary of the first RAAF operation of WW2 (1939)
18	75th Anniversary of the capture of Artillery Hill, Bougainville (1944)	
31	5th Anniversary of the conclusion of Operation SLIPPER, Afghanistan (2014)	

Veterans SA
Serving those who've served

Do you have an Anzac story to share? Find out how at:
www.veteranssa.sa.gov.au

A column of men of the 3rd Light Horse Brigade returning to South Australia after service overseas leaving Adelaide railway station and marching beneath Anzac Arch.

This calendar is an initiative of the Veterans' Advisory Council of South Australia.
For more details on these important events in the military history of our State and Nation, please phone Veterans SA on (08) 8226 8552 or email veteranssa@sa.gov.au
We remember the courageous men and women from South Australia whose service and sacrifice in all wars, conflicts and peace operations ensured the preservation of the life we enjoy today.

10552: Cummins House

Date: 13 February 2018

Terry Buss
Chief Executive Officer
City of West Torrens

Dear Ms Buss,

**Economic and Sustainable
Development**

Heritage South Australia

Eighth Floor
81-95 Waymouth Street
Adelaide SA 5000

GPO Box 1047
Adelaide SA 5001
Australia
DX138

Phone: +61 8 8124 4960

www.environment.sa.gov.au

Re: Transfer Cummins House from DPTI to DEW

In January 2019 a number of properties, which were previously owned by the Department for Planning, Transport and Infrastructure (DPTI), were transferred to the Department for Environment and Water (DEW). These properties are also entered in the South Australian Heritage Register as State Heritage Places.

The management of these properties will now be by DEW's Economic and Sustainable Development Group, with staff of Heritage South Australia being your first point of contact.

We are currently working through all of the issues following the property transfer and will contact all leaseholders, friends' groups and other key stakeholders in due course.

In the meantime, if you have any questions in relation to the transfer of these properties from DPTI to DEW or would like discuss any other related matters, please do not hesitate to contact Kirsty Nield, Senior Heritage Officer on telephone 8124 4861 or e-mail at kirsty.nield@sa.gov.au or anna.pope@sa.gov.au

Yours sincerely



Beverley Voigt
Manager, Heritage South Australia

21 CONFIDENTIAL

21.1 Divestment of Council Property

Reason for Confidentiality

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

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

RECOMMENDATION

It is recommended to Council that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, Council orders, that the public, with the exception of the Chief Executive Officer, members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 21.1 Divestment of Council Property, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3)(b)(i) and (b)(ii) because it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible 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.
2. At the completion of the confidential session the meeting be re-opened to the public.

22 MEETING CLOSE

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

Cr Daniel Huggett

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

Nil

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 Live Streaming of Council Meetings

Brief

This report presents Council with an overview of the risks, benefits and practical considerations associated with the live streaming of Council meetings.

RECOMMENDATION

The Committee recommends to Council that:

1. Council notes the risks and benefits associated with live streaming Council meetings and provides its in-principle support for live streaming and recording of Council meetings to occur subject to suitable funding being provided to install the appropriate visual and audio equipment within the Council Chamber.
2. Council further consider funding the amount of \$30,000 as part of the 2019/20 budget process to allow live streaming and recording of Council meetings to occur.

Introduction

Councils are established pursuant to section 6 of the *Local Government Act 1999* (Act) to provide for the government and management of their local area. In particular they are to act as a representative, informed and responsible decision-maker in the interests of their community and represent the interests of their community to the wider community.

Live streaming and recording of Council meetings may provide opportunity for wider community interest and engagement in Council's decision making and for open, responsive and accountable government.

The previous Council had considered the possibility of live streaming Council meetings at its meeting on 5 June 2018 and subsequently resolved the following:

1. That the Administration conduct an online ratepayer survey asking if they want Council meetings live streamed via camera onto the internet.
2. That in order to promote community interest and engagement in Council decision making and to improve accessibility of Council and Standing Committee meetings to a broader audience, a suitable policy be prepared by the Administration for further consideration by Council relating to the live streaming and recording of Council and Standing Committee meetings.

The drafting of a *Council Policy - Live Streaming of Council Meetings* was delayed due to the introduction of the Caretaker Period for the 2018 local government elections.

Discussion

A 'live stream' is the transmission of a live audio visual coverage of an event over the internet. The live stream can be saved to a video file while it is being streamed and the video posted on the internet for viewing after the event.

In determining whether or not to proceed with the live streaming of Council meetings the following matters are listed for consideration:

Legal Obligations, implications and exposures

Power to live stream

There is no legal impediment that precludes Council from live streaming or recording meetings. A summary of relevant legislation is provided below:

Surveillance Devices Act 2016

The *Surveillance Devices Act 2016* restricts the use of visual and audio recording for the purposes of recording a 'private conversation; and/or a 'private activity' (within the meaning of those terms under that Act). As Council meetings are open to the public, by nature of the meeting, these restrictions do not apply unless an item is to be considered in confidence during which instance the live streaming would be stopped.

Kelley Jones Lawyers recommend that where a council intends to use a listening or optical surveillance device that:

- a policy be adopted regarding the use of the device, such that it could not (reasonably) be said that a member of the public did not expressly or impliedly consent to the use of the device.
- signage be installed in the council chambers alerting members of the public to the fact that meetings may be recorded.

Local Government Act 1999

The *Local Government Act 1999* (Act) is silent with respect to the recording of meetings by any means other than that of taking minutes. The minutes constitute a record of decisions made and are not intended to be transcripts of the meeting.

Clause 29(6) of the *City of West Torrens Code of Practice - Meeting Procedures* (Meeting Procedures) states that Council and Committee meetings may not be filmed, or recorded in any manner, without the prior written permission of the Chief Executive Officer.

Should Council determine to live stream or record Council meetings this could be accommodated within the Meeting Procedures in accordance with section 86 of the Act.

State Records Act 1997

Any recording of a Council meeting by Council constitutes an 'official record' for the purposes of the *State Records Act 1997*. Recordings of each meeting will need to be retained for a period of at least seven years.

Freedom of Information Act 1991

The fact that a matter has been considered by Council under confidence under s90 of the Act does not in and of itself mean that the related recording will be exempt from disclosure under the *Freedom of Information Act 1991*.

Copyright Act 1968

The *Copyright Act 1968* (Cth) protects specific types of material, including cinematograph films and broadcasts. Although a live-stream involves the communication of film data, it is not a film in and of itself for the purposes of copyright law, unless it is also fixed into tangible form (i.e. it is recorded and saved as a video file that can be watched later). If a live-stream takes place online, but is not recorded and fixed into tangible form, it will not be a film, and therefore not be protected by copyright.

However, if an individual were to read material subject to copyright at a Council meeting, without the consent of the copyright owner, the individual may have violated the copyright owner's exclusive right to reproduce the material. Council may breach the person's exclusive right to the material if the material is published as part of a live stream or recording of the meeting.

Privacy Act 1988 (Cth)

The *Privacy Act 1988* does not apply to local government in South Australia and equivalent state legislation does not exist.

Statements or actions contrary to law

Council meetings are public meetings where individuals may make statements or take actions which may be contrary to law, for example those that are defamatory, discriminatory, breach privacy or physically harm another individual. Statements and actions such as these made in a Council meeting by any individual are not protected by privilege and may be the subject of legal proceedings and potential liability.

Risks and Benefits

The following table addresses the risks and benefits associated with live streaming Council Meetings:

Issue	Risk or Benefit	Comment
1. Recording of meetings may inhibit discussion	Risk	<p>The use of a video camera in the chamber may detract from informed decision making as it has the potential to negatively influence a member's decision to contribute to the debate.</p> <p>An Elected Member may perceive that there is a risk that their words may be misconstrued in a way that will adversely impact them and/or their reputations.</p> <p>This in turn may restrict robust and honest debate.</p>
2. Public access to recordings and live stream	Risk	<p>Recordings and live streaming of Council meetings will be considered to be public records.</p> <p>Access to these records by disgruntled members of the public may give rise to increased scrutiny of Council decisions which in turn may result in Councils decisions being challenged on a more frequent basis (i.e. s270 reviews, complaints to external bodies such as Ombudsman SA or the Office of Public Integrity or other litigation).</p> <p>It could also result in negative media coverage and may give rise to more complaints under the <i>Code of Conduct for Council Members</i>.</p>

		There may be an increased demand for access to confidential agendas and minutes which would not be live streamed or recorded. Any application for access to the records would need to be assessed against the requirements of the <i>Freedom of Information Act 1991</i> .
3. Statements or actions contrary to law	Risk	<p>Statements and actions made in a Council meeting by any individual are not protected by privilege and may be the subject of legal proceedings and potential liability.</p> <p>When a meeting is live streamed and a recording of a meeting is published the audience is potentially far greater, increasing the likelihood and/or severity of potential liability.</p> <p>Whilst Council may not be liable for any statements or actions contrary to law made or taken by an individual at a meeting, it may be liable if it publishes that material. Recordings of Council meetings will represent evidence of what transpired at the meetings, which can then be used in proceedings against Council or its Elected members.</p>
4. Reluctance of members of the public to attend meetings	Risk	<p>Not all members of the public who attend Council meetings, whether sitting in the public gallery or presenting a deputation to Council, would be comfortable having their image being live streamed or recorded.</p> <p>This may lead to less engagement of the community in Council meetings.</p>
5. Accuracy of minutes	Risk /Benefit	The Administration currently audio record Council meetings in order to ensure the accuracy of the minutes. While video recording may prove a useful tool for this purpose it may also be used as a mechanism for members of the public to check the accuracy of the minutes.
6. Ensures high standard of conduct	Risk /Benefit	Where Elected Members are aware that Council meetings are being live streamed and recorded this may lead to promote higher standards of behaviour in the chamber.
7. Promotes transparency and accountability	Benefit	As recordings and live streaming of Council meetings may be accessed by the public this promotes accountability and transparency of Council's decision making processes in accordance with the Council's obligation under s8(a) of the Act to provide open, responsive and accountable government.
8. Increases community participation in Council decision making	Benefit	Live streaming and/or recordings of meetings provides an opportunity for interested parties to view the outcome of an item of business without having to attend the meeting.

Practical Considerations

1. Cost

An investment of less than \$30,000 would be required to deliver a professional live stream service. Cameras could be directed at the front bench, the left and right of the Elected Members panel and one at the deputations desk. The council logo or alternate information could be showing on the deputations area camera when it is not in use. Several microphones would need to be used to ensure the discussions are captured. The solution would include features such as the ability to cease recording during confidential discussions and also to provide and record placeholders on hosted recordings so that the audience can jump to areas of interest during recordings.

In order to ensure that confidential items are not live streamed resources would need to be made available to ensure that a person can control the live streaming, or recording, so that it captures Council resolving to invoke s90 of the Act but none of the debate or consideration of item until the item has been resolved.

2. Community appetite for live streaming of Council meetings

In accordance with Council's resolution of 5 June 2018 the Administration conducted an online ratepayer survey asking if they want Council meetings live streamed via camera onto the internet. The survey through our website and social media channels between 14 June 2018 and 6 July 2018 when the survey closed.

Seventy seven people responded to the survey with 76.62% of the respondents stating that they support live-streaming and video recording of Council meetings with 80% of respondents indicating that they would watch a Council meeting as it is being live streamed.

A copy of the full survey results is included at Attachment 1.

Live streaming in South Australian councils

The Administration contacted other councils within the state to determine who is currently live streaming their council meetings. The results are listed below:

- City of Adelaide
- City of Victor Harbor
- City of Prospect
- City of Burnside

Councils resolving not to live stream

- City of Mitcham
- City of Tea Tree Gully

Councils who place audio recordings (only) of council meetings on their websites:

- City of Campbelltown
- City of Marion
- District Council of Alexandrina

The Cities of Onkaparinga and Holdfast Bay are currently investigating live streaming options.

Current trends in Local government interstate

New South Wales

In December 2018 the Office of Local Government in New South Wales introduced a Model Code of Meeting Practice for Local Council's in NSW which mandates that from 14 December 2019 all meetings of councils and council committees are required to be webcast on the respective council's website.

Victoria

The Victorian Ombudsman supported live streaming of council meetings in the 2016 report '*Investigation into the transparency of local government decision making*'. As of 4 July 2018 30 councils in Victoria live stream council meetings.

Queensland

Legislation introduced in 2012 by the Bligh government required councils with a population of over 100,000 to record and publish council meetings on their website. This was scrapped by the next government.

Conclusion

Consideration must be given to whether the benefits associated with live streaming and/or recording council meetings reasonably outweigh the risks.

If the associated risks are accepted then consideration will need to be given to the budget and resource implications caused by the purchase, implementation and ongoing maintenance of the audio and video equipment.

While the implementation of live streaming Council meetings and publishing the meeting recordings to Council's website is not technically difficult or expensive, the potential for a much larger audience does expose Councillors, Council employees and the Council to greater risk and the potential for legal proceedings and liability than otherwise exists currently at Council meetings which are not live streamed or made publicly available as a recording.

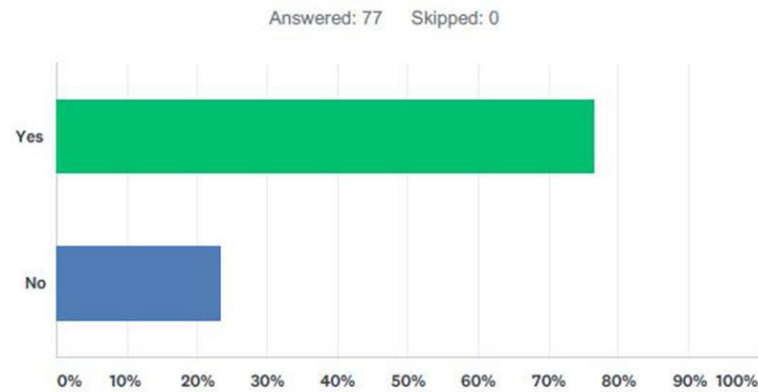
It is essential that risk control measures are in place to minimise the potential for legal proceedings and liability.

Attachments

1. Results of Live Streaming of Council Meetings Survey July 2018

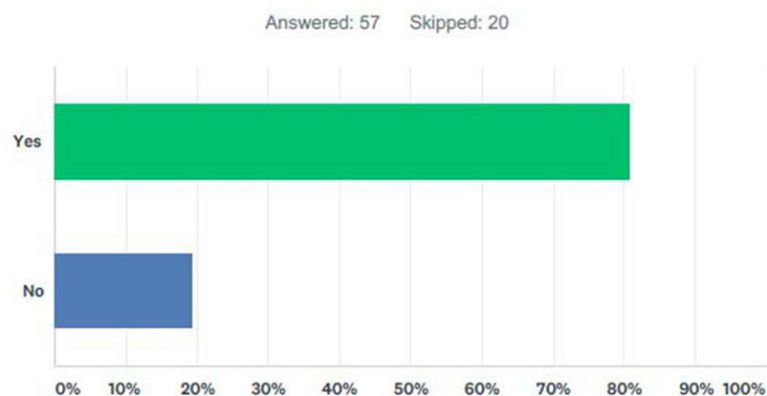
Results of Live Streaming Survey July 2018

Do you support live streaming and video recording of Council meetings?



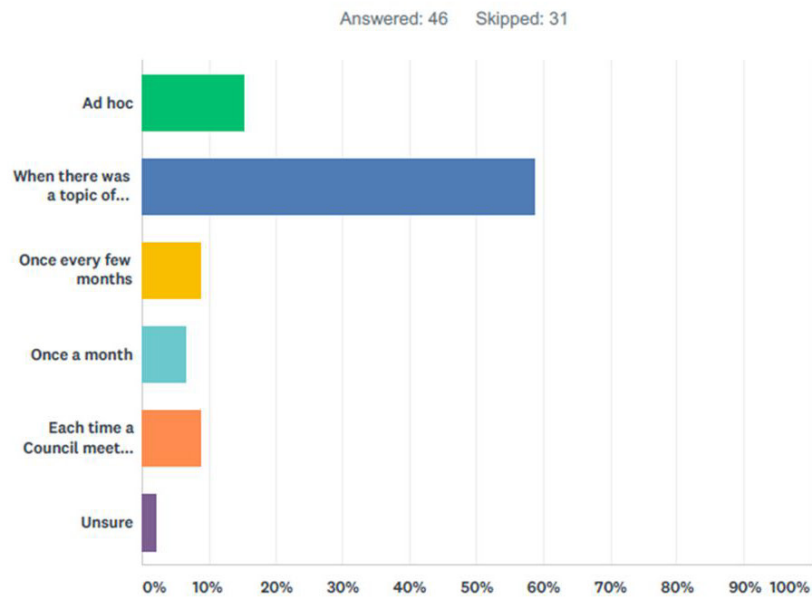
ANSWER CHOICES	RESPONSES	
Yes	76.62%	59
No	23.38%	18
TOTAL		77

Would you watch a Council meeting as it's being live streamed?

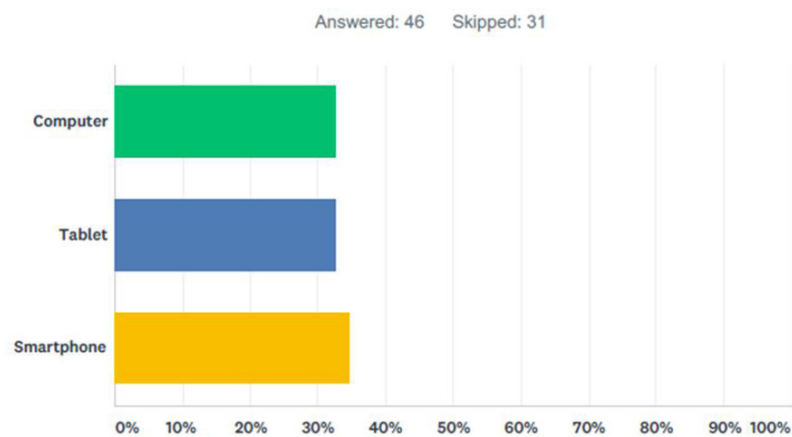


ANSWER CHOICES	RESPONSES	
Yes	80.70%	46
No	19.30%	11
TOTAL		57

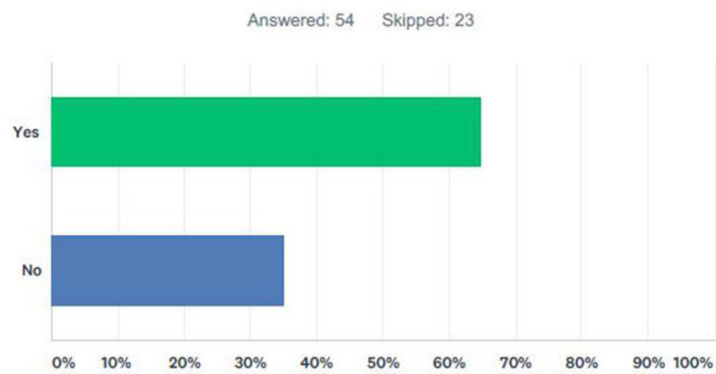
How often would you watch a live-streamed Council meeting?



On what device would you most likely watch a live-streamed Council meeting?

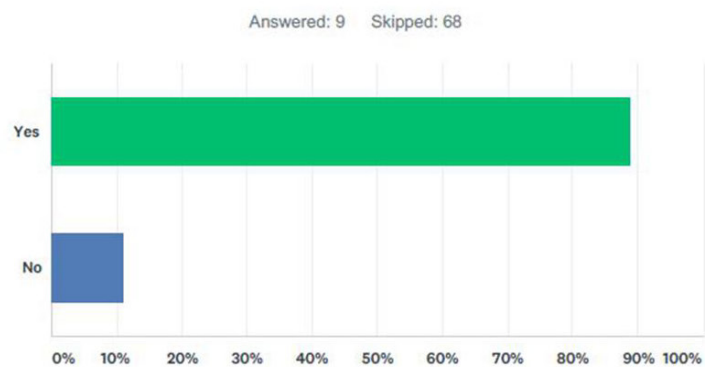


Should Council agree to live-stream and record Council meetings, would you like us to notify you when this will begin?



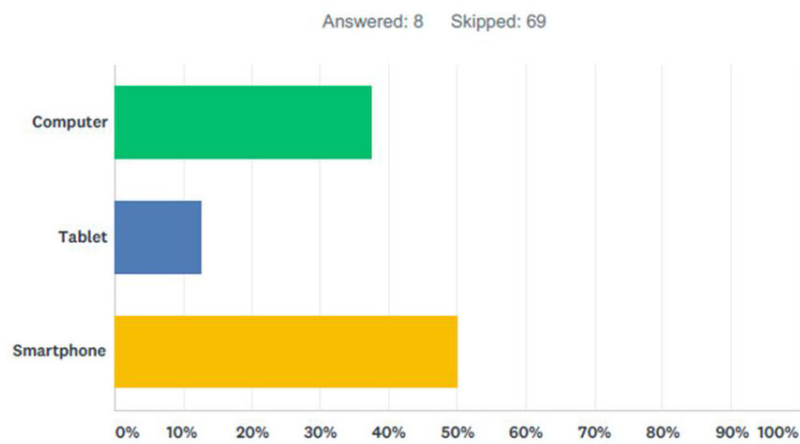
ANSWER CHOICES		RESPONSES	
Yes		64.81%	35
No		35.19%	19
TOTAL			54

Would you watch a Council meeting that has been recorded at a time that is convenient to you?



ANSWER CHOICES		RESPONSES	
Yes		88.89%	8
No		11.11%	1
TOTAL			9

On what device would you watch a video recording of a Council meeting?



ANSWER CHOICES	RESPONSES	
Computer	37.50%	3
Tablet	12.50%	1
Smartphone	50.00%	4
TOTAL		8

Additional comments

Answered: 18 Skipped: 59

#	RESPONSES	DATE
1	Recording provides a more convenient way for people to know about what the elected members do at council meetings.	7/5/2018 7:12 PM
2	It would be a waste of time and rate payers money . Good intentions but I doubt it would be worth the investment	7/5/2018 6:40 PM
3	I support video recording but think live-streaming is overkill.	7/4/2018 8:04 PM
4	I think recording the meeting would create a more accurate record of the meeting than is in the minutes. This would perhaps create more transparency and accountability of the debates and decisions. I'm aware that Marion Council voice records council meetings and th	6/28/2018 8:17 PM
5	You're more worried about covering your asses than you are about actually achieving things and honestly you need to be better. This shit is so dumb. I live in West Torrens (Davenport Tce) and apart from the library and the youth programs, which are run by fantastic people, youre all useless.	6/25/2018 12:49 PM
6	Transparency of public decisions is the key here. It will increase public confidence in councils.	6/24/2018 6:42 PM
7	Not right now.	6/21/2018 11:42 AM
8	I beleive that people could manipulate the voices. It will be inevitable over time but as only a few people attend meetings why is it really necessary	6/20/2018 6:13 PM
9	Would be useful to perhaps post a list of topics that will be discussed at the meetings on Facebook or on the council website so residents can decide whether a particular meeting will be of interest to view.	6/19/2018 11:17 PM
10	Please just ensure that any news is also posted on social media. Credit to people like Cr John Woodward who is very good at getting the word out.	6/18/2018 3:12 PM
11	Great step for transparency, and to show accountability at a time where people are losing trust in state and local government. Also good for accessibility for people with a disability.	6/16/2018 6:22 PM
12	Thanks	6/16/2018 3:28 PM
13	There is enough grandstanding and playing up to the peanut gallery as it is.	6/16/2018 3:02 PM
14	Live streaming is excellent as it will add an extra level of transparency and accountability to the way our councillors act within the chamber. I can't usually make the meetings due to other commitments, but will be glad to tune in to topics that are of interest to me.	6/16/2018 12:01 AM
15	How do you see the agenda beforehand to know what will be discussed/raised?	6/15/2018 10:24 PM
16	This is a great idea. I am not sure whether I will actually ever listen in. But in principle I support the idea that makes government, information and decision making more accessible.	6/15/2018 5:42 PM
17	As I'm not fully aware of all of the proceedings in Council meetings I'm not heavily invested in this an option but do think that open communication is important.	6/15/2018 3:34 PM
18	Wasted resources and who cares, i people cared they would be in the gallery seats.	6/15/2018 2:26 PM

11.2 Proposed Road Name Change - Riverway Fulham

Brief

The City of Charles Sturt has written to the City of West Torrens seeking Council's endorsement to proceed to public consultation for the proposed renaming of Riverway, Fulham.

RECOMMENDATION

The Committee recommends to Council that:

1. The City of Charles Sturt be advised that Council supports the request to consult with the owners/residents of numbers 6, 8 and 10 Riverway Fulham regarding its proposed road name change.
2. It requests that the City of Charles Sturt provides the City of West Torrens with a copy of the results of the public consultation undertaken with regard to the proposal to rename Riverway Fulham, at the conclusion of the public consultation period.

Introduction

Section 219 of the *Local Government Act 1999* provides that a council may assign a name to a public or private road, or to a public place, or change the name of a public or private road, or of a public place.

It also requires that when a council proposes to change the name of a public road that runs into the area of an adjoining council, the council must:

- (a) give the adjoining council at least two months' notice of the proposed change; and
- (b) consider any representations made by the adjoining council in response to the notice.

Pursuant to these requirements, given property numbers 6, 8 and 10 on Riverway, Fulham are located within West Torrens, Council has received notification from the City of Charles Sturt (CCS) that it has received a request from a member of the public to change the name of the road, currently named Riverway, which runs through Kidman Park, Fulham Gardens and Fulham (**Attachment 1**).

Discussion

The proposed name change is as follows:

Riverway to become Riverway East, Kidman Park (the section running north-east of Motley Avenue)

Riverway West, Fulham and Fulham Gardens (the section from Tapleys Hill Road to Oliver Street).

Attachment 2 illustrates that Riverway is currently divided into two sections which has caused confusion, particularly to the emergency services who have difficulty in locating addresses along the road.

The owners/ residents of those three properties located within West Torrens would be impacted by the road name change. **Attachment 3** indicates that access to these properties is via the verge area which is under the care and control of CCS.

A report is scheduled to be presented to the March 2019 meeting of Charles Sturt Council recommending that, pursuant to the *City of Charles Sturt - Road Name and Premises Numbering Policy*, public consultation be undertaken with affected owners/ residents along Riverway, Fulham Gardens, Fulham and Kidman Park. The Administration has been advised that this consultation will also include those owners/occupiers of the three properties located on Riverway within West Torrens. The owners/ residents will be provided with an opportunity to comment on the proposal for the road name change indicating their level of support or otherwise and their reasons.

The CCS is seeking feedback as to any concerns Council may have regarding the name change. The ward councillors have been notified of the proposal.

Conclusion

Correspondence has received advice from the City of Charles Sturt advising that it intends to undertake a road renaming process for three roads within its council areas but which includes three properties located on Riverway, Fulham within West Torrens. As such, they are they seeking support from Council to commence a public consultation process with regard to this proposal.

Attachments

- 1. Advice from the CCS advising of a road name change proposal for Riverway, Fulham**
- 2. Map showing Riverway Kidman Park and Fulham**
- 3. Access to 6,8 10 Riverway, Fulham**

From: Brooke Bezzina
Sent: Tuesday, 29 January 2019 5:12 PM
To: Vanessa Davidson
Cc: Brooke Bezzina
Subject: Road Name Change Request - Riverway Fulham - City of Charles Sturt seeking your support

Hi Vanessa

Thanks for the chat on the phone today.

I advise that the City of Charles Sturt Council received a request by Mr Mark Greenfields to change the road name Riverway to Riverway East, Kidman Park (the section running north-east of Motley Avenue) and Riverway West, Fulham Gardens (the section from Tapleys Hill Road to Oliver Street). Riverway road is separated into two sections and people and emergency services have become confused finding addresses along the road.

My research has found 3 houses located within the City of West Torrens Council area will be affected by the road name change, therefore this email is to notify and ask if you have any concerns for the proposed name change request.

The affected properties are 6, 8 and 10 Riverway Fulham and I am proposing the road name be changed to Riverway West, Fulham.

I intend to put up a report to the Asset Management Committee recommending that in line with the Road Name and Premises Numbering Policy, public consultation be undertaken with landowners/residents along Riverway, Fulham Gardens, Fulham and Kidman Park. All land owners/residents along Riverway, Fulham Gardens, Fulham and Kidman Park will be provided with an opportunity to comment on the proposal for the road name change indicating their level of support or otherwise and their reasons.

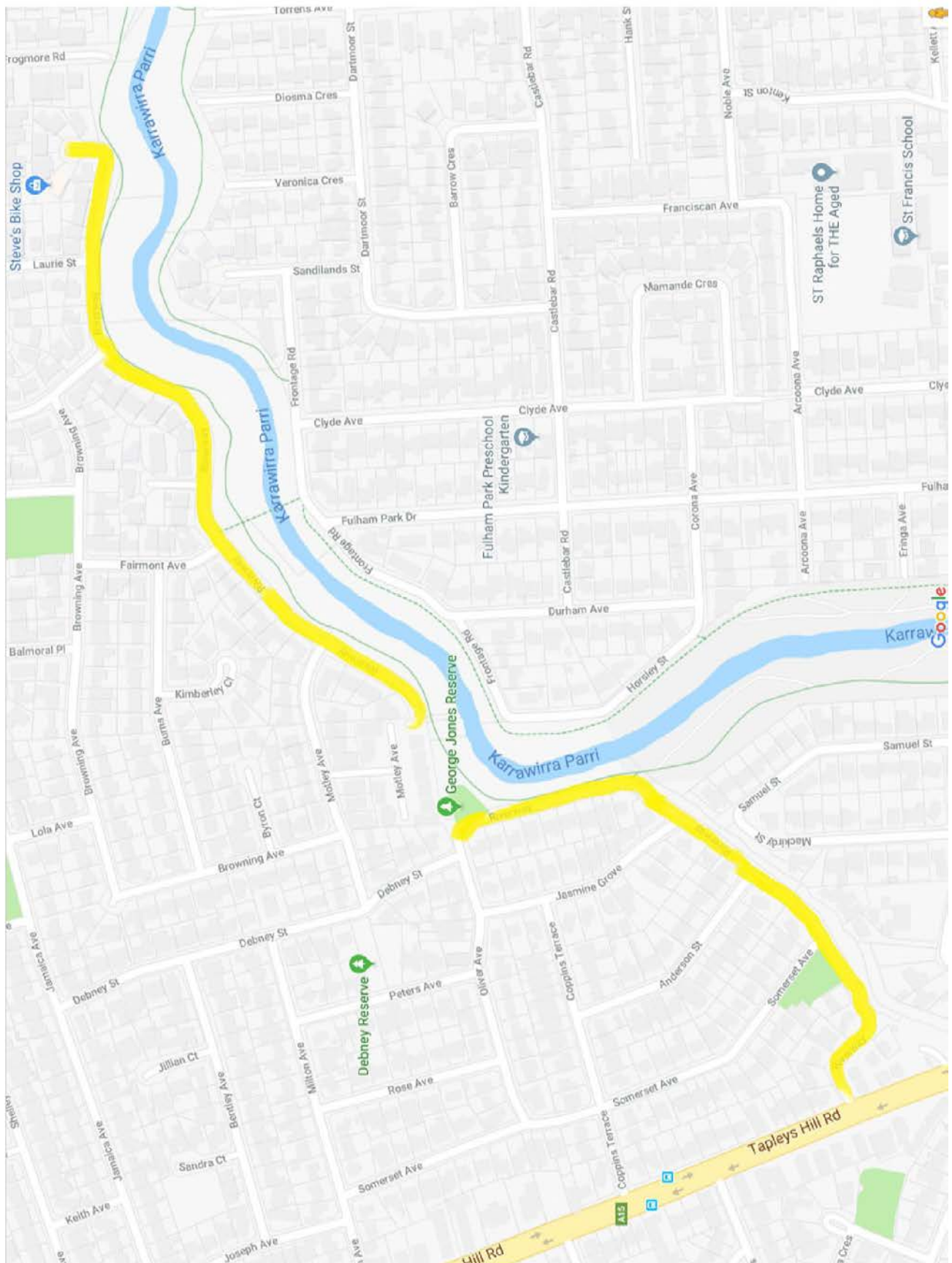
Vanessa, I am looking to put the report up for the February Asset Management meeting so am hoping for a response by early next week. I do hope this is possible.

I look forward to hearing from you.

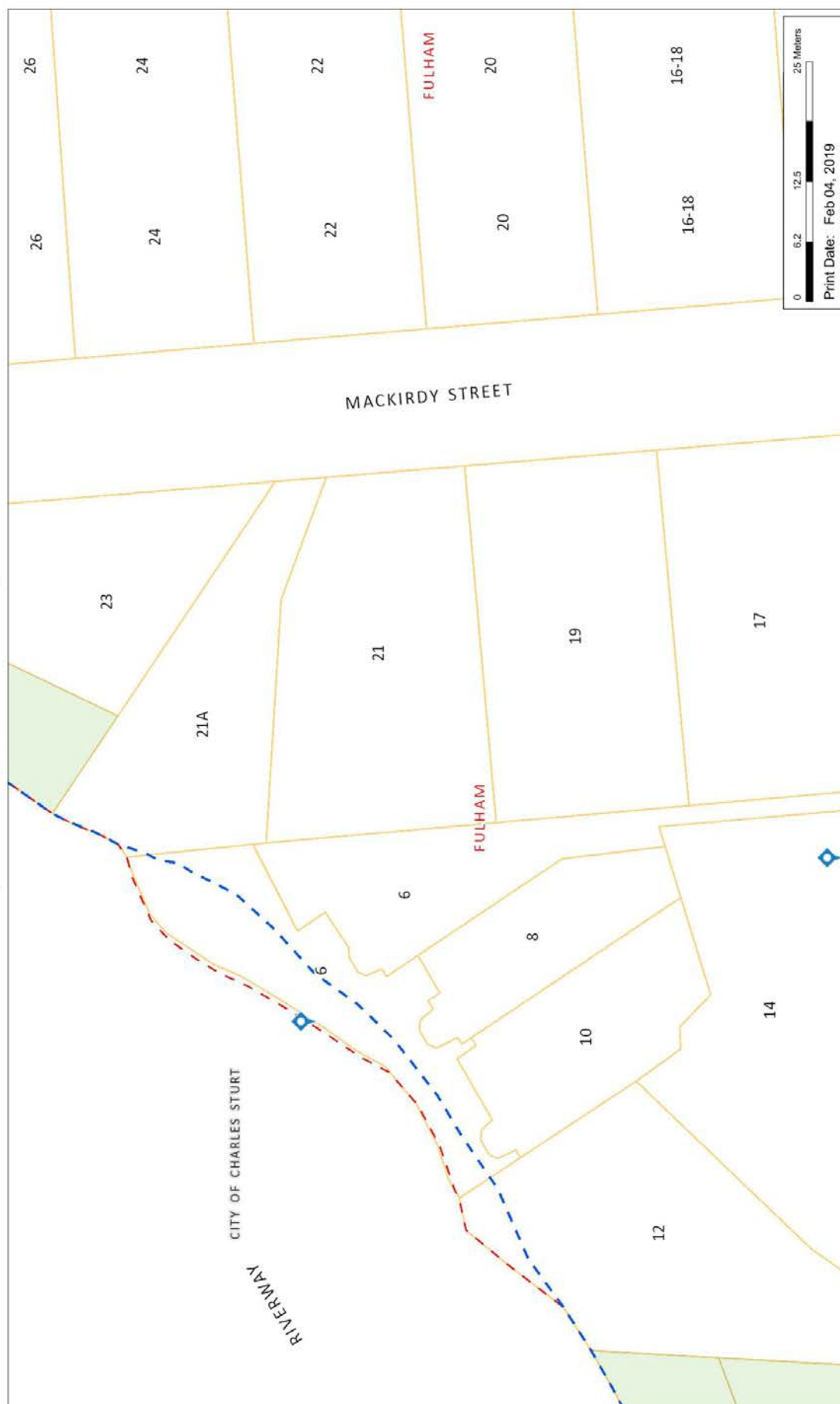
Regards

Brooke Bezzina
Executive Assistant to General Manager
Asset Management Services

72 Woodville Rd, Woodville 5011
T: (08) 8408 F: (08) 8408
www.charlessturt.sa.gov.au



Properties at 6,8 and 10 Riverway Fulham

**Disclaimer**

The City of West Torrens accepts no liability for any reliance placed on the validity and accuracy of data in this publication. While care and effort has been taken in the presentation of this data it is only to be used for demonstration purposes.



11.3 Creditor Payments

Brief

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

RECOMMENDATION

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

Discussion

A schedule of creditor payments totalling \$7,930,787.68 (\$4,923,381.90 in December 2018) is attached for the information of Elected Members. Notable items include:

- A payment to Brown Hill & Keswick Creeks Stormwater Board of \$2,206,600.00 for capital and operating contributions for 2018/19 (refer ref. no. 87);
- Payments to Camco SA Pty Ltd totalling \$1,033,565.20 for various road and drainage works and the Apex Park redevelopment (refer ref. nos. 101 and 102);
- Payments to G-Force Building & Consulting totalling \$415,443.49 for Morphett Road depot upgrade works (refer ref. nos. 214 to 217);
- A payment to Solo Resource Recovery of \$464,027.90 for both waste collection and disposal for December 2018 (refer ref. no. 447);
- A payment to Blubuilt Constructions Pty Ltd of \$375,244.78 for the Camden Oval upgrade (refer ref. no. 75);
- A payment to Torrensville Bowling Club Inc of \$171,997.12 for project funding (refer ref. no. 507);
- Payments to SA Water totalling \$224,465.83 for quarterly water rates (refer ref. nos. 427 to 430);
- Payments to LCS Landscapes totalling \$206,049.29 for various playground upgrades (refer ref. nos. 290 to 292);
- A payment to Downer EDI Works Pty Ltd of \$150,575.73 for various road treatments (refer ref. no. 170);
- A payment to Computers Now Pty Ltd of \$146,233.66 for computer equipment (refer ref. no. 130);
- A payment to Tudor Civil of \$144,966.11 for various road treatments (refer ref. no. 518).

Conclusion

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

Attachments

1. Creditor payments for the month of January 2019

ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
19 FEBRUARY 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
1	060794	A Ahmad	Thebarton Community Centre Bond Return	1,000.00
2	EFT54639	Abdul Aslam	Thebarton Community Centre Bond Return	699.85
3	EFT54974	Access Hardware Pty Ltd	Building Maintenance	19.07
4	EFT54845	Ace Rent a Car	Vehicle Hire	2,805.00
5	EFT54973	Ace Rent a Car	Vehicle Hire	2,805.00
6	EFT54752	Adami's Sand & Metal	Depot Supplies	2,873.64
7	EFT54758	Adelaide Afrobeat Collective	Summer Festival	1,300.00
8	EFT54562	Adelaide Airport Limited	Depot Rent	46,923.89
9	EFT54967	Adelaide Airport Limited	Depot Rent	47,525.16
10	EFT54964	Adelaide Belt & Hose Dist Pty Ltd	Vehicle Maintenance	8.85
11	EFT54751	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	2,145.00
12	EFT54970	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	6,534.00
13	EFT54643	Adelaide EWP Inc SA Diesel & Hydraulics	Depot Supplies	258.50
14	EFT54843	Adelaide Green Clean	Summer Festival	1,987.10
15	EFT54840	Adelaide Merchandising	Depot Supplies	238.44
16	EFT54563	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	5,808.19
17	EFT54756	Adelaide Waste & Recycling Centre	Rubbish Disposal	16,730.70
18	EFT54564	Adelta Legal	Mendelson Allowance	1,337.33
19	EFT54565	ADS Architects	Professional Fees	14,699.30
20	EFT54644	Advam Pty Ltd	Transaction Fees	253.26
21	EFT54842	Advanced Plastic Recycling	Depot Supplies	752.40
22	EFT54645	AECOM Australia Pty Ltd	Professional Fees	3,795.00
23	EFT54972	Affordable Marquees Adelaide	Purchase Marquee	2,415.00
24	EFT54759	Ah Hum!	Summer Festival	1,300.00
25	EFT54697	AJ & CA Mackintosh	Weed Spraying	10,592.34
26	EFT54803	AJ & CA Mackintosh	Weed Spraying	5,219.50
27	EFT54757	Alexander and Symonds Pty Ltd	Surveying	11,165.00
28	EFT54753	Align Advisors	Professional Fees	1,237.50
29	EFT54965	All Laundry & Linen Pty Ltd	Contract Linen	136.97
30	EFT54567	All4cycling Pty Ltd	Depot Supplies	383.53
31	EFT54841	Allen Press Pty Ltd	Business Cards	770.00
32	EFT54755	Allsurv Engineering Surveys Pty Ltd	Field Surveys	3,256.00
33	060826	Alpha Car Hire Australia	Refund Development Fees	655.00
34	EFT54747	Alsco Pty Ltd	Dry Cleaning	14.69
35	060830	Amy Patterson	Rainwater Tank Rebate	500.00
36	EFT54748	Animal Management Services Pty Ltd	Doggy Bags	1,914.00
37	EFT54839	Animal Welfare League SA	Impound Dogs	3,080.00
38	EFT54566	Apple Pty Ltd	Computer Equipment	14,517.80
39	EFT54647	Apple Pty Ltd	Computer Equipment	10,445.82
40	EFT54846	Aquarium Aid	Library Aquarium Maintenance	240.00
41	EFT54646	Aroma Fresh SA Coffee	Tea & Coffee Supplies	78.00
42	EFT54966	Artcraft Pty Ltd	Depot Supplies	2,629.96
43	EFT54750	ATF Services Pty Ltd	Fencing	869.00
44	EFT54968	Attorney-General's Department	Expiation Lodgement Fees	2,125.50
45	EFT54569	Aussie Digging	Roadworks	2,728.00
46	EFT54746	Australasian Performing Right Assoc Ltd	Licence Renewal	324.50
47	EFT54963	Australia Post	Postage	4,631.74
48	EFT54760	Australia Post	Agency Collection Fees	3,434.89
49	EFT54648	Australia Post	Postage	2,892.27
50	060828	Australian AYAT Community	Thebarton Community Centre Bond Return	1,000.00
51	EFT54568	Australian Green Clean	Cleaning	429.00
52	EFT54754	Australian Green Clean	Cleaning	5,866.06
53	060817	Australian Institute of Building Surveyors	Accreditation	250.00
54	EFT54749	Australian Motors	Vehicle Maintenance	420.00
55	060808	Australian Property Institute	Membership	815.00
56	EFT54650	Australian Tourism Data Warehouse	Professional Fees	330.00
57	EFT54976	B & H Australia Pty Ltd	Audio Visual Equipment	4,064.50

**ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
19 FEBRUARY 2019**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
58	EFT54818	BA & KA Paterson	Building Maintenance	2,620.09
59	EFT54763	Badge A Minit	Name Badges	143.18
60	EFT54573	BCE & CJ Electrical	Electrical	586.77
61	EFT54979	BCE & CJ Electrical	Electrical	76,091.55
62	EFT54980	BDL Holdings Pty Ltd	Depot Supplies	627.00
63	EFT54598	Beau Hordacre	Reimburse Volunteer Expenses	64.60
64	EFT54765	Beau Pets	Dog Collars	139.54
65	EFT54849	Belair Turf Management Pty Ltd	Depot Supplies	1,126.40
66	EFT54623	Benjamin Alexander Russ	CAP Member Allowance	1,485.00
67	EFT54660	Benson Radiology	Medical	83.30
68	EFT54570	Best Signs	Signage	1,281.50
69	EFT54653	Best Signs	Signage	770.00
70	EFT54975	Best Signs	Signage	192.50
71	EFT54848	BGC Industrial Cleaning	Cleaning Chemicals	387.86
72	EFT54855	Bianco Walling Pty Ltd	Depot Supplies	2,678.50
73	EFT55037	BL Shipway & Co Pty Ltd	Depot Supplies	85.98
74	EFT54956	Black Ship Investments Pty Ltd	Thebarton Community Centre Bond Return	1,000.00
75	EFT54978	Blubuilt Constructions Pty Ltd	Camden Oval Upgrade	375,244.78
76	EFT54654	Bob Baker	Reimburse Volunteer Expenses	38.08
77	EFT54580	Bob Cannan	Reimburse Volunteer Expenses	26.96
78	EFT54854	Bob Jane T Mart - Brooklyn Park	Tyres	6,429.50
79	EFT54761	BOC Limited	Depot Supplies	456.21
80	EFT54657	Body Corporate Physiotherapy Pty Ltd	Professional Fees	266.40
81	EFT54852	Bolzon Holdings Pty Ltd	Paint	4,142.00
82	EFT54837	Bonnie Williams	Library Workshop	160.00
83	EFT54853	Botten Levinson Lawyers	Professional Fees	660.00
84	EFT54847	BPF Equipment	Depot Supplies	81,570.50
85	EFT54593	Brenton Gill	Reimburse Volunteer Expenses	41.48
86	EFT55005	Brenton Gill	Reimburse Volunteer Expenses	31.96
87	EFT54659	Brown Hill & Keswick Creeks Stormwater Board	Capital Contribution 2018/19	2,206,600.00
88	EFT54651	Bruce Amos	Reimburse Volunteer Expenses	10.88
89	EFT54898	Bucher Municipal Pty Ltd	Vehicle Maintenance	10,059.85
90	EFT54764	Budget Rent a Car Australia	Car Rental	102.85
91	EFT54574	Bugs n Slugs	Library Program	180.00
92	EFT54571	Bundaleer Apiaries	Wasp Removal	352.00
93	EFT54656	Bundaleer Apiaries	Wasp Removal	176.00
94	EFT54850	Bundaleer Apiaries	Wasp Removal	352.00
95	EFT54977	Bundaleer Apiaries	Wasp Removal	528.00
96	EFT54958	Butterfly Theatre	Thebarton Community Centre Bond Return	120.00
97	EFT54661	CA Technology Pty Ltd	Licence Agreement	3,576.10
98	EFT54767	CA Technology Pty Ltd	Licence Agreement	5,720.00
99	EFT54857	Cabcharge Australia Pty Ltd	Cab Fares	39.50
100	EFT54862	Calypso Tree Co Pty Ltd	Tree Maintenance	1,958.00
101	EFT54575	Camco SA Pty Ltd	Roadworks	228,769.79
102	EFT54981	Camco SA Pty Ltd	Roadworks	804,795.41
103	060799	Cancelled		
104	EFT54867	Canon Australia Pty Ltd	Copier Charges	20.23
105	060812	CARA	Thebarton Community Centre Bond Return	55.00
106	EFT54663	Cash Security Services Pty Ltd	Banking	580.80
107	EFT54669	CCEP	Playground Inspections	3,542.00
108	EFT54773	Children's Discovery Museum Limited	Library Supplies	186.00
109	EFT54577	Chris Sale Consulting Pty Ltd	Professional Fees	4,950.00
110	EFT54652	Christine Amos	Reimburse Volunteer Expenses	27.20
111	EFT54605	Christopher Bryan Menz	CAP Member Allowance	1,485.50
112	EFT54668	Chubb Fire & Security Ltd	Security	8,161.16
113	EFT54771	Chubb Fire & Security Ltd	Security	4,659.49
114	EFT54664	City Circle Newsagents	Library Magazines	46.44

ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
19 FEBRUARY 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
115	EFT54769	City Circle Newsagents	Library Magazines	18.45
116	EFT54576	Clarksons	Glazing	2,651.00
117	EFT54870	Cleanaway Equipment Services Pty Ltd	Waste Removal	103.40
118	EFT54865	Cleanaway Pty Ltd	Rubbish Disposal	385.33
119	EFT54866	Cleanaway Pty Ltd	Rubbish Disposal	426.14
120	EFT54863	Cleanaway Pty Ltd	Rubbish Disposal	497.38
121	EFT54864	Cleanaway Pty Ltd	Rubbish Disposal	791.56
122	EFT54984	Clever Patch Pty Ltd	Library Supplies	17.66
123	EFT55061	Club India International Inc SA	Thebarton Community Centre Bond Return	500.00
124	EFT54858	CMI Hino	Vehicle Maintenance	515.26
125	EFT54987	CMI Toyota	Vehicle Maintenance	5.18
126	EFT54856	Coca-Cola Amatil (SA) Pty Ltd	Refreshments	307.22
127	EFT54860	Combined Fire Systems Pty Ltd	Fire Safety	171.60
128	EFT54983	Combo Industries	Vehicle Maintenance	3,260.80
129	060814	Community Children's Centre SA	Thebarton Community Centre Bond Return	500.00
130	EFT54579	Computers Now Pty Ltd	Computer Equipment	146,233.66
131	EFT54666	Computers Now Pty Ltd	Computer Equipment	3,144.00
132	EFT54869	Comwide Radio Services	Vehicle Maintenance	392.65
133	EFT54952	Con Giagtzis	Thebarton Community Centre Bond Return	350.00
134	EFT54768	Conquest Solutions Pty Ltd	Software Support	4,875.14
135	EFT54982	Construction Industry Training Board	Levy Fee	15,000.00
136	060816	Construction Services Australia Pty Ltd	Refund Development Fees	894.63
137	EFT54667	Continuum Care Australia Pty Ltd	Home Support Services	1,014.64
138	EFT54953	Cora Barclay Centre	Thebarton Community Centre Bond Return	935.00
139	EFT54861	Cornes Toyota	Vehicle Maintenance	671.95
140	EFT54859	Coromandel Native Nursery	Plants	229.90
141	EFT54868	Corporate Health Group Pty Ltd	Medical	385.00
142	EFT54871	Court's Amusements	Removalist	440.00
143	EFT54808	Cr Graham Nitschke	Elected Members Allowance	120.00
144	EFT54584	Dallas Equipment	Contractor	1,980.00
145	EFT54673	Dallas Equipment	Contractor	4,664.00
146	EFT54776	Dallas Equipment	Contractor	2,310.00
147	EFT54875	Dallas Equipment	Contractor	8,351.75
148	EFT54996	Dallas Equipment	Contractor	3,080.00
149	EFT55053	Daryl K Warman	Reimburse Volunteer Expenses	81.60
150	EFT54991	Database Consultants Australia	Computer Equipment	79.20
151	EFT54671	Datacom Systems (AU) Pty Ltd - SA Division	Computer Equipment	10,777.80
152	EFT54684	David Giersch	Reimburse Volunteer Expenses	43.52
153	EFT54738	David Wass	Reimburse Volunteer Expenses	19.04
154	EFT54582	Department for Communities and Social Inclusion	Screening Checks	413.60
155	EFT54873	Department for Education and Child Development	Library Books	50.00
156	EFT54774	Department of Environment, Water and Natural Resources	Dog & Cat Management Contribution	32,407.80
157	EFT54725	Department of Planning, Transport and Infrastructure	Street Lighting / E Planning Contribution	48,669.28
158	EFT54830	Department of Planning, Transport and Infrastructure	Schedule 7 Fees	15,419.57
159	EFT54583	Design Flow Consulting Pty Ltd	Drainage Design	6,842.00
160	EFT54874	Design Flow Consulting Pty Ltd	Drainage Design	3,630.00
161	060827	Develop Therapy Services	Thebarton Community Centre Bond Return	435.00
162	EFT54665	Diane Cannan	Reimburse Volunteer Expenses	27.12
163	EFT54995	Direct Comms Pty Limited	TXT2U Messages	217.80
164	EFT54670	Direct Mix Concrete Sales	Concrete	709.17
165	EFT54992	Direct Mix Concrete Sales	Concrete	13,013.32
166	EFT54994	Disa Landscapes	Roadworks	485.83
167	EFT54572	Dondi Buttgen	Library Workshop	400.00
168	EFT54993	Donna Ferretti & Associates Pty Ltd	CAP Allowance	4,400.00
169	EFT54872	dormakaba Australia Pty Ltd	Building Maintenance	10,047.42
170	EFT55057	Downer EDI Works Pty Ltd	Asphalt	150,575.73
171	EFT55044	DWS Advanced Business Solutions	DBA Support	1,650.00

ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
19 FEBRUARY 2019

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
172	EFT54999	E & J Music Productions Pty Ltd	Library Entertainment	770.00
173	EFT54969	E & S Athanasiadis	Depot Supplies	1,783.46
174	EFT54586	Easy AV	Audio Hire - Mellor Park Carols	4,345.00
175	EFT54675	Easy AV	Audio Hire - Remembrance Day	990.00
176	EFT54777	Easy AV	Audio Hire - Summer Festival	2,728.00
177	EFT54877	Easy AV	Audio Hire - Remembrance Day	3,509.00
178	EFT54780	Editure Technology Pty Ltd	Computer Equipment	28,975.10
179	EFT54902	Elaine Magias	Library Workshop	95.00
180	EFT54700	Elizabeth Moran	Audit Committee Allowance	768.00
181	EFT54587	EMA Legal (Lawyers)	Legal Fees	2,645.94
182	EFT55000	EMA Legal (Lawyers)	Legal Fees	324.94
183	EFT54617	Emma Pursche	Reimburse Expenses	150.00
184	EFT54878	Emu Consulting	Professional Fees	524.00
185	EFT54838	Enerven	Refund Oval Hire Fee	86.00
186	060809	Environment Protection Authority	Licence Renewal	2,850.00
187	EFT54585	Esar Home Care	Home Support Services	466.38
188	EFT54674	Esar Home Care	Home Support Services	389.06
189	EFT54997	Esar Home Care	Home Support Services	508.87
190	EFT54778	Evelyn Roth Festival Arts	Summer Festival Entertainment	2,500.00
191	EFT54876	Expressions SA Pty Ltd	Newspapers	136.50
192	EFT54680	Face Painters Ink	Summer Festival Entertainment	630.00
193	EFT54880	Face Painters Ink	Summer Festival Entertainment	1,260.00
194	060805	Fatma Mohamed	Plympton Community Centre Bond Return	500.00
195	EFT55064	Filipino-Australian Skilled Migrant SA	Thebarton Community Centre Bond Return	500.00
196	EFT54589	Fleet Complete Australia Pty Ltd	Support	545.94
197	EFT54782	Flick Anticimex Pty Ltd	Pest Control	220.00
198	EFT54781	Flightpath Architects Pty Ltd	Heritage Advisory Services	1,043.63
199	EFT54962	Forbes Children's Centre	Thebarton Community Centre Bond Return	500.00
200	EFT54678	Forpark Australia (SA)	Playground Equipment	15,800.00
201	EFT54879	Forpark Australia (SA)	Playground Equipment	6,016.00
202	EFT54679	Fox Tucker Lawyers	Staff Training	495.88
203	EFT54590	Fragglerocc Pty Ltd	Roadworks	5,623.00
204	EFT54682	Fragglerocc Pty Ltd	Roadworks	11,132.00
205	EFT54783	Fragglerocc Pty Ltd	Roadworks	4,744.30
206	EFT55003	Fragglerocc Pty Ltd	Roadworks	4,334.02
207	EFT54677	Frank Siow Management Pty Ltd	Traffic Management Consultants	4,562.25
208	EFT55001	Fresh & Clean	Hygiene Service	2,402.99
209	EFT54681	Fresh Promotions Pty Ltd	Promotional Products	1,787.50
210	EFT54784	Frontier Software Pty Ltd	Software Maintenance	24,335.30
211	EFT54788	Gallery 247	Library Performance	1,507.00
212	EFT54594	Genpower Australia Pty Ltd	Generator Services	1,477.58
213	EFT55007	Genpower Australia Pty Ltd	Generator Services	6,088.50
214	EFT54683	G-Force Building & Consulting	Depot Relocation Upgrade Works	89,046.65
215	EFT54785	G-Force Building & Consulting	Depot Relocation Upgrade Works	101,299.00
216	EFT54881	G-Force Building & Consulting	Depot Relocation Upgrade Works	111,515.80
217	EFT55004	G-Force Building & Consulting	Depot Relocation Upgrade Works	113,582.04
218	EFT54883	Gilbarco Australia Ltd	Plant Maintenance	613.92
219	EFT54596	Gleam Team Domestic Services	Home Support Services	147.86
220	EFT54688	Gleam Team Domestic Services	Home Support Services	154.11
221	EFT54789	Gleam Team Domestic Services	Home Support Services	316.34
222	EFT55009	Gleam Team Domestic Services	Home Support Services	110.66
223	EFT54686	GLG GreenLife Group Pty Ltd	Landscaping	4,763.40
224	EFT54595	Global Dance & Stage	Stage Hire - Summer Festival	1,738.00
225	EFT54787	Global Dance & Stage	Stage Hire - Summer Festival	1,485.00
226	EFT54885	GooRoo Animation	Library Workshop	507.00
227	EFT54722	Gordon J Tregoning Pty Ltd	Depot Supplies	41,738.00
228	EFT54884	Grace Records Management (Aust) Pty Ltd	Records Storage	2,973.87

ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
229	EFT54685	Green Team Shred-Safe	Paper Recycling	242.00
230	EFT54592	Greenhill Engineers Pty Ltd	Professional Fees	390.50
231	EFT54790	Greenhill Executive	Professional Fees	101.64
232	EFT54591	Greening Australia (SA) Ltd	Landscaping	9,829.60
233	EFT55008	GRH Supplies	Depot Supplies	3,148.65
234	EFT54786	GS Civil	Footpath Works	10,574.85
235	EFT54791	Hancock & Just Wheel Alignment	Vehicle Maintenance	1,658.84
236	060831	Hannah Gough	Junior Development Grant	500.00
237	EFT54689	Haughton Power Equipment	Depot Supplies	147.95
238	EFT55011	Haughton Power Equipment	Depot Supplies	211.00
239	EFT54793	HDS Australia Pty Ltd	Detailed Design	13,811.60
240	EFT54690	Headwear Promotions	Promotional Hats	2,805.00
241	EFT54887	Health & Immunisation Management Services	Temp Immunisation Staff	3,973.53
242	EFT54960	Heather Gibbons	Thebarton Community Centre Bond Return	500.00
243	EFT54792	Heavy Automatics SA Pty Ltd	Vehicle Maintenance	126.20
244	EFT55010	Hennig & Co Pty Ltd	Professional Fees	6,325.00
245	EFT54795	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	2,372.00
246	EFT54886	Hitachi Construction Machinery (Australia) Pty Ltd	Plant Maintenance	177.52
247	EFT54597	Hoban Recruitment	Temp Staff	139.23
248	EFT54796	Hypernet Computer Distribution	Computer Equipment	99.00
249	EFT54692	Independent Fuels Australia Pty Ltd	Fuel	6,281.55
250	EFT54888	Independent Fuels Australia Pty Ltd	Fuel	6,047.25
251	EFT55013	Independent Fuels Australia Pty Ltd	Fuel	12,749.00
252	EFT54891	Industrial Brushware	Sweeper Brooms	3,674.79
253	EFT55012	Instant Windscreens	Vehicle Maintenance	330.00
254	EFT54797	Internode Pty Ltd	Internet Connection	319.48
255	EFT54890	Internode Pty Ltd	Internet Connection	169.90
256	EFT54889	iSentia Pty Ltd	Media Monitoring	753.50
257	EFT54934	ISS Facility Services Aust Limited	Cleaning	3,811.92
258	EFT55045	ISS Facility Services Aust Limited	Cleaning	3,811.92
259	EFT54762	J Blackwood & Son Ltd	Depot Supplies	11,511.50
260	EFT54798	Jaba Multimedia Design	Professional Fees	244.75
261	EFT54794	James Hay	Reimburse Expenses	60.00
262	EFT54627	Jane Strange	CAP Member Allowance	1,485.50
263	EFT55014	Jasol Australia	Cleaning Chemicals	2,712.15
264	EFT54655	Jason Bury	Reimburse Expenses	60.00
265	EFT54694	Jet Couriers (Adelaide) Pty Ltd	Couriers	33.88
266	EFT54893	Jet Couriers (Adelaide) Pty Ltd	Couriers	94.32
267	EFT54693	JF Mobile Catering	Catering	1,743.00
268	EFT55060	Joel Nyanguile	Thebarton Community Centre Bond Return	815.09
269	EFT55016	John Kruger	Photography	375.00
270	EFT54831	John Trainer	Reimburse Expenses	328.00
271	EFT54687	Josephine Gaskell	Reimburse Expenses	204.00
272	EFT54599	JPE Design Studio Pty Ltd	Professional Fees	4,584.25
273	EFT54892	JPE Design Studio Pty Ltd	Professional Fees	7,425.00
274	EFT54988	Kaurna Cronin	Summer Festival Performance	1,000.00
275	EFT54741	Kay Southgate	Refund Overpayment	1,378.00
276	EFT54600	Kelley Jones Lawyers	Legal Fees	9,568.89
277	060811	Kelvin Ung	Rainwater Tank Rebate	400.00
278	EFT54631	Kerry Taylor	Reimburse Volunteer Expenses	78.09
279	EFT54728	Kerry Taylor	Reimburse Volunteer Expenses	45.97
280	EFT54985	Kishor Chand	Reimburse Volunteer Expenses	54.40
281	EFT55015	Koori Kids Pty Ltd	Community Grant	450.00
282	EFT54640	Kylie Heneker	Thebarton Community Centre Bond Return	120.00
283	EFT54658	Kym Strelan	Home Advantage Program	1,665.25
284	EFT54766	Kym Strelan	Home Advantage Program	731.50
285	EFT54851	Kym Strelan	Home Advantage Program	571.00

**ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
286	EFT54603	Lakeside Building Solutions	Roadworks	11,671.00
287	EFT55017	Land Services Group	Searches	907.55
288	EFT54801	Lane Bros Printers Pty Ltd	Printing	4,508.90
289	EFT54691	Laura Hill	Summer Festival Performance	1,000.00
290	EFT54602	LCS Landscapes	Landscaping	89,600.12
291	EFT54802	LCS Landscapes	Landscaping	71,803.36
292	EFT54896	LCS Landscapes	Landscaping	44,645.81
293	EFT54696	Leadership Learning Dynamics	Professional Fees	3,844.50
294	EFT54745	LGA Asset Mutual Fund	Insurance Premium	102,590.13
295	060802	Liam Pye	Refund Permit Fee	30.00
296	EFT54800	Lion's Club of West Beach	Clean Butt Out Bins	390.00
297	EFT54799	Local Community Insurance Services	Insurance Premium	390.22
298	EFT54743	Local Government Association Mutual Liability Scheme	Insurance Premium	74,031.93
299	EFT54895	Local Government Professionals SA Inc	Staff Training	960.00
300	EFT54744	Local Govt Assoc Workers Compensation Scheme	Renewal of Membership	137,591.30
301	EFT54897	LOUD Events	Staff Training	480.00
302	EFT55006	Lyn Gregory	Reimburse Volunteer Expenses	110.22
303	EFT55021	M & B Civil Engineering Pty Ltd	Roadworks	35,962.36
304	EFT55066	M Hasan Rashid	Plympton Community Centre Bond Return	500.00
305	EFT54695	Maggie Liu	Reimburse Expenses	720.00
306	060825	Mandeep Kumar	Thebarton Community Centre Bond Return	500.00
307	EFT54698	Maps Consulting Services Pty Ltd	Transportation Consulting	5,148.00
308	EFT54662	Mario Ciardiello	Reimburse Volunteer Expenses	31.28
309	060824	Max Solutions Pty Ltd	Thebarton Community Centre Bond Return	120.00
310	EFT54604	Maxima Group Training	Temp Staff	5,079.52
311	EFT54804	Maxima Group Training	Temp Staff	3,264.93
312	EFT54731	Maxima Tempskill	Temp Staff	24,225.04
313	EFT54834	Maxima Tempskill	Temp Staff	9,951.16
314	EFT54772	Mayor Michael Coxon	Mayoral Allowance	6,877.00
315	EFT54951	Meals on Wheels	Thebarton Community Centre Bond Return	45.00
316	EFT55019	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	605.00
317	060807	Mei Chun Wong	Rainwater Tank Rebate	200.00
318	EFT54701	Message4U Pty Ltd	Software	595.17
319	EFT54805	Mindful Arts	Library Workshop	300.00
320	EFT54806	Miniature Worlds Workshop	Library Workshop	950.00
321	EFT54606	Mitchell & Cheesman Pty Ltd	Depot Supplies	4,767.10
322	EFT55022	Mobile Science Education	Library Performance	264.00
323	EFT54899	Modern Teaching Aids Pty Ltd	Library Supplies	1,362.91
324	EFT55018	Momar Australia Pty Ltd	Depot Supplies	2,634.78
325	EFT54903	Moto Adelaide	Depot Supplies	940.00
326	EFT55020	Motor Neurone Disease Assoc of SA Inc	Sponsorship	942.30
327	EFT54699	Mt Compass Sand & Loam	Depot Supplies	1,556.72
328	EFT54642	Multiple Sclerosis Society of SA & NT In	Thebarton Community Centre Bond Return	232.50
329	EFT54901	Murray Street Metro Pty Ltd	Rubbish Disposal	678.70
330	EFT54641	Muscular Dystrophy Association	Thebarton Community Centre Bond Return	500.00
331	EFT54900	Music SA	Summer Festival Advertising	770.00
332	060815	Nathan Harvey	Refund Parking Permit Fee	30.00
333	EFT55024	Nelson Locksmiths Pty Ltd	Locks	721.30
334	EFT54770	Nemelita I Christensen	Reimburse Volunteer Expenses	166.60
335	EFT54986	Nemelita I Christensen	Reimburse Volunteer Expenses	92.48
336	EFT54609	Nespresso Australia	Coffee	3,387.50
337	EFT54905	Neverfail Springwater Ltd	Spring Water	117.45
338	EFT54809	News Limited	Advertising	4,779.63
339	060804	Nicholas Vatenos	Junior Development Grant	200.00
340	EFT54836	Nick Teoh	Reimburse Expenses	346.50
341	EFT54610	Nora Robinson	Reimburse Volunteer Expenses	19.04
342	EFT54950	Norma Street Investments Pty Ltd	Refund Overpaid Rates	2,537.50

**ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
343	EFT54611	Norman Waterhouse Lawyers	Legal Fees	561.00
344	EFT54810	Norman Waterhouse Lawyers	Legal Fees	12,409.10
345	EFT54906	Norman Waterhouse Lawyers	Legal Fees	2,783.00
346	EFT54904	North East Isuzu	Vehicle Maintenance	398.06
347	EFT54608	Nova Group Services Pty Ltd	Bus Stop Works	990.00
348	EFT54807	Nova Group Services Pty Ltd	Bus Stop Works	15,888.40
349	EFT54702	Oaklands Road Mower Centre	Mower Repairs / Purchases	1,321.20
350	EFT54907	Oaklands Road Mower Centre	Mower Repairs / Purchases	674.40
351	EFT55026	Oaklands Road Mower Centre	Mower Repairs / Purchases	962.00
352	EFT54812	Oakwood Recreation	Footpath Works	1,694.00
353	EFT55025	Officeworks Superstores Pty Ltd	Stationery	887.77
354	EFT54910	Online Path Pty Ltd	Summer Festival Advertising	1,641.60
355	EFT54612	Orana Australia Ltd	Home Advantage Program	1,150.60
356	EFT54811	Orana Australia Ltd	Home Advantage Program	544.38
357	EFT54908	Orana Australia Ltd	Home Advantage Program	562.59
358	EFT55027	Orana Australia Ltd	Home Advantage Program	1,669.45
359	EFT54614	Order-In Pty Ltd	Milk	53.95
360	EFT54703	Order-In Pty Ltd	Milk	53.95
361	EFT54814	Order-In Pty Ltd	Milk	53.95
362	EFT54909	Order-In Pty Ltd	Milk	53.95
363	EFT55029	Order-In Pty Ltd	Milk	53.95
364	EFT54613	Origin Energy Electricity Limited	Power	59,034.64
365	EFT54813	Origin Energy Electricity Limited	Power	18,347.30
366	EFT55028	Origin Energy Electricity Limited	Power	61,084.69
367	060819	Origin Energy Services Ltd	Gas Supply	2,454.35
368	EFT54636	Owen Wheeler	Reimburse Volunteer Expenses	20.40
369	EFT55054	Owen Wheeler	Reimburse Volunteer Expenses	13.60
370	EFT54615	Oxygen Pty Ltd	Professional Fees	16,500.00
371	060795	Oz Harvest	Staff Casual Day Donations	109.30
372	EFT54707	P & J Sons Building Maintenance	Home Support Services	1,357.95
373	EFT54817	P & J Sons Building Maintenance	Home Support Services	760.26
374	EFT54911	P & J Sons Building Maintenance	Home Support Services	832.30
375	EFT54815	Packwise	Depot Supplies	772.90
376	060829	Peter Lao	Rainwater Tank Rebate	400.00
377	EFT54704	Pipeline Technology Services	Drainage	14,916.00
378	EFT54709	Platters Plus Catering Pty Ltd	Catering	60.30
379	EFT55033	Platters Plus Catering Pty Ltd	Catering	110.90
380	EFT54820	Play & Go Adelaide	Summer Festival Advertising	770.00
381	EFT54816	Playback 808	Summer Festival Performance	700.00
382	EFT54619	Playrope Pty Ltd	Playground Equipment	42,038.70
383	EFT54913	PMP Distribution	Distribution	1,283.07
384	EFT55059	Poonam Pattanshetty	Thebarton Community Centre Bond Return	500.00
385	EFT54912	Prime Traffic Solutions	Traffic Control	1,081.08
386	EFT55032	Pro Bitumen Pty Ltd	Roadworks	21,912.00
387	EFT54618	Proactive Lifestyle & Fitness	Workshop	2,760.00
388	EFT54819	Programmed Property Services Pty Ltd	Verge Mowing	12,338.28
389	EFT54616	Property & Advisory Pty Ltd	Professional Fees	7,920.00
390	EFT54706	Pump Technology Services (SA) Pty Ltd	Pump Maintenance	610.50
391	EFT54633	Puzzled Media	Professional Fees	1,920.00
392	EFT54835	Puzzled Media	Professional Fees	1,920.00
393	EFT55065	Quartz Building Design	Refund Development Fees	56.00
394	EFT54923	Rackman Australia	Pallet Racking	8,520.22
395	EFT54622	Radicool Reptiles	Library Performance	285.00
396	EFT54822	Radicool Reptiles	Library Performance	60.00
397	060797	Raising Literacy Australia	Staff Training	235.00
398	EFT54915	Reece Pty Ltd	Irrigation	805.47
399	EFT54919	Rent A Fence Pty Ltd	Summer Festival Fencing	412.50

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
400	EFT54920	Rentokil Initial Pty Ltd	Pest Control	1,928.87
401	EFT54620	Rentokil Tropical Plants	Indoor Plant Hire	637.16
402	EFT54914	Rentokil Tropical Plants	Indoor Plant Hire	637.16
403	EFT54714	Revenue Professionals SA	Staff Training	1,960.00
404	EFT54712	Ricoh Australia Ltd	Copy Charges	344.85
405	EFT55035	Ricoh Australia Ltd	Copy Charges	3,312.33
406	EFT54917	Rider Levett Bucknall SA Pty Ltd	Professional Fees	3,575.00
407	EFT54624	Rio Coffee Pty Ltd	Tea & Coffee Supplies	307.15
408	EFT54713	Roadshow Films Pty Ltd	Summer Festival Film Showings	1,650.00
409	EFT54918	Roadside Services & Solution	Depot Supplies	336.60
410	EFT54922	Romaldi Constructions Pty Ltd	Lockleys Oval Redevelopment	37,944.04
411	EFT54581	Rosemary Colebatch	Reimburse Volunteer Expenses	32.64
412	060796	Royal Automobile Assoc of SA Inc	Refund Overpayment	75.00
413	EFT54710	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	336.60
414	EFT54821	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	84.15
415	EFT54916	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	673.20
416	EFT54621	Rundle Mall Plaza Newsagency	Library Magazines	307.28
417	EFT54711	Rundle Mall Plaza Newsagency	Library Magazines	364.34
418	EFT54921	Rundle Mall Plaza Newsagency	Library Magazines	435.57
419	EFT55034	Rundle Mall Plaza Newsagency	Library Magazines	317.59
420	EFT54925	SA Lift & Loaders Pty Ltd	Plant Maintenance	1,555.50
421	EFT54715	SA Local Govt Financial Management Group	Membership	500.00
422	EFT54717	SA Metropolitan Fire Service	Alarm Response Callouts	1,182.00
423	EFT54720	SA Pathology	Water Testing	169.40
424	060793	SA Power Networks	Power	32,805.90
425	060798	SA Power Networks	Power	1,311.20
426	060820	SA Power Networks	Power	31,451.20
427	060810	SA Water	Water	21,958.34
428	060822	SA Water	Water	32,588.50
429	060832	SA Water	Water	6,823.00
430	EFT54933	SA Water	Water	163,095.99
431	EFT54932	SA Window Cleaning Pty Ltd	Window Cleaning	14,899.50
432	EFT54828	SAGE Automation Pty Ltd	Depot Electrical Works	37,050.00
433	EFT54601	Sam Ktisti	Reimburse Expenses	150.00
434	EFT54954	Saman Pirbhai	Thebarton Community Centre Bond Return	340.00
435	EFT54632	Samia Tawadros	Reimburse Volunteer Expenses	32.64
436	EFT54638	Samir Wasif	Reimburse Volunteer Expenses	106.08
437	EFT54955	Sandra Loprete	Thebarton Community Centre Bond Return	500.00
438	060803	Sarah Nesbit	Junior Development Grant	100.00
439	EFT54929	School of Chinese Music & Arts	Library Program	1,045.00
440	EFT54931	Seek Limited	Advertising	203.43
441	060821	Sensis Pty Ltd	Yellow Pages Listing	30.68
442	EFT54718	Shirley Sampson	Reimburse Volunteer Expenses	40.80
443	EFT54961	Simon Jadon	Thebarton Community Centre Bond Return	1,000.00
444	EFT54827	Sleepee Teepee	Library Program	1,850.00
445	EFT54930	Sleepee Teepee	Library Program	360.00
446	EFT54716	Solitaire Automotive	Vehicle Maintenance	370.00
447	EFT54625	Solo Resource Recovery	Garbage Collection & Waste Disposal	464,027.90
448	EFT54823	Solo Resource Recovery	Rubbish Removal	283.80
449	EFT55023	Sophie Dimitrakopoulos	Summer Festival Performance	600.00
450	EFT54607	South Australian Jockey Club Inc	Volunteers Christmas Luncheon	7,520.70
451	EFT54628	Southern Cross Protection	Patrol Service	822.25
452	EFT54721	Southern Cross Protection	Patrol Service	9,496.20
453	EFT54826	Southern Cross Protection	Patrol Service	893.75
454	EFT55038	Southfront	Professional Fees	17,259.00
455	EFT55041	Space Down Under	Depot Supplies	1,287.00
456	EFT54928	Specialty Fasteners	Depot Supplies	157.46

ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
457	EFT54719	Splashdown	Summer Festival Toilet Hire	1,200.00
458	EFT55039	Sports Medicine Australia - SA Branch	Library Program	307.45
459	EFT54924	St John Ambulance Australia SA Inc	Summer Festival First Aid Services	1,120.00
460	EFT54927	State Soccer	School Holiday Program	400.00
461	EFT55042	Streamline Plumbing SA Pty Ltd	Plumbing	17,999.53
462	EFT54829	Stumpy Stumps	Grind Stumps	700.00
463	EFT55043	Stumpy Stumps	Grind Stumps	400.00
464	EFT54824	Sublime PC Gear	Library Program	1,000.00
465	EFT54825	Suburban Transport Services	Taxi Fares	666.75
466	EFT54926	SUEZ Recycling & Recovery Pty Ltd	Rubbish Removal	557.50
467	EFT54626	Sunny's Independent Learning	Library Workshop	740.00
468	EFT55062	Surenda Pavdel	Thebarton Community Centre Bond Return	350.00
469	EFT54588	Susan Ainslee Frazer	Reimburse Volunteer Expenses	100.64
470	EFT55040	Sync Cabling Solutions Pty Ltd	Lighting	31,974.00
471	EFT54730	Taking Care of Trees	Tree Maintenance	5,318.75
472	EFT55048	Taking Care of Trees	Tree Maintenance	950.00
473	EFT54959	Tamu Dhee SA Incorporated	Thebarton Community Centre Bond Return	500.00
474	EFT54733	TechInSA	Licence to Occupy	1,100.00
475	EFT55050	TechInSA	Licence to Occupy	1,100.00
476	EFT54729	Telelink Business Systems Pty Ltd	Phone Equipment	401.61
477	EFT54938	Telelink Business Systems Pty Ltd	Phone Equipment	306.67
478	060801	Telstra	Telephone	8,536.45
479	060823	Telstra	Telephone	3,265.53
480	060818	Terry Mahoney	Vehicle Maintenance	358.00
481	EFT54649	The Adelaide Tree Surgery	Tree Maintenance	4,345.00
482	EFT54844	The Adelaide Tree Surgery	Tree Maintenance	3,839.00
483	EFT54971	The Adelaide Tree Surgery	Tree Maintenance	4,829.00
484	EFT54775	The Department for Correctional Services	Litter Collection	1,320.00
485	EFT54990	The Dog & Cat Management Board	Dog Registration Levy	2,480.00
486	EFT54676	The Ergo Centre	Furniture	2,053.00
487	EFT54779	The Ergo Centre	Furniture	839.00
488	EFT54998	The Ergo Centre	Furniture	360.00
489	EFT55002	The Frame Connection	Framing	1,216.60
490	EFT54882	The Good Guys	Electrical Goods	315.00
491	EFT54708	The Paper Bahn	Stationery	591.03
492	EFT55031	The Paper Bahn	Stationery	2,300.61
493	EFT54705	The Personnel Risk Management Group	Security Checks	59.40
494	EFT55030	The Personnel Risk Management Group	Security Checks	290.40
495	EFT54578	Thomas Campbell	Reimburse Expenses	247.00
496	EFT54742	Thomas Sanzari	Thebarton Community Centre Bond Return	500.00
497	EFT54936	Thomson Geer	Legal Fees	1,029.60
498	060800	Tim Cosh	Refund Development Fees	15,187.50
499	EFT54957	Tina Ouslinis	Thebarton Community Centre Bond Return	350.00
500	EFT54630	TMK Engineering Services	Engineering Services	4,945.60
501	EFT54726	TMK Engineering Services	Engineering Services	8,431.50
502	EFT55047	TNPK Staff Pty Ltd	Temp Compliance Staff	1,875.50
503	EFT54727	Tom's Car Wash	Vehicle Maintenance	440.00
504	EFT54629	Tonkin Consulting	Professional Fees	15,273.50
505	EFT54724	Tonkin Consulting	Professional Fees	45,572.89
506	EFT54939	Torrens Safety	Depot Supplies	1,146.42
507	EFT54732	Torrensville Bowling Club Inc	Project Funding	171,997.12
508	EFT54723	Total Construction Surveys Pty Ltd	Survey and Setouts	12,589.50
509	EFT55046	Total Construction Surveys Pty Ltd	Survey and Setouts	9,344.50
510	EFT54832	Total Tools Thebarton	Depot Supplies	2,555.05
511	EFT55049	Toy Libraries Australia Inc	Library Supplies	85.00
512	EFT55051	TPG Telecom	Internet Connection	2,035.00
513	EFT54894	Tracey Beaumont	Catering	756.00

**ACCOUNTS DUE AND SUBMITTED TO THE CITY FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
19 FEBRUARY 2019**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
514	EFT54940	Tradies Workwear	Safety Clothing	758.45
515	EFT54937	Tree Care Machinery	Depot Supplies	274.20
516	EFT54833	Trims	Clothing	223.20
517	EFT54935	Triple Cherry Coffee	Coffee Supplies	500.00
518	EFT54989	Tudor Civil	Roadworks	144,966.11
519	EFT54941	Turf Equipment SA Pty Ltd	Plant Maintenance	1,438.50
520	060813	Undenominational Christians	Thebarton Community Centre Bond Return	500.00
521	EFT54942	UrbanVirons Group Pty Ltd	Tree Maintenance	1,690.70
522	EFT54734	Veolia Environmental Services	Rubbish Removal	1,121.90
523	EFT54943	Veri Fire	Fire Safety	4,745.95
524	060806	Vesna Polvere	Rainwater Tank Rebate	500.00
525	EFT55036	VicRoads	Vehicle Searches	209.00
526	EFT54635	Walter Brooke & Associates Pty Ltd	Professional Fees	4,488.00
527	EFT54947	Waterpro Pty Ltd	Irrigation	955.47
528	EFT54637	WAX Design Pty Ltd	Professional Fees	7,353.50
529	EFT54740	WC Convenience Management Pty Ltd	Cleaning	14,576.09
530	EFT54949	WC Convenience Management Pty Ltd	Cleaning	8,897.68
531	EFT55058	WC Convenience Management Pty Ltd	Cleaning	4,218.29
532	EFT55056	Web Safety Pty Ltd	Safety Clothing	20,409.91
533	EFT54735	Weslo Staff Pty Ltd	Security Guard	644.16
534	EFT54945	Weslo Staff Pty Ltd	Security Guard	606.98
535	EFT55055	Weslo Staff Pty Ltd	Security Guard	644.16
536	EFT54634	Western Youth Centre	Partnership Agreement	12,921.50
537	EFT54946	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	9,004.00
538	EFT54736	Wholesale Plants and Products Pty Ltd	Plants	3,542.27
539	EFT54672	William Dickson	Reimburse Expenses	150.00
540	EFT54948	Winc Australia Pty Limited	Stationery	1,489.85
541	EFT55052	Wobbles the Clown	Summer Festival Performance	330.00
542	EFT54944	Worcomp Pty Ltd	Recruitment	442.00
543	EFT54739	WorkSafe Guardian	Monitoring	1,386.00
544	EFT54737	Worlds Best Specialised Cleaning	Graffiti Removal	4,433.00
545	EFT55063	Yazan Aburumman	Thebarton Community Centre Bond Return	500.00
				<u>\$ 7,930,787.68</u>

11.4 Taxi Voucher Usage

Brief

This report provides information on Elected Members' taxi voucher usage for the 3 month period to 31 December 2018.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Discussion

As required by Council resolution, a report on taxi voucher usage is tabled as **Attachment 1** for Elected Member information and review.

Conclusion

For information and review.

Attachments

1. Elected Members Taxi Voucher Usage Report

ELECTED MEMBER TAXI VOUCHER USAGE
3 Months to 31 December 2018

Elected Member	Journey Date	From	To	Cost
Mayor Trainer	05.10.18	Home	Mile End	13.13
	16.10.18	Goodwood	Adelaide	11.24
	16.10.18	Adelaide	Goodwood	16.38
	31.10.18	Goodwood	Adelaide	15.33
	31.10.18	Home	Goodwood	16.59
	01.11.18	Goodwood	Adelaide	18.90
	01.11.18	Adelaide	Goodwood	14.60
	01.11.18	Goodwood	Adelaide	13.55
	01.11.18	Adelaide	Goodwood	15.44
		Sub Total		\$135.16
Grand Total				\$135.16

11.5 Elected Members' Telephones

Brief

This report provides information on Elected Members' telephone costs, reimbursements and returns for the period to 31 December 2018, pursuant to the requirements of the *Elected Members Allowances, Facilities, Support and Benefits Policy*.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Discussion

Council policy requires in part that:

- Elected Members complete and sign a pro-forma to show the value of any personal telephone usage that occurred with the form to be returned to finance staff within 21 days; and
- A report on telephone usage be referred quarterly to the Finance and Governance Standing Committee showing costs, reimbursements and returns completed for each Member.

The required report is included as **Attachment 1**.

Conclusion

Information on Elected Members' telephone costs, reimbursements and returns for the period to 31 December 2018 is presented for review pursuant to the requirements of *Elected Members Allowances, Facilities, Support and Benefits Policy*.

Attachments

1. Elected Members Telephone Report

City of West Torrens
Report of Telephone/Fax Call Costs, Reimbursements and Returns

Elected Member	3 Months Period Ended 31 December 2018					6 Months YTD to 31 December 2018				
	Cost of Calls and Charges	Amount Reimbursed *	Number of Returns Required	Number of Returns Completed	Number of Returns Outstanding	Cost of Calls and Charges	Amount Reimbursed *	Number of Returns Required	Number of Returns Completed	Number of Returns Outstanding
Mayor Trainer	9.46	0.00	0.00	0.00	0.00	32.88	0.00	0	0	0
Cr Haese	0.00	0.00	0.00	0.00	0.00	1.51	0.00	0	0	0
Cr Palmer	9.13	0.00	0.00	0.00	0.00	13.08	0.00	0	0	0
Cr C O'Rielly	0.13	0.00	0.00	0.00	0.00	0.13	0.00	0	0	0
Cr G Vlahos	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0
Cr Woodward	0.06	0.00	0.00	0.00	0.00	0.06	0.00	0	0	0
Cr McKay	0.14	0.00	0.00	0.00	0.00	0.14	0.00	0	0	0
Cr Demetriou	2.64	0.00	0.00	0.00	0.00	7.65	0.00	0	0	0
Cr Tsiaparis	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0
Cr Mangos	0.13	0.00	0.00	0.00	0.00	0.35	0.00	0	0	0
Cr Polito	0.00	0.00	0.00	0.00	0.00	0.07	0.00	0	0	0
Cr Farnden	1.22	0.00	0.00	0.00	0.00	1.22	0.00	0	0	0
Cr Rypp **	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0
Cr Hill **	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0
Cr Nitschke **	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0

* Amounts involve committed reimbursements for the July 18 to June 19 accounts

** Crs Rypp, Hill and Nitschke do not have a Council supplied phone service

Council policy from 15 March 2015 only requires a return to be lodged if costs have been incurred.

11.6 Register of Allowances and Benefits - 6 Months to 31 December 2018

Brief

This report tables the register of allowances and benefits for Elected Members for the 6 months to 31 December 2018, prepared pursuant to the requirements of Section 79 of the *Local Government Act 1999*.

RECOMMENDATION

The Committee recommends to Council that the register of allowances and benefits for Elected Members for the 6 months to 31 December 2018, prepared pursuant to the requirements of Section 79 of the *Local Government Act 1999*, be received.

Discussion

The register of allowances and benefits for Elected Members for the 6 month period to 31 December 2018 is included with this agenda for information (**Attachment 1**). All amounts are gross, with reimbursements shown in the second last column.

Conclusion

The register of allowances and benefits for Elected Members for the 6 months to 31 December 2018 is tabled for information.

Attachments

- 1. Register of Allowances and Benefits - 6 Months to 31 December 2018**

Register of Allowances and Benefits for the period from 1 July 2018 to 31 December 2018

Elected Member	Allowance YTD	Phone/Fax & Internet	Vehicle Running Costs	Taxi Fares	Air Fares & Mileage	Training & Conferences	Accomm	Reimburse Expenses	Sundry	Meals & Functions	Reimburse to Council	Total
Mayor Coxon	6,877.00	0.00	0.00	0.00	0.00	605.00	0.00	0.00	0.00	0.00	0.00	7,482.00
Cr Reynolds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Wood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Vlahos	12,313.00	569.34	0.00	0.00	0.00	627.00	0.00	0.00	0.00	0.00	0.00	13,509.34
Cr C O'Rielly	12,313.00	719.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,032.79
Cr Woodward	12,313.00	355.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,668.75
Cr Papanikolaou	0.00	19.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.99
Mr Kym McKay	12,313.00	930.71	0.00	0.00	0.00	95.91	0.00	0.00	0.00	0.00	-155.95	13,183.67
Cr Huggett	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Anne McKay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Wilton	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Tsiaparis	9,850.00	345.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,195.13
Cr Pal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Mugavin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cr Nitschke	12,806.00	119.94	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	13,025.94
Ex Mayor Trainer	26,199.00	483.92	1,118.02	510.91	0.00	671.00	0.00	979.67	0.00	0.00	-685.25	29,297.27
Ex Cr Haese	12,313.00	693.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,006.35
Ex Cr Palmer	12,313.00	471.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-377.68	12,406.49
Ex Cr Rypp	12,313.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,313.00
Ex Cr Demetriou	12,313.00	216.36	0.00	79.20	0.00	605.00	278.00	0.00	0.00	0.00	0.00	13,491.56
Ex Cr Hill	12,313.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,313.00
Ex Cr Mangos	12,313.00	429.72	0.00	0.00	330.29	836.00	0.00	569.05	0.00	0.00	0.00	14,478.06
Ex Cr Polito	9,850.00	689.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,539.47
Ex Cr Farnden	9,850.00	367.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,217.54
Total	198,562.00	6,412.18	1,118.02	590.11	330.29	3,439.91	278.00	1,648.72	0.00	0.00	-1,198.88	211,180.35

Note: (1) Allowances to Crs. Haese and Hill include payments to each as members of the Mendelson Trust Management Committee. This payment is as a consequence of the Council's role as Trustee and not pursuant to any entitlement under the Local Government Act, 1999 or the Local Government (Members Allowances and Benefits) Regulations 2010.

(2) Complimentary tickets to SANFL matches at Richmond Oval are made available to Elected Members upon request.

11.7 Council Budget Report - SEVEN Months to 31 January 2019

Brief

This report provides information to Council on budget results for the seven months ended 31 January 2019.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

The report provides year to date (YTD) budget results for January 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 on target to achieving budget YTD.
- Statutory Charges are below budget YTD by \$133,984. Key variances include dog related income (\$40,669), which has been impacted by new DACO processes, parking fines (\$31,952) and lower than expected development application fee receipts (\$68,009). Adjustment of the latter is recommended in the December budget review.
- User charges are below budget YTD by \$110,358, largely due to the timing of property lease income, but some income has been lost due to the impact of community development projects. December budget review adjustments have been recommended.
- Grant income is above budget YTD by \$800,553, predominantly due to the timing of road grant receipts. Only a minor December budget review adjustment has been recommended as meeting budget by year end is expected.
- Reimbursement and other income is \$84,106 above budget YTD, being impacted by special distributions by Local Government Risk Services (\$151,227), although this is offset by insurance claim reimbursements (\$15,109), investment income (\$10,440) and Mendelson performance (\$19,208). December budget review adjustments have been recommended.

The end of year (EOY) forecast for operational income is expected to increase by \$62,680 largely based on variances, key information to date and adjustments recommended in the December budget review.

Operational Expenditure

Key variances include:

- Staff and related costs are \$292,837 below budget YTD, largely for vacancy and timing reasons. Adjustments are recommended in the December budget review.
- Buildings, furniture, plant and equipment costs are \$104,217 below budget YTD, largely due to the timing of computer associated expenditure (\$138,985), but offset by higher than expected costs for tyre and plant supplies (\$23,145).
- General expenses are below YTD budgets by \$590,001, largely due to delays in expenditure on professional fees (\$291,597) and the timing of expenditure on advertising and promotion (\$87,041), publications and stationery (\$70,311), and catering (\$41,577). A summary of variances for selected key general expenses is attached. Budget adjustments have been recommended in the December budget review.
- Council related expenditure is \$177,342 below budget YTD, predominantly due to the timing of grant expenditure (\$92,333) and donations (\$46,501). These variances are offset by a favourable street lighting timing variance (\$39,855). Adjustments are recommended in the December budget review.
- Contract and material expenditure is \$463,974 less than budget largely for timing reasons associated with Council's waste contract (\$375,554) and material purchases (\$87,560). December budget review adjustments have been recommended.
- Occupancy and property costs are \$206,457 above budget YTD, largely due to the timing of the payment of water rates (\$209,963). Minor adjustments are recommended in the December budget review.

The EOY forecast for operational expenditure is expected to increase by \$149,403 largely based on variances, key information to date and adjustments recommended in the December budget review.

Capital Expenditure

Key variances include:

- Motor vehicles are \$64,141 below budget largely due to timing reasons.
- Computer expenditure is \$65,975 below budget for timing reasons.
- Other plant and equipment expenditure is below YTD budget by \$179,618, for timing reasons with a wood-chipper and several trucks currently on order.
- Land and building costs are \$3,101,383 below budget YTD, largely due to delayed spending associated with community facility developments. Large commitments have been made which will reduce this in the coming months.

The EOY forecast for capital expenditure is expected to decrease by \$211,878 largely based on variances, key information to date and adjustments recommended in the December budget review.

Capital Income

Key variances include:

- Capital income is \$4,311 above budget due to black spot funding and road safety upgrade grants.

The EOY forecast for capital income is expected to increase by \$80,720 largely based on variances, key information to date and adjustments recommended in the December budget review.

Capital Works Expenditure

Expenditure on capital works YTD is \$16,348,627.

A capital works expenditure summary for YTD January 2019 is attached with appropriate comments provided on the status of individual budget lines. 75.4 per cent of the capital works budget has been spent or committed by way of purchase orders as at 31 January 2019.

It is estimated that 100 per cent of the forecast budget of \$39,538,346 is required to complete the program of works and that 89 per cent will be completed by 30 June 2019.

The EOY forecast for capital works expenditure is expected to increase by \$89,750 largely based on variances, key information to date and adjustments recommended in the December budget review.

Conclusion

Information is provided in this report on budget results for the seven months ended 31 January 2019.

Attachments

1. **January Budget v Actual**
2. **Capital Works - Budget vs Actual**
3. **General Expenses**

City of West Torrens Finance Budget Report for the 7 Months Ended 31 January 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							
58,172	58,575	Rates	58,277	58,277	0	0%	298
2,346	2,337	Statutory Charges	1,479	1,345	(134)	(9%)	991
1,588	1,513	User Charges	957	846	(110)	(12%)	668
3,226	2,538	Grants & Subsidies	1,216	2,017	801	66%	522
1,027	1,027	Reimbursements & Other Income	755	838	84	11%	189
66,360	65,991	Total Income	62,683	63,323	641	1%	2,668
Expenditure							
23,164	23,278	Staff & Related Costs	12,882	12,588	293	2%	10,690
4,988	5,230	Buildings, Furniture, Plant & Equipment	3,371	3,267	104	3%	1,963
8,480	8,480	Community Asset Costs	4,995	4,995	0	0%	3,485
4,550	4,969	General Expenses	3,379	2,789	590	17%	2,181
404	400	Bank & Finance Charges	83	80	3	4%	320
4,695	5,010	Council Related Expenditure	3,095	2,918	177	6%	2,092
8,871	8,923	Contract & Material Expenditure	4,734	4,270	464	10%	4,654
2,601	2,601	Occupancy & Property Costs	1,338	1,545	(206)	(15%)	1,057
(206)	(208)	Expenditure Recovered	(123)	(66)	(57)	46%	(143)
57,546	58,682	Total Expenditure	33,754	32,384	1,370	4%	26,299
8,813	7,309	Operating Surplus/Deficit	28,929	30,938			

City of West Torrens Finance Budget Report for the 7 Months Ended 31 January 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		
91	100	Motor Vehicles	60	(4)	64	107%	104		
485	565	Computer Equipment	550	484	66	12%	81		
1,144	1,677	Other Plant & Equipment	777	597	180	23%	1,080		
1,085	23,793	Land & Buildings	9,353	6,252	3,101	33%	17,542		
325	326	Library Resources	263	257	6	2%	69		
3,130	26,461	Total Expenditure	11,002	7,586	3,417	31%	18,875		
Adopted Budget Original	Adopted Budget Revised	Capital Income	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining		
0	3,742	Grants & Subsidies - Capital Income	117	121	(4)	(4%)	3,621		
0	3,742	Total Income	117	121	(4)	(4%)	3,621		
Adopted Budget Original	Adopted Budget Revised	Capital Works Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining		
5,204	8,764	Environment Program	5,112	4,628	485	9%	4,136		
2,015	4,363	Recreation Program	2,545	1,257	1,288	51%	3,106		
11,698	26,109	Transport Program	15,230	8,844	6,386	42%	17,265		
18,917	39,236	Total Expenditure	22,887	14,729	8,159	36%	24,507		

CITY OF WEST TORRENS
BUDGET 2018/19 - AS AT 31 January 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									
<i>Stormwater & Drainage</i>									
400,000	400,000	Minor Drainage Upgrades and Replacement Work	74,025	209,117	283,142	70.8%	400,000	100%	Minor Works / Program upgrade - continuing.
1,404,168	4,611,713	Lockleys Catchment	2,993,283	1,263,951	4,257,234	92.3%	4,611,713	100%	Works to cross Henley Beach Road at May Tce, and along Douglas St & Rowells Rd is complete. The construction of underground drainage in Stage 5B has commenced and is scheduled to be completed by February 2019. Detailed design for the Rutland Avenue secondary drainage works is progressing with works scheduled to commence in the third quarter.
0	96,502	Ashley St (West St to Hayward Ave)	0	0	0	0.0%	96,502	100%	Design is complete and is being reviewed in consideration of adjacent traffic management works in Ashley St and Hayward Ave. Concept plans have been developed for consultation with affected residents.
0	148,875	BHKC- Down stream South Rd and Gray St Bend	0	0	0	0.0%	148,875	100%	Detailed design is completed and awaiting quotes to undertake the construction works.
0	50,000	Plympton Green	0	0	0	0.0%	50,000	100%	Detailed design is being developed.
900,000	900,000	Shannon Ave Pump Station	0	589,800	589,800	65.5%	900,000	85%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
0	0	Maria Street Drainage	0	0	0	0.0%	0	100%	These works are complete (project merged with George Street reconstruction).
<i>Other Environment</i>									
2,500,000	2,500,000	Brown Hill and Keswick Creeks	2,050,000	0	2,050,000	82.0%	2,500,000	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.
0	56,932	Glensielg Adelaide Pipeline (GAP)	7,004	3,966	10,970	19.3%	56,932	75%	The budget funds to undertake a review of the current staged implementation plan and design on the next stage of the pipeline network.
5,204,168	8,764,022	Program Total	5,124,312	2,066,834	7,191,146	82.1%	8,764,022	98%	
RECREATION PROGRAM									
<i>Parks & Gardens</i>									
445,000	1,082,642	Playground Upgrade	617,102	63,236	680,337	62.8%	1,082,642	90%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
500,000	624,272	Reserve Developments - Various	456,221	92,495	548,715	87.9%	624,272	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
310,000	467,809	River Torrens Upgrade	100,111	38,348	138,459	29.6%	467,809	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
30,000	48,664	River Torrens Path Upgrades	0	745	745	1.5%	48,664	100%	Works for 2018/2019 to be scheduled
595,000	1,224,918	Reserve Irrigation Upgrades	194,147	134,833	328,980	26.9%	1,224,918	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
0	19,449	Additional Open Space Amenity Initiatives	0	12,238	12,238	62.9%	19,449	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
60,000	113,329	Bikeway Path Upgrade and Reseal	24,902	44,000	68,902	60.8%	113,329	100%	Works for 2018/2019 to be scheduled
<i>Sports Facilities</i>									
75,000	206,704	Tennis Court Upgrades	69,906	3,500	73,406	35.5%	206,704	100%	Works for 2018/2019 to be scheduled
0	0	Apex Park	0	0	0	#DIV/0!	0	0%	
0	45,600	Airport Road	0	600	600	1.3%	45,600	0%	Project development on hold
0	0	Memorial Gardens	0	0	0	0.0%	0	0%	
0	530,014	Thebarton Oval Kings Reserve	1,456	25,124	26,580	5.0%	530,014	25%	Projects in progress; refer Community Facilities General Committee 24 July 2018 / Urban Services Report 4 September 2018.
2,015,000	4,363,401	Program Total	1,463,844	415,118	1,878,962	43.1%	4,363,401	87%	

CITY OF WEST TORRENS
BUDGET 2018/19 - AS AT 31 January 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
TRANSPORT PROGRAM									
<i>Roads Sealed</i>									
9,049,358	23,131,003	City Funds/ULRG Funds/Carryovers	9,182,556	9,867,775	19,050,331	82.4%	23,131,003	85%	Project in progress; refer Urban Services Report 5 February 2019 for an update. DBR: \$1.1M reallocation between projects within the same program.
873,376	873,376	Roads to Recovery Grant Funds	0	0	0	0.0%	873,376	85%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
<i>Other Transport</i>									
0	0	Roundabouts / Minor Road Rehabilitation	0	0	0	0.0%		0%	DBR: \$9.8K Reimbursement of Private Works - 175 -177 Railway Tce - Verge Recon 29-571 Other Income Recognise in 9235
300,000	366,280	Bus Shelters	159,103	41,262	200,365	54.7%	366,280	100%	Upgrade works to hard stand area are in progress.
440,000	450,071	Traffic Management	64,972	836	65,808	14.6%	450,071	100%	Minor Traffic Management & LATM related installation works completed. Maria Street traffic calming concept is scheduled for resident consultation in late January 2109. Design is underway for the removal of the bus only device located at West Street and concept design is near complete for new traffic calming at Hayward Avenue. Ashley Street/Sherrif Street upgrade design is near complete and scheduled to call tenders by end of February 2019. DBR: \$80K 18/19 State Black Spot Funding George & Albert St Intersection - 29-958 Capital Income to be Recognise in Capital Works Project 9228
200,000	200,000	Bicycle Management Schemes	53,085	0	53,085	26.5%	200,000	100%	Scope of works is currently being undertaken.
580,000	663,756	Public Lighting	94,998	670,319	765,317	115.3%	663,756	90%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
0	107,489	Bio-Science Precinct Works	18,185	729	18,914	17.6%	107,489	100%	Currently undertaking design development for the balance of Holland Street.
<i>Bridges</i>									
0	61,462	Bridge Ancillary Works (as per Bridge Audit)	12,958	6,353	19,311	31.4%	61,462	100%	Design and documentation is underway.
<i>Footways & Cycle Tracks</i>									
147,964	147,964	Footpath Renewal Program	50,061	97,952	148,013	100.0%	147,964	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
209,522	209,522	Footpath Construction Program	2,750	209,523	212,273	101.3%	209,522	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
200,000	200,000	Footpath Remediation Program	121,803	86,103	207,906	104.0%	200,000	100%	Project in progress; refer Urban Services Report 5 February 2019 for an update.
12,000,220	26,410,923	Program Total	9,760,471	10,980,851	20,741,322	78.5%	26,410,923	86%	
19,219,388	39,538,346	TOTAL - ALL CAPITAL WORKS	16,348,627	13,462,803	29,811,430	75.4%	39,538,345	89%	

City of West Torrens
Budget 2018/19 - Year to 30 June 2019
(Interim Results - Selected Accounts)

	2017/18 Actuals	Account	2018/19 Budget					
			Annual Original Budget	Annual Revised Budget	YTD Revised Budget	YTD Actuals	YTD \$ Variance	YTD % Variance
	227,402	131 Training & Conference Costs	296,990	299,990	193,174	126,074	67,100	34.7
	55,999	213 Catering & Entertainment	59,920	59,920	42,108	20,154	21,955	52.1
	80,148	215 Catering/Entertain-Elected Members/others	75,450	75,450	48,391	28,769	19,622	40.5
	270,699	225 Subscriptions & Associations	271,205	268,718	228,336	219,775	8,561	3.7
	33,225	229 Elected Member Travel & Training	40,000	40,000	20,000	7,217	12,783	63.9
	430,001	241 Professional Fees - Legal	347,250	347,250	218,681	235,083	-16,402	-7.5
	9,844	243 Professional Fees - Medical	12,000	12,000	7,000	6,712	288	4.1
	815,620	245 Professional Fees - Consultants	606,600	797,600	543,312	384,473	158,839	29.2
	23,909	247 Professional Fees - Recruitment	10,000	10,000	7,500	0	7,500	100.0
	431,985	249 Professional Fees - General	587,550	787,940	603,871	462,498	141,373	23.4
	2,378,834	Total	2,306,965	2,698,868	1,912,373	1,490,755	421,618	22.0

11.8 Budget Review - December 2018

Brief

This report provides details of changes proposed to the 2018/19 budget, following completion of the budget review for December 2018.

RECOMMENDATION

The Committee recommends to Council that the budget review changes for December 2018 be adopted pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

Introduction

This report proposes changes to the 2018/19 budget and requires adoption by Council pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

Discussion

Key changes to the 2018/19 budget are highlighted below.

Operational Income

An operational income budget increase of \$62,680 is proposed, as itemised in **Attachment 1**, the key changes being:

- An increase of \$51,249 in unbudgeted insurance scheme distributions;
- An increase of \$40,000 in grant funding for risk / emergency management, fully offset by an increase in expenditure.

Operational Expenditure

An operational expenditure budget increase of \$149,403 is proposed, as itemised in **Attachment 1**, the key changes being:

- A reduction of \$179,316 in staffing costs, which includes the transfer of \$100,000 in depot salaries to the contractor budget of Horticultural Services and various other vacancy related reductions;
- An increase of \$112,110 in contractor expenditure, which includes \$100,000 in staffing costs;
- An increase of \$169,000 in professional fees, comprising \$60,000 in AECOM funding in support of the establishment of new depot tenancies, \$40,000 in additional funding for the recent Council election, \$40,000 in support of risk / emergency management (offset by grant funding), \$15,000 for the recent Camden Community Centre audit and \$20,000 in contractor funding to cover vacancies in City Development (offset by a reduction in salaries);
- An increase of \$40,000 in the legal budget, following unexpected additional costs associated with development and staffing matters.

Capital Expenditure and Income

Capital budget changes are itemised in **Attachment 1**, and include:

- A capital expenditure budget reduction of \$211,878;
- A capital income budget increase of \$80,720; and
- A capital works expenditure budget increase of \$89,750.

Key changes include:

- An amount of \$80,000 being added to the capital works budget for the upgrade of the George / Albert Street intersection in Thebarton, offset by blackspot grant funding;
- Funding of \$400,000 for the upgrade of the clubrooms at Peake Gardens being transferred to reserves, with work not expected in the 2018/19 financial year;
- An amount of \$131,622 being added to cover unbudgeted funding for new depot tenancies (funded from St Martins' sale proceeds held in reserves);
- \$75,000 being added to fund the decommissioning of the Marion Road depot prior to sale (funded from anticipated sale proceeds).

Borrowings

Council is currently debt free, however a sizeable loan, perhaps for \$10 million, is expected to be necessary in the near future. A further loan of a similar magnitude may also be needed during the 2019/20 financial year. Both loans if taken will impact the rates in the upcoming budget.

The need for substantial borrowings to occur has been flagged as a likelihood for some time now.

Finance staff are currently assessing when / how much Council needs to borrow and is looking at ways to minimise the initial impact these loans will have on the rates in the upcoming budget. At this early stage an impact on rates of at least 1.8 per cent is expected.

Financial Statements and Ratios

A revised Comprehensive Income Statement has been included with the budget review as **Attachment 2**. It shows an operating surplus before capital revenues, capital grants and subsidies, gain/loss on disposal of assets and physical resources received free of charge of \$7.222 million, a decrease of \$1.591 million or 18.1 per cent compared to the original budget. The projection assumes all allocated budgets are expended by 30 June 2019.

Revised budget statements, comprising Statement of Comprehensive Income, Financial Position, Cash Flow Statement, Changes in Equity, Financial Indicators, and Uniform Presentation of Finances, are also included.

The operating surplus ratio of the Council, which expresses the operating surplus as percentage of total operating income, is now 11 per cent compared to the original budget of 13 per cent. Council is aiming to maintain an ongoing operating surplus ratio between zero and 15 per cent.

Council's asset renewal funding ratio, which expresses net asset renewal expenditure as a percentage of the infrastructure & asset management plan required expenditure, has moved marginally from a budgeted 102 per cent to 100 per cent, compared to the original budget. Council is aiming to maintain an ongoing asset sustainability ratio of greater than 100 per cent.

A modest cash surplus net of reserves of \$10,257 is being projected as at 30 June 2019.

Conclusion

The December 2018 budget review must be adopted by Council pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

Attachments

- 1. 2018/19 December Budget Review Proposed Changes**
- 2. 2018/19 December Budget Review Financial Statements and Ratios**

The following changes are in the form of financial information as presented in Model Statement format as required
by legislation

2018/19 December Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>INCOME</u>		
Rates Related		
Corporate & Regulatory		25,316
Rates Related Total		25,316
 Statutory Charges		
Corporate & Regulatory	30,000	
Statutory Charges Total	30,000	
 User Charges		
Business & Community Services	15,000	
User Charges Total	15,000	
 Grants Subsidies & Contributions		
Business & Community Services	6,608	
Grants Subsidies & Contributions Total	6,608	
 Reimbursements		
Corporate & Regulatory		10,000
Urban Services	930	
Reimbursements Total		9,070
 Investment Income		
Corporate & Regulatory		30,000
Investment Income Total		30,000
 Other Revenue		
Business & Community Services	44,460	
Corporate & Regulatory	51,248	
Urban Services	9,750	
Other Revenue Total	105,458	
 Total Operational Income	62,680	

The following changes are in the form of financial information as presented in Model Statement format as required by legislation

2018/19 December Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>EXPENDITURE</u>		
Staff Costs		
Business & Community Services		36,610
City Management		83,800
Corporate & Regulatory		11,400
Urban Services		23,400
Staff Costs Total		155,210
Staff Related		
Business & Community Services		3,000
Corporate & Regulatory		23,982
Urban Services	2,877	
Staff Related Total		24,105
Plant & Equipment		
Business & Community Services		12,000
Corporate & Regulatory	3,000	
Plant & Equipment Total		9,000
General Expenditure		
Business & Community Services	89,500	
City Management	9,500	
Corporate & Regulatory	20,478	
Urban Services	84,200	
General Expenditure Total	203,678	
Bank & Finance		
Corporate & Regulatory		5,000
Bank & Finance Total		5,000
Council Expenditure		
Business & Community Services		7,000
City Management	2,000	
Corporate & Regulatory		17,592
Council Expenditure Total		22,592

The following changes are in the form of financial information as presented in Model Statement format as required
by legislation

2018/19 December Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>EXPENDITURE</u>		
Occupancy & Property		
Business & Community Services		8,000
Corporate & Regulatory		6,000
Urban Services	20,000	
Occupancy & Property Total	6,000	
Internal		
Business & Community Services	18,897	
Urban Services		375
Internal Total	18,522	
Contract Expenditure Works		
Business & Community Services		7,890
Corporate & Regulatory	20,000	
Urban Services	125,000	
Contract Expenditure Works Total	137,110	
Total Operational Expenditure	149,403	
<u>CAPITAL</u>		
Motor Vehicles		
Business & Community Services		8,500
Motor Vehicles Total		8,500
Land & Building		
Urban Services		203,378
Land & Building Total		203,378
Total Capital Expenditure		211,878

The following changes are in the form of financial information as presented in Model Statement format as required by legislation

2018/19 December Budget Review

Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>CAPITAL WORKS EXPENDITURE</u>		
8519 Dew St - 3285 (Kintore St to George St)	27,911	
8520 Dew St - 3285 (Rose St to Kintore St)		27,911
8524 Norma St - 6985 (South Rd to Falcon Av)	46,634	
8566 Aldridge Terrace& Marleston (Richmond Rd to St Anton St)		105,137
8571 Mortimer St& Kurralta Park (Gray St to Grassmere St)	200,000	
8573 West Thebarton Road& Thebarton (South Rd to James St)	105,137	
8575 White Avenue& Lockleys (Garden Ter to Tracey Cres)		194,689
8577 Birmingham St& Mile End South (South Rd to Pymbrah Rd)		90,746
8580 Phillips St& Thebarton (James St to Port Rd)	194,689	
8610 Dew St - 3285 (Kintore St to George St)	60,780	
8611 Dew St - 3285 (Rose St to Kintore St)		60,780
8612 Norma St - 6985 (South Rd to Falcon Av)		46,634
8677 Mackirdy St - 6210 (Weetunga St to Samuel St)		117,112
8683 Broughton Avenue& Kurralta Park (Tennyson St to Beauchamp)		200,000
8685 Ashwin Pd& Torrensville (City Boundary to East St)	90,746	
8689 Stephens Av& Torrensville (End to Ashley St)	209,591	
8691 Mackirdy St& Fulham (Henley Beach Rd to Samuel St)	117,112	
8703 Bonython Av - 1020 (User Ch 170 to Nagle Cres)		21,871
8704 Bonython Av - 1020 (Nagle Cres to Morphett Rd)		59,292
8705 Bonython Av - 1020 (Muirfield St to User Ch 170)		44,529
8706 Bonython Av - 1020 (Pine Av to User Ch 190)		75,047
8707 Bonython Av - 1020 (User Ch 190 to Muirfield St)		8,852
9228 Traffic Management Capital Works	80,000	
9235 Roundabouts / Minor Road Rehabilitation	9,750	
Overhead		7,273
Capital Works Expenditure Total	82,477	

City of West Torrens

Statement of Comprehensive Income
for the year ended 30 June 2019

\$ '000	Original Budget 2018/19	September Budget Review	December Budget Review
Income			
Rates Revenues	57,402	57,795	57,770
Statutory Charges	2,346	2,337	2,337
User Charges	1,588	1,513	1,528
Grants, Subsidies and Contributions	3,226	2,538	2,545
Investment Income	324	314	284
Reimbursements	222	226	227
Other Income	392	397	493
Net Gain - Equity Accounted Council Businesses	-	-	-
Total Income	65,500	65,121	65,184
Expenses			
Employee Costs	23,164	23,277	23,098
Materials, Contracts & Other Expenses	21,649	22,455	22,789
Depreciation, Amortisation & Impairment	11,470	11,681	11,681
Finance Costs	404	400	395
Net loss - Equity Accounted Council Businesses	-	-	-
Total Expenses	56,686	57,812	57,962
Operating Surplus / (Deficit)	8,813	7,309	7,222
Asset Disposal & Fair Value Adjustments	-	4,000	4,000
Amounts Received Specifically for New or Upgraded Assets	-	3,742	3,822
Physical Resources Received Free of Charge	-	-	-
Net Surplus / (Deficit) ¹	8,813	15,050	15,044
Other Comprehensive Income			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Changes in Revaluation Surplus - I,PP&E	-	-	-
<i>Amounts which will be reclassified subsequently to operating result</i>			
Total Other Comprehensive Income	-	-	-
Total Comprehensive Income	8,813	15,050	15,044

¹ Transferred to Equity Statement

City of West Torrens

Statement of Financial Position

as at 30 June 2019

\$ '000	Original Budget 2018/19	September Budget Review	December Budget Review
ASSETS			
Current Assets			
Cash and Cash Equivalents	-	742	822
Trade & Other Receivables	2,241	2,241	2,241
Other Financial Assets	1,317	1,317	1,317
Inventories	11	11	11
Subtotal	3,569	4,311	4,391
Non-Current Assets Held for Sale	-	-	-
Total Current Assets	3,569	4,311	4,391
Non-Current Assets			
Infrastructure, Property, Plant & Equipment	723,134	740,769	740,470
Other Non-Current Assets	3,720	3,720	3,720
Total Non-Current Assets	726,854	744,489	744,190
TOTAL ASSETS	730,423	748,800	748,581
LIABILITIES			
Current Liabilities			
Trade & Other Payables	4,215	4,840	4,840
Borrowings	5,750	5,750	5,750
Provisions	4,344	4,344	4,344
Subtotal	14,309	14,934	14,934
Liabilities relating to Non-Current Assets Held for Sale	-	-	-
Total Current Liabilities	14,309	14,934	14,934
Non-Current Liabilities			
Borrowings	3,737	14,337	14,337
Provisions	300	300	300
Total Non-Current Liabilities	4,037	14,637	14,637
TOTAL LIABILITIES	18,346	29,571	29,571
Net Assets	712,077	719,229	719,010
EQUITY			
Accumulated Surplus	107,826	114,063	114,057
Asset Revaluation Reserves	597,227	598,141	597,929
Other Reserves	7,024	7,024	7,024
Total Council Equity	712,077	719,228	719,010

City of West Torrens

Statement of Cash Flows
for the year ended 30 June 2019

\$ '000	Original Budget 2018/19	September Budget Review	December Budget Review
Cash Flows from Operating Activities			
Receipts			
Rates Receipts	57,402	57,795	57,770
Statutory Charges	2,346	2,337	2,337
User Charges	1,588	1,513	1,528
Grants, Subsidies and Contributions (operating purpose)	3,226	2,538	2,545
Investment Receipts	324	314	284
Reimbursements	222	226	227
Other Receipts	392	397	493
Payments			
Payments to Employees	(23,073)	(23,186)	(23,007)
Payments for Materials, Contracts & Other Expenses	(21,649)	(22,455)	(22,789)
Finance Payments	(404)	(400)	(395)
Net Cash provided by (or used in) Operating Activities	20,374	19,080	18,993
Cash Flows from Investing Activities			
Receipts			
Amounts Received Specifically for New/Upgraded Assets	-	3,742	3,822
Sale of Replaced Assets	521	643	615
Sale of Surplus Assets	4,000	4,000	4,000
Payments			
Expenditure on Renewal/Replacement of Assets	(12,206)	(35,660)	(35,705)
Expenditure on New/Upgraded Assets	(13,144)	(31,880)	(31,677)
Net Cash provided by (or used in) Investing Activities	(20,829)	(59,156)	(58,945)
Cash Flows from Financing Activities			
Receipts			
Proceeds from Borrowings	4,647	14,806	14,806
Payments			
Repayments of Borrowings	(265)	(265)	(265)
Net Cash provided by (or used in) Financing Activities	4,381	14,541	14,541
Net Increase (Decrease) in Cash Held	3,926	(25,535)	(25,410)
plus: Cash & Cash Equivalents at beginning of period	(9,031)	18,959	18,959
Cash & Cash Equivalents at end of period	(5,106)	(6,576)	(6,451)
Total Cash, Cash Equivalents & Investments	(5,106)	(6,576)	(6,451)

City of West Torrens

Statement of Changes in Equity for the year ended 30 June 2019

\$ '000	Accumulated Surplus	Asset Revaluation Reserve	Other Reserves	Total Equity
Original Budget 2018/19				
Balance at the end of previous reporting period	68,297	585,311	37,740	691,348
a. Net Surplus / (Deficit) for Year	8,813	-	-	8,813
b. Other Comprehensive Income				
- Gain (Loss) on Revaluation of I,PP&E	-	11,915	-	11,915
Other Comprehensive Income	-	11,915	-	11,915
Total Comprehensive Income	8,813	11,915	-	20,728
c. Transfers between Reserves	30,716	-	(30,716)	-
Balance at the end of period	107,826	597,226	7,024	712,076
September Budget Review 2018/19				
Balance at the end of previous reporting period	68,297	585,311	37,740	691,348
a. Net Surplus / (Deficit) for Year	15,050	-	-	15,050
b. Other Comprehensive Income				
- Gain (Loss) on Revaluation of I,PP&E	-	12,830	-	12,830
Other Comprehensive Income	-	12,830	-	12,830
Total Comprehensive Income	15,050	12,830	-	27,880
c. Transfers between Reserves	30,716	-	(30,716)	-
Balance at the end of period	114,063	598,141	7,024	719,228
December Budget Review 2018/19				
Balance at the end of previous reporting period	68,297	585,311	37,740	691,348
a. Net Surplus / (Deficit) for Year	15,044	-	-	15,044
b. Other Comprehensive Income				
- Gain (Loss) on Revaluation of I,PP&E	-	12,618	-	12,618
Other Comprehensive Income	-	12,618	-	12,618
Total Comprehensive Income	15,044	12,618	-	27,662
c. Transfers between Reserves	30,716	-	(30,716)	-
Balance at the end of period	114,057	597,929	7,024	719,010

City of West Torrens

Financial Indicators

for the year ended 30 June 2019

	Original Budget 2018/19	September Budget Review	December Budget Review
\$ '000			

These Financial Indicators have been calculated in accordance with *Information paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.

1. Operating Surplus Ratio

Operating Surplus	13%	11%	11%
Total Operating Revenue			

This ratio expresses the operating surplus as a percentage of total operating revenue.

1a. Adjusted Operating Surplus Ratio

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.	13%	11%	11%
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2. Net Financial Liabilities Ratio

Net Financial Liabilities	24%	39%	39%
Total Operating Revenue			

Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.

3. Asset Renewal Funding Ratio

Net Asset Renewals	102%	100%	100%
Infrastructure & Asset Management Plan required expenditure			

Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

City of West Torrens

Uniform Presentation of Finances

for the year ended 30 June 2019

\$ '000	Original Budget 2018/19	September Budget Review	December Budget Review
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>			
Income	65,500	65,121	65,184
less Expenses	(56,686)	(57,812)	(57,962)
Operating Surplus / (Deficit)	8,813	7,309	7,222
less Net Outlays on Existing Assets			
Capital Expenditure on Renewal and Replacement of Existing Assets	12,206	35,660	35,705
less Depreciation, Amortisation and Impairment	(11,470)	(11,681)	(11,681)
less Proceeds from Sale of Replaced Assets	(521)	(643)	(615)
Subtotal	215	23,336	23,409
less Net Outlays on New and Upgraded Assets			
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	13,144	31,880	31,677
less Amounts Received Specifically for New and Upgraded Assets	-	(3,742)	(3,822)
less Proceeds from Sale of Surplus Assets (including Investment Property & and Real Estate Developments)	(4,000)	(4,000)	(4,000)
Subtotal	9,144	24,139	23,854
Net Lending / (Borrowing) for Financial Year	(546)	(40,166)	(40,042)

11.9 Credit Card Purchases - October to December 2018

Brief

This report tables a schedule of credit card payments for the December quarter of 2018.

RECOMMENDATION

The Committee recommends to Council that the schedule of credit card payments for the December quarter of 2018 be received.

Discussion

A schedule of credit card purchases for the December quarter of 2018 is included with this agenda as attachment 1, pursuant to a resolution of Council on 21 August 2018.

This schedule of purchases was posted to Council's website on 29 January 2019.

20 staff have been issued with Council credit cards. None have been issued to Elected Members.

Conclusion

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

Attachments

- 1. Register of Credit and Debit Card Transactions October to December 2018**

City of West Torrens Register of Credit and Debit Card Transactions Quarter Ended 31 December 2018				
Ref. No.	Payment Date	Payee	Purchase Description	Amount
1	26/09/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	110.00
2	26/09/2018	Adairs - Mile End	Picture Frames	41.99
3	26/09/2018	AGL Sales Pty Ltd, Sydney	Power Supply	480.96
4	26/09/2018	Booktopia Pty Ltd, Lidcombe	Library Books	80.70
5	26/09/2018	Construction Industry, Wayville	CITB Levy	200.00
6	26/09/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
7	26/09/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
8	26/09/2018	Ezi*EzyDVD, Helensvale	Library DVDs	173.79
9	26/09/2018	Jigsaw Store, Ultimo	Library Jigsaw Puzzles	293.75
10	26/09/2018	Nuskope, Mawson Lakes	Reimburse Internet Connection	59.95
11	26/09/2018	Reface Industries, Welshpool	Library Supplies	299.23
12	26/09/2018	Seton, Greystances	Signage	99.00
13	26/09/2018	Tony & Mark's Brickworks, Torrensville	Library Exhibition Launch	157.15
14	26/09/2018	Upark Topham	Carparking	12.00
15	26/09/2018	Veolia Environmental, Kilburn	Sharps Container	50.70
16	26/09/2018	Woolworths, Hilton	Active Ageing Friday Supplies	73.15
17	27/09/2018	AGL Sales Pty Ltd, Sydney	Power Supply	366.28
18	27/09/2018	Booktopia Pty Ltd, Lidcombe	Library Books	110.65
19	27/09/2018	Dan Murphys, Torrensville	Library Exhibition Launch	94.05
20	27/09/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
21	27/09/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
22	27/09/2018	Hover, MS	Council Domain Name	57.34
23	27/09/2018	Hover, MS	Council Domain Name	56.86
24	27/09/2018	JBHifi.com.au, Chadstone	Library DVDs	95.67
25	27/09/2018	Tony & Mark's Brickworks, Torrensville	Library Exhibition Launch	33.95
26	27/09/2018	Unity Group HT Pl, West Beach	Picture Frames	24.00
27	27/09/2018	Upk Wyatt, Adelaide	Carparking	14.00
28	28/09/2018	Aimtel Inc, CA	Software	69.73
29	28/09/2018	Bunnings, Mile End	Community Garden Supplies	175.40
30	28/09/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
31	28/09/2018	Linkedin	Advertising	399.96
32	28/09/2018	Motor Vehicle Reg, Parap	Vehicle Searches	42.00
33	29/09/2018	Qantas Airways, Mascot	Conference Airfares	442.01
34	29/09/2018	Qantas Airways, Mascot	Conference Airfares	585.62
35	2/10/2018	2co.com*devart.com, Amsterdam	Software	1,066.09
36	2/10/2018	City of Adelaide	Carparking	8.40
37	2/10/2018	Digicert Inc, UT	Security Certificates	283.26
38	2/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
39	2/10/2018	Ikea Adelaide	Library Event Supplies	42.92
40	2/10/2018	Jarvis Toyota, Clovelly Park	Vehicle Maintenance	414.10
41	2/10/2018	S/Army Salvos Store, Hilton	Library Event Supplies	123.00
42	3/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	209.50
43	3/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	21.00
44	3/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
45	3/10/2018	Easypark	Carparking	18.70
46	3/10/2018	Ezi*EzyDVD, Helensvale	Library DVDs	238.73
47	3/10/2018	Harman Group Pty Ltd, Richmond	89th Birthday Gift	42.95
48	3/10/2018	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	69.96
49	3/10/2018	Kmart, Kurralta Park	Library Event Supplies	45.00
50	4/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	190.70
51	4/10/2018	Upk Pirie, Adelaide	Carparking	11.00
52	5/10/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	186.00
53	5/10/2018	Adelaide Fringe Inc	Festival Registration	330.00
54	5/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	58.15
55	5/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
56	5/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00

Ref. No.	Payment Date	Payee	Purchase Description	Amount
57	5/10/2018	Ezi*EzyDVD, Helensvale	Library DVDs	-29.97
58	7/10/2018	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	314.54
59	7/10/2018	Telstra Bill Payment, Melbourne	Phone	5.40
60	8/10/2018	Big W, Cumberland Pk	Library Event Supplies	35.20
61	8/10/2018	Campbells Cash & Carry, Nth Plympton	Milk & Water	248.06
62	8/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
63	8/10/2018	Officeworks, Bentleigh East	Stationery	45.85
64	8/10/2018	Post Hilton Plaza	Mail Redirection	1,026.75
65	8/10/2018	Safety Institute of, Tullamarine	Software	22.00
66	9/10/2018	Big W, Torrensvile	Library Books	695.00
67	9/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	121.15
68	9/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
69	9/10/2018	EZI*Easy Signs Pty Ltd, Ingleburn	Remembrance Day Banners	441.24
70	9/10/2018	News Digital Subs, Surry Hills	Adelaide Now Subscription	28.00
71	9/10/2018	Telstra Bill Payment, Melbourne	Phone	120.00
72	9/10/2018	Telstra Bill Payment, Melbourne	Phone Line Cancellation	300.00
73	10/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	105.30
74	10/10/2018	Coles, Plympton	Library Movie Night Supplies	174.10
75	10/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
76	10/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
77	10/10/2018	Drake Supermarkets, Torrensvile	Friday Group Plympton	8.06
78	10/10/2018	JB Home Mile End	Library DVDs	326.67
79	10/10/2018	JB Home Mile End	Library DVDs	801.26
80	10/10/2018	JB Home Mile End	Library CDs	1,019.53
81	10/10/2018	JB Home Mile End	Library CDs	800.34
82	11/10/2018	Coles, Kurralta Park	Active Ageing Friday Supplies	65.74
83	11/10/2018	Coles, Plympton	Program Supplies	28.48
84	11/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
85	11/10/2018	JBHiFi.com.au, Chadstone	Library DVDs	-4.00
86	11/10/2018	Kmart, Kurralta Park	Library Event Supplies	66.15
87	11/10/2018	Nulab Inc, Fukuokashi Chfuk	Software	433.83
88	11/10/2018	Woolworths, West Beach	Staff Training Catering	52.11
89	12/10/2018	Adelaide Merchandising	Mobile Library Equipment	349.00
90	12/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
91	12/10/2018	Governance Institute Sydney	Staff Training	55.00
92	12/10/2018	JB Home Mile End	Computer Equipment	90.25
93	12/10/2018	Officeworks, Keswick	Stationery	122.48
94	12/10/2018	Tony & Mark's Brickworks, Torrensvile	Library Exhibition Launch	260.93
95	13/10/2018	AHRI Ltd, Melbourne	Staff Training	1,050.00
96	14/10/2018	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	60.23
97	15/10/2018	ACT Road User Service, Dickson	Vehicle Searches	25.60
98	15/10/2018	Apple Store, Adelaide	Phone Repairs	149.00
99	15/10/2018	BASS, Adelaide	Active Ageing Event	1,163.95
100	15/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	160.45
101	15/10/2018	EHI Australia Pty, Thebarton	Mobile Library Equipment	435.00
102	15/10/2018	Ezi*EzyDVD, Helensvale	Library DVDs	42.47
103	15/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	136.00
104	15/10/2018	Northland Distributors, Cavan	Library Event Supplies	95.19
105	15/10/2018	Secure Parking, Rundle	Carparking	6.00
106	16/10/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	186.00
107	16/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	219.07
108	16/10/2018	JBHiFi.com.au, Chadstone	Library Youth Games Supplies	42.99
109	16/10/2018	Spotlight, Trinity Gardens	Armistice Day Event Supplies	15.97
110	16/10/2018	Woolworths Online, Bella Vista	Catering/Kitchen Supplies	330.34
111	17/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
112	17/10/2018	Ikea Adelaide	Catering - Active Ageing	44.92
113	17/10/2018	Northland Distributors, Cavan	Catering - Active Ageing	24.22
114	17/10/2018	Safety Institute of, Tullamarine	Staff Training	71.50
115	17/10/2018	Telstra Bill Dir Deb, Adelaide	Reimburse Internet Connection	59.95
116	17/10/2018	Wilson Parking, Adelaide	Carparking	25.20

Ref. No.	Payment Date	Payee	Purchase Description	Amount
117	18/10/2018	Adelaide Convention	Carparking	27.36
118	18/10/2018	Aussie Disposals, Dandenong	Armistice Day Event Supplies	71.34
119	18/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
120	18/10/2018	House & Garden, Richmond	Library Art Gallery Supplies	135.80
121	18/10/2018	Ikea Adelaide	Photo Frames for Armistice Day	49.77
122	18/10/2018	Norman Waterhouse Lawyers	Workshop	385.00
123	19/10/2018	Adelaide Convention	Carparking	20.27
124	19/10/2018	AUS Electronics Direct	Electronic Supplies	27.84
125	19/10/2018	Auto Park Pty Ltd, Adelaide	Carparking	15.22
126	19/10/2018	Booktopia Pty Ltd, Lidcombe	Library Books	112.70
127	19/10/2018	Bunnings, Mile End	Depot Supplies	94.89
128	19/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
129	19/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
130	19/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
131	19/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
132	19/10/2018	Ezi*EzyDVD, Helensvale	Library DVDs	124.85
133	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	64.00
134	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	145.00
135	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	46.00
136	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	190.00
137	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	75.80
138	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	210.00
139	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	79.60
140	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	109.00
141	19/10/2018	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	76.30
142	19/10/2018	Jetwave Industrial, Keswick	Cleaning Equipment	130.90
143	19/10/2018	News Pty Ltd, Subscript, Surry Hills	Newspaper Subscription	150.00
144	19/10/2018	Nuskope, Mawson Lakes	Reimburse Internet Connection	59.95
145	20/10/2018	Algolia Essential Pla, CA	Web Search	164.78
146	20/10/2018	Spotlight, Albert Park	Armistice Day Event Supplies	10.22
147	20/10/2018	Wilson Parking, Adelaide	Carparking	16.13
148	21/10/2018	Telstra Bill Payment, Melbourne	Phone	220.00
149	22/10/2018	EB *ZestFest Oration, Richmond	Active Ageing	12.31
150	22/10/2018	Ezi*EzyDVD, Helensvale	Library DVDs	-26.97
151	22/10/2018	Paypal *idmart	Printer Ribbons	15.68
152	22/10/2018	Paypal *idmart	Printer Ribbons	23.38
153	22/10/2018	Pythonanywhere, London	Software	52.09
154	23/10/2018	Case Store, Mascot	iPad Case	134.90
155	23/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
156	23/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
157	23/10/2018	Platters Plus Catering, Forestville	Library Festival Catering	200.08
158	23/10/2018	Platters Plus Catering, Forestville	Library Festival Catering	577.22
159	23/10/2018	Upk Pirie, Adelaide	Carparking	18.00
160	24/10/2018	Asis Scientific, Hindmarsh	Depot Supplies	160.68
161	24/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
162	24/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
163	24/10/2018	X Convenience Netley	Gas Bottle Refill for Mock Crash	19.95
164	25/10/2018	Coles, Plympton	Active Ageing Program Supplies	61.95
165	25/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
166	25/10/2018	Flowers Everywhere, Richmond	100th Birthday Gift	82.00
167	25/10/2018	Secure Parking, Rundle	Carparking	20.00
168	25/10/2018	Woolworths, Torrensvile	Mock Crash Ice & Milk	24.54
169	26/10/2018	AFSA/PPSR, Barton	Vehicle Searches	2.00
170	26/10/2018	Bunnings, Mile End	Community Garden Supplies	57.11
171	27/10/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	22.00
172	27/10/2018	Adelaide Entertainment	Carparking	12.17
173	27/10/2018	Ikea Adelaide	Library Childrens Program Craft Supplies	147.98
174	27/10/2018	News Digital Subs Surry Hills	Advertiser on-line Subscription	28.00
175	27/10/2018	Pat-a-Cake, Malvern	Catering	36.90
176	27/10/2018	Trybooking Little Less	Workshop	185.00

Ref. No.	Payment Date	Payee	Purchase Description	Amount
177	28/10/2018	AGL Sales Pty Ltd, Sydney	Power Supply	32.00
178	28/10/2018	Aimtel, Inc, CA	Software	71.52
179	29/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
180	29/10/2018	JB Home Mile End	Library DVDs	859.52
181	29/10/2018	JB Home Mile End	Library DVDs	1,043.41
182	29/10/2018	www.tes.com, GBR	Armistice Day Event	5.66
183	30/10/2018	Adelaide Entertain, Hindmarsh	Carparking	4.17
184	30/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
185	30/10/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
186	30/10/2018	Qantas Airway, Mascot	Conference Airfares	701.75
187	30/10/2018	Queensland Govt 2, Brisbane	Vehicle Searches	100.00
188	30/10/2018	The Brompton Hotel	Luncheon	73.80
189	30/10/2018	Woodville Pizza Bar	Staff Training Catering	216.50
190	31/10/2018	City of Adelaide	Carparking	8.40
191	31/10/2018	Westfield Gift Cards, Sydney	Staff 25 Years Service Award	758.90
192	31/10/2018	Woolworths, West Beach	Staff Training Catering	52.89
193	1/11/2018	ACT Road User Service, Dickson	Vehicle Searches	25.60
194	1/11/2018	Adelaide Entertain, Hindmarsh	Carparking	4.17
195	1/11/2018	Coles, Plympton	Active Ageing	76.60
196	1/11/2018	SQ*First Aid Certific, Adelaide	First Aid Training	273.00
197	5/11/2018	Adelaide Central Mkt	Carparking	6.00
198	5/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	268.90
199	5/11/2018	Daiso Industries, Oaklands Park	Armistice Day Supplies	51.00
200	5/11/2018	Kresta Blinds, Mile End South	Office Blinds	1,024.14
201	5/11/2018	Paypal *bookstore	Library Books	191.70
202	6/11/2018	Bunnings, Mile End	Maintenance Supplies	158.70
203	6/11/2018	Campbells Cash & Carry, Nth Plympton	Milk	99.53
204	6/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
205	6/11/2018	Eckersleys Adelaide	Armistice Day Supplies	51.11
206	6/11/2018	Goble Pet Grain, Marleston	Maintenance Supplies	31.00
207	6/11/2018	Lincraft Adelaide	Armistice Day Supplies	54.97
208	6/11/2018	MSFT*<E0406TWUM>	Software	23.02
209	6/11/2018	News Digital Subs, Surry Hills	Adelaide Now Subscription	28.00
210	7/11/2018	ARA Locksmiths, Wayville	Cut Keys	269.50
211	7/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	246.40
212	7/11/2018	Bunnings, Mile End	Community Garden Supplies	37.22
213	7/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
214	7/11/2018	Office Timeline	Software	69.13
215	8/11/2018	Campbells Cash & Carry, Nth Plympton	Spring Water	60.28
216	8/11/2018	Coles, Plympton	Active Ageing	61.70
217	8/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	35.00
218	8/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
219	8/11/2018	Gaganis Warehouse, Hindmarsh	Armistice Day Event	34.45
220	8/11/2018	Illion Australia Pty, Melbourne	Credit Check	561.00
221	8/11/2018	Paul Munns Instant, Brighton	Depot Supplies	31.00
222	8/11/2018	The Institution of Engineers, Barton	Staff Training	299.95
223	8/11/2018	Wilson Parking, Adelaide	Carparking	5.04
224	9/11/2018	Coles, Kurralta Park	Active Ageing	6.00
225	9/11/2018	Dan Murphys, Torrensvile	Library Exhibition Launch	130.20
226	9/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
227	9/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
228	9/11/2018	JBHiFi.com.au, Chadstone	Library DVDs	63.46
229	9/11/2018	JBHiFi.com.au, Chadstone	Library DVDs	33.48
230	9/11/2018	JBHiFi.com.au, Chadstone	Library DVDs	43.48
231	9/11/2018	Nulab Inc, JPN	Software	69.51
232	9/11/2018	Tony & Mark's Brickworks, Torrensvile	Library Exhibition Launch	132.19
233	9/11/2018	Woolworths, Hilton	Armistice Day Event	55.80
234	9/11/2018	Woolworths, Torrensvile	Art Exhibition Launch Catering	32.58
235	11/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	306.70
236	11/11/2018	BP Hilton	Armistice Day Event	4.19

Ref. No.	Payment Date	Payee	Purchase Description	Amount
237	11/11/2018	Trybooking Little Less	Workshop	-184.70
238	12/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	140.00
239	13/11/2018	Auto Park, Adelaide	Carparking	15.22
240	13/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
241	13/11/2018	Drake Supermarkets, Torrensvile	Active Ageing Seniors	66.99
242	13/11/2018	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	60.23
243	13/11/2018	The Ergo Centre, Keswick	Chair	225.00
244	13/11/2018	Woolworths Online, Bella Vista	Catering/Kitchen Supplies	581.99
245	14/11/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	22.00
246	14/11/2018	Adelaide Convention	Carparking	16.22
247	14/11/2018	Australian Asphalt, Pt Melbourne	Staff Training	143.00
248	14/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
249	14/11/2018	Illion Australia Pty, Melbourne	Credit Check	-165.00
250	14/11/2018	Middletonevents, Christies Beach	International Day of People with Disability Event	787.05
251	14/11/2018	Upk Pirie	Carparking	14.00
252	15/11/2018	Adairs Mile End	Office Refurbishment	59.98
253	15/11/2018	Adelaide Convention	Carparking	16.22
254	15/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	89.90
255	15/11/2018	Coles, Plympton	Active Ageing	94.32
256	15/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
257	15/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
258	15/11/2018	Novotel Bris Sth Bank	Conference Accommodation	825.00
259	15/11/2018	Priceline Adelaide	Sundry Supplies	7.48
260	15/11/2018	The Canvas Art Factory	Office Refurbishment	388.40
261	15/11/2018	Wilson Parking, Adelaide	Carparking	11.09
262	16/11/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	22.00
263	16/11/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	22.00
264	16/11/2018	Bunnings, Mile End	Community Garden Supplies	132.75
265	16/11/2018	Bunnings, Mile End	Maintenance Supplies	14.89
266	16/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
267	16/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
268	16/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
269	16/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
270	16/11/2018	Drake Supermarkets, West Beach	Sundry Supplies	8.98
271	16/11/2018	Post Hilton Plaza	Vehicle Registration	7.00
272	16/11/2018	SQ*First Aid Certific, Adelaide	First Aid Training	117.00
273	19/11/2018	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	179.84
274	19/11/2018	Marion Hotel, Mitchell Park	Council Supplies	300.00
275	19/11/2018	Nuskope, Mawson Lakes	Reimburse Internet Connection	59.95
276	19/11/2018	Telstra Bill Dir Deb, Adelaide	Reimburse Internet Connection	59.95
277	20/11/2018	Algolia Essential, CA	Web Search	161.53
278	20/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	42.00
279	20/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
280	20/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
281	20/11/2018	Woolworths, Hilton	Staff 25 years Celebration	162.50
282	21/11/2018	IGA Everyday, Novar Gdns	Catering	16.48
283	21/11/2018	Readhowyouwant, NY	Library Books	78.49
284	22/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	383.35
285	22/11/2018	Coles, Kurralta Park	Active Ageing	79.55
286	22/11/2018	Ezy*ezydvd, Helensvale	Library DVDs	466.55
287	22/11/2018	JB Hi Fi, Oaklands Park	Library DVDs	305.76
288	22/11/2018	Pythonanywhere, Lnd	Computer Equipment	51.00
289	22/11/2018	Upark Topham, Adelaide	Carparking	15.00
290	23/11/2018	City of Adelaide	Carparking	8.40
291	24/11/2018	News Limited Surry Hills	Advertiser on-line Subscription	28.00
292	24/11/2018	The Playford Adelaide	Carparking	16.00
293	26/11/2018	Adairs Mile End	Library Display	41.88
294	26/11/2018	Adairs Mile End	Library Display	47.84
295	26/11/2018	Adelaide Convention	Carparking	17.23
296	26/11/2018	Adelaide Convention	Carparking	17.23

Ref. No.	Payment Date	Payee	Purchase Description	Amount
297	26/11/2018	Bed Bath N Table, Mile End	Library Display Supplies	244.83
298	26/11/2018	Bunnings, Mile End	Depot Supplies	69.60
299	26/11/2018	Freedom Mile end	Library Display	49.00
300	27/11/2018	Adelaide Convention	Carparking	15.20
301	27/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
302	27/11/2018	Upk Wyatt, Adelaide	Carparking	14.00
303	27/11/2018	Wilson Parking, Adelaide	Carparking	15.12
304	28/11/2018	AHRI Ltd, Melbourne	Staff Training	105.00
305	28/11/2018	Aimtel, Inc, CA	Software	69.54
306	28/11/2018	Biopak Pty Ltd, Bondi Junction	Catering Supplies	757.52
307	28/11/2018	BL Shipway & Co, Richmond	Vehicle Maintenance	500.00
308	28/11/2018	BL Shipway & Co, Richmond	Vehicle Maintenance	276.28
309	28/11/2018	Booktopia Pty Ltd, Lidcombe	Library Books	65.25
310	28/11/2018	Domayne Furniture, Marion	Library Display Supplies	33.95
311	28/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
312	28/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
313	28/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	21.00
314	28/11/2018	Ezi*ezydvd, Helensvale	Library DVDs	52.94
315	28/11/2018	News Pty Ltd Subscript, Surry Hills	Newspaper Subscription	120.00
316	28/11/2018	Officeworks, Keswick	Stationery	424.00
317	28/11/2018	Paypal *bookstore	Library Books	79.65
318	28/11/2018	SQ *First Aid Certific, Adelaide	First Aid Training	89.00
319	29/11/2018	Campbells Cash & Carry, Pooraka	Milk	176.00
320	29/11/2018	Case Store Pty Ltd, Mascot	iPad Cases	572.22
321	29/11/2018	City of Adelaide	Carparking	7.40
322	29/11/2018	Coles, Plympton	Active Ageing Group	72.61
323	29/11/2018	Distro Print, brunswick	Summer Festival Posters	224.40
324	29/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
325	29/11/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
326	29/11/2018	JB Hi Fi, Oaklands Park	Library CDs	13.99
327	29/11/2018	Upark Topham, Adelaide	Carparking	15.00
328	30/11/2018	Bed Bath N Table, Mile End	Library Display Supplies	39.95
329	30/11/2018	Bunnings, Mile End	Library Display Supplies	18.67
330	30/11/2018	Electrical Home Aids, Hilton	Repair Vacuum Cleaner	19.95
331	30/11/2018	JB Home Mile End	Library DVDs	435.60
332	30/11/2018	Queensland Govt 2, Brisbane	Vehicle Searches	100.00
333	3/12/2018	Coles, Kurralta Park	Farwell Lunch - Lockleys Senior Group	33.20
334	3/12/2018	Drake Supermarkets, Torrensville	Farwell Lunch - Lockleys Senior Group	160.00
335	3/12/2018	Drake Supermarkets, Torrensville	Farwell Lunch - Lockleys Senior Group	81.76
336	3/12/2018	Get it Cheap-Mile End	Farwell Lunch - Lockleys Senior Group	30.35
337	3/12/2018	Kmart, Kurralta Park	Farwell Lunch - Lockleys Senior Group	111.50
338	3/12/2018	Kmart, Kurralta Park	Farwell Lunch - Lockleys Senior Group	45.00
339	3/12/2018	PPSR AFSA, Barton	Vehicle Searches	2.00
340	3/12/2018	PPSR AFSA, Barton	Vehicle Searches	2.00
341	3/12/2018	Woolworths, Hilton	International Day for People with Disabilities	74.00
342	4/12/2018	CBS Occ Licence, Adelaide	Summer Festival Liquor Licence	253.50
343	4/12/2018	CBS Occ Licence, Adelaide	Summer Festival Liquor Licence	84.50
344	4/12/2018	CBS Occ Licence, Adelaide	Summer Festival Liquor Licence	84.50
345	4/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
346	4/12/2018	Ezi*ezydvd, Helensvale	Library DVDs	187.82
347	4/12/2018	JBHIFI.com.au, Chadstone	Library DVDs	11.97
348	4/12/2018	Jetware Industrial, Keswick	Vehicle Maintenance	144.10
349	4/12/2018	News Limited, Surry Hills	Adelaide Now Subscription	28.00
350	4/12/2018	Romeo IGA, Brooklyn Park	Farwell Lunch - Lockleys Senior Group	31.29
351	5/12/2018	Adelaide Central Market	Carparking	6.00
352	5/12/2018	Booktopia Pty Ltd, Lidcombe	Library Books	938.45
353	5/12/2018	City of Adelaide	Carparking	7.40
354	5/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
355	5/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
356	5/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00

Ref. No.	Payment Date	Payee	Purchase Description	Amount
357	5/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
358	5/12/2018	Ikea Adelaide	Towels	42.42
359	5/12/2018	Indigenous Litrcy Fnd, Ultimo	Library Books	24.99
360	5/12/2018	Zapier.com/charge, CA	Software	846.83
361	6/12/2018	Coles, Plympton	Active Ageing Group	64.60
362	6/12/2018	CPA Australia Ltd, Southbank	Subscription	720.00
363	6/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	21.00
364	6/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
365	6/12/2018	Uploadcare.com	Software	356.25
366	7/12/2018	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	12.45
367	7/12/2018	MSFT*<E040070Y4U>	Software	42.77
368	8/12/2018	Big W, Torrensville	CHSP Group Christmas Raffle	60.00
369	8/12/2018	Wilson Parking, Adelaide	Carparking	18.00
370	8/12/2018	Woolworths, Torrensville	CHSP Group Christmas Raffle	131.75
371	10/12/2018	Adelaide Convention	Carparking	17.23
372	10/12/2018	Dimonti Investments, Plympton	Active Ageing Lunch	345.20
373	10/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
374	10/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
375	10/12/2018	Paypal *66FITUA STRA	Sports Library Equipment	80.00
376	11/12/2018	AGL Sales Pty Ltd, Sydney	Power Supply	-420.00
377	11/12/2018	Booktopia Pty Ltd, Lidcombe	Library Books	882.95
378	11/12/2018	Booktopia Pty Ltd, Lidcombe	Library Books	132.35
379	11/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	28.00
380	11/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
381	11/12/2018	Woolworths, West Beach	Active Ageing Group	119.75
382	12/12/2018	AHRI Ltd, Melbourne	Staff Training	-35.00
383	12/12/2018	Big W, Torrensville	Library Books	535.00
384	12/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
385	12/12/2018	Ezi*ezydvd, Helensvale	Library DVDs	151.82
386	12/12/2018	Get it Cheap-Mile End	Community Meal	56.50
387	12/12/2018	Kennards Hire, Seven Hills	Hire Equipment	54.00
388	12/12/2018	PPSR AFSA, Barton	Vehicle Searches	2.00
389	12/12/2018	Woolworths Online, Bella Vista	Kitchen/Catering Supplies	494.60
390	12/12/2018	Woolworths, Hilton	Community Meal	93.60
391	13/12/2018	Bakers Delight Park Holme	Library Movie Night Supplies	27.00
392	13/12/2018	Coles, Park Holme	Library Movie Night Supplies	128.46
393	13/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
394	13/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
395	13/12/2018	Ezi*ezydvd, Helensvale	Library DVDs	196.79
396	13/12/2018	Motor Vehicle Reg, Parap	Vehicle Searches	42.00
397	13/12/2018	Paypal *braille	Library Items in Braille	564.76
398	13/12/2018	Upk Frome, Adelaide	Carparking	10.00
399	13/12/2018	Upk Pirie, Adelaide	Carparking	14.00
400	14/12/2018	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	60.23
401	14/12/2018	JBHiFi.com.au, Chadstone	School Holiday Program	40.69
402	14/12/2018	Wilson Parking, Adelaide	Carparking	29.00
403	17/12/2018	210 RMS Licence Admin, Grafton	Vehicle Searches	217.00
404	17/12/2018	Amazon Mktpc, Sydney South	Library CDs	27.24
405	17/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
406	17/12/2018	ETSY.com - Mexican deco. Irl	Summer Festival Craft	355.03
407	18/12/2018	Anaconda, Mile End	Library Holiday Program	395.00
408	18/12/2018	Booktopia Pty Ltd, Lidcombe	Library Books	163.60
409	18/12/2018	Case Store Pty Ltd, Mascot	iPhone Cases	213.82
410	18/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
411	18/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	42.00
412	18/12/2018	Paypal *groovi	Summer Festival Craft	199.55
413	18/12/2018	Rebel Mile End	Library Holiday Program	494.73
414	18/12/2018	Telstra Bill Dir Deb, Adelaide	Reimburse Internet Connection	71.24
415	19/12/2018	Australian Computer, Sydney	Subscription	374.00
416	19/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00

Ref. No.	Payment Date	Payee	Purchase Description	Amount
417	19/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
418	19/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	7.00
419	19/12/2018	Drake Supermarkets, Fulham Gdns	Catering	159.92
420	19/12/2018	Nuskope, Mawson Lakes	Home Internet	59.95
421	19/12/2018	Rex Drive In, Marleston	Council Supplies	204.32
422	19/12/2018	Safework SA, Keswick	Licence Renewal	358.00
423	19/12/2018	Safework SA, Keswick	Licence Renewal	358.00
424	19/12/2018	Woolworths, Hilton	Function Supplies	52.20
425	19/12/2018	Woolworths, Hilton	Library Holiday Program	281.63
426	20/12/2018	Algolia Essential Pla, CA	Web Search	164.84
427	20/12/2018	DPTI - Ezyreg, Adelaide	Vehicle Searches	14.00
428	20/12/2018	Ezi*ezydvd, Helensvale	Library DVDs	414.52
429	20/12/2018	National Safety Signs, Gaven	Signage	120.45
430	20/12/2018	Stamford Grand, Glenelg	Carparking	12.00
431	20/12/2018	Woolworths, Hilton	Function Supplies	97.30
432	21/12/2018	Case Store Pty Ltd, Mascot	iPad Cases	1,390.64
433	21/12/2018	Officeworks, Keswick	Stationery	18.88
434	22/12/2018	Pythonanywhere, London	Software	52.17
435	23/12/2018	Paypal *trustico, GBR	Software	559.99
436	24/12/2018	Woolworths, Hilton	Function Supplies	108.19
437	27/12/2018	Queensland Govt 2, Brisbane	Vehicle Searches	100.00

11.10 2017/18 Joy Baluch Award for Women in Local Government

Brief

This Local Government Association is seeking nominations of currently serving female Elected Members for the 2017/18 Joy Baluch Award for Women in Local Government.

RECOMMENDATION

The Committee recommends to Council that:

Crbe nominated for the 2017/18 Joy Baluch Award for Women in Local Government.

Or

The 2017/18 Joy Baluch Award for Women in Local Government report be noted.

Introduction

The Local Government Association (LGA) has advised, via Circular 43.6 (**Attachment 1**), that it is seeking nominations from councils of currently serving female Elected Members for the 2017/18 Joy Baluch Award.

Discussion

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

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

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

In particular, the nominees must:

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

Nominations, addressing the above criteria, must be submitted to the LGA prior to 5pm on Friday 1 March 2019. The award will be presented at the Council Best Practice Showcase and Ordinary General Meeting Dinner on 11 April 2019.

Conclusion

The LGA has called for nominations for the 2017/18 Joy Baluch Award. Nominations are to be received by the LGA prior to 5pm on Friday 1 March 2019.

Attachments

1. **LGA Circular 43.6 - Nominations for the 2017/18 Joy Baluch Award**
2. **Nomination Information for the 2017/18 Joy Baluch Award**

Circulars

2017/18 Joy Baluch Award - Nominations are now open - Circular 43.6

To

Chief Executive Officer
Community Services Staff
Corporate Services Staff
Customer Service - Reception Staff
Economic Development and Tourism Staff
Elected Members
Emergency and Risk Management Staff
Employee Relations - Human Resources
Environment Staff
Environmental Health Staff
Finance and Accounting Staff
General Inspector
Governance Officers
Information - Engineering Staff
Information - Technology Staff
Librarian - Information Staff
Marketing and Public Relations Staff
Parks and Recreation Staff
Planning - Building Staff
Policy and Strategic Planning Staff
Procurement Staff
Recycling - Waste Management
Returning Officer
Sustainability Officers

Date

23 October 2018

Contact

Rebecca Wake

Email: rebecca.wake@lga.sa.gov.au

Response Required

No

Summary

Nominations for the 2017/18 Joy Baluch Award are now open. Further information can be found in this Circular.

The Joy Baluch Award for Women in Local Government

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



Nominations for the 2017/18 Joy Baluch Award opened at the 2018 LGA Annual General Meeting on Friday 26 October.

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

Nominations will close on 1 March 2019. Please email to rebecca.wake@lga.sa.gov.au.

For a copy of the flyer please [click here](#) and for the nomination form please [click here](#).

If you have any questions please contact Rebecca Wake on 8224 2047 or rebecca.wake@lga.sa.gov.au.

The Joy Baluch Award for Women in Local Government

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



Introduction

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

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

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

Eligibility

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

Why you should be nominated

There are many benefits from entering the Award, including;

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

Timetable

- Nominations open at the 2018 LGA Conference and AGM on Friday 26 October.
- Nominations close in COB Friday 1 March 2019.
- Judging Panel meets in March 2019.
- Award presentation at Council Next Practice Showcase and OGM Dinner on 11 April 2019.

Awards Committee

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



Local Government Association
of South Australia

The voice of local government.

Award Criteria

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

The Nominee Must:

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

Winner's Prize

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

Nomination Forms

Nomination forms can be downloaded from the LGA website

<https://www.lga.sa.gov.au/joybaluchaward>

Closing Date for Nominations

Nominations close at 5.00pm on Friday 1 March 2019.

Completed nomination forms and supporting documentation should be forwarded to

rebecca.wake@lga.sa.gov.au. Nominations will be acknowledged up on receipt.

Further Information

For further information about the Award, contact Rebecca Wake on (08) 8224 2047 or

rebecca.wake@lga.sa.gov.au.

11.11 Nominations sought for Local Government Ministerial Advisory Committee

Brief

The Local Government Association has advised that the Minister for Planning is seeking nominations for a local government member on the Local Government Ministerial Advisory Committee for a term commencing immediately on appointment.

RECOMMENDATION

The Committee recommends to Council that:

Cr be nominated to the Local Government Ministerial Advisory Committee.

Or

The report be received.

Introduction

The Minister for Planning (Minister) has written to the Local Government Association (LGA) requesting nominations for a local government member on the Local Government Ministerial Advisory Committee for a term commencing immediately on appointment.

Discussion

The Local Government Ministerial Advisory Committee (Committee) is established pursuant to the *Planning, Development and Infrastructure Act 2016* (Act).

The objects of the Committee are to:

1. Meet the requirements set out in s244 of the Act.
2. Provide advice on and represent the interests of local government in South Australia on matters related to the implementation of the Act as referred to it by the Minister.
3. Act as a conduit for information and assist in the facilitation of engagement activities between local government and the Department of Planning Transport and Infrastructure Planning Reform Project team through the implementation process.

The LGA has advised that nominations are being sought for a local government representative on the Committee (**Attachment 1**).

Membership of the Committee

Ms Hannah Bateman, Manager City Development at the City of West Torrens is a current committee member, previously nominated by Council and appointed by the Minister for Planning. The current committee members comprise of 7 council staff from across South Australia and chair Dr Michael Llewellyn-Smith. The vacancy has arisen following the departure of Cr Bim Lange (the Barossa Council) from the Committee. Therefore, it would be appropriate to appoint an Elected Member to fill this casual vacancy.

Appointment to the Committee will commence immediately and expire on 30 June 2020.

The Committee will be constituted of no more than 12 persons appointed by the Minister. As membership is voluntary no remuneration will be paid.

Committee Meetings

The Committee is required to meet at least four times in a calendar year or more frequently as required by the Minister or his delegate. Special meetings may be held at any time as required by the Minister or his delegate.

Selection Criteria

Formal qualifications are not required for this appointment. However, experience and knowledge of the *Local Government Act 1999* and the *Development Act 1993* would be an advantage. Nominations addressing the selection criteria in Part A (**Attachment 2**) must be forwarded using the Part B Nominations to Outside Bodies form (**Attachment 3**) to the LGA by COB Friday 8 March 2019. A copy of a current resume must be included with the application.

The LGA Board of Directors will consider those nominations received at its Thursday 21 March 2019 meeting.

Conclusion

The Local Government Association is seeking nominations for a local government member to the Local Government Ministerial Advisory Committee by close of business on Friday 8 March 2019.

Attachments

1. **LGA Circular 4.8 - Nominations sought for the Local Government Ministerial Advisory Committee**
2. **Part A -Selection Criteria - Local Government Advisory Committee**
3. **Part B - LGA Nomination to Outside Bodies Form - Local Government Advisory Committee**



Circulars

Nominations sought for the Local Government Ministerial Advisory Committee - Circular 4.8

To

Chief Executive Officer
Elected Members
Environment Staff
Governance Officers
Planning - Building Staff
Policy and Strategic Planning Staff
Sustainability Officers

Date

23 January 2019

Contact

Stephen Smith
Email: stephen.smith@lga.sa.gov.au

Response Required

Yes

Respond By

8 March 2019

Summary

The Minister for Planning has written to the LGA requesting nominations for a local government member on the Local Government Ministerial Advisory Committee for a term commencing immediately upon appointment. Nominations must be forwarded to the LGA by COB Friday 8 March 2019.

The Local Government Ministerial Advisory Committee is pursuant to the [Planning, Development and Infrastructure Act 2016](#).

The objective of the Committee is to:

1. Meet the requirements set out in Section 244 of the Planning, Development and Infrastructure Act 2016 (the Act)
2. Provide advice on and represent the interests of local government in South Australia on matters related to the implementation of the Act as referred to it by the Minister
3. Act as a conduit for information and assist in the facilitation of engagement activities between local government and the DPTI Planning Reform Project team through the implementation process.

A copy of the Terms of Reference is available [here](#).

Appointment to the LG Ministerial Advisory Committee commences immediately and expires on 30 June 2020. The position is available due to the resignation of one of the LGA nominated persons, Mayor Michael Lange (The Barossa).

It's vital that local government from across the State is represented on this Committee, and the LGA would encourage people within our sector with the relevant expertise and an interest in serving to consider putting their name forward. Nominations are sought from inner, middle and outer metropolitan councils and regional councils.

Membership of the Local Government Advisory Committee is on a voluntary basis with the Committee meeting at least four times during the year. The Committee is only required to operate during the implementation phase of the new planning system as outlined in the Act.

LGA nominations on outside bodies will, unless determined otherwise by the LGA Board of Directors, be currently serving council members or council staff. The LGA Nominations to Outside Bodies Policy is available [here](#).

Nominations addressing the Selection Criteria provided in [Part A](#) for the Local Government Ministerial Advisory Committee must be forwarded to lgasa@lga.sa.gov.au by a council using the attached [Part B](#) along with an up-to-date CV/resume by close of business Friday 8 March 2019.

The LGA Board of Directors will consider nominations received at its meeting on Thursday 21 March 2019.

Nominations to Outside Bodies - Part A

Local Government Ministerial Advisory Committee	
Legal Status of Body	Advisory Committee
Summary Statement	<p>The objectives of the LGAC are to:</p> <ol style="list-style-type: none"> 1. Meet the requirements set out in Section 244 of the Planning Development and Infrastructure Act 2016 2. Provide advice on and represent the interests of local government in South Australia on matters related to the implementation of the Act as referred to it by the Minister 3. Act as a conduit for information and assist in the facilitation of engagement activities between local government and the DPTI Planning Reform Project team through the implementation process.
Selection criteria	
<i>The following selection criteria must be addressed when completing Part B</i>	
Qualifications Required <i>(formal qualifications relevant to the appointment)</i>	No formal qualifications required
Industry Experience	Experience and knowledge of the Local Government Act and Development Act.
Board / Committee Experience	n/a
Key Expertise <i>(other relevant experience i.e. those requirements established for a Board/Committee under an Act)</i>	Description of likely contribution in terms of skills and experience with local government sector.
Liability and indemnity cover	
<i>The LGA requires that persons appointed to outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the outside body (on an annual basis)</i>	
Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body	Yes
Insurance Policies are valid & current	Yes

Nominations to Outside Bodies - Part B

This form:

- must not exceed 2 pages;
- must be submitted by a council; and
- must be emailed in PDF format to lgasa@lga.sa.gov.au
- upon receipt at the LGA, will be acknowledged by return email.

Local Government Ministerial Advisory Committee

Council details			
Name of council submitting the nomination			
Name of council officer submitting this form – refer LGA Policy	Name:		
	Position:		
	Email:		
	Telephone:		
Nominee details			
Name of Nominee			
<input type="checkbox"/> Current Elected Member		or	<input type="checkbox"/> Current council officer
Home / Postal Address			
Phone		Mobile:	
Email			
Is a CV attached or will it be forwarded separately?			
Information relevant to the appointment sought (address the selection criteria from Part A)			
Industry Experience:			
Key Expertise:			
Any other comments:			
Undertaking: <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i>			



The voice of local government.

Yes ☐

No ☐

Signature of Nominee: _____

11.12 Complaints Lodged with the Ombudsman's Office - 1 July 2018 to 31 December 2018

Brief

The South Australian Ombudsman has provided a report of all complaints received and any investigations conducted by his office relating to the City of West Torrens during the period 1 July 2018 to 31 December 2018.

RECOMMENDATION(S)

The Committee recommends to Council that the report Complaints Lodged with the Ombudsman's Office 1 July 2018 to 31 December 2018 be received.

Introduction

Every six (6) months, the South Australian Ombudsman (Ombudsman) provides Council with a report that summarises those complaints received, as well as any investigations initiated, by him involving the City of West Torrens. The Ombudsman has provided his 1 July 2018 to 31 December 2018 report to Council (**Attachment 1**). The report does not contain full descriptions of the matters due to the confidential nature of that information.

Discussion

The report indicates that 20 complaints were received by the Ombudsman's office during the reporting period. In each case, the complainant may or may not have contacted the Administration prior to referring the matter to the Ombudsman.

Of these complaints:

- Six (6) complainants were advised that an alternative remedy was available with another body.
- Two (2) complainants were advised that investigation into the matter was not necessary or justifiable.
- 12 complainants were referred back to the Administration. It should be noted that not all complainants elect to submit their complaint to the Administration following contact with the Ombudsman.

Of the 12 complainants that were referred back to the Administration by the Ombudsman, six (6) complainants contacted the Administration and the complaints were resolved in accordance with relevant policies.

Details of these six (6) complaints are below:

Complainant	Date Received by Ombudsman	Date Contacted Administration	Matter	Outcome
Chahal Puneet	4/07/2018	Ongoing	Unreasonable charge for a broken window	A window at the Thebarton Community Centre was broken in April 2018. The matter was referred to the LGRIS in October 2018. The matter is pending finalisation.

Norman Prater	18/07/2018	Ongoing with most recent enquiry being 22 January 2019.	Failure to act on a complaint	<p>Mr Prater attended the Council offices in April 2018 to complain about backyard burning at a neighbouring property. The matter was not investigated at this time due to lack of evidence.</p> <p>In October 2018 Mr Prater presented photographic evidence of backyard burning at the same property.</p> <p>This matter was referred to Regulatory Services, was investigated and resolved.</p> <p>Mr Prater remains unsatisfied with the officer's decision and has been advised of his review rights in accordance with s90 of the <i>Local Government Act 1999</i>.</p>
Scott, Byrt	3/08/2018	Mr Byrt has not personally contacted the CWT since contacting the Ombudsman's office.	Unreasonable financial charge for cancelled booking	Information provided to Ombudsman on 8 August 2018 - no further correspondence received from the Ombudsman.
Rick Teague	3/08/2018	Ongoing with most recent enquiry being 21 January 2019.	Inappropriate development allowed	<p>Mr Teague lodged a 'development without approval customer request' on 12 April 2018 in relation to a cubby house that had been constructed on a neighbouring property.</p> <p>The case is an active compliance matter currently under investigation.</p> <p>The Administration has advised Mr Teague that a development application for the cubby house is expected shortly. The development would be a category 1 development as it is would be deemed to be minor and would not be subject to public notification requirements.</p>

Michael Oke	27/09/2018		Unreasonable categorisation for property for rates	Mr Oke commenced building a house on the land and was given a vacant land rebate in September 2018. The matter is now resolved.
Raymond Dedai	17/10/2018		Unreasonable investigation of noise complaint at the Badminton Club.	Ombudsman advised that it was responding to Mr Dedai indicating that he had the ability to provide his feedback and concerns to Council via the consultation on the proposed lease to the Badminton Club. Public consultation closed on 14 November 2018. Mr Dedai did not lodge a submission.
John Strachan	27/11/2018		Unreasonable response to an expiation complaint	Expiation was paid on 13 December 2018.

Comparison of Complaints Across Reporting Periods

A comparison of the number of complaints received by the Ombudsman's office for previous reporting periods is detailed in the table below:

Number of Complaints	1 January 2017 to 30 June 2017	1 July 2017 to 31 December 2017	1 January 2018 to 30 June 2018	1 July 2018 to 31 December 2018
	47	16	14	20

A comparison of the number of complaints received by the Ombudsman's office for the last four financial years is presented in the table below:

Number of Complaints	2015/2016	2016/2017	2017/2018	2018/2019
	53	84	30	20*

* Reporting period yet to conclude

A table comparing the comparing the outcome of the complaints received by the Ombudsman for the last three financial years is provided below:

Resolution	2016/17	2017/2018	2018/2019*
Ombudsman declined to investigate	32	8	2
Alternative remedy available through another body	17	7	6
Withdrawn	2	1	0
Complainant not contactable	1	0	0
Referred to Administration	26	14	12
Resolved with Administration	5	0	0
Carried over to next reporting period	1	0	0
Totals for reporting period			
TOTAL for financial year	84	30	20

* Reporting period yet to conclude

The Ombudsman's Office advises that the half yearly report is not required to be kept in confidence as it does not contain any confidential details.

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

Conclusion

This report contains details of all complaints and investigations conducted by the Ombudsman that relate to the City of West Torrens for the period 1 July 2018 to 31 December 2018.

Attachments

- 1. Complaints Lodged with the Ombudsman's Office 1 July 2018 to 31 December 2018.**

CITY OF WEST TORRENS

1 July 2018 - 31 December 2018

Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2018/07289	Shadiac, Carmel	10/07/2018	Failure to compensate for damaged sunglasses	Alternate Remedy Available with Another Body
City of West Torrens	2018/08046	Bent, John	29/07/2018	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2018/11419	Payne, John	25/10/2018	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2018/11819	Chirgwin, Mary	05/11/2018	Unreasonable expiation notice	Alternate Remedy Available with Another Body
City of West Torrens	2018/12121	Bigolin, John	12/11/2018	Unreasonable approval of development	Alternate Remedy Available with Another Body
City of West Torrens	2018/07036	Singh, Inderdeep	04/07/2018	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2018/07121	Puneet, Chahal	04/07/2018	Unreasonable charge for broken window	Referred Back to Agency
City of West Torrens	2018/07561	Prater, Norman	18/07/2018	Failure to act on complaint	Referred Back to Agency
City of West Torrens	2018/08222	Byrt, Scott	03/08/2018	Unreasonable financial charge for cancelled booking	Referred Back to Agency
City of West Torrens	2018/08235	Teague, Rick	03/08/2018	Inappropriate development allowed	Referred Back to Agency
City of West Torrens	2018/10272	Arsie, Jarred	25/09/2018	Unreasonable warning issued for parking vehicle and trailer on road	Referred Back to Agency
City of West Torrens	2018/10369	Oke, Michael	27/09/2018	Unreasonable categorisation of property for rates	Referred Back to Agency
City of West Torrens	2018/11121	Dedai, Raymond	17/10/2018	Unreasonable investigation of noise complaint	Referred Back to Agency
City of West Torrens	2018/11212	DAWE, Ivana	19/10/2018	Unreasonable expiation notice	Referred Back to Agency
City of West Torrens	2018/12108	Christensen, Lisa	12/11/2018	Unreasonable action taken against dangerous dog	Referred Back to Agency

Agency	Number	Complainant	Received Date	Title	Outcome
City of West Torrens	2018/12692	Strachan, John	27/11/2018	Unreasonable response to complaint	Referred Back to Agency
City of West Torrens	2018/12824	Monterosso, Cos	29/11/2018	Unreasonable approval of high fence on boundary	Referred Back to Agency
City of West Torrens	2018/11812	Grosvenor, Julie	05/11/2018	Unreasonable development approval process	
City of West Torrens	2018/12673	Panzarino, Emma	27/11/2018	Unreasonable findings from Section 270 review	
City of West Torrens	2018/13399	Kavanagh, Rhea	14/12/2018	Unreasonable investigation of dog attack complaint	

11.13 Legislative Progress Report - January and February 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 two months.

RECOMMENDATION

The Committee recommends to Council that the 'Legislative Progress Report - January and February 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/BillsMotions/SALT/Pages/default.aspx> and/or <https://www.legislation.gov.au/>

Discussion

Recent Amendments to Legislation
Nil - The 54 th session of Parliament will recommence on 12 February 2019.
Summary of Proposed Amendments to Legislation
<i>Nil</i>
Bills previously reported on where the status has changed
<i>Nil</i>
Bills previously reported on where the status remains unchanged
<i>Valuation of Land (Separate Valuations) Amendment Bill 2018.</i>
<p>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 where a property has been separately occupied since 1967 or under a shack site lease and is situated on land where formal subdivision is prohibited.</p> <p>The Bill was introduced to the Legislative Council and read a first time on 17 October 2018. It has been adjourned at second reading.</p>
Further information can be found on the South Australian Legislative Tracking website

Local Government (Fixed Charges) Amendment Bill 2018

The *Local Government (Fixed Charges) Amendment Bill 2018* seeks to amend s152 of the *Local Government Act 1999*.

The amendment is 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

Local Government (Rate Oversight Amendment) Bill 2018

The *Local Government (Rate Oversight Amendment) Bill 2018* had its first reading in June 2018. The Bill amends the *Local Government Act 1999* to introduce rate capping in South Australia.

The Bill also provides that the Essential Services Commission of South Australia (ESCOSA) will be responsible for making rate cap determinations, assessing applications from councils for variations to the rate cap and reporting on the outcomes of the system. ESCOSA may charge councils a fee for assessing a variation application and applications will need to be lodged by 31 March for the following financial year.

ESCOSA will determine the basis of the rate cap, e.g. whether it will relate to a price or particular index (CPI, LGPI etc.) and whether the cap will include any efficiency or productivity component.

The details of how the rate cap will be determined will be subject to ESCOSA guidelines that are yet to be developed.

It intends that the cap be applied to a 'base standard rate', which is a nominal rate that is arrived at by dividing the total annualised general rate revenue for a council area by the number of rateable properties in that area at the end of a base year (30 June). This model accounts for growth in the number of rateable properties over the course of a year.

A council may apply to ESCOSA for a variation from the rate cap for a maximum period of up to 5 years. In applying for a variation, councils will need to provide the reasons for the variation application, evidence of community consultation and an assessment of the likely impact on ratepayers.

Councils will be expected to make efficiencies across their operations before applying for a rate cap variation and will need to demonstrate they have considered funding priorities and alternative sources of revenue.

Consistency with long term financial plans and infrastructure and asset management plans will be a critical component of an application for a variation.

Separate rates and service rates and charges are excluded from the rate cap calculation, but a council must inform ESCOSA if they proposed to introduce a separate rate or service rate or charge as this will be taken into consideration when they set the primary rate cap for that council.

ESCOSA will be required to monitor and review each council's compliance with the system and prepare reports on the effects of rate capping on councils and any trends that may arise as a result of the rate capping scheme.

The Minister may take action in relation to a council under Section 273 on the basis of a report by ESCOSA. Currently this provision includes ICAC, the Auditor-General and/or the Ombudsman.

The Bill passed the House of Assembly on 24 July 2018, and was received in the Legislative Council on 25 July 2018. It was adjourned at its second reading on 26 July 2018.

The Bill was moved at second reading by the Hon D W Ridgway, and debated on 6 September 2018 by the Hon I Pnevmatikos.

The Bill has been adjourned.

Further information can be found on the South Australian Legislative Tracking website, and the Local Government Association website.

South Australian Productivity Commission Bill 2018

The *South Australian Productivity Commission Bill 2018* seeks to establish the South Australian Productivity Commission.

The main objective of the Commission will be to improve the rate of economic growth and productivity of the South Australian economy in order to achieve higher living standards for South Australians.

The Bill was returned with amendments from the Legislative Council on 1 August 2018. The House of Assembly returned the Bill to the Legislative Council on 2 August 2018, agreeing and disagreeing to amendments and making alternative amendments and consequential amendments. The Legislative Council responded by insisting on its proposed amendments.

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

Single Use and Other Plastics (Waste Avoidance) Bill 2018

This is a Bill 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.

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

Independent Commissioner Against Corruption (Investigation Powers) Amendment Bill 2018

The *Independent Commissioner Against Corruption (Investigation Powers) Amendment Bill 2018* seeks to amend the *Independent Commissioner Against Corruption Act 2012* to allow the Independent Commissioner Against Corruption (ICAC) the ability to conduct public hearings into maladministration and misconduct.

This Bill passed the House of Assembly on 30 May 2018. It was received by the Legislative Council on 31 May 2018, and was adjourned for second reading on 31 May 2018. The Bill was debated in the Legislative Council throughout July, and remains adjourned.

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

Labour Hire Licensing Repeal Bill 2018

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

It was introduced and read on 28 November 2018 and has been adjourned at second reading.

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

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

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.

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

Local Government (Ratepayer Protection and Related Measures) Amendment Bill 2018

This Bill, introduced in the Legislative Council, seeks to amend the *Local Government Act 1999* in a number of ways.

The key aspects of the Bill include:

- Expanding the role of the Local Government Grants Commission to include a new 'Local Government Commission' with responsibility for monitoring council performance and dealing with code of conduct complaints.
- Introduction of standardised annual performance measures for councils, and the potential for a Local Government Commission to refer any areas of concern to the State Productivity Commission for further review.
- Requiring councils to publish details of certain travel, gifts, credit card expenditure and salaries online, including on social media.
- Changes to the rules about dealing with matters in confidence, including recording how each member voted on a motion to move into confidence.
- New powers for a presiding member to regulate improper or disorderly conduct at council meetings.
- Introducing stronger penalties for breaches of the Code of Conduct, including financial penalties.
- Limiting CEO remuneration packages to salary, super, vehicle and information and communication technology, and requiring CEO contracts to be published online.
- Requiring annual budgets to include forward estimates over the following three financial years, and introducing additional reporting requirements for projects and services that exceed the allocated budget.
- Additional reporting requirements about how new services and projects over a prescribed limit will be funded.
- Fully independent Audit Committees comprised only of people drawn from a list approved by the Auditor General.

- Requiring a Local Government Commission to undertake a full review of the Local Government Act 1999 and Local Government (Elections) Act 1999 to address a broad range of listed matters, and provide a report to the Minister on the outcomes of the review.

The Bill was introduced and read a first time on 24 October 2018. It passed the Legislative Council on 14 November 2018. It was first read in the House of Assembly on 14 November 2018, and was adjourned at second reading on 28 November 2018.

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

Local Government (Differential rates on Vacant Land) Amendment Bill 2018

This Bill, to amend the *Local Government Act 1999*, was introduced to the Legislative Council and read a first time on 1 August 2018.

The Bill intends to amend s156 of the *Local Government Act 1999* to, in effect, stop councils from applying differential rates to vacant land for the first three years of ownership.

The Bill was negatived on 29 August 2018, despite some second reading debates on 29 November 2018.

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

Freedom of Information (Miscellaneous) Amendment Bill 2018

This Bill, to amend the *Freedom of Information Act 1991*, changes the definition of Public Interest, amends 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.

Acts Assented

Nil

Regulations Amended

Regulations under the *Environment Protection Act 1993*

In the Government Gazette No. 3, released on 17 January 2019, the following regulations under the *Environmental Protection Act 1993* were amended:

1. *Environment Protection (Air Quality) Policy 2016*
2. *Environment Protection (Water Quality) Policy 2015*
3. *Environment Protection (Waste to Resources) 2010*

Further information can be found on the Government Gazette website.

Relevant Common Law

Matina Bastakos [2018] FWC 7650

The City of Port Phillip has been found by the Commonwealth Fair Work Commission (FWC) to be a 'constitutional corporation' for the purposes of the Fair Work Act 2009 (Cth) (FW Act). That status exposed the Council to a bullying claim under the Federal legislation.

Employers which are found to be 'constitutional corporations' have further obligations and higher risk of claims under the Federal legislative framework.

No South Australian council is currently classified as a national system employer under the FW Act. This insulates the councils in a number of ways, including excluding councils from the National Employment Standards.

However, this finding in Victoria could expose South Australian councils to potential litigation and disputes under the FW Act. A determination of being a constitutional corporation is dependent on the trading activities of a council and what percentage of revenue is derived from those activities.

This is calculated on a case by case basis. Port Phillip was found to be a constitutional corporation as it was established that 25% of revenue was derived from trading activities. The City of West Torrens derives 87.63% of revenue from rates and rate equivalents, meaning that a maximum of 12.36% of Council revenue could be determined to be derived from trading activities.

Parliamentary Inquiries

Select Committee on Moratorium on the Cultivation of Genetically Modified Crops in South Australia

A Select Committee of the Legislative Council has been established to inquire into and report on the moratorium on the cultivation of Genetically Modified (GM) crops in South Australia, with specific reference to -

- (a) The benefits and costs of South Australia being GM-free for the state, its industries and people;
- (b) The effect of the moratorium on marketing South Australian products both nationally and internationally including:
 - i. Costs and benefits to South Australian industries and markets of remaining GM-free;
 - ii. Costs and benefits to South Australian industries and markets from lifting the moratorium on cultivating GM crops in South Australia;
 - iii. Current or potential reputational impacts, both positive and negative, on other South Australian food and wine producers, that may result from retaining or lifting the moratorium;
 - iv. Consideration of global trends and consumer demands for GM crops/foods versus non GM-crops/foods;
- (c) The difference between GM and non-GM crops in relation to yield, chemical use and other agricultural and environmental factors;
- (d) Any long term environmental effects of growing GM crops including soil health;
- (e) The potential for contamination of non-GM or organic crops by GM crops, including:
 - i. Consideration of matters relating to the segregation of GM and non GM crops in the paddock, in storage and during transportation;
 - ii. The potential impacts of crop contamination on non-GM and organic farmers;
 - iii. Consideration of GM contamination cases interstate and internationally; and
- (f) Any other matters that the Committee considers relevant.

The Committee met on 12 December 2018, and the matter is ongoing.

Further information can be found on the South Australian Committees website.

Overabundant and Pest Species Inquiry

The Natural Resources Committee resolved to inquire into the management of overabundant and pest species in South Australia with particular reference to:

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.

The Committee met on 10 December 2018 and the matter is ongoing.

Further Information can be found in LGA Circular 39.1

Conclusion

This report on legislative amendments is current as at 11 February 2019.

Attachments

Nil