

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 Services and Amenity 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, 2 APRIL 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****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 19 March 2019 be confirmed as a true and correct record.

6 MAYORS REPORT**(Preliminary report for the agenda to be distributed Friday, 29 March 2019)**

In the two weeks since the last Council Meeting of 19 March functions and meetings involving the Mayor have included:

20 March

- 9.00am Attended the public hearing of the Senate Rural and Regional Affairs and Transport Committee inquiry into the provision of rescue, firefighting and emergency response at Australian airports with Mr Terry Buss, CEO at the Atura Hotel, Adelaide Airport.
- 1.00pm Attended a meeting with Ms Jayne Stinson MP, Member for Badcoe at Parliament House.

21 March

- 11.30am Attended a meeting with the State Planning Commission's Chairperson Mr Michael Lennon, Commission Member Ms Helen Dyer and Mr Terry Buss.
- 1.00pm Attended a meeting with Mr Gerry Karidis AM.
- 4.00pm Attended the Australian Refugee Association Taste of Harmony event at the Thebarton Community Centre.

22 March

- 8.00am Attended the Western Adelaide Consultative Group meeting with Mr Terry Buss.
- 11.00am Attended a meeting with the Chris James, Manager Information Services to discuss digital technology in our City.
- 6.30pm Attended the Ahmadiyya Muslim Association of SA prayer vigil service for the Christchurch attack at Mahmood Mosque, Beverley.

23 March

- 11.00am Attended the Thai Festival at Kings Reserve. Special guests included His Excellency the Hon Hieu Van Le AC, Governor of SA, the Thai Ambassador to Australia, Mrs Nantana Sivakua who visited from Canberra and the Hon Jing Lee MLC, Assistant Minister to the Premier.
- 1.00pm Attended Harmony Day celebrations featuring the launch of 'In Our Own Voices Exhibition' by His Excellency the Hon Hieu Van Le AC, Governor of SA, and 'Nowruz Festival' by the Hon Jing Lee MLC, Assistant Minister to the Premier, hosted by the Australian Migrant Resource Centre and Middle Eastern Communities Council of SA at the Migration Museum.
- 6.30pm Attended a cocktail reception in honour of the National Day of Greece hosted by the Greek Orthodox Community of SA at Olympic Hall.

24 March

- 12.15pm Attended the National Day of Greece Celebration at the National War Memorial on North Terrace, Adelaide and laid a wreath on behalf of the City of West Torrens.

25 March

- 10.00am Attended a meeting with committee representatives of the Airport Over 50's.
- 12.00pm Attended the St George College school assembly in honour of Greek Independence Day at the Performing Arts Centre, Mile End.
- 2.00pm Met with resident, Ms Vicki Stathakos.

26 March

- 4.15pm Attended the 2018 Governor's Multicultural Awards with Ms Fiona Hui as guests of His Excellency the Hon Hieu Van Le AC, Governor of SA at Government House, Adelaide.
- 6.00pm Participated in the City Facilities and Waste Recovery General Committee Meeting.

27 March

- 10.00am Met with Mr Ross Treadwell, Executive Director Infrastructure, Department for Education and Children's Services and Ms Helen Doyle Director, Capital Programs and Asset Services, Department for Education to discuss community use of schools.

28 March

- 10.00am Met with Jan Ward from Cummins House.
- 11.00am Conducted a Citizenship Ceremony in the Council Chambers.
- 3.30pm Met with Jim Papanikoulos (Greek Pensioners Group)
- 4.00pm Visited the People and Culture department and met with staff.

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:

29 March

- 7.00pm Attending the West Adelaide vs Port Adelaide match at City Mazda Stadium.

30 March

- 7.30pm Attending the Messinian Association of SA 60th anniversary dinner at the Messinian Function Centre.

31 March

- 2.00pm Attending the International Audio Visual Festival at the West Torrens Auditorium.

1 April

- 2.00pm Visiting the Regulatory Services department and meeting with staff.
6.00pm Officially launching the "Ambidextrous" Art Exhibition by Jayden Schultz at the West Torrens Auditorium.

2 April

- 12.30pm Attending the Commonwealth Club of Adelaide luncheon where the guest speaker will be Lord Mayor of Adelaide Ms Sandy Verschoor.
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

Nil

10 ADJOURN TO STANDING COMMITTEES**RECOMMENDATION**

That the meeting be adjourned, move into Standing Committees and reconvene at the conclusion of the City Services and Amenity Standing Committee.

11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS**11.1 City Services and Amenity Standing Committee Meeting****RECOMMENDATION**

That the recommendations of the City Services and Amenity Standing Committee held on 2 April 2019 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 City Facilities and Waste Recovery General Committee Meeting

RECOMMENDATION

That the Minutes of the City Facilities and Waste Recovery General Committee held on 26 March 2019 be noted and the recommendations adopted.

Note: The Minutes of the City Facilities and Waste Recovery General Committee comprise both public and confidential Minutes. Should the Council wish to discuss and consider any recommendations contained within the Confidential Minutes, then Council will need to do so in confidential session pursuant to Section 90(2) of the *Local Government Act 1999*.

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE

15.1 Weekly Green Bin Collection Trial

At the meeting of City Facilities and Waste Recovery General Committee on 26 March 2019, Cr John Woodward moved the following motion which has now been referred to the meeting of Council on 2 April 2019 as a decision on the matter could not be made as the numbers voting for and against the motion was tied.

MOTION

That the City Facilities and Waste Recovery General Committee is provided with a proposal to consider the trial of a weekly Green bin collection for a period of up to 12 months in a small location or suburb in West Torrens. The trial would not change the collection cycle for Red or Yellow bins. Also, that West Torrens investigate the potential of State Government funding to assist with the cost of a trial.

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Request for Grant of Permit - Peter Cochrane Transport Pty Ltd

Brief

This report advises Elected Members' that negotiations for the grant of a new (further) permit for use of a portion of Jervois Street, Torrensville (north of Ashwin Parade) by Peter Cochrane Transport Pty Ltd have now concluded and seeks consideration in granting of a new permit for this location.

RECOMMENDATION

It is recommended to Council that:

1. Council enter into a permit with Peter Cochrane Transport Pty Ltd, as negotiated between the parties, for a term of 5 years, commencing on 1 May 2019 and concluding on 30 April 2024, at an initial permit fee of \$6,000pa plus GST (the permit fee to escalate on each anniversary of the commencement date by Adelaide All Groups CPI).
2. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the grant of permit.

Introduction

In mid-2009, discussions with Peter Cochrane Transport Pty Ltd ("Cochranes") commenced in regards to the possible grant of an initial permit for the use of the northern extent of Jervois Street, Torrensville (which lies to the north of Ashwin Parade).

Following a number of preliminary reports, at its meeting of 7 May 2013, Council received and considered an update report in regards to the upgrade of Jervois Street to a B Double standard (associated works at the intersection of Jervois Street and Ashwin Parade) and a proposal to grant a permit to Cochranes. At this meeting, Council resolved the following:

- "1. Approval be granted for the Administration to undertake public consultation in accordance with Section 223 of the Local Government Act 1999 and as set out in Council's Consultation Policy to issue a permit for a term of five (5) years to Peter Cochrane Transport Pty Ltd for the use of that portion of Jervois Street, between Ashwin Parade and River Road, Torrensville.*
- 2. Subject to the results of the consultation, approval be granted for the Administration to issue a permit for a term of five (5) years to Peter Cochrane Transport Pty Ltd for the use of that portion of Jervois Street, between Ashwin Parade and River Road, Torrensville, at a commencing annual permit fee of \$50,000pa plus GST.*
- 3. The Administration proceed to upgrade Jervois Street, Torrensville, between Ashwin Parade and River Road, to B Double standard and formally have this section of Jervois Street gazetted as a B Double route."*

The requirement for public consultation arose as, at that time, it was envisaged that a boom gate or similar structure, to restrict traffic access onto Jervois Street, may be installed slightly north of Ashwin Parade (The relevant section of the *Local Government Act 1999* requires Council to undertake public consultation in accordance with its public consultation policy in circumstances where any part of a road may be fenced, enclosed or partitioned so as to impede the passage of traffic to a material degree).

During the public consultation period, a petition, requests for deputation and a large number of responses were received and considered by Council at its meeting of 18 June 2013. Subsequent to its consideration of the matter, Council resolved that:

- "1. Council enter into the permit with Peter Cochrane Transport Pty Ltd as negotiated between the parties for a term of 5 years, commencing on/at such time as the road has been upgraded to B Double standard, at an initial permit fee of \$50,000pa plus GST (the permit fee to escalate on each anniversary of the commencement date by Adelaide All Groups CPI).*
- 2. The Mayor and/or the Chief Executive Officer be authorised to sign the Permit document.*
- 3. A suitable clause be provided in the lease for vehicular public access during daylight hours and appropriate signage be installed to advise the public accordingly."*

This permit commenced on 9 December 2013 and concluded on 8 December 2018. The permit fee on expiry of the permit term was \$54,194.79 plus GST.

Negotiations commenced late 2018 regarding the grant of a new permit.

Discussion

During negotiations with the applicant's representative for the grant of a new/further permit, it became evident that the issues which had previously occasioned the request seeking the opportunity to control vehicle access over the northern extent of Jervois Street (and to the rear of the applicant's premises) were no longer of any significant concern.

Accordingly, the extent of the proposed new permit is significantly reduced from that of the previous permit. Whereas, the use of the entire section of road north of Ashwin Parade was provided under the previous permit, the new proposed permit merely seeks use of the 13 indented car parking spaces on the eastern side of Jervois Street (north of Ashwin Parade) at Torrensville on weekdays (but not public holidays) between the hours of 6am and 6pm (**Attachment 1**).

The substantial reduction in the permit area has resulted in a significant and commensurate variance to the previous permit fee. The proposed commencing permit fee under the new arrangement is \$6,000pa plus GST. Please note that valuation advice was sought and obtained from Council's property consultant prior to negotiating the commencing fee. Further, this valuation advice was cognisant of other similar arrangements within the City of West Torrens. Under the proposed arrangements, the permit fee will escalate by Adelaide All Groups CPI (or similar index should that index cease to exist) on each anniversary of commencement of the permit, during the permit term.

Whilst there was a legislative requirement to undertake public consultation in regards to the proposal to grant the initial permit (which occasioned considerable angst within the community at the time) it did not translate into the receipt of any complaints or notification of any issues of concern during the permit term.

It is therefore considered that the significant reduction in the extent and scope of the proposed new permit does not warrant a need to undertake further public consultation. Further, and as indicated within the report, given that there is no intention to impede the passage of traffic to a material degree, there is no legislative requirement for public consultation to occur in regards to the new proposal.

Under the relevant legislation the grant of permit is limited to a maximum period of 5 years. Members' are also advised that the land on both sides of/adjacent Jervois Street (north of Ashwin Parade) is owned by Cochranes.

Conclusion

Following the conclusion of negotiations between the parties, the Administration seeks Council's consideration for a request from Peter Cochrane Transport Pty Ltd for the grant of a new permit for the use of the (13) carparks on the eastern side of Jervois Street Torrensville for a term of 5 years. It is envisaged that the permit term will commence on 1 May 2019 at a commencing fee of \$6,000pa plus GST.

Attachments**1. Proposed Permit Area**

PETER COCHRANE TRANSPORT PTY LTD PROPOSED PERMIT AREA

(northern extent of Jervois Street, Torrensville)



17.2 Community Grant Application - SA Bangladeshi Community

Brief

This report presents a sponsorship application from the South Australian Bangladeshi Community Association for a Bangla New Year event being held 14 April 2019.

RECOMMENDATION

It is recommended to Council that it determines the approval of the Community Grant application for \$3,000 from the South Australian Bangladeshi Community Association for a Bangla New Year event being held 14 April 2019 at Woodville Town Hall.

Introduction

Council's Community Grants Program, which provides funding to eligible groups, organisations and individuals to support community projects and initiatives that are in line with Council's Community Plan. The community grants program comprises community grants, community equipment grants, sponsorship and junior development grants.

Council approved a budget for the 2018/19 community grants program of \$121,000. In addition, the \$100,000 which was removed and placed in reserves as part of the March 2018 budget review was reinstated at the September 2018 budget review resulting in a total Community Grants budget of \$221,000 for the 2018/19 financial year.

This community grant application from the South Australian Bangladeshi Community Association (SABCA) was received too late to be considered at the last City Advancement and Prosperity Committee meeting held on 26 February 2019. The event is being held on 14 April 2019 and therefore the application is being submitted directly to Council for consideration.

Discussion

SABCA is an incorporated cultural community organisation that is based in Camden Park. SABCA have applied for a community grant of \$3,000 for payment towards equipment, materials and venue hire for their Bangla New Year event being held on 14 April 2019 at the Woodville Town Hall (**Attachment 1**).

SABCA have advised that they chose the venue, located in City of Charles Sturt, because there was no venue large enough to hold their event in the City of West Torrens given their event attracts more than 800 people. The venue hire cost is \$1,500. SABCA have not received a grant or any in-kind support from the City of West Torrens for this event nor have they applied for, or obtained, a grant from the City of Charles Sturt as they had missed the City of Charles Sturt's grant round deadline.

The event is state-wide and the entry fee ranges from \$15 to \$50 (**Attachment 2**) and SABCA has advised that if the grant is approved it will promote Council's sponsorship of the event on its literature etc.

The City of West Torrens Grants and Sponsorships Guidelines state that the funding priorities for grants are for local events, activities and programs that celebrate multicultural and indigenous heritage. This event is not being held locally but it is being held by a local community group and City of West Torrens residents are able to purchase tickets to attend.

Since 1 July 2018, a total of \$78,944 community grant program funds have been disbursed. As such, a total of **\$142,056** is available for disbursement during the remainder of the 2018/19 financial year. At the March Council meeting, a further \$23,390 worth of grant applications were approved leaving \$118,666 for future disbursement. If this \$3,000 grant request is approved, that figure will reduce to \$115,666 for future disbursement.

Conclusion

This report presents a \$3,000 community grant application from the South Australian Bangladeshi Community Association for a Bangla New Year event being held 14 April 2019 at Woodville Town Hall for Council's consideration.

Attachments

- 1. SABCA Community Grant Application March 2019**
- 2. SABCA Event Information April 2019**

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Community Grants

Application CG000141819 From South Australian Bangladeshi Community Association

Eligibility and Contact Details

* indicates a required field

Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.

Incomplete applications and/or applications received after the activity/event date will not be considered.

Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

Applicant Organisation Details

Applicant organisation name *

South Australian Bangladeshi Community Association

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Primary (physical) address *

4/28 Clifton St

Camden Park SA 5038

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

Postal address (if different to above)

4/28 Clifton St

Camden Park SA 5038

Applicant website

<http://www.sabca.org.au/>

If available. Must be a URL

Primary contact person *

Mr Mahbub Siraz

This is the person we will correspond with about this grant

Position held in organisation *

Chairperson

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

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Application CG000141819 From South Australian Bangladeshi Community Association

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

mahbubsiraztuhin@outlook.com.au

This is the address we will use to correspond with you about this grant.

Organisation Details

* indicates a required field

Describe why your organisation exists, what does it aim to achieve and how? *

We, the Bangladeshi community members, living in South Australia have a strong desire to maintain our social bondage and communication among ourselves. We strongly feel that our children develop appreciation and intimate ties with their tradition, language, culture and lifestyle among themselves. We also intend to develop awareness of Bangladeshi culture, language, tradition and lifestyle among our Australian friends and neighbors to build a homogeneous and harmonious multicultural Australian society.

Must be no more than 100 words.

Does your organisation have an ABN? *

☒ Yes ☐ No

ABN *

25 687 878 176

Information from the Australian Business Register	
ABN	25 687 878 176
Entity name	South Australian Bangladeshi Community Association (sabc)
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5086 SA

Information current as at 12:00am yesterday

Must be an ABN

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Application CG000141819 From South Australian Bangladeshi Community Association

What type of not-for-profit organisation are you?

- | | |
|--|--|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association |
| <input type="radio"/> Religious or faith-based institution | <input type="radio"/> Healthcare not-for-profit |
| <input type="radio"/> Philanthropic organisation | <input checked="" type="radio"/> Community group |
| <input type="radio"/> Peak body | <input type="radio"/> Political party / lobby group |
| <input type="radio"/> Social enterprise | <input type="radio"/> Research body |
| <input type="radio"/> International NGO | <input type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

- | | |
|--|---|
| <input checked="" type="radio"/> Less than \$50,000 | <input type="radio"/> \$1 million or more, but less than \$10 million |
| <input type="radio"/> \$50,000 or more, but less than \$250,000 | <input type="radio"/> \$10 million or more, but less than \$100 million |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx

What is your organisation's legal structure?

- | | |
|--|---|
| <input type="radio"/> Unincorporated association | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association | <input type="radio"/> Trust |
| <input type="radio"/> Cooperative | <input type="radio"/> Unknown |
| <input type="radio"/> Company limited by guarantee | <input type="radio"/> Other: |
| <input type="radio"/> Indigenous corporation, association or cooperative | |

If your organisation is unincorporated it must have an auspice organisation

Project Details

* indicates a required field

Project title: *

Bangla New Year

Provide a name for your project/program/initiative. Your title should be short but descriptive

Anticipated start date *

14/04/2019

If unknown, provide your best guess or leave blank

Anticipated end date

14/04/2019

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Community Grants

Application CG000141819 From South Australian Bangladeshi Community Association

If successful, what do you intend doing with the grant funds? *

1. Organise a Cultural Event participated by Kids, Young and Senior Performers,
 2. Award giving ceremony for Volunteers and Community contributors ,
 3. Published a Special Souvenir focusing Bangla New Year and other helpful articles for example health, career, culture etc.
 4. Traditional Ethnic Folklore Concert
 5. Traditional Ethnic Food & Clothing show
- Must be no more than 150 words.

How does your project align to the strategic priorities of Council as outlined by the Community Plan? *

The Project aligns with the long term strategy plan of City of West Torrens which is a community that embraces diversity ,recognise and celebrate our diverse community and facilitate opportunities and short term strategies which provide and support events,programs and local organisations that celebrate and assist our diverse community.Install a sense of Identity and pride within the West Torrens Community.

Must be no more than 150 words.

To refer to the City of West Torrens Community Plan go to <https://lndd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

Does this application respond to one or more of the program priority areas? *

Yes.Local events ,activities and programs that celebrate multicultural and indigenous heritage.

Connections between neighbours,older and young people,and the capacity for ageing in place.The event will help isolated community members ,elderly people, female and kids to be entertained and create emotional attachment to the Community.Bangla New Year is all about bringing unity among all Bangla speaking people, spreading love and happiness, nourishing the ethnic culture and lifestyle and wishing each other wellbeing and prosperity. The day is also marked by visiting relatives, friends and neighbors and by entertaining guests with special food among the mainstream and multicultural community.

Must be no more than 150 words.

For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

How does your project demonstrate innovation? Is there evidence and/or a clear reason for why it has been developed? *

Bangla new year celebration spread joys and happiness among the community. The event also create a harmonious environment.

Must be no more than 150 words.

How do you plan to engage the groups you are targeting for this project? *

Organise Community Focal Group discussion

Weekly Rehearsal

Volunteer session

Formation of Committees

Involve Multicultural Organisations

Must be no more than 150 words.

Do you have a plan for how your project will be delivered? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? *

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Application CG000141819 From South Australian Bangladeshi Community Association

Yes, We have develop action Plan to implement the project.
Must be no more than 150 words.

Reporting your success

How will you know if you have achieved your intended outcomes? *

Feedback Form

Group Feedback Meeting

Creating a harmonious and joyful community

Increase of Community bondin

Must be no more than 150 words.

Will the project be carried out in partnership with other relevant organisations? *

☐ Yes

☒ No

What will the grant funds be spent on?

Equipment (specify)	Materials (specify)	Other (specify)
Sound System	Promotional Items	Venue Hire
Crest	Souvenir	Dress
Printing	Poster	Make up
Drum	Banner	Rehearsal Food
Transport	Flyer	Rehersal Venue
Video Camera	Facebook Ad	Stage Decorattion

What is the total cost of the proposed purchases? *

\$20,000.00

Must be a dollar amount.

What is the amount sought from Council? *

\$3,000.00

Must be a dollar amount.

What is the amount to be funded by your organisation? *

\$17,000.00

Must be a dollar amount.

Publicity and Promotion

How will you promote your project, initiative or resource? *

☒ Signage

☒ Official Launch

☒ Newsletters

☒ Email distribution

☒ Flyers

☒ Letterbox Drop

☒ Network Meetings

☒ Social Media

☒ Other:

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Community Grants

Application CG000141819 From South Australian Bangladeshi Community Association

Documentation checklist and further information

Attached is:

Supporting documents that may be appropriate (maximum of two pages)

Filename: Information.pdf

File size: 241.1 kB

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items more than \$1000

Filename: SoundSystem.pdf

File size: 109.0 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

If applicable, please list all grants received from the City of West Torrens in the past three years.

Amount	Date received	Project, initiative or resource

Certification and Feedback

* indicates a required field

Certification

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the Guidelines for City of West Torrens Grants and Sponsorships and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

I agree *

☒ Yes ☐ No

Name of authorised person *

Mr Mahbub Siraz

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Chairperson

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Community Grants

Application CG000141819 From South Australian Bangladeshi Community Association

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *

Must be an Australian phone number.

Mobile number

Contact Email *

Must be an email address.

Date *

15/02/2019
Must be a date

Applicant Feedback

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Please indicate how you found the online application process:

☒ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.

সাউথ অস্ট্রেলিয়ান বাংলাদেশী কমিউনিটি এসোসিয়েশন

SOUTH AUSTRALIAN BANGLADESHI COMMUNITY ASSOCIATION



A nonprofit organization since 2004



A very brief information of South Australian Bangladeshi Community Association (SABCA):

Fifteen years ago, in January 2004, a group of Bangladeshi living in Adelaide took a bold step for advancing the interest of our community by chartering a new association, called South Australian Bangladeshi community Association (SABCA). The focus of the new association was to unite the Community members believing in honesty, justice, equal right, mutual respect and transparency. It was strongly felt that our children should develop an appreciation of and intimate tie with their tradition, language, culture and lifestyle. It was also felt the need to develop awareness of Bangladeshi culture, language, tradition and lifestyle among our Australian friends and neighbors. This is of paramount importance to build an inclusive, cohesive and harmonious Australian society where diversity is understood, respected and supported.

Website: www.sabca.org.au

Facebook: <https://www.facebook.com/pages/South-Australian-Bangladeshi-Community-Association/>

Pohela Boishakh(Bangla New Year):

Pohela Boishakh stands for the first day of the Bangla calendar year. Bangla calendar was first introduced by Akbar, the great Mughal emperor for easier tax collection matching with the harvest sessions. It is celebrated with great excitement by about 300 million Bangla speaking people irrespective of regional and religious differences living in Bangladesh, the Indian state of West Bengal, Assam, Tripura and other parts of the world. It is the occasion to welcome the New-Year with a new hope of peace, prosperity, happiness and success. In Bangladesh, it is a national holiday celebrated on the 14th of April and in West Bengal and Assam it is a public (state) holiday.

Pohela Boishakh celebrations mark a day of cultural unity without distinction between class, race, ethnicity and religious affiliations. Pohela Boishakh celebration has the deep connection to the simple lifestyle and the rural cultures of Bangladesh, west Bengal, Assam and Tripura. On this day rural houses are cleaned and rural people take an early bath. While young ladies wear white sarees with red borders, the boys put on Kurta and pajama. The day is started with a traditional breakfast of water-soaked rice and fried Hilsa fish. Songs welcoming the New Year are sung by the singers. The day is marked by processions, jatra play, fairs, and puppet shows. Though Pohela Boishakh has a rural origin, it has now been evolved to an important national event celebrated with profound joys by the city dwellers. Pohela Boishakh is now an integral part of Bengali culture. People from all cross-section of the society can participate in the festivities without revealing their class or religious identity, or financial ability. Pohela Boishakh is all about bringing unity among all Bangla speaking people, spreading love and happiness, nourishing the rural culture and lifestyle and wishing each other wellbeing and prosperity. The day is also marked by visiting relatives, friends and neighbors and by entertaining guests with special food.

Bengali friends greet each other by saying "Shubho Naba Barshol" (Happy New Year!). In Adelaide, SABCA is celebrating Pohela Boishakh for last fifteen years in presence of a large number of culturally diversified audiences and dignitaries.

This year, SABCA is going to celebrate a grand program of Pohela Boishakh and 15th Anniversary together on the 14th of April, 2019 at Woodville Town Hall, Adelaide. At this moment there are approximately 7,000 migrant Bangladeshi and international students living in South Australia who are highly educated and skilled. Most of them have completed their tertiary degree or studying at universities and working at all sectors as doctor, engineer, IT personnel, lecturer, teacher, banker or manager etc. They are contributing an evenhanded impact in the growth of economy in South

সাউথ অস্ট্রেলিয়ান বাংলাদেশী কমিউনিটি এসোসিয়েশন
SOUTH AUSTRALIAN BANGLADESHI COMMUNITY ASSOCIATION



A nonprofit organization since 2004



Australia. SABCA is going to spread the harmony and joy to all these people by publishing a special Souvenir on the event day. We are expecting 1000 multicultural guests will attend this Mega event. The event will live telecast to all over the world by Asian TV and Radio Baksho, Sydney. There will be other media presence too.

We have also invited the following guests to this mega event:

- His Excellency the Honourable Hieu Van Le AO, Governor of South Australia
- The Honorable Steven Marshall MP, Premier of South Australia
- The Honourable Scott Morrison MP, Prime Minister of Australia
- The Honorable Jing Lee MLC, Assistant Minister to the Premier
- Local Mayors, other dignitaries and community leaders of South Australia

PROGRAM SCHEDULE:

Event : Bangla New year 1426 and 15th Anniversary of SABCA
Date : Sunday, 14 April 2019

Timing:

- 06:00 PM : Program Commence
- 06:00 PM : Ethnic Traditional Food & Clothing
- 06:05 PM : Cultural Performance
- 06:45 PM : Special Souvenir Opening
- 06:55 PM : SABCA Chairperson's Speech
- 07:00 PM : Speech of Respected Guests
- 07:15 PM : Award Distribution
- 07:15 PM : Cultural Performance Continues
- 08:00 PM : Ethnic Folklore Concert
- 09:30 PM : Closing



20Sound Hire & Production

enquiries@20sound.com.au

www.20sound.com.au

ABN 99 450 453 506

Sun 14th Apr 2019

QUOTATION

Delivery Entrance: 19 Liberton Ave CROYDON PARK (by appointment only)

PO Box 393 WELLAND SA 5007

PH: 0422 984 478

FX: (08) 8346 1596

Quote Ref / Invoice # JF03538

Prepared: 15/02/19

BILL TO:

South Australian Bangladeshi
Community Association Inc. (SABCA)
c/o Goodwood Primary School

VENUE & FUNCTION DETAILS:

Desc: Sound Equipment Hire & Production

Event Date: Sun 14th Apr 2019

Venue: Woodville Town Hall

CONTACT:

Tarik MD

Organiser

Delivery: t.b.a

S/C t.b.a

Event start: 6:00pm

Collection: 11:30pm

Phone:

Fax:

Mob: 0404 057 899

Email: tarikade08@yahoo.com.au

	DESCRIPTION	QTY	EA (ex)	UNIT	Charged @	TOTAL (ex)
1	Equipment Hire:					
2	AT Blackbird CLA700A Compact line array module	4	75.00	ea	1 day	300.00
3	AT Blackbird CLA LF3200A 18" sub bass driver	4	75.00	ea	1 day	300.00
4	Midas M32 mixing desk	1	150.00	ea	1 day	150.00
5	Midas DL32 stage box w/ Cat 5 digital snake	1	50.00	ea	1 day	50.00
6	RCF 4-Pro 3002SMA powered foldback wedge	2	50.00	ea	1 day	100.00
7	Quest QM450A powered foldback wedge	3	45.00	ea	1 day	135.00
8	Shure SLX cordless handheld mic (MC)	1	55.00	ea	1 day	55.00
9	Sennheiser XSW-52 cordless headset mic system	3	55.00	ea	1 day	165.00
10	Shure SM58 or Beta 58A vocal microphone	4	10.00	ea	1 day	40.00
11	Shure Beta 91A condensor kick mic	1	12.00	ea	1 day	12.00
12	Shure SM57 instrument mic	2	10.00	ea	1 day	20.00
13	Sennheiser E604 clip-on tom mic	3	10.00	ea	1 day	30.00
14	Rode M5 pencil condensor mic	3	10.00	ea	1 day	30.00
15	Audio Technica ATM-350 clip-on mic	1	18.00	ea	1 day	18.00
16	Active DI box	4	10.00	ea	1 day	40.00
17	Pearl Vision 5 piece drums w/ snare & cymbals	1	150.00	ea	1 day	150.00
18	VOX AC30 C2 Guitar Amp Combo	1	45.00	ea	1 day	45.00
19	Gallien-Krueger 1001RB-II bass head	1	35.00	ea	1 day	35.00
20	Gallien-Krueger NEO410 bass cab	1	35.00	ea	1 day	35.00
21	Mic stand tall boom	8	5.00	ea	1 day	40.00
22	Mic stand short boom	2	5.00	ea	1 day	10.00
23	Music stand	4	8.00	ea	1 day	32.00
24	16/4 multicore snake with stage box	1	20.00	ea	1 day	20.00
25	Antari HZ-500 premium hazer	1	85.00	ea	1 day	85.00
26	RGB Laser	1	45.00	ea	1 day	45.00
27	1500W Strobe lights package w/ ignitor	1	105.00	ea	1 day	105.00
28	Leads and cables - Band Pack 4	1	40.00	ea	1 day	40.00
29						
30	for: MC, Band: 3 Vox, Gtr, Bass, K/B's, Violin, Drums					
31						
32	Labour:					
33	Delivery					45.00
34	Installation and removal (4 pax)					600.00
35	Operation (2 pax)					300.00
36	Collection					0.00

GENERAL HIRE AGREEMENT:

1. By accepting this offer, the client agrees to pay for any loss or damage to equipment whilst in their care.
2. Equipment must be transported in a covered vehicle.
3. Cancellation of confirmed booking will incur 20% fee.

EQUIP HIRE DISC. 18% -\$375.66

SUB TOTAL ex GST \$2,656.34

GST \$265.63

Signed Date.....

TOTAL \$2,921.98

TERMS:

Payment before delivery Credit card or EFT accepted

EFT: '20 Sound' BSB: 105 008 Acc: 089 356 240

JF03538

PAID

BALANCE \$2,921.98

19/03/2019

Bangla New Year 1426 and Kumar Bishwajit | Krazy Tickets




TICKETS

Single: \$15 Silver
Family of 4 : Silver \$50

Gold Box, Family
(4 and 6 seats)
\$200 (Only 8 Tickets)

Gold Single: \$80

CONTACT : TUNIN : 0422488706 ASAD: 0469 202 288
IBRAHIM : 0450 057 798 TOMMID: 0451 232 886
TARIK: 0409 057 899 HANHAN: 0910 412 091
ARIK : 0420 290 072 PAPPU: 0430 091 578

SABCA

15TH ANNIVERSARY

BANGLA

1426

NEW YEAR

SABCA PRESENTING
LEGENDARY SINGER
Kumar Bishwajit
FIRST TIME IN ADELAIDE

Time: 5PM-10PM
Venue: Woodville Town Hall
74 Woodville Road, Woodville, SA 5011
Sunday, 14 April, 2019

Bangla New Year 1426 and Kumar Bishwajit

📅 DATE & TIME

Sun, Apr 14, 2019
5:00 PM — 10:00 PM

📍 LOCATION

74/76 Woodville Rd, Woodville South SA 5011, Australia

[View Map Location](#)

Bangla New Year 1426 and Kumar Bishwajit #1

ⓘ Please check seat plan before booking!

Choose Seat

Please enter number of tickets

1



BOOK EVENT

Event Category: **Mela/Fair**

Share with friends

<https://www.krazytickets.com.au/kt/bangla-new-year-1426-and-kumar-bishwajit/?fbclid=IwAR06dRe20pGI4M40ZMZx89AzerYhVD-XGt4x-eCbWP...> 1/6

19/03/2019

Bangla New Year 1426 and Kumar Bishwajit | Krazy Tickets



Event Information

SABCA (South Australian Bangladeshi Community Association) going to present Bengali New year and Kumar Bishajit first time in Adelaide. This is a family-friendly event, where our kids would be able to learn our Bengali cultural heritage, as well as we, adults and kids, would be able to enjoy live songs from the legendary Singer Kumar Bishajit. There will be food stalls and cloth stalls there for your convenience.

Coupon Code for Group Tickets: (FORFAMILY)

Purchase 4 **SILVER** family seats for \$50 only. You have to use the coupon code **FORFAMILY** at the **Cart page** to avail this discounted price.

N.B: Please contact organizers to get a discount when you are buying 8 or more tickets together.

Other Details:

Date: 14 April 2019

Location: Woodville Town Hall, 74/76 Woodville Rd, Woodville South SA 5011

Gate open: 5.00 PM, show starts at 6.00 PM

Ticket price: Silver \$15 (4 for \$50); Gold \$50

Local Contact: Mohammad Tarik 0404057899 & Mahbub S Tuhin 0422455704

Seat Details:

Ground Floor – GA to GN (SILVER)

First Floor – A to D (GOLD)

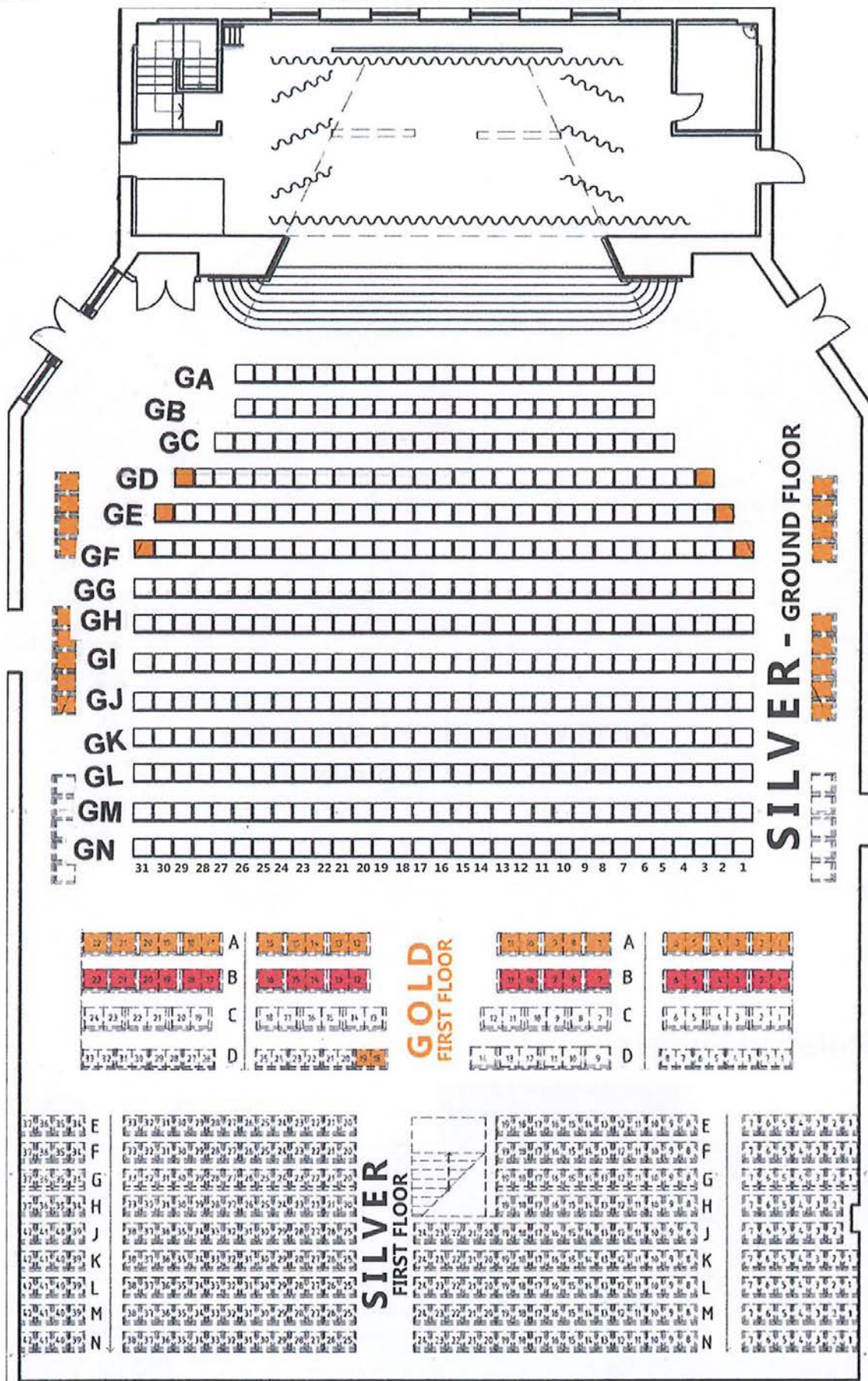
First Floor – E to N (SILVER)

Event Seat Plan

<https://www.krazytickets.com.au/kt/bangla-new-year-1426-and-kumar-bishwajit/?fbclid=IwAR06dRe20pGI4M40ZMZx89AzerYhVD-XGt4x-eCbWP...> 2/6

19/03/2019

Bangla New Year 1426 and Kumar Bishwajit | Krazy Tickets


<https://www.krazytickets.com.au/kt/bangla-new-year-1426-and-kumar-bishwajit/?fbclid=IwAR06dRe20pGI4M40ZMx89AzerYhVD-XGt4x-eCbWP...> 3/6

19/03/2019

Bangla New Year 1426 and Kumar Bishwajit | Krazy Tickets



**74/76 Woodville Rd, Woodville
South SA 5011, Australia**

Related Events



<https://www.krazytickets.com.au/kt/bangla-new-year-1426-and-kumar-bishwajit/?fbclid=IwAR06dRe20pGI4M40ZMx89AzerYhVD-XGt4x-eCbWP...> 4/6

17.3 Reporting Directions and Public Interest Disclosure Guidelines

Brief

This report presents proposed feedback on the draft *Reporting Directions and Public Interest Disclosure Guidelines* released for consultation by the Independent Commissioner Against Corruption.

RECOMMENDATION

It is recommended to Council that the feedback on the *Reporting Directions and Public Interest Disclosure Guidelines*, contained within the Agenda report, be approved and submitted to the Independent Commissioner Against Corruption.

Introduction

The *Public Interest Disclosure Act 2018* (Act) (**Attachment 1**) received assent in November 2018 and upon commencement, will replace the *Whistleblowers Protection Act 1993* (Whistleblowers Act). It is anticipated that the Act will commence in the first half of 2019.

The Act is intended to:

- Facilitate disclosures about public interest administration information by public officers or former public officers;
- Ensure that public disclosures (made by members of the public) are properly assessed and, where necessary, investigated and actioned; and
- Ensure that a public officer making a disclosure is protected against reprisals.
- Provide protection for disclosures made by members of the public about a wrongdoing in the private or public sector where the information is disclosed to an appropriate recipient and relates to a substantial risk to public health or safety and the environment.

Appropriate Disclosures

Section 5(1) of the Act has the effect of granting protection to an informant who makes an 'appropriate disclosure' of 'public interest information' to a 'relevant authority'.

The Act provides for two categories of public interest information:

- **Environmental and health information** which is defined as information that raises a potential issue of a **substantial** risk to the environment, or to the health and safety of the public generally, or to a **significant** section of the public.

Individuals making an appropriate disclosure of environmental health information to a relevant authority must **believe** on reasonable grounds that the information is true; or if they are not in a position to form a belief on reasonable grounds about the truth of the information, they **believe** on reasonable grounds that the information may be true, and it is of sufficient significance to justify its disclosure so it may be investigated.

- **Public administration information** is information relating to any reasonable **suspicion** of a potential issue of corruption, misconduct or maladministration in public administration as those terms are defined in the *Independent Commissioner Against Corruption Act 2012* (ICAC Act).

Only public officers, as defined in Schedule 1 of the ICAC Act may make a disclosure of public administration information. This includes Elected Members, members of the Administration and persons performing contract work for the City of West Torrens (**CWT**).

While the Whistleblowers Act contains a similar provision, the Act extends the protection and expressly provides for immunity despite any duty of secrecy or confidentiality. An informant will not be subject to any liability in making an appropriate disclosure.

There is no obligation on informants to assist in the investigation of information that they have disclosed.

Relevant Authority

The Act provides that the disclosure of public interest information will only be protected if it is made to a 'relevant authority' as defined in section 5(5) of the Act. This is narrower than the Whistleblowers Act which protects disclosures of public interest information made by informants can be any '*person to whom it is, in the circumstances of the case, reasonable and appropriate to make the disclosure.*'

The Act defines a relevant authority, with regard to local government as follows:

- If the information relates to a location within the area of a particular council, a relevant authority is prescribed to be a member, officer or employee of that council.
- If the information relates to a public officer, a relevant authority is taken to be the person responsible for the management or supervision of that public officer, or to the council's responsible officer.

Responsible Officer

Section 12 of the Act requires the CEO to ensure the council has appropriate responsible officers and procedures in place within three months of the commencement of the Act.

The responsible officer is required to receive "appropriate disclosures of public interest information" relating to the CWT, make appropriate recommendations to the CEO in relation to dealing with the disclosure, and provide advice to officers and employees of the CWT in relation to the administration of the PID Act.

It is anticipated that the upcoming regulations may prescribe qualifications and/or mandatory training for the responsible officer. The responsible officer under the Whistleblowers Act is currently the General Manager Business and Community Services.

Acting on an Appropriate Disclosures

On receipt of an appropriate disclosure the relevant authority must act in accordance with the confidentiality provisions contained within the PID Act and any Guidelines prepared by the ICAC.

The obligations on recipients of appropriate disclosures to keep the identity of informants confidential has not changed. The provisions relating to victimisation have been strengthened as in addition to being considered as a tort and an act of victimisation, under the *Equal Opportunity Act 1994*, is also considered to be an offence in relation to which proceedings can be commenced by the Commissioner of Police or the Director of Public Prosecutions.

No further action is required to be taken in relation to an 'appropriate disclosure' when the information does not justify the taking of further action or the information relates to a matter that has already been investigated, or otherwise acted upon, and the information does not give rise to a need to re-examine the matter, or there is other good reason why no action should be taken.

Matters that do merit further investigation must be dealt with in accordance in accordance with the Act and any associated regulations as well as any Guidelines produced by the ICAC.

Discussion

The ICAC has written to Council to advise that it has prepared draft *Reporting Directions and Public Interest and Disclosure Guidelines* (Guidelines) and is seeking feeding back on the Guidelines prior to close of business on 5 April 2019 (**Attachment 2**).

The Guidelines are divided into three parts being:

- Part One - Reporting Directions which details existing reporting obligations under the ICAC Act.
- Part Two - Public Interest Disclosure Guidelines introduces the requirements related to appropriate disclosures under the PID Act.
- Appendices

Part One - Reporting Directions

The ICAC has advised that Part One of the Guidelines deals with mandatory reporting obligations issued in accordance with the ICAC Act including the:

- reporting obligations of public officers under the ICAC Act.
- methods by which the Office of Public Integrity (OPI) will receive a report of corruption or systemic or serious misconduct or maladministration.

Administration Comment

Part One, which addresses the reporting directions, is overall easy to understand. The inclusion of a clear definition of 'forming a reasonable suspicion' is appreciated as it provides further clarity to the existing reporting directions.

Proposed Feedback to the ICAC

Part One of the Guidelines would benefit from:

The inclusion of the definition of 'public officer' at the start of this section.

A set of defined terms for example - OPI is used and not defined on page 5.

The inclusion of hyperlinks in the Guidelines e.g. ICAC website on pages 8 and 9.

Of note, the modified reporting obligations mentioned on page 9 were not available on the ICAC website as at 18 March 2019.

Part Two - Public Interest Disclosure Guidelines

The second part of the Guidelines introduces the Act and sets out the Guidelines which have been developed by the ICAC. There are four Guidelines as follows:

Guideline one: Receipt, assessment and notification of appropriate disclosures (section7)

This guideline explains the process that must be followed when a disclosure is initially received (by an Elected Member as well as a Council officer). It involves a number of different options depending on the content of the information received (i.e.: reporting to SAPOL, reporting to the OPI, referring it to the Council administration), as well as creating a separate reporting requirement to the OPI upon this initial receipt of a disclosure. When this report has been made to the OPI, a unique reference number will be issued, and it is the information recipient's responsibility to pass this code on to any relevant party i.e. the designated responsible officer(s).

Administration Comment

There is some confusion within this section of the Guidelines. The ICAC has combined environmental health disclosures with public administration disclosures, without proper explanation as these types of disclosures have different requirements.

The Guidelines appear disconnected on an initial reading and the application of section 5 can be interpreted in a number of ways i.e.: does this section apply if the complaint has already been reported to the OPI under the requirements of the ICAC Act?

The Guidelines provide no assistance on the manner to deal with a vexatious or frivolous complainant. The requirements on the recipient of information are extensive and there should be an official guideline in place for these types of complaints.

There appears to be no consideration for the impact of the actions required to be taken by an Elected Member who receives frequent complaints from members of the public.

Proposed Feedback to the ICAC

A workflow diagram depicting the required process would be beneficial.

Part 1 of the Guidelines states if 'there is a serious risk of harm....'. This only relates to the definition of environmental and health information as contained in section 4 of the PID Act. The definition of public administration information does not require risk to be considered; only the matter to be actioned. The Guidelines would therefore benefit from this being clarified.

Part 4 of the process is confusing and needs to be reworded to clarify the intent. This may possibly be achieved by removing the bracketed information i.e. (section 7(2) of the PID Act does not apply).

It would be useful to reference the statutory timeframes for each stage of the process.

Part 5(d) is unclear as to whether the phrase 'the matter had to be reported to OPI' refers to obligations under the ICAC Act, the PID Act or both. This would benefit from clarification.

Part 6 - It would be more efficient for OPI to provide the reference number to other agencies detailed in the report.

How are recipients of information going to know if it has been reported/dealt with before without breaching any of the confidentiality provisions? Are there allowances under the PID Act for a council to create a register to be controlled by the responsible officer? Further clarity on this is sought.

There should be a separate consideration for applying a council's vexatious or frivolous complaints policy and still remain compliant with this Act and these Guidelines.

It would be beneficial to have separate reporting guidelines for Elected Members, with the inclusion of a provision requiring Elected Members to refer all matters directly to the council's designated responsible officer.

A definition of substantial risk and significant section of the public would be useful to help determine whether the Act will be triggered.

Guidelines two: Notification of action taken (section 7)

This guideline creates an additional layer of reporting to the OPI once action relating to the disclosure has been taken. This reporting is either done by the original recipient of the information or by the party to whom they passed the disclosure on to under guideline 1.

Administration Comment

This Guideline requires an additional layer of reporting to the OPI at the conclusion of any action or investigation. This report must be made with reference to the unique number provided by the OPI after the initial report thus adding more complexity than may be necessary to the process.

Proposed Feedback to the ICAC

A glossary with defined terms is needed to ensure the reader is aware of the roles of the notifier, informant and recipient.

This guideline needs some more clarity as to why the additional layer of reporting to the OPI is required. For example, if the recipient of the information determines that no further action is required, are they still required to make a secondary report to the OPI?

The obligations to report back to the initial informant on the actions being taken regarding their disclosure need to be further clarified.

Guideline three: Informant confidentiality (section 8)

This Guideline outlines the few situations where an informant's identity is allowed to be released.

Administration Comment

This guideline applies to everyone who receives an appropriate disclosure (Elected Members and officers alike. This guideline needs to be kept in mind at all times where the Act is applicable.

Proposed Feedback to the ICAC

The numbering of section one is non-sequential and it appears that '(b)' has been missed.

There should be more clarity in the guidelines as to the penalties for inappropriately disclosing an informant's information.

There should be more clarity around the application of this guideline where a member of the public makes a disclosure surrounding public administration information.

Guideline four: Creation of procedural documents (section 8)

This guideline puts the obligation onto each relevant authority to ensure that the proper policy and procedures are in place for the application of this Act.

Administration Comment

At present, section 12(4) of the PID Act will only apply to public sector agencies. The ICAC has proposed to the Attorney-General that the requirements prescribed by section 12(4) be extended to councils. Should this amendment be introduced into Parliament and ultimately passed, the guideline in respect of section 12(4) will be amended accordingly.

The Administration is preparing a draft policy which complies with section 12(4) of the Act and this guideline.

Proposed Feedback to the ICAC

The Act needs to be amended to ensure that Councils are included within these requirements.

Appendices

The appendices provide further explanatory information to assist with interpreting the guidelines.

Administration Comment

The appendices need to be read in conjunction with the remainder of the Guidelines. They direct the reader to definitions contained within ancillary legislation which operate in conjunction with the Act.

Proposed Feedback to the ICAC

It would be useful to provide the contact details for the list of relevant authorities.

This would be the appropriate place to include workflows and diagrams to assist with the application of the Guidelines by Elected Members and officers.

Conclusion

This report presents proposed feedback, for Council's consideration, on the draft Reporting Directions and Public Interest Disclosure Guidelines, released under the *Public Interest Disclosure Act 2018*.

Attachments

1. **Public Interest Disclosure Act 2018**
2. **Draft Reporting Directions and Public Interest Disclosure Guidelines**

Version: 15.11.2018—Act uncommenced

South Australia

Public Interest Disclosure Act 2018

An Act to encourage and facilitate disclosures of certain information in the public interest by ensuring that proper procedures are in place for making and dealing with such disclosures and by providing protection for persons making such disclosures; to make related amendments to the *Local Government Act 1999* and the *Public Sector Act 2009*; to repeal the *Whistleblowers Protection Act 1993*; and for other purposes.

Contents

- 1 Short title
- 2 Commencement
- 3 Objects
- 4 Interpretation
- 5 Immunity for appropriate disclosure of public interest information
- 6 Disclosure to journalist or member of Parliament
- 7 Duty to act in relation to appropriate disclosure
- 8 Identity of informant to be kept confidential
- 9 Victimisation
- 10 False or misleading disclosures
- 11 Preventing or hindering disclosure
- 12 Duties of principal officers
- 13 Duties of responsible officers
- 14 Guidelines
- 15 Non-derogation
- 16 Regulations

Schedule 1—Related amendments, repeals and transitional provisions

Part 1—Related Amendments

Division 1—Related amendment to *Local Government Act 1999*

- 1 Repeal of section 302B

Division 2—Related amendments to *Public Sector Act 2009*

- 2 Repeal of section 7
- 3 Amendment of section 14—Functions of Commissioner

Part 2—Repeal

- 4 Repeal of *Whistleblowers Protection Act 1993*

Part 3—Transitional provisions

- 5 Disclosures under repealed Act

Public Interest Disclosure Act 2018—15.11.2018—uncommenced
Contents

6 Designation of responsible officers

Legislative history

The Parliament of South Australia enacts as follows:

1—Short title

This Act may be cited as the *Public Interest Disclosure Act 2018*.

2—Commencement

This Act will come into operation on a day to be fixed by proclamation.

3—Objects

The objects of this Act are—

- (a) to encourage and facilitate the disclosure, in the public interest, of information about substantial risks to public health or safety, or to the environment, and about corruption, misconduct and maladministration in public administration—
 - (i) by ensuring that proper procedures are in place for the making of such disclosures and for dealing with such disclosures; and
 - (ii) by providing appropriate protections for those who make such disclosures; and
- (b) to ensure that there is appropriate oversight of public interest disclosures about corruption, misconduct and maladministration in public administration.

4—Interpretation

In this Act, unless the contrary intention appears—

appropriate disclosure—

- (a) in relation to environmental and health information—see section 5(3); and
- (b) in relation to public administration information—see section 5(4); and
- (c) in any case—see section 6;

Commissioner means the person holding or acting in the office of the Independent Commissioner Against Corruption;

corruption in public administration has the same meaning as in the *Independent Commissioner Against Corruption Act 2012*;

environmental and health information means information that raises a potential issue of a substantial risk to the environment or to the health or safety of the public generally or a significant section of the public (whether occurring before or after the commencement of this Act);

informant means a person who makes an appropriate disclosure of public interest information;

journalist means a person engaged in the profession or occupation of journalism in connection with the publication of information in a news medium;

uncommenced—15.11.2018—Public Interest Disclosure Act 2018

judicial officer has the same meaning as in the *Judicial Conduct Commissioner Act 2015*;

liability includes a liability to disciplinary action;

maladministration in public administration has the same meaning as in the *Independent Commissioner Against Corruption Act 2012*;

misconduct in public administration has the same meaning as in the *Independent Commissioner Against Corruption Act 2012*;

news medium means a medium for the dissemination to the public or a section of the public of news and observations on news;

OPI means the Office for Public Integrity established under the *Independent Commissioner Against Corruption Act 2012*;

principal officer of a public sector agency or of a council means—

- (a) in the case of a public sector agency—
 - (i) if the agency consists of an unincorporated board or committee—the presiding officer; or
 - (ii) in any other case—
 - (A) the chief executive officer of the agency; or
 - (B) if there is no chief executive officer of the agency—a person designated as principal officer of the agency for the purposes of this definition by the responsible Minister for the public sector agency; and
- (b) in the case of a council—the chief executive officer of the council;

public administration has the same meaning as in the *Independent Commissioner Against Corruption Act 2012*;

public administration information means information that raises a potential issue of corruption, misconduct or maladministration in public administration (whether occurring before or after the commencement of this Act);

public interest information means—

- (a) environmental and health information; or
- (b) public administration information;

public officer has the same meaning as in the *Independent Commissioner Against Corruption Act 2012*;

public sector agency has the same meaning as in the *Public Sector Act 2009*;

public sector employee has the same meaning as in the *Public Sector Act 2009*;

relevant authority—see section 5(5);

responsible Minister in relation to a public sector agency means the Minister responsible for administration of the agency or the legislative instrument under which it is established and, if there is no such Minister, a Minister designated by the regulations as the responsible Minister or, in the absence of such a designation, the Minister responsible for the administration of this Act;

Public Interest Disclosure Act 2018—15.11.2018—uncommenced

responsible officer means a person designated as a responsible officer under section 12.

5—Immunity for appropriate disclosure of public interest information

- (1) If—
- (a) a person makes an appropriate disclosure of environmental and health information; or
 - (b) a public officer makes an appropriate disclosure of public administration information,
- the person is not subject to any liability as a result of that disclosure.
- (2) This section has effect despite any duty of secrecy or confidentiality or any other restriction on disclosure (whether or not imposed by an Act) applicable to the person.
- (3) A person makes an *appropriate disclosure* of environmental and health information for the purposes of this Act if the disclosure is made to a relevant authority and the person—
- (a) believes on reasonable grounds that the information is true; or
 - (b) is not in a position to form a belief on reasonable grounds about the truth of the information but believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated.
- (4) A public officer makes an *appropriate disclosure* of public administration information for the purposes of this Act if the disclosure is made to a relevant authority and the public officer reasonably suspects that the information raises a potential issue of corruption, misconduct or maladministration in public administration.
- (5) A disclosure of public interest information is made to a *relevant authority* if it is made to—
- (a) where the information relates to a public officer—
 - (i) a person who is, in accordance with any guidelines prepared under section 14, designated as a person who is taken to be responsible for the management or supervision of the public officer or to the relevant responsible officer; or
 - (ii) a person who is, in fact, responsible for the management or supervision of the public officer or to the relevant responsible officer; or
 - (b) where the information relates to a public sector agency or public sector employee—
 - (i) the Commissioner for Public Sector Employment; or
 - (ii) the responsible officer for the relevant public sector agency; or
 - (c) where the information relates to an agency to which the *Ombudsman Act 1972* applies—the Ombudsman; or

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- (d) where the information relates to a location within the area of a particular council established under the *Local Government Act 1999*—a member, officer or employee of that council; or
- (e) where the information relates to a risk to the environment—the Environment Protection Authority; or
- (f) where the information relates to an irregular and unauthorised use of public money or substantial mismanagement of public resources—the Auditor-General; or
- (g) where the information relates to the commission, or suspected commission, of any offence—a member of the police force; or
- (h) where the information relates to a judicial officer—the Judicial Conduct Commissioner; or
- (i) where the information relates to a member of Parliament—the Presiding Officer of the House of Parliament to which the member belongs; or
- (j) where the information relates to a person or a matter of a prescribed class—an authority declared by the regulations to be a relevant authority in relation to such information; or
- (k) a Minister of the Crown; or
- (l) OPI; or
- (m) any other prescribed person or person of a prescribed class.

6—Disclosure to journalist or member of Parliament

A person makes an *appropriate disclosure* of public interest information for the purposes of this Act (other than section 7) if—

- (a) the person discloses the information to a journalist or a member of Parliament other than a Minister of the Crown; and
- (b) the person—
 - (i) has already made an appropriate disclosure of substantially the same information in accordance with section 5; and
 - (ii) made their identity known to the person to whom that disclosure was made; and
 - (iii) either—
 - (A) has not received notification in accordance with section 7(1)(b) within 30 days after making that disclosure; or
 - (B) has not received notification in accordance with section 7(3)(a) within 90 days after making that disclosure (or such longer period as may be specified by written notice given, within that period of 90 days, by the person required to give such notification); and
 - (iv) believes on reasonable grounds that the information is true.

Public Interest Disclosure Act 2018—15.11.2018—uncommenced

7—Duty to act in relation to appropriate disclosure

- (1) A person to whom an appropriate disclosure of public interest information is made must assess the information as soon as practicable after the disclosure is made and, following such assessment—
 - (a) must (unless subsection (2) applies) take action in relation to the information in accordance with any applicable guidelines prepared under section 14 or, if no applicable guidelines exist, take such action as is appropriate in the circumstances; and
 - (b) must take reasonable steps to notify the informant (if the informant's identity is known) that an assessment of the information has been made and to advise the informant—
 - (i) of the action being taken in relation to the information; or
 - (ii) if, in accordance with subsection (2), no action is being taken in relation to the information—of the reasons why no action is being taken in relation to the information; and
 - (c) must provide OPI with information relating to the disclosure in accordance with any applicable guidelines prepared under section 14.
- (2) No action need be taken in relation to an appropriate disclosure of public interest information if—
 - (a) the information disclosed does not justify the taking of further action; or
 - (b) the information disclosed relates to a matter that has already been investigated or acted upon by a relevant authority and there is no reason to re-examine the matter or there is other good reason why no action should be taken in respect of the matter.
- (3) A person who takes action referred to in subsection (1)(a) in relation to public interest information or, if such action consists of referring the disclosure of public interest information to another person, the person to whom it is referred—
 - (a) must take reasonable steps to notify the informant (if the informant's identity is known) of the outcome of that action; and
 - (b) must provide OPI with information relating to the outcome of that action in accordance with any applicable guidelines prepared under section 14.
- (4) Subject to subsection (5), this section does not apply where an appropriate disclosure of public interest information is made to a journalist or a member of Parliament.
- (5) If an appropriate disclosure of public interest information is made to a Minister of the Crown, the following provisions apply:
 - (a) the Minister must, as soon as practicable, refer the disclosure to a relevant authority; and
 - (b) the relevant authority—
 - (i) must deal with the information in accordance with this section (as if the disclosure had been made to the relevant authority); and
 - (ii) must ensure that the Minister is notified of the action taken under this section in relation to the information and the outcome of such action.

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8—Identity of informant to be kept confidential

- (1) A person to whom an appropriate disclosure of public interest information is made, or a person to whom such a disclosure is referred or who otherwise knows that such a disclosure has been made, must not, without the consent of the informant, knowingly divulge the identity of the informant except—
- (a) so far as may be necessary to ensure that the matters to which the information relates are properly investigated; or
 - (b) in accordance with any applicable guidelines prepared under section 14.

Maximum penalty: \$20 000 or imprisonment for 2 years.

- (2) The obligation to maintain confidentiality imposed by this section applies despite any other statutory provision, or a common law rule, to the contrary.

9—Victimisation

- (1) A person who causes detriment to another on the ground, or substantially on the ground, that the other person or a third person has made or intends to make an appropriate disclosure of public interest information commits an act of victimisation.
- (2) An act of victimisation under this Act may be dealt with—
- (a) as a tort; or
 - (b) as if it were an act of victimisation under the *Equal Opportunity Act 1984*,

but, if the victim commences proceedings in a court seeking a remedy in tort, the victim cannot subsequently lodge a complaint under the *Equal Opportunity Act 1984* and, conversely, if the victim lodges a complaint under that Act, the victim cannot subsequently commence proceedings in a court seeking a remedy in tort.

- (3) If a complaint alleging an act of victimisation under this Act has been lodged with the Commissioner for Equal Opportunity and the Commissioner for Equal Opportunity is of the opinion that the subject matter of the complaint has already been adequately dealt with by a competent authority, the Commissioner for Equal Opportunity may decline to act on the complaint or to proceed further with action on the complaint.
- (4) In proceedings against a person seeking a remedy in tort for an act of victimisation committed by an employee or agent of the person, it is a defence to prove that the person exercised all reasonable diligence to ensure that the employee or agent would not commit an act of victimisation.
- (5) A person who personally commits an act of victimisation under this Act is guilty of an offence.

Maximum penalty: \$20 000 or imprisonment for 2 years.

- (6) Proceedings for an offence against subsection (5) may only be commenced by a police officer or a person approved by either the Commissioner of Police or the Director of Public Prosecutions.
- (7) In this section—

detriment includes—

- (a) loss or damage (including damage to reputation); or
- (b) injury or harm (including psychological harm); or

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- (c) intimidation or harassment; or
 - (d) discrimination, disadvantage or adverse treatment in relation to a person's employment; or
 - (e) threats of reprisal.
- (8) For the purposes of this section, a *threat* of reprisal may be—
- (a) express or implied; or
 - (b) conditional or unconditional,
- and in any proceedings dealing with an act of victimisation (including proceedings for an offence against subsection (5)) it is not necessary to prove that the person threatened actually feared that the threat would be carried out.

10—False or misleading disclosures

- (1) A person must not make a disclosure of public interest information knowing that it is false or misleading in a material particular (whether by reason of the inclusion or omission of a particular).
- Maximum penalty: \$20 000 or imprisonment for 2 years.
- (2) A person who makes a disclosure of public interest information in contravention of subsection (1) is not protected by this Act.

11—Preventing or hindering disclosure

A person must not—

- (a) prevent another person from making an appropriate disclosure of public interest information under this Act; or
- (b) hinder or obstruct another person in making such a disclosure.

Maximum penalty: \$20 000 or imprisonment for 2 years.

12—Duties of principal officers

- (1) The principal officer of a public sector agency or council must ensure that 1 or more officers or employees of the agency or council are designated as responsible officers of the agency or council for the purposes of this Act.
- (2) The regulations may prescribe qualifications for persons designated as responsible officers for the purposes of this Act.
- (3) The principal officer of a public sector agency or council must ensure that the name and contact details of each responsible officer of the agency or council are made available to officers and employees of the agency or council.
- (4) The principal officer of a public sector agency must ensure that a document setting out procedures—
 - (a) for a person who wants to make an appropriate disclosure of public interest information to the agency; and
 - (b) for officers and employees of the agency dealing with such a disclosure,is prepared and maintained in accordance with any applicable guidelines prepared under section 14.

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- (5) The document required under subsection (4) must—
- (a) without limiting that subsection, include—
 - (i) clear obligations on the public sector agency and its officers and employees to take action to protect informants; and
 - (ii) risk management steps for assessing and minimising—
 - (A) detrimental action against people because of public interest disclosures; and
 - (B) detriment to people against whom allegations are made in a disclosure; and
 - (b) be made available free of charge on the Internet, and at premises determined by the responsible Minister, for inspection by members of the public.
- (6) This section does not apply to—
- (a) a public sector agency consisting only of a single person; or
 - (b) a public sector agency that has been granted an exemption, in writing, by the Commissioner.

13—Duties of responsible officers

A person designated as a responsible officer of a public sector agency or council for the purposes of this Act must—

- (a) receive appropriate disclosures of public interest information relating to the agency or council and ensure compliance with this Act in relation to such disclosures; and
- (b) make appropriate recommendations to the principal officer of the agency or council in relation to dealing with such disclosures; and
- (c) provide advice to officers and employees of the agency or council in relation to the administration of this Act,

and may carry out any other functions relating to this Act.

14—Guidelines

- (1) The Commissioner may publish guidelines for the purposes of this Act.
- (2) The guidelines must be made available free of charge on the Internet, and at premises determined by the Commissioner, for inspection by members of the public.

15—Non-derogation

This Act is in addition to, and does not derogate from, any privilege, protection or immunity existing apart from this Act under which information may be disclosed without civil or criminal liability.

16—Regulations

- (1) The Governor may make such regulations as are contemplated by this Act, or as are necessary or expedient for the purposes of this Act.

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- (2) Without limiting the generality of subsection (1), the regulations may—
- (a) prescribe fines (not exceeding \$5 000) for offences against the regulations; and
 - (b) be of general application or vary in their application according to prescribed factors; and
 - (c) provide that a matter or thing in respect of which regulations may be made is to be determined according to the discretion of the Commissioner or another specified person.

Schedule 1—Related amendments, repeals and transitional provisions

Part 1—Related Amendments

Division 1—Related amendment to *Local Government Act 1999*

1—Repeal of section 302B

Section 302B—delete the section

Division 2—Related amendments to *Public Sector Act 2009*

2—Repeal of section 7

Section 7—delete the section

3—Amendment of section 14—Functions of Commissioner

Section 14(1)(g)—delete "*Whistleblowers Protection Act 1993*" and substitute:
Public Interest Disclosure Act 2018

Part 2—Repeal

4—Repeal of *Whistleblowers Protection Act 1993*

The *Whistleblowers Protection Act 1993* is repealed.

Part 3—Transitional provisions

5—Disclosures under repealed Act

This Act (other than section 7) applies to an appropriate disclosure of public interest information under section 5 of the *Whistleblowers Protection Act 1993* as if it were an appropriate disclosure of public interest information under section 5 of this Act.

6—Designation of responsible officers

The principal officer of a public sector agency or council in existence at the commencement of this Act must ensure that section 12 is complied with within 3 months after that commencement.

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Legislative history

Legislative history**Notes**

- For further information relating to the Act and subordinate legislation made under the Act see the Index of South Australian Statutes or www.legislation.sa.gov.au.

Principal Act

Year	No	Title	Assent	Commencement
2018	26	<i>Public Interest Disclosure Act 2018</i>	15.11.2018	uncommenced

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REPORTING DIRECTIONS & PUBLIC INTEREST DISCLOSURE GUIDELINES

Issued by the Independent Commissioner Against Corruption
under the *Independent Commissioner Against
Corruption Act 2012* & *Public Interest Disclosure Act 2018*



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Introduction

This publication sets out the reporting directions imposed upon public officers under the *Independent Commissioner Against Corruption Act 2012* (ICAC Act). It also sets out the guidelines issued by the Independent Commissioner Against Corruption (the ICAC) under the *Public Interest Disclosure Act 2018* (PID Act).

The publication is divided into two parts. The first part sets out the ICAC reporting directions for public officers. The second part introduces the PID Act and sets out the ICAC's published guidelines under the PID Act (the PID guidelines).

All public officers must be familiar with these reporting directions and the PID guidelines. If you still have questions after reading this publication please visit the ICAC website (icac.sa.gov.au) or contact the Office for Public Integrity (OPI).

PART ONE
REPORTING DIRECTIONS

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What are my reporting obligations?

Every public officer has reporting obligations under the ICAC Act.

There are two different sets of reporting directions.

The first set applies to all public officers other than public officers within South Australia Police (referred to as SAPOL public officers).

The second set applies to all SAPOL public officers.

These reporting directions do not replace any other obligation you have to act. They are in addition to any other reporting obligation imposed on a public officer. For example, compliance with another reporting obligation (such as an internal agency policy requiring a report) does not negate the requirement to make a report to the OPI in accordance with the directions below. If you are unsure whether you are a public officer refer to the appendices of this publication.

Reporting directions for public officers (other than SAPOL public officers)

A public officer **must** report to the OPI any matter that the public officer reasonably suspects involves corruption in public administration **unless** the public officer knows that the matter has already been reported to the OPI.

A public officer **must** report to the OPI any matter that the public officer reasonably suspects involves serious or systemic misconduct or maladministration in public administration **unless** the public officer knows that the matter has already been reported to the OPI or the Ombudsman.

There is no obligation to report a matter that is an offence against the *Road Traffic Act 1961*.

Reporting directions for SAPOL public officers

The following reporting directions apply to you if you are:

- ▶ the Commissioner of Police
- ▶ a police officer
- ▶ a community constable
- ▶ a special constable
- ▶ a police cadet
- ▶ a police medical officer
- ▶ a public sector employee employed in SAPOL
- ▶ a protective security officer

A SAPOL public officer **must** report to the OPI any matter that the SAPOL public officer reasonably suspects involves corruption in public administration **unless** the SAPOL public officer knows that the matter has already been reported to the OPI.

A SAPOL public officer **must** report to the OPI any matter that the SAPOL public officer reasonably suspects involves serious or systemic misconduct or maladministration in public administration unless the SAPOL public officer knows that the matter has already been reported to the OPI.

A SAPOL public officer is not obliged to report to the OPI any matter reasonably suspected of involving misconduct or maladministration where the matter involves only SAPOL public officers.

There is no obligation to report a matter that is an offence against the *Road Traffic Act 1961*.

Understanding your reporting guidelines

The term **corruption** in public administration is defined in the ICAC Act. Corruption generally involves any criminal conduct by a public officer while acting in his or her capacity as a public officer and may include theft, bribery, assault or abuse of public office. The full statutory definition of corruption can be found in the appendices of this publication.

Both misconduct and maladministration in public administration are defined in the ICAC Act. Not all suspected misconduct or maladministration needs to be reported. The obligation to report only arises where the suspected misconduct or maladministration is considered '**serious or systemic**'.

Misconduct involves the conduct of a public officer which contravenes a code of conduct and constitutes a ground for disciplinary action, or other misconduct. The conduct must involve the public officer acting in his or her capacity as a public officer. The full statutory definition of misconduct can be found in the appendices of this publication.

Maladministration involves the conduct of a public officer or the practice, policy and procedure of a public authority that results in an irregular or unauthorised use of public money, the substantial mismanagement of public resources, or the substantial mismanagement of official functions. Maladministration is often associated with poor governance. The full statutory definition of maladministration can be found in the appendices of this publication.

SAPOL public officers need only report serious or systemic misconduct or maladministration involving public officers who are **not** SAPOL public officers. Misconduct and maladministration involving SAPOL public officers is dealt with under the *Police Complaints and Discipline Act 2016*.

What is serious or systemic?

The ICAC Act defines **serious or systemic** (insofar as it relates to misconduct or maladministration) as follows:

(2) *For the purposes of this Act, misconduct or maladministration in public administration will be taken to be **serious or systemic** if the misconduct or maladministration—*

- (a) *is of such a significant nature that it would undermine public confidence in the relevant public authority, or in public administration generally; and*
- (b) *has significant implications for the relevant public authority or for public administration generally (rather than just for the individual public officer concerned).*

> See ICAC Act, section 4(2)

Forming a reasonable suspicion

A suspicion is something short of knowledge or belief. You may not know something has occurred, but merely suspect it. For a suspicion to be reasonable there needs to be a rational basis for the suspicion.

A reasonable suspicion provides a threshold for reporting certain conduct to the OPI.

Further guidance on reporting

The ICAC website (icac.sa.gov.au) contains additional information that may be of assistance in understanding your reporting obligations, including but not limited to:

- ▶ the categories of public officers and authorities
- ▶ what to do if you are not sure about whether to make a report
- ▶ victimisation protections under the ICAC Act for those who make a report

Modified reporting obligations

For some public officers the reporting obligations contained in this publication have been modified. You should check the ICAC website (icac.sa.gov.au) to see if you are a public officer who has modified reporting obligations.

How do I make a report to the OPI?

Making a report to the OPI is simple. An online report form is available on the ICAC website (icac.sa.gov.au). Simply follow the links to the report form and complete the fields.

If you do not have access to the ICAC website the OPI will also receive your report by telephone, email, in writing or by face to face interview (appointment required).

If you wish to make a report other than by way of the online form, please ensure you are able to provide the following information:

- ▶ The names and positions of people involved in the alleged conduct.
- ▶ The public authority concerned (this will most likely be the employer or contracting agency of the person(s) of interest).
- ▶ The names and contact details of person(s) who may have witnessed the alleged conduct.
- ▶ The names and contact details of private citizens and companies who may be involved or have knowledge of the alleged conduct.
- ▶ Specific details of the allegation(s), including the nature of the alleged conduct, when the alleged conduct occurred, when you became aware of the alleged conduct and why you suspect the alleged conduct might be corruption, misconduct or maladministration.
- ▶ Whether you have contacted other agencies about the matter.
- ▶ Any action taken by another agency or authority about the matter.
- ▶ The details of any documentary evidence you may have.

Public officers are encouraged to provide their contact details when making a report. This enables the OPI to inform the reporter as to the outcome of his or her report and makes it easier to get in touch if we need further information. While a public officer can make a report anonymously, it may be difficult to progress the report if we need further information but cannot reach the reporter.

We understand that making a report can be intimidating. Both the ICAC Act and the PID Act provide protections for public officers who make a report.

If you are concerned about making a report you are encouraged to contact the OPI.

PART TWO
PUBLIC INTEREST
DISCLOSURE GUIDELINES

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What is a public interest disclosure?

The PID Act establishes a scheme that encourages and facilitates the disclosure of public interest information to certain persons or authorities (a public interest disclosure). It provides protections for those who make disclosures and sets out processes for dealing with disclosures.

The PID Act replaces the *Whistleblowers Protection Act 1993*.

There are two types of public interest information. The first is **environmental and health information**. The second is **public administration information**.

Disclosures of environmental and health information

What is environmental and health information?

Environmental and health information means information that raises a potential issue of a substantial risk to the environment or to the health and safety of the public generally or a significant section of the public (whether occurring before or after the commencement of the PID Act).¹

Who can make a disclosure of environmental and health information?

Anyone can make a disclosure of environmental and health information.

However, to gain the protections provided under the PID Act, a person who makes a disclosure of environmental and health information:

- ▶ must believe on reasonable grounds that the information is true; or
- ▶ not being in a position to form such a belief, believes on reasonable grounds that the information may be true and is of sufficient significance to justify its disclosure so that its truth may be investigated.

A disclosure of environmental and health information that is accompanied by either of these beliefs is referred to as an **appropriate disclosure** of environmental and health information for the purposes of the PID Act.

Who can receive a disclosure of environmental and health information?

For a disclosure to be considered an **appropriate disclosure** of environmental and health information it must be made to a **relevant authority**.

Where information relates to a risk to the environment you should consider making a disclosure to the Environment Protection Authority.

Where the information relates to a location within the area of a particular local council, you should consider making a disclosure to a member, officer or employee of that council.

There are other **relevant authorities** that can receive disclosures relating to environmental and health information.² The list of relevant authorities is included in the appendices in this publication.

² Section 5(5) of the PID Act specifies the relevant authorities that can receive a disclosure of public interest information.

Disclosures of public administration information

What is public administration information?

Public administration information means information that raises a potential issue of corruption, misconduct or maladministration in public administration (whether occurring before or after the commencement of this Act); see section 4 of the PID Act.

The definitions of corruption, misconduct and maladministration in public administration are the same as those found in the ICAC Act and can be found in the appendices.

Who can make a disclosure of public administration information?

While anyone can make a disclosure of public administration information only public officers who make such a disclosure are eligible for the protections provided by the PID Act.

The term '**public officer**' is defined in Schedule 1 of the ICAC Act. The most common categories of public officer can be found in the appendices in this publication.

Who can receive a disclosure of public administration information?

To gain the protections provided by the PID Act a public officer must make a disclosure of public administration information to a **relevant authority** in circumstances where the public officer reasonably suspects that the information raises a potential issue of corruption, misconduct or maladministration in public administration.

A disclosure of public administration information that is accompanied by such a suspicion is referred to as an **appropriate disclosure** of public administration information for the purposes of the PID Act.

There are a number of relevant authorities that can receive disclosures relating to public administration information.³ The list of relevant authorities is included in the appendices in this publication.

How do I make a disclosure of public administration information?

Each relevant authority will have its own procedures in relation to receiving public administration information. You should check with the relevant authority directly to understand how to make your disclosure to that relevant authority.

³ Section 5(5) of the PID Act specifies the relevant authorities that can receive a disclosure of public interest information.

What protections are given under the PID Act?

A person who makes an appropriate disclosure of public interest information is protected by that person's identity being kept confidential in accordance with section 8 of the PID Act.

- (1) *A person to whom an appropriate disclosure of public interest information is made, or a person to whom such a disclosure is referred or who otherwise knows that such a disclosure has been made, must not, without the consent of the informant, knowingly divulge the identity of the informant except—*
 - (a) *so far as may be necessary to ensure that the matters to which the information relates are properly investigated; or*
 - (b) *in accordance with any applicable guidelines prepared under section 14.*

Maximum penalty: \$20 000 or imprisonment for 2 years.

- (2) *The obligation to maintain confidentiality imposed by this section applies despite any other statutory provision, or a common law rule, to the contrary.*

> See PID Act, section 8

A person who makes an appropriate disclosure of public interest information has the immunity provided for in section 5(1) of the PID Act.

- (1) *If—*
 - (a) *a person makes an appropriate disclosure of environmental and health information; or*
 - (b) *a public officer makes an appropriate disclosure of public administration information,*

the person is not subject to any liability as a result of that disclosure.

> See PID Act, section 5(1)

The PID Act contains provisions dealing with victimisation of a person who suffers a detriment on the ground, or substantially on the ground, that the person has made or intends to make an appropriate disclosure of public interest information. This is addressed in section 9 of the PID Act which makes an act of victimisation a criminal offence.

I have an obligation to make a report to the OPI. Can I still be protected under the PID Act?

A public officer who makes a report to the OPI under the ICAC Act may also be protected under the PID Act. Where a public officer makes a report to the OPI about a matter the public officer reasonably suspects involves a potential issue of corruption, misconduct or maladministration in public administration, that report will also be an appropriate disclosure of public administration information because the OPI is itself a relevant authority.

Accordingly, such a report will ordinarily provide the public officer the protections under the PID Act.

The OPI will deal with your report in accordance with the ICAC Act but will also act consistently with the requirements of the PID Act. For more information about how the OPI deals with complaints and reports visit the ICAC website (icac.sa.gov.au).

Where can I find more information about the public interest disclosures?

- ▶ the *Public Interest Disclosure Act 2018*
- ▶ the ICAC website (icac.sa.gov.au).
- ▶ the Public Interest Disclosure Regulations (if created)

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Guidelines issued under the *Public Interest Disclosure Act 2018*

These are the guidelines published by the ICAC under section 14 of the PID Act. The guidelines relate to four sections of the PID Act:

Guideline one:

Receipt, assessment & notification of appropriate disclosures (section 7)

Guideline two:

Notification of action taken (section 7)

Guideline three:

Informant confidentiality (section 8)

Guideline four:

Creation of procedural documents (section 12)

Guideline one:

Receipt, assessment
& notification of
appropriate disclosures
(section 7)

The action that must be taken upon receipt of an appropriate disclosure of public interest information must be in accordance with sections 7(1) and 7(2) of the PID Act.

Section 7(1) and 7(2) of the PID Act provides:

- (1) *A person to whom an appropriate disclosure of public interest information is made must assess the information as soon as practicable after the disclosure is made and, following such assessment—*
 - (a) *must (unless subsection (2) applies) take action in relation to the information in accordance with any applicable guidelines prepared under section 14 or, if no applicable guidelines exist, take such action as is appropriate in the circumstances; and*
 - (b) *must take reasonable steps to notify the informant (if the informant's identity is known) that an assessment of the information has been made and to advise the informant—*
 - (i) *of the action being taken in relation to the information; or*
 - (ii) *if, in accordance with subsection (2), no action is being taken in relation to the information—of the reasons why no action is being taken in relation to the information; and*
 - (c) *must provide OPI with information relating to the disclosure in accordance with any applicable guidelines prepared under section 14.*

> See PID Act, section 7(1)

(2) *No action need be taken in relation to an appropriate disclosure of public interest information if—*

- (a) *the information disclosed does not justify the taking of further action; or*
- (b) *the information disclosed relates to a matter that has already been investigated or acted upon by a relevant authority and there is no reason to re-examine the matter or there is other good reason why no action should be taken in respect of the matter.*

> See PID Act, section 7(2)

The following guidelines apply in respect of the action to be taken by **a person to whom an appropriate disclosure of information has been made** (the recipient of the disclosure) and in respect of the notification to the OPI of the receipt of the appropriate disclosure:

1. If the content of the disclosure suggests that there is an imminent risk of serious harm to any person or the public generally, the recipient of the disclosure **must** immediately communicate such information as may be necessary to mitigate that risk to the most appropriate agency (eg. South Australia Police, SafeWork SA, SA Ambulance, Environment Protection Authority).
2. If the recipient of the disclosure forms a reasonable suspicion that the matter(s) the subject of the disclosure involve(s) corruption in public administration, the recipient of the disclosure **must** comply with his or her reporting obligations under the ICAC Act.
3. If the recipient of the disclosure forms a reasonable suspicion that the matter(s) the subject of the disclosure involve(s) serious or systemic misconduct or maladministration in public administration, the recipient of the disclosure **must** comply with his or her reporting obligations under the ICAC Act.

Guideline one:

Receipt, assessment
& notification of
appropriate disclosures
(section 7)

4. If the recipient of the disclosure assesses the content of the disclosure as requiring further action (i.e. section 7(2) of the PID Act **does not** apply), the recipient of the disclosure must, unless (2) above applies, ensure that:
 - (a) such action as may be appropriate in the circumstances is taken by the recipient of the information to ensure the matter(s) the subject of the disclosure is properly addressed; or
 - (b) such information as is necessary to enable action to be taken is communicated to the most appropriate person or relevant authority to take such action.
5. The recipient of the disclosure **must** notify the OPI as soon as reasonably practicable of the receipt of the appropriate disclosure by making an electronic notification via the dedicated notification form on the ICAC website (icac.sa.gov.au) and must include in that notification:
 - (a) the date the disclosure was received;
 - (b) the name and contact details of the recipient of the disclosure;
 - (c) a summary of the content of the disclosure;

- (d) the assessment made of the disclosure and whether action was required, whether the matter had to be reported to the OPI;
 - (e) the action taken by the recipient of the disclosure:
 - (i) whether the disclosure was referred to a relevant authority, public authority or public officer or another person; and
 - (ii) if the disclosure was referred to a relevant authority, public authority or public officer or another person:
 - (1) the date of the referral;
 - (2) the identity of the relevant authority, public authority or public officer or another person to whom the disclosure was referred;
 - (3) the manner of referral; and
 - (4) the action to be taken by that relevant authority, public authority or public officer or another person (if known).
 - (f) whether the identity of the informant is known only to the recipient of the disclosure or if the identity of the informant has been communicated to a relevant authority, public authority or public officer or another person (and if so, the reasons why such communication was made).
6. The recipient of the disclosure must retain the unique reference number issued by the OPI upon the making of a notification and must ensure that that unique reference number is provided to any other person or authority to whom the disclosure is referred.

Guideline two:

Notification of action taken (section 7)

In addition to the requirement for OPI to be notified when an appropriate disclosure of public interest information is received, the OPI **must** also be notified of any action taken in relation to the disclosure.

Section 7(3) of the PID Act provides:

- (3) A person who takes action referred to in subsection (1)(a) in relation to public interest information or, if such action consists of referring the disclosure of public interest information to another person, the person to whom it is referred—*
- (a) must take reasonable steps to notify the informant (if the informant's identity is known) of the outcome of that action; and*
 - (b) must provide OPI with information relating to the outcome of that action in accordance with any applicable guidelines prepared under section 14.*

> See PID Act, section 7(3)

The following guidelines apply in relation to the notification to the OPI of the outcome of any action taken upon receipt of, or referral of, an appropriate disclosure of public interest information.

A person to whom information has been provided by the recipient of a disclosure must notify the OPI as soon as reasonably practicable via the online notification form (icac.sa.gov.au). The following information will be required:

- (a)** the unique identification number issued by the OPI upon notification of the original disclosure;
- (b)** the name and contact details of the notifier;
- (c)** the name and contact details of the person or authority responsible for taking the action;
- (d)** what (if any) findings were made in respect of the disclosure;
- (e)** the nature of the action taken (if any);
- (f)** the outcome of any action taken
- (g)** whether the identity of the informant was disclosed to a person other than the original recipient of the disclosure; and
- (h)** whether the informant was notified of the action taken and, if so, when that notification was made.

Guideline three: Informant confidentiality (section 8)

The PID Act creates an obligation to maintain the confidentiality of all people who make an appropriate disclosure of public interest information.

Section 8 of the PID Act provides:

- (1) *A person to whom an appropriate disclosure of public interest information is made, or a person to whom such a disclosure is referred or who otherwise knows that such a disclosure has been made, must not, without the consent of the informant, knowingly divulge the identity of the informant except—*
- (a) *so far as may be necessary to ensure that the matters to which the information relates are properly investigated; or*
 - (b) *in accordance with any applicable guidelines prepared under section 14.*

Maximum penalty: \$20 000 or imprisonment for 2 years.

- (2) *The obligation to maintain confidentiality imposed by this section applies despite any other statutory provision, or a common law rule, to the contrary.*

> See PID Act, section 8

The following guidelines apply in respect of section 8(1) of the PID Act.

- 1.** A person to whom an appropriate disclosure of public interest information is made, or a person to whom such a disclosure is referred or a person who otherwise knows that such a disclosure has been made (all of whom are called the recipient) may divulge the identity of an informant where:
 - (a)** the recipient believes on reasonable grounds that it is necessary to divulge the identity of the informant to prevent or lessen an imminent risk of serious harm to any person; and

the identity of the informant is divulged to a person or authority that the recipient believes on reasonable grounds is the most appropriate authority or person to be able to take action to prevent or minimise the imminent risk of serious harm.

or
 - (b)** the recipient has been issued with a notice from the OPI advising that the identity of the informant is required by the OPI, in which case the recipient may disclose the identity of the informant to the OPI.
- 2.** If the identity of an informant is disclosed to the OPI in response to a notice made by the OPI pursuant to (1)(c) of guideline three (above), the OPI must not disclose the identity of the informant to another person or authority without the written authorisation of the ICAC or the Deputy ICAC.

Guideline four:

Creation of procedural documents (section 12)

Section 12 of the PID Act requires the principal officer of a public sector agency to prepare a document setting out the procedures related to making and dealing with appropriate disclosures of public interest information, and to make the document publicly available.

Section 12(4), (5) and (6) of the PID Act provides:

- (4) *The principal officer of a public sector agency must ensure that a document setting out procedures—*
- (a) *for a person who wants to make an appropriate disclosure of public interest information to the agency; and*
 - (b) *for officers and employees of the agency dealing with such a disclosure,*
- is prepared and maintained in accordance with any applicable guidelines prepared under section 14.*
- (5) *The document required under subsection (4) must—*
- (a) *without limiting that subsection, include—*
 - (i) *clear obligations on the public sector agency and its officers and employees to take action to protect informants; and*
 - (ii) *risk management steps for assessing and minimising—*
 - (A) *detrimental action against people because of public interest disclosures; and*
 - (B) *detriment to people against whom allegations are made in a disclosure; and*
 - (b) *be made available free of charge on the Internet, and at premises determined by the responsible Minister, for inspection by members of the public.*

(6) *This section does not apply to—*

- (a) *a public sector agency consisting only of a single person; or*
- (b) *a public sector agency that has been granted an exemption, in writing, by the [ICAC].*

> See PID Act, section 12(6)

The following guidelines apply in respect of section 12 of the PID Act and are in addition to those requirements specified in section 12(5) of the PID Act.

1. The principal officer of a public sector agency must ensure that the document containing the procedures for section 12(4) of the PID Act includes:
 - (a) A clear statement from the principal officer outlining his or her expectations in respect of the operation and implementation of the PID Act, including a statement as to the principal officer's commitment to the protection of informants and to the genuine and efficient consideration and action in relation to information provided in a public interest disclosure.
 - (b) The manner in which the public sector agency will receive a disclosure of public interest information, including:
 - (i) specifying the precise way in which a disclosure can be securely received, including URL links, particular telephone numbers, email addresses and postal addresses;
 - (ii) what steps will be in place to ensure public interest information will be securely received and stored; and
 - (iii) the person (either by reference to positions or individuals) who will have responsibility for ensuring compliance with those steps.

Guideline four:

Creation of procedural documents (section 12)

- (c) The criteria that will be applied in the assessment of a public interest disclosure.
- (d) The person within the public sector agency (either by reference to positions or individuals) who will conduct an assessment of a public interest disclosure.
- (e) The manner in which details of the assessment will be securely stored and the person (either by reference to positions or individuals) in the public sector agency who might be advised of the assessment.
- (f) The manner in which the public sector agency will take steps to minimise the potential for an informant to be victimised as a consequence of making, or intending to make, a public interest disclosure.
- (g) Information as to the manner in which a person, who suspects that they may have been or will be the subject of detriment on the grounds of having made, or being about to make, a public interest disclosure, can report that suspicion and to whom (either by reference to positions or individuals).
- (h) The manner in which an informant will be kept informed as to action taken in respect of a disclosure.
- (i) The person (either by reference to positions or individuals) in the public sector agency who can be contacted if the informant believes that his or her disclosure is not being dealt with appropriately.

APPENDICES

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Who is a public officer?

Public officers include:

The Governor	A member of parliament	A member of the Joint Parliamentary Services Committee
A judicial officer	A member of staff of the state courts administration council	A person who constitutes a statutory authority
A statutory office holder	A member of the governing body of a statutory authority of a statutory authority	An officer or employee of a statutory authority or statutory office holder or statutory office holder
A member of a local government body	An officer or employee of a local government body	The Local Government Association of South Australia
A person who is a member of the governing body of the Local Government Association of South Australia	An officer or employee of the Local Government Association of South Australia	The chief executive of an administrative unit of the Public Service
A public sector employee (including a public servant)	A police officer	a protective security officer appointed under the <i>Protective Security Act 2007</i>
An officer or employee appointed by the employing authority under the <i>Education Act 1972</i>	A person appointed by the Premier under the <i>Public Sector Act 2009</i>	A person to whom a function or power of a public authority or a public officer is delegated in accordance with an Act
A person who is, in accordance with an Act, assisting a public officer in the enforcement of the Act	A person performing contract work for a public authority or the Crown (including an employee of the contractor)	A private certifier within the meaning of the <i>Development Act 1993</i>
An authorised examiner appointed under paragraph (b) or (c) of the definition of authorised examiner in section 5(1) of the <i>Motor Vehicles Act 1959</i>		

For a full list of public officers and public authorities see Schedule 1 of the *Independent Commissioner Against Corruption Act 2012* and the *Independent Commissioner Against Corruption Regulations 2013*.

If you are still unsure whether you are a public officer contact the OPI.

Definitions of corruption, misconduct and maladministration

Corruption in public administration means conduct that constitutes—

- (a) *an offence against Part 7 Division 4 (Offences relating to public officers) of the Criminal Law Consolidation Act 1935, which includes the following offences:*
 - (i) *bribery or corruption of public officers;*
 - (ii) *threats or reprisals against public officers;*
 - (iii) *abuse of public office;*
 - (iv) *demanding or requiring benefit on basis of public office;*
 - (v) *offences relating to appointment to public office; or*
- (b) *an offence against the Public Sector (Honesty and Accountability) Act 1995 or the Public Corporations Act 1993, or an attempt to commit such an offence; or*
- (ba) *an offence against the Lobbyists Act 2015, or an attempt to commit such an offence; or*
- (c) *any other offence (including an offence against Part 5 (Offences of dishonesty) of the Criminal Law Consolidation Act 1935) committed by a public officer while acting in his or her capacity as a public officer or by a former public officer and related to his or her capacity as a public officer, or by a person before becoming a public officer and related to his or her capacity as a public officer, or an attempt to commit such an offence; or*

> See ICAC Act, section 5(1)

- (d) *any of the following in relation to an offence referred to in a preceding paragraph:*
 - (i) *aiding, abetting, counselling or procuring the commission of the offence;*
 - (ii) *inducing, whether by threats or promises or otherwise, the commission of the offence;*
 - (iii) *being in any way, directly or indirectly, knowingly concerned in, or party to, the commission of the offence;*
 - (iv) *conspiring with others to effect the commission of the offence.*

> See ICAC Act, section 5(1)

Misconduct in public administration means—

- (a) *a contravention of a code of conduct by a public officer while acting in his or her capacity as a public officer that constitutes a ground for disciplinary action against the officer; or*
- (b) *other misconduct of a public officer while acting in his or her capacity as a public officer.*

> See ICAC Act, section 5(3)

Maladministration in public administration—

- (a) *means—*
- (i) *conduct of a public officer, or a practice, policy or procedure of a public authority, that results in an irregular and unauthorised use of public money or substantial mismanagement of public resources; or*
 - (ii) *conduct of a public officer involving substantial mismanagement in or in relation to the performance of official functions; and*
- (b) *includes conduct resulting from impropriety, incompetence or negligence; and*
- (c) *is to be assessed having regard to relevant statutory provisions and administrative instructions and directions.*

> See ICAC Act, section 5(4)

List of relevant authorities

Section 5(5) of the PID Act specifies the relevant authorities to which a disclosure of public interest information can be made.

- (5) *A disclosure of public interest information is made to a relevant authority if it is made to—*
- (a) *where the information relates to a public officer—*
 - (i) *a person who is, in accordance with any guidelines prepared under section 14, designated as a person who is taken to be responsible for the management or supervision of the public officer or to the relevant responsible officer; or*
 - (ii) *a person who is, in fact, responsible for the management or supervision of the public officer or to the relevant responsible officer; or*
 - (b) *where the information relates to a public sector agency or public sector employee—*
 - (i) *the Commissioner for Public Sector Employment; or*
 - (ii) *the responsible officer for the relevant public sector agency; or*
 - (c) *where the information relates to an agency to which the Ombudsman Act 1972 applies—the Ombudsman; or*
 - (d) *where the information relates to a location within the area of a particular council established under the Local Government Act 1999—a member, officer or employee of that council; or*
 - (e) *where the information relates to a risk to the environment—the Environment Protection Authority; or*

> See PID Act, section 5(5)

- (f) *where the information relates to an irregular and unauthorised use of public money or substantial mismanagement of public resources—the Auditor-General; or*
- (g) *where the information relates to the commission, or suspected commission, of any offence—a member of the police force; or*
- (h) *where the information relates to a judicial officer—the Judicial Conduct Commissioner; or*
- (i) *where the information relates to a member of Parliament—the Presiding Officer of the House of Parliament to which the member belongs; or*
- (j) *where the information relates to a person or a matter of a prescribed class—an authority declared by the regulations to be a relevant authority in relation to such information; or*
- (k) *a Minister of the Crown; or*
- (l) *OPI; or*
- (m) *any other prescribed person or person of a prescribed class.*

> See PID Act, section 5(5)



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18 LOCAL GOVERNMENT BUSINESS

18.1 Local Government Circulars

Brief

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

RECOMMENDATION

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 11 and 12.

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 11 and 12



Local Government Association of South Australia

- 11.4 Nominations for the South Australian Tourism Awards are now open**
Councils are encouraged to enter the 2019 SA Tourism Awards and showcase their Visitor Information Centres and other tourism related projects!
- 11.5 LGA Ordinary General Meeting - 12 April 2019 - Agenda available**
The agenda for the LGA Ordinary General Meeting to be held on Friday 12 April 2019 at the Adelaide Entertainment Centre is now available to download from the LGA website.
- 11.6 Enrol now: Two new leadership training programs for women**
The LGA's Education and Training Service is offering two new leadership programs for women. Further details are available in this circular.
- 11.7 Talk to us today: Important WHS Training roll-out**
The LGA's Education and Training Service is rolling out a suite of important WHS training. Further details are available in this circular.
- 11.8 Save your place: 'Refresh 19' a forum for Executive and Personal Assistants**
'Refresh 19' the LGA's annual Executive and Personal Assistants' Forum is scheduled for the 29th March 2019. Further details are available in this circular.
- 11.9 REMINDER - Ageing Well Forum - Friday 29 March 2019**
The Local Government Association, supported by the Office for Ageing Well, is pleased to invite elected members and council staff to a FREE Ageing Well Forum. The Honourable Stephen Wade MLC, Minister for Health and Wellbeing will open the forum with the announcement of the recipients of the 2018-19 Age Friendly SA Grants.
- 11.10 Waste Essentials training for elected members, Thursday, 2 May 2019 – call for registrations**
Do you understand the changing world of waste and recycling? Can you bring about positive change in your community? Come along to our Waste Essentials training session for elected members and find out! Registrations now open.
- 11.11 Deeper dive into early engagement seminar**
A seminar that will involve a deeper dive into early engagement for staff involved in their council's Annual Business Plan and Budget processes.
- 12.1 Specialised Procurement Training**
Procurement is an essential council function and an area of both risk and opportunity – be it from low level purchasing, to strategic, high value, high risk complex procurement. LGA Procurement offers a suite of training modules, developed and targeted specifically to the local government audience.
- 12.2 LGA Board of Directors Meeting 21 March 2019 - Agenda available**
The LGA Board of Directors will meet on Thursday 21 March 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.



Local Government Association of South Australia

12.3 South Australian Arts Plan 2019-2024

The LGA is preparing a draft submission on the South Australian Arts Plan 2019-2024 which is being developed by consultants for Arts SA in the State Government. Councils are invited to provide feedback for inclusion in the LGA submission or can make their own submission.

12.4 The search is on for South Australia's training superstars

The South Australian Training Awards (the Awards) hosted by the Training and Skills Commission are the State's peak awards for Vocational Education and Training, recognising quality, excellence and innovation in training. Be recognised for your contribution.

12.5 ICAC releases draft Public Interest Disclosure Guidelines for consultation

The Independent Commissioner Against Corruption has released draft Reporting Directions and Public Interest Disclosure Guidelines for consultation – available on its website. Feedback is due by 5th April.

12.6 Inquiry into matters of public integrity in South Australia

The Parliamentary Crime and Public Integrity Policy Committee has resolved to inquire into and report on matters of public integrity in South Australia and welcomes written submissions by Friday 12 April 2019. The Terms of Reference for the inquiry are set out in the circular.

12.7 Registrations closing soon: 'Refresh 19' a forum for Executive and Personal Assistants

Registrations close for the LGA's annual Executive and Personal Assistants' Forum 'Refresh 19' COB 27th March 2019. Further details are available in this circular.

12.8 Ministerial Building Standards

The Department of Planning, Transport and Infrastructure (DPTI) has opened consultation on five of the new Ministerial Building Standards contained in the Planning, Development and Infrastructure Act 2016.

12.9 Reminder to register - 2019 Council Best Practice Showcase and LGA OGM

The 2019 Council Best Practice Showcase and LGA OGM is less than three weeks away. Further information about the event including nominating to receive recognition of service certificates can be found in this Circular.

12.10 Introduction of Landscape South Australia Bill

The Landscape South Australia Bill has now been introduced to Parliament and made publicly available. This represents an important step forward for the State Government's intention to reform the way natural resources are managed in South Australia.

19 MEMBER'S BOOKSHELF

- South Australian Broadband Research and Education Network (SABRENet) Annual Report 2018

RECOMMENDATION

That the additions to Members' bookshelf be noted.

20 CORRESPONDENCE

20.1 Eligibility to vote in the Local Government Elections

Correspondence has been received from Ken Grundy, regarding the eligibility to vote in the Local Government Elections (**Attachment 1**).

20.2 Mayors for Peace Newsletter

Correspondence has been received from the Mayors for Peace, providing the March 2019 No. 111 Newsletter (**Attachment 2**).

20.3 Regulations consistent with Section 245A of the *Local Government Act 1999*

Correspondence has been received from the Chief Executive Officer of the Local Government Association of South Australia, Mr Matt Pinnegar, acknowledging Council's letter dated 22 February 2019 requesting the support of the LGA in lobbying the State Government to put in place appropriate Regulations consistent with Section 245A of the *Local Government Act 1999* (**Attachment 3**). The original correspondence to the LGA sent on 22 February 2019 has also been attached for reference.

RECOMMENDATION

That the correspondence be received.

Attachments

20.1 Eligibility to vote in the Local Government Elections

20.2 Mayors for Peace Newsletter

20.3 Regulations consistent with Section 245A of the Local Government Act 1999

The CEO

City of West Torrens

Dear Sir/Madam

Prior to the last Council elections, very few people were aware of a clause in the Local Government Act which provides for non-Australian citizens to vote at Council elections.

It was well known that every Australian citizen in SA, over the age of 18 years was on the State Electoral roll and was therefore automatically enrolled to vote at Council elections. It was only when the banners about the election were displayed that it became evident that people other than those automatically enrolled, may also be entitled to vote.

To qualify, a non-Australian citizen would need to meet the Council CEO and verify that he or she had been living at a residence within the Council area for at least 30 days.

The generally accepted protocol across all administrative bodies in Australia is that it is the members alone who are entitled to vote and elect the personnel who administer the body. This applies to sporting clubs, trade unions, industry groups, service clubs and corporations etc.

Our State and Federal elections are open only to Australian citizens.

Why would Council elections be different? Those desiring a vote are welcome to become citizens.

There is a campaign to amend the Local Government Act to be consistent with voting for the other levels of Government which require voters to be Australian citizens. It will require State Parliamentary approval.

I would appreciate the matter being placed on your meeting agenda because your elected members are closest to the scene. I would hope they prefer to see consistency across voting for all levels of Government and I encourage your Council to contact the local MP and Minister Knoll seeking the amendment.

Yours faithfully

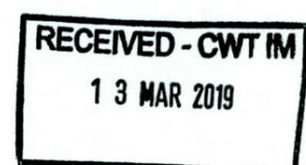


Ken Grundy

Box 177

Naracoorte SA 5271

March 4 2019





Mayors for Peace News Flash

March 2019 / No.111

Mayors for Peace Member Cities
7,735 cities
in 163 countries and regions
 (as of March 1, 2019)

Please also check our website and Facebook page:

Website:

<http://www.mayorsforpeace.org/english/index.html>

Facebook:

<https://www.facebook.com/mayorsforpeace>

"Like" our Facebook page to help spread awareness of our mission.

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■The New Zealand Chapter of Mayors for Peace has issued a message on the terrorist attack in Christchurch

[March 22, 2019]

In the wake of mass shootings targeting two mosques in Christchurch on March 15, Mayor Justin Lester of Wellington, the Lead City of the Mayors for Peace New Zealand Chapter, responded and issued a message of sympathy and solidarity to all those affected by the attacks. He said in the message that "We remember those New Zealanders who were victims of a terrorist act", and reaffirmed solidarity and resolve in the fight against racism in every form.

The message was immediately shared with all Executive Members of Mayors for Peace and widely supported.

▼Wellington's message on the Christchurch terrorist attack on the Mayors for Peace website:

http://www.mayorsforpeace.org/english/whatsnew/activity/190325_message_Christchurch_attack.html

■ Secretary General Komizo's Visit to the US

[March 5 - 12, 2019]

In early March, Mr. Yasuyoshi Komizo, Secretary General of Mayors for Peace, visited the US to attend the 2019 Carnegie International Nuclear Policy Conference in Washington, D.C. on 11-12 March.

Prior to his visit to Washington, D.C., Mr. Komizo visited California to meet with mayors of US member cities, as well as educators, researchers, and peace activists, to discuss future collaboration on Mayors for Peace activities in the US. Among the many key figures he met with were: the former Governor of California, the Mayor of Oakland, the Manager of State and Federal Affairs for San Francisco, the Mayor of Los Angeles, and the Mayor of Santa Barbara. During the meetings, Mr. Komizo expressed his hope that US member cities, led by the US Lead City, Des Moines, Iowa, will engage in proactive activities and take initiatives to build peace and keep cities safe and resilient. Mr. Komizo also met with and affirmed further collaboration with representatives from peace NGOs, including Physicians for Social Responsibility (PSR), which has led the "Back from the Brink" campaign that encourages US cities to pass resolutions and proclamations in support of nuclear disarmament.



▲ Meeting with Mayor of Oakland



▲ Meeting with Mayor of Los Angeles



◀ Meeting with Mayor of Santa Barbara (seated front left) and officials of Nuclear Age Peace Foundation

On March 11 and 12, Mr. Komizo was invited to join the "2019 International Nuclear Policy Conference" hosted by the Carnegie Endowment for International Peace. Over 800 experts and officials from over 45 countries and international organizations attended. This conference is organized semi-annually to provide an update on the current global state of affairs relating to nuclear weapons and to enable non-proliferation, arms control and disarmament experts to meet, refresh acquaintances, and establish future contacts. Mr. Komizo was an invited speaker on a panel entitled, "Proliferation Prognostication: Predicting the Nuclear Future", in which he related the message of the hibakusha and the work of Mayors for Peace, as well as discussing the significant role of city mayors in nuclear disarmament. He also stressed the need for diverse civil society actors to consolidate their efforts to achieve a world without nuclear weapons.



Addressing at the "2019 International Nuclear Policy Conference"

Reports on Mr. Komizo's activities in the US will be posted on the Mayors for Peace website soon.

■ Applications for the 2019 Youth Exchange for Peace: Support Program for "HIROSHIMA and PEACE" Course

"HIROSHIMA and PEACE" is an intensive summer course hosted by the Hiroshima City University, in which students from around the world study and discuss Hiroshima and peace in English. This year again, Mayors for Peace will conduct a program to provide financial and other support to selected youth from member cities participating in the course and is now accepting applications for participation in this program from member cities.

We request that each member city widely advertise this program in their city, choose up to three local applicants, and email the required documents **by Friday April 12, 2019** at 3pm in Japan Standard Time (UTC +9).

Hiroshima City University and the Mayors for Peace Secretariat will select the participants and notify member cities of the results in the middle of May 2019.

▼ Details of the program on the Mayors for Peace website:

http://www.mayorsforpeace.org/english/ecbn/projects/2019_HAP.html

▼ Please email completed application documents to:

mayorcon@pcf.city.hiroshima.jp

▼ Report of last year's program on the Mayors for Peace website:

http://www.mayorsforpeace.org/english/ecbn/projects/2018_HAP_result.html

■Cervia has become the Lead City of Italy

On February 13, the City of Cervia, located in the north-east of Italy, formally became the Lead City of the Italian Chapter of Mayors for Peace. The City has been committed to raising awareness for peace among its citizens, especially young generations, including many peace events centering on a second-generation A-bombed ginkgo tree from Hiroshima, which was planted in the city in 2015. Since 2016, the City has organized special events every year connecting the city and Hiroshima with video-conferencing system to deliver hibakusha testimonies to students in a local primary school. In 2017, the City invited a hibakusha from Hiroshima to share her A-bomb experiences with its citizens.

As of March 1, with 511 member cities, Italy is home to the fourth largest number of member cities of Mayors for Peace in the world after Japan, Iran, and Germany. It is hoped that the network of Italian member cities will be strengthened and Mayors for Peace activities in Italy will be further promoted through Cervia's leadership.

Last year, two of the Vice Presidents of Mayors for Peace accepted the role of Lead City: Ypres as the Lead City of Belgian Chapter in May and Biograd na Moru for the Croatian Chapter in June. There are currently 24 Lead Cities around the world, which we hope will lead the promotion of proactive and independent activities appropriate to each region.

■Save the date: the 2nd Mayors' Summit and International Conference on Living Together in Düsseldorf

On June 10 and 11, 2015, [the International Summit of Mayors on Living Together](#) was held at the initiative of the City of Montréal, a Vice President of Mayors for Peace and the Lead City in Canada. The summit was a high-level meeting of Mayors from all regions in order to discuss the main challenges around social cohesiveness and diversity in cities worldwide. The discussions within the summit resulted in the signing of [the Montreal Declaration on Living Together](#), as well as the creation of the International Observatory of Mayors on Living Together. The Observatory is a tool for collaboration and the exchange of best practices related to "living together."

We are pleased to inform you that the City of Düsseldorf, also a member city of Mayors for Peace, working together with Montréal and the Observatory, will host the next summit. The 2nd Mayors' Summit and International Conference on Living Together will thus be held from August 30 to September 1. We invite mayors who are interested in participating to save the date.



(Flyer provided by International Observatory of Mayors on Living Together)

More details will follow. Please stay tuned for more information.

<Report from the City of Montréal >

▼For more information, please contact:

internationales@duesseldorf.de

▼Save the date: 2nd Mayors Summit on Living Together (International Observatory of Mayors on Living Together website):

<https://observatoirevivreensemble.org/en/save-the-date-2nd-mayors-summit-on-living-together>

■Regional Chapter Activities

< Catalan Chapter >

* Holding a conference for the eighth anniversary of the start of the Syria conflict

On March 15, the Catalan Chapter of Mayors for Peace held a conference in Barcelona to remember the eight years of conflict in Syria. The violence in Syria has caused hundreds of thousands of deaths, millions of refugees and displaced persons, tens of thousands of cities and towns destroyed by bombs. It is considered one of the most serious humanitarian crises in the 21st century. For that reason, the Catalan Chapter and a Catalan NGO Fundipau co-organized the conference "8 years of conflict in Syria. The role of cities: solidarity, refugees and peacebuilding", coinciding with the beginning of a peaceful popular revolt on March 15, 2011 against the regime of Bashar al-Assad, in the framework of the Arab springs.



(Photo: The Catalan Chapter of Mayors for Peace)

The event was divided into three round tables made up of Syrian refugees, political analysts, experts and local actors from Catalan institutions and organizations.

<Report from the Catalan Chapter of Mayors for Peace>

▼ Statement on Syria by the Mayors for Peace network of Catalonia:

http://www.granollers.cat/sites/default/files/usuaris/u760/jornadasiria_manifest_eng.pdf

▼ Full report with photos on the Mayors for Peace website:

http://www.mayorsforpeace.org/english/whatsnew/activity/190322_eight_years_Syria.html

■ Member City Activities

< Varese, Italy >

*Event to celebrate Varese's joining Mayors for Peace

In January this year, Varese, a city in northern Italy joined Mayors for Peace. The City joined thanks to the help of Professor Giorgio Zamperetti of the University of Insubria, which has a campus in Varese, after Professor Zamperetti visited Mayor Matsui of Hiroshima in 2015.

On February 27, the City organized a public event jointly with the University of Insubria to publicize Varese's becoming a member of Mayors for Peace. The event was held in the town hall of Varese, attended by about 50 people, including the Mayor of Varese, Professor Zamperetti, and many other City and university officials.

On the occasion of this celebration event, Mayor Matsui of Hiroshima sent a video message as the President of Mayors for Peace to express his warmest welcome saying that "I feel truly encouraged that the City of Varese has become our ally."



(Photo: University of Insubria)

▼ Press release about Varese's joining Mayors for Peace (in Italian, the University of Insubria website):

<https://www.uninsubria.it/eventi/varese-entra-far-parte-di-mayors-peace>

< Oświęcim, Poland >

*International art competition for children and youth "Let's Give Peace to the World"

The City of Oświęcim, Poland, which is known for being the site of the Auschwitz concentration camp, has been a member city of Mayors for Peace since 1993. The City is currently supporting the 18th edition of the international art competition: "Let's Give Peace to the World". Children and youth aged 7-19 are invited to submit artworks that present the surrounding reality in an artistic way, expressing the right to live in a world free of wars. The submission deadline is June 28, 2019.

▼ Details for submission, including where to send the entries:

<http://www.ock.org.pl/plik.php?id=870>

<<PLEASE SEND US INFORMATION ABOUT YOUR CITY'S PEACE ACTIVITIES>>

Please help us tell others about what you are doing! We can create a link to your city's website or the website of your peace event to help you advertise. Please send us information including the date, venue, organizers and a description of the event. We look forward to receiving information from your city.

▼ Please send a report about your event to the Mayors for Peace Secretariat at:

mayorcon@pcf.city.hiroshima.jp

▼ List of peace events as based on those in the Mayors for Peace Action Plan (As of March 13):

http://www.mayorsforpeace.org/data/pdf/03_newmembers/2018_List_of_Activities_en.pdf

■“Peace News from Hiroshima”

(Provided by the Hiroshima Peace Media Center of the CHUGOKU SHIMBUN)

The Chugoku Shimbun has thoroughly revamped some of its sections this month. One of them is the “Peace Page,” a section for peace-related news, which usually appears on Monday. A new section has been added that will feature articles which discuss various issues from the viewpoint of Hiroshima. The first article in this section was about “usable nuclear weapons” being developed by the United States.

The administration of former U.S. President Barack Obama spent a huge amount of money on nuclear arms, while advocating a “world without nuclear weapons.” Then last year President Donald Trump said that his administration would pursue “flexible and secure nuclear capability.” On February 25, the National Nuclear Security Administration (NNSA) announced that it had completed its first production unit of low-yield submarine-launched ballistic-missile warhead after modifying its existing strategic nuclear warheads. The NNSA is responsible for the production and management of nuclear warheads under the jurisdiction of the U.S. Department of Energy.

On February 7, a bill to ban “the research and development, production or deployment of the Trident D5 low-yield nuclear warhead” was introduced by 22 members of Congress from the Democratic Party. A similar bill was put forth last year, but it was rejected. Another attempt is now being made after the Democrats regained a majority in the House of Representatives in the mid-term elections that were held last November. Anti-nuclear groups and arms control experts have expressed their support for the bill.

There must not be “usable nuclear weapons” — nuclear weapons that are condoned for use. We must continue to watch this situation closely and, at the same time, send out our messages from Hiroshima. The focus of our efforts will always be on a world without nuclear weapons.

Please visit the following links for more peace-related news.

- Editorial: U.S. begins efforts to produce low-yield nuclear warhead

<http://www.hiroshimapeacemedia.jp/?p=89782>

- Editorial: U.S. unable to call on North Korea to denuclearize when it continues to conduct nuclear tests

<http://www.hiroshimapeacemedia.jp/?p=87505>

- Peace Message by Hidehiko Yuzaki, Governor of Hiroshima Prefecture

<http://www.hiroshimapeacemedia.jp/?p=85416>

■Call for Input: Examples of initiatives to foster peace-seeking spirit

The Mayors for Peace Secretariat has been seeking examples of peace education initiatives conducted by any organization (city hall/school/NGO, etc.) in Mayors for Peace member cities that are conducive to raising peace-seeking spirit among future generations. The Mayors for Peace Secretariat accepts reports on a rolling basis, so please send your report whenever your project is completed. The submitted reports will be posted on our website and in the Mayors for Peace News Flash as a source of information for other member cities that are planning to launch their own peace education program.

▼Call for Input on the Mayors for Peace website:

<http://www.mayorsforpeace.org/english/ecbn/projects.html#section10>

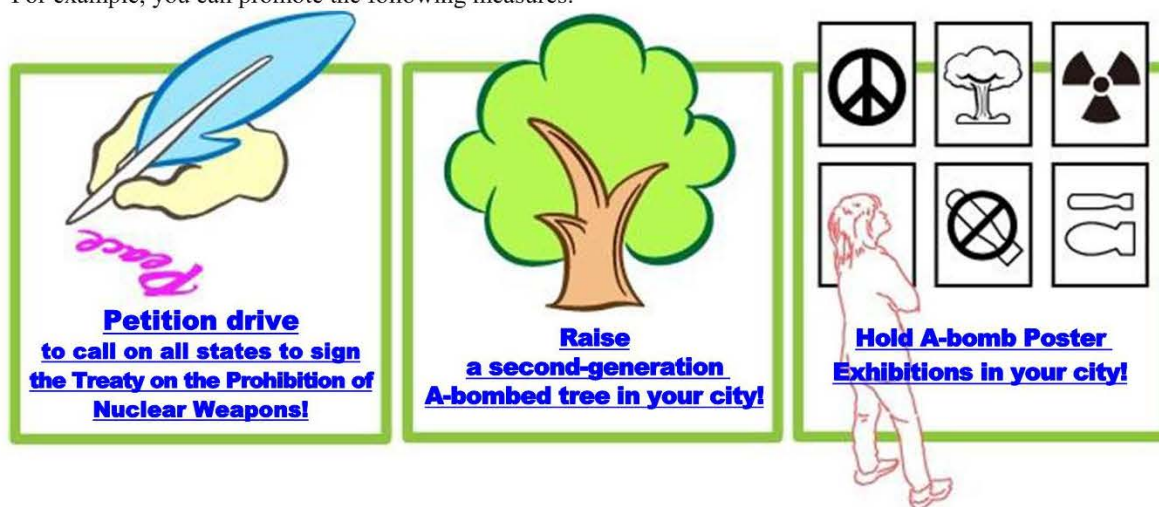
■Request to Promote Various Measures Based on the Mayors for Peace Action Plan (2017-2020)

At the 9th General Conference of Mayors for Peace held in Nagasaki in August 2017, we decided our Action Plan for up to the year 2020, aiming for lasting world peace. Together, we hope to make significant strides toward realizing this goal. Please promote all appropriate measures based on the Action Plan within your own municipality or regional group.

▼Mayors for Peace Action Plan (2017-2020):

http://www.mayorsforpeace.org/english/report/meeting/data/9th_meeting/Action_Plan_2017-2020_E.pdf

For example, you can promote the following measures:



■Mayors for Peace Collaboration with “The Hibakusha Appeal” Signature Campaign

Based on the Action Plan decided at the 9th General Conference in August 2017, Mayors for Peace is promoting a petition drive urging the nuclear-armed states and their allies to participate in the Treaty on the Prohibition of Nuclear Weapons. It was also decided that in doing so, Mayors for Peace would collaborate with “The Hibakusha Appeal”, a signature campaign launched by the hibakusha of Hiroshima and Nagasaki. The Mayors for Peace Secretariat will compile the number of signatures collected and present it to affiliates of the United Nations.

▼For more information about “The Hibakusha Appeal”:



■Last Month's Visitors to the President of Mayors for Peace

President Kazumi Matsui welcomed the following visitor last month and asked him to support the activities of Mayors for Peace and cooperate on membership expansion.

*February 16 - H. E. Mr. Sebastian Kurz, Chancellor of the Republic of Austria

■Mayors for Peace Member Cities - 7,735 Cities in 163 Countries/Regions

Thanks to your invaluable support, on March 1, we added 26 new member cities, bringing the total membership to 7,735.

This month, we welcomed 12 cities from Lebanon. In August 2018, the Ambassador of Lebanon to Japan attended the Peace Memorial Ceremony in Hiroshima and after his return asked the Ministry of Foreign Affairs and Emigrants in Lebanon to invite mayors in his country to join Mayors for Peace, which led to the 12 new members from Lebanon.

From Togo, we welcomed the City of Notse, thanks to the efforts of Notse's sister city Tsévié, which had joined Mayors for Peace in September 2018.

We also welcomed the City of Zagazig from Egypt. In October 2018, the country's Minister of Higher Education and Scientific Research met Mayor Matsui, who requested the Minister for his help in expanding the membership of Mayors for Peace in Egypt. The Minister responded to this call and invited mayors in his country to join Mayors for Peace, which led to Zagazig's decision to join our network.

From Germany, 7 cities joined thanks to the continued efforts of Hannover, a Vice President and Lead City of the German Chapter of Mayors for Peace. We also welcomed a total of 5 cities from Mauritania, Norway, and Brazil.

We encourage further initiatives to promote membership and can provide support from Hiroshima as needed. Please continue inviting mayors who are not yet members to join Mayors for Peace.

▼ List of New Members (PDF):

http://www.mayorsforpeace.org/data/pdf/03_newmembers/2019/newmembers1903_en.pdf

▼ Map of Member Cities:

<http://www.mayorsforpeace.org/english/memberscity/map.html>

*****.

If you have any comments or questions, please contact us at:

Mayors for Peace Secretariat

1-5 Nakajima-cho, Naka-ku, Hiroshima 730-0811 Japan

Tel: +81-82-242-7821 Fax: +81-82-242-7452

Email: mayorcon@pcf.city.hiroshima.jp

*****.



The voice of local government.

In reply please quote our reference: ECM 672890 RMM/AL

27 March 2019

Mr Terry Buss PSM
Chief Executive Officer
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033
Emailed: tbuss@wtcc.sa.gov.au

Dear Terry

Regulations consistent with Section 245A of the *Local Government Act 1999*

Thank you for your letter dated 22 February 2019 requesting the support of the LGA in lobbying the State Government to put in place appropriate Regulations consistent with Section 245A of the *Local Government Act 1999*.

There have been numerous approaches made to the State Government over time requesting that Regulations to be made to give effect to section 245A. This has included the presentation of detailed submissions outlining the significant costs to councils to repair the damage to local infrastructure caused during construction of developments. Efforts have also been made to reach agreement on a way forward with the development sector through a series of roundtables. Unfortunately these efforts have not achieved a satisfactory outcome, with strong resistance from the State Government and the development sector on the basis that requiring a bond or other form of security will impact on the purchase price, and affordability, of new homes.

However, the local government reform program announced by the State Government provides an opportunity for this matter to be reconsidered. The LGA will be using this reform process to pursue all actions that can be taken by the State Government to drive downward pressure on council rates. Enabling councils to use section 245A to reduce the costs incurred to fix the damage to public infrastructure that has been caused during private construction projects will deliver a direct benefit to ratepayers. The LGA will raise this matter through the reform program and seek a resolution to this long standing issue.

I hope this information is of assistance. If you have any further questions please feel free to contact Lea Bacon, Director Policy on 8224 2025 or via lea.bacon@lga.sa.gov.au

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Matt Pinnegar'.

Matt Pinnegar
Chief Executive Officer
Telephone: (08) 8224 2039
Email: matt.pinnegar@lga.sa.gov.au

148 Frome Street Adelaide SA 5000 | GPO Box 2693 Adelaide SA 5001 | T 08 8224 2000 | W lga.sa.gov.au

Civic Centre
165 Sir Donald Bradman Drive
Hilton, SA 5033
Tel 08 8416 6333
Fax 08 8443 5709
Email: csu@wtcc.sa.gov.au
Web: westtorrens.sa.gov.au



22 February 2019

Mr Matt Pinnegar
Chief Executive Officer
Local Government Association of SA
GPO Box 2693
ADELAIDE SA 5001

Dear Matt

At its meeting on 6 November 2018, Council resolved that I write to you requesting the support of the Local Government Association to lobby the State Government to put in place appropriate Regulations consistent with Section 245A of the *Local Government Action 1999* (*Council may require a bond or other security in certain circumstances*) to safeguard Council's infrastructure and thereby recoup the cost of repairs related to development damage.

Your assistance in liaising with the State Government would be greatly appreciated and I look forward to hearing from you in due course in order that I can report back to Council.

Yours sincerely

Terry Buss PSM
Chief Executive Officer

21 CONFIDENTIAL

Nil

22 MEETING CLOSE

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1 MEETING OPENED**2 PRESENT****3 APOLOGIES****4 DISCLOSURE STATEMENTS**

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the City Services and Amenity Standing Committee held on 5 March 2019 be confirmed as a true and correct record.

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

Nil

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

Nil

10 MOTIONS WITHOUT NOTICE

11 CITY SERVICES AND AMENITY REPORTS

11.1 Public Realm Design Manual

Brief

This report provides an overview of the draft *Public Realm Design Manual*.

RECOMMENDATION

The Committee recommends to Council that:

1. The draft *Public Realm Design Manual* be approved.
2. It delegates the review and update of the *Public Realm Design Manual* to the Chief Executive Officer.

Introduction

The City of West Torrens is experiencing urban densification and a growing population. The changes in housing types is leading to smaller private open spaces and this is placing greater emphasis on public parks and streetscapes to meet the social and recreation needs of our growing community.

The public realm comprises the streets, squares, parks, green spaces and other outdoor places that are accessible to everyone. The public realm should not be seen in isolation but in the context of adjacent buildings, their uses and location in a wider network of public and private space.

Currently there is a diverse range of park and street furniture, materials and finishes used in the public realm. This mixture can create visual interest and diversity, but it can also weaken the sense of place and identity, add unnecessary maintenance and may not meet the needs of a changing landscape and community.

The City of West Torren's Public Realm Design Manual (Manual) will help guide the Administration with regard to creating consistency in public realm treatments which in turn enhances the social amenity, liability and connectedness experience by our community. Due to the size of this document, it has been provided to Members under separate cover via Objective Connect. A summary document has been prepared to provide an overview of the Manual, refer **Attachment 1**.

Discussion

The Manual provides direction for the development of high quality, recognisable and environmentally sustainable streetscapes and public open spaces that balance the needs of the community, and contribute to the City's 'sense of place'.

The Manual is considered to be a 'living' document so that it can respond to changing circumstances over time. As such, it will be reviewed and updated on a regular basis. This provides flexibility to refine the choice of materials and styles, as well as respond to the availability of products.

Development of this Manual has involved strong collaboration between staff from across the organisation, as well as the Council Elected Members kept informed throughout the journey. This collaborative approach provides confidence that the purpose and structure of the Manual is well understood, and the selection of materials and styles has been agreed upon by key decision makers of the public realm. These factors will help facilitate a positive transition to an improved public realm.

While the Manual's guiding principles were presented to the Elected Members during development of the Manual, community consultation has not been undertaken. The rationale behind this is that the content is mostly technical in nature, and the choice of specific materials and styles has been deliberate to ensure they all complement each other, regardless of the setting in which they are placed. It is anticipated that information about the Manual will be communicated to the community through Council's media networks. Any feedback received will be considered as part of the regular review process.

Key objectives

Key objectives of the City of West Torrens Public Realm Design Manual are to:

- Provide clarity for City of West Torrens staff when it comes time to update, rejuvenate and create community spaces with regard to the look and feel of that space. The Manual describes the key characteristics of the City's urban structure, identifying the physical qualities that make the City of West Torrens a unique and recognisable place;
- Identify the principles that apply to the design and management of the public realm;
- Propose a specific strategy for the public realm, identifying and responding to a hierarchy of streets, parks, plazas and greenways with techniques that include materials and furniture selection that establish consistency and continuity, unity within designated areas and variation where appropriate; and
- Inform an effective and efficient procurement process, as well as a reduction in maintenance requirements for the materials and elements in the public realm.

Guiding Principles

A set of guiding principles has been developed to form the basis for decision making for the design and function of the public realm in a manner that supports a vibrant, active and safe community. The principles also provide the broad structure and performance standards for elements proposed for use within the City of West Torrens.

These principles include the following:

- Environmental Sustainability
- Comfort, Aesthetics & Amenity
- Durability & Robustness
- Management & Maintenance
- Identity & Sense of Place
- Functional & Adaptable
- Health, Wellbeing & Safety
- Connectivity & Integration

Material and Elements

The Design Manual includes a set of carefully selected materials and elements that reinforce the positive qualities and character of the City of West Torrens, whilst providing an overall improved level of service for all our public spaces. The choice of styles and colours create a strong theme that ensures all the elements complement each other, whether they are placed in an upscale environment or in an improved standard setting.

The materials and elements are grouped under the following headings:

- Paving & Surfaces
- Furnishings
- Lighting
- Trees & Planting
- Environmental Sustainability
- Wayfinding & Signage
- Public Art & Culture
- Smart Cities

Council's street hierarchy and open space hierarchy helps guide the general location in which each element is most suitable, such as in a local street or in a district park, etc.

Conclusion

The report provides an overview of the purpose, structure, rationale and content of the Public Realm Design Manual for Council to consider for adoption.

Attachments

1. **Summary document**
2. **City of West Torrens Public Realm Design Manual - Final Draft (under separate cover)**

Public Realm Design Manual

Overview

February 2019



What is the public realm?

Put simply, it's the public space that belongs to you, our community; it's our streets, parks, open spaces and other outdoor places that are available for general public use.

Public spaces that are well designed and cared for are better able to support a healthy and active community, a viable local economy, healthy natural landscapes and a community that is more resilient to climate change. Careful planning and management of the public realm can help create attractive and safe places for everyone to use, day and night, as well as having a role in managing emergency situations.

Why have a design manual?

West Torrens is experiencing urban densification and a growing population. The changes in housing types is leading to smaller private open spaces and this is placing greater emphasis on public parks and streetscapes to meet the social and recreation needs of our growing community.

The City of West Torrens currently uses a diverse range of park and street furniture, materials and finishes. This mixture can create visual interest and diversity, but it can also weaken the sense of place and identity, add unnecessary maintenance and may not meet the needs of a changing landscape and community.

The design manual will provide clarity for City of West Torrens staff when it comes time to update, rejuvenate and create community spaces with regard to the look and feel of that space. This clarity will be achieved by using a carefully selected range of furnishings and treatments in the public space. Just as you use certain food ingredients to successfully cook, so too the design manual will provide recommendations on how to create public spaces that will help meet the needs of our community and create a sense of place.

West Torrens has its own unique character. To ensure that this character is maintained, it's important that our public spaces are functional, attractive, sustainable and can respond to emerging needs and issues. Having a blueprint to help us design and plan our public spaces will help ensure consistency and continuity in our city which, in turn, can reinforce a sense of identity, pride and belonging. It will also help us achieve financial benefits by helping us design and manage public spaces that are sustainable over the long-term. By defining the preferred furnishings and treatments, this will reduce the variety of products and spare parts required and will improve maintenance time and money.

Public realm principles

A set of guiding principles will be used to make decisions about the design and function of the public realm to support a vibrant, active and safe community.

The principles are:

- Environmental Sustainability
- Comfort, Aesthetics and Amenity
- Durability and Robustness
- Management and Maintenance
- Identity and Sense of Place
- Functional and Adaptable
- Health, Well-being and Safety
- Connectivity and Integration.

How will the manual be used?

The design manual is intended to be used by Council staff as a reference to provide the designs and materials to develop and maintain our public spaces. It will be an effective tool to guide capital and recurrent works programs. In addition, it will be used by developers where private development meets the public realm.

The full design manual can be viewed online at westtorrens.sa.gov.au

Principles are derived from an understanding of how the City of West Torrens is physically structured and how it functions as a vibrant, active, safe and sustainable community.



Environmental Sustainability

The design and choice of materials and products will take into account the total impacts and benefits to the environment and people. This will include minimising energy usage, reducing urban heat, using products that are more energy efficient and sourced as much as possible from sustainable, reclaimed, recycled or renewable supplies. We will select products with lower maintenance and/or replacement requirements.

The design and function of the public realm will help build our community's resilience to the effects of climate change and elements such as maintaining tree canopy and other urban vegetation will help cool urban heat islands and create more liveable neighbourhoods and protect wildlife habitats. We will design walking and cycling pathways to encourage low carbon forms of transportation and movement.



Comfort, Aesthetics and Amenity

Elements that comprise the public realm will be comfortable, welcoming, visually attractive and have a positive impact on the local space in which they are situated.

The selection of materials and products will help create public places that are enjoyed by people of all ages, cultures and abilities. Physical connectivity of the site, natural attributes such as vegetation, sunlight, shade and ways to reduce noise and glare from artificial lighting will be considered.

Public realm elements and materials will contribute to creating a cooler urban environment.



Durability and Robustness

Elements in the public realm will be durable and robust so they can withstand public use and environmental conditions, particularly extreme weather.

The placement of robust elements will also have consideration of managing places that may become crowded at times, as well as having a role in minimising terrorism opportunities.

The whole-of-life cost will be considered when selecting materials and products.



Management and Maintenance

Public realm elements will look good and perform as required over time.

The long-term financial sustainability will be taken into consideration and this will be done by understanding the upfront cost and ongoing maintenance costs over the life of the asset (including replacement costs).

The ongoing availability of products and materials will be taken into account to help maintain consistency for ongoing maintenance and management. We will look at using more than one supplier to ensure competitiveness in supply and service.



Identity and Sense of Place

The public realm will be designed to express local heritage, character and a sense of place.

A consistent and attractive suite of urban elements will help strengthen the character and identity of our city, and will enhance civic pride and provide opportunities for public art, tourism and economic activity.

Consistency will be achieved by selecting elements that reflect similar aesthetics and function and will allow for flexibility in selected places.



Functional and adaptable

The public realm will be attractive, functional and adaptable over time and elements will be suitable for use in a variety of locations and for a range of purposes. They will have a built-in flexibility to extend their use.

Areas in the public realm will aim to have day and night time uses. They will be able to adapt and respond to changes for our community, weather conditions, and incorporate technological and innovative advances as they are introduced.



Health, Well-being and Safety

The public realm plays an important role in encouraging physical activity and social interaction, contributing positively to the health and well-being of our communities.

This requires consideration of numerous elements for each space such as having trees and vegetation, lighting, shelter, seating, recreational facilities, pathways, signage and accessibility.

The public realm will be a place that is safe for users and as such consideration will be given to personal safety, crime and terrorism risks, as well as ensuring products and materials meet relevant safety standards.



Connectivity and Integration

The public realm is regarded as part of a greater network of spaces, services, facilities and the economy. Places that are integrated and connected extend their use and function.

Spaces in the public realm will be designed to provide suitable access for older people, those with disability and mobility impairments.

Overall, the intention will be to achieve urban environments that are better connected, accommodate mixed modes of transport, are more pedestrian and cycle oriented and more inclusive for people of all abilities.

Preferred furniture, materials, colours, plantings and surfaces

A preferred set of furniture items, materials, colours, plantings and surfaces have been carefully selected. These complement each other and the spaces they occupy and will help uplift the quality of our public spaces while allowing them to be flexible to meet community needs in the future.

The selected range will:

- create a stronger 'sense of place' for West Torrens
- contribute to safety and passive surveillance, consistent with best practice Crime Prevention Through Environmental Design (CPTED)

- protect unique neighbourhood characteristics while allowing for diversity and creativity in other areas
- improve inventory management, economies of scale and budgeting
- provide an accountable and transparent process for public space design, delivery, management and maintenance
- contribute towards the vision of a well-designed and managed public realm that is sustainable over the long term.

11.2 West Torrens Dog Park - Greyhound Off-Leash Initiative

Brief

A Council resident has requested consideration of a request for the dog park in Moss Avenue Kurralta Park to be set aside for a greyhound only event.

RECOMMENDATION

It is recommended to Council that

1. Council endorse an "off-leash" greyhound event at the Moss Avenue dog park for a trial period of six months;
2. The Chief Executive Officer be authorised to restrict access to 'greyhounds only' at the Moss Avenue dog park on event days from 9:00am to 12 noon pursuant to Section 7 of the City West Torrens Local Government Land By-Law No. 2 of 2017.
3. An application be made to the Dog and Cat Management Board to seek an exemption to Section 45C of the *Dog and Cat Management Act 1995*.
4. A further report be presented to Council at the end of the trial period on whether the "off-leash" greyhound events for a further period be undertaken.

Introduction

On 24 January 2019, West Torrens Council received a letter from a resident in Marleston requesting an 'off-leash' greyhound only event in a West Torrens' dog park as they had recently attended the state's first initiative of this kind in Alexandrina Council.

It is a legal requirement that all greyhounds be on a lead when in a public place, including designated off lead areas or dog parks, and they must also be muzzled. Through the Greyhound Adoption Program (GAP), greyhounds are able to be assessed for a green GAP collar, if the greyhound passes the assessment a muzzle exemption safety certificate is provided and then submitted to the Dog and Cat Management Board to exempt the greyhound from wearing a muzzle in public.

To facilitate this type of event, there will be a requirement for Council to endorse a temporary exemption to the Council's By Laws to restrict the use of the dog park for a period of time for greyhounds only and also seek an exemption under Section 45C of the *Dog and Cat Management Act 1995*, from the Dog and Cat Management Board.

Discussion

On 24 January 2019, West Torrens Council received a letter from a resident in Marleston requesting an 'off-leash' greyhound only event in a West Torrens dog park as they had recently attended the state's first initiative of this kind in Alexandrina Council.

In light of the above information, the West Torrens' Compliance team made contact with the Alexandrina Council Community Safety team to grow their understanding of how an 'off-leash' trial would actually look and identify the processes which need to be undertaken. Alexandrina Council have held two trials to date which have both been successful and have a further three trials booked in April, May and June 2019.

The Team Leader Compliance attended an 'off-leash' greyhound event which was held in Port Elliot on Sunday 17 March 2019 to assess the event and interact with the organisers. The event ran very smoothly and there were no issues.

Alexandrina Council staff are presenting at the Local Government Authorised Persons Association conference on 23 May 2019 to promote the concept of holding these events to other Councils.

The City of West Torrens' Compliance team has made contact with GAP SA who have been involved in the preparation, consultation and management of the two events already held in Alexandrina Council.

GAP SA attend all events but only as observers to assess their safety and management. They confirmed that there was only one incident at the first event which caused concern when an owner threw a ball to their dog. This is not recommended as greyhounds can get excited very quickly and run extremely fast and this is when they run the risk of running into objects causing injury to themselves and others.

GAP SA have advised that if the dogs were under effective control and it was a greyhounds-only setting, the risks for the community and for the greyhound would be minimised.

It is recommended that owners register for these events in advance for safety and management of them and if the event is fully booked then they go on the list for the next event.

Education about dog / owner behaviour at these events is highly recommended as it is important to give the dog time to adjust to the environment and not take the leash off straight away. It is also equally important that the owners understand the body language of their dogs when they become anxious so they can respond accordingly.

GAP SA confirmed that greyhound owners have more responsibilities due to the legislative muzzling and leashing requirements. Whilst the event would be open to all greyhounds, GAP SA recommended that only adoption dogs with the muzzle exemption be allowed to participate and as foster dogs are still learning to be a pet these not be allowed because of the risks involved.

Consideration could be given to opening the small dog park to accommodate other breeds which would be managed by Compliance Officers during the event times.

To undertake the event, the City of West Torrens requires an exemption from the Dog and Cat Management Board under Section 45C of the *Dog and Cat Management Act 1995*. This section requires a person who owns or responsible for the control of a greyhound to ensure that whilst the greyhound is not confined in premises of which that person is the occupier, it wears a muzzle unless exempted by the Board, and is on a leash at all times.

Initial contact has been made with the Dog and Cat Management Board about the City of West Torrens being granted an exemption to allow an "off-leash" greyhound event in its area and the Board response has been encouraging.

Restricting access to 'greyhounds only' to the Moss Avenue dog park can be authorised by the Chief Executive Officer pursuant to Section 7 of the City West Torrens Local Government Land By-Law No. 2 of 2017. Signage will be required for events in a prominent position on, or in the immediate vicinity to the dog park to which the restriction applies.

The City of West Torrens' website, Facebook page and signage at the dog park will be used to promote the event and advise local dog owners without greyhounds of the short closure period to the dog park to facilitate the event.

Compliance Officers will be in attendance to ensure that events are well managed and as with the trial in Alexandrina Council, GAP SA staff and the 'Friends of the Port Elliot Dog Park' are keen to promote and attend the event, as well as provide us with regular feedback regarding level of attendance, cooperation from community and animal behaviour.

If Council endorses the proposed initiative, then the following process would include:

- A survey will be used to gather community feedback and a risk assess;
- A request will put to the Dog and Cat Management Board to request an exemption to Section 45C (*Dog & Cat Management Act 1995*),
- The Chief Executive Officer will restrict access to 'greyhounds only' at the dog park on event days from 9:00am to 12 noon as in accordance with the City of West Torrens By-Law 7 Local Government Land.
- Signs will be created and erected.

Conclusion

A Council resident has requested consideration of a request for the dog park in Moss Avenue Kurralta Park to be set aside for a greyhound only event.

Attachments

1. Greyhound Day at Dog Park

From: Cr Elisabeth Papanikolaou
Sent: Friday, 1 February 2019 8:06 AM
To: Terry Buss
Cc: Pauline Koritsa
Subject: FW: Greyhound day at dog park
Attachments: Survey results West Torrens Dog Park.docx

From: Iordan Kostadinov
Sent: Tuesday, 29 January 2019 10:19 AM
To: Cr Elisabeth Papanikolaou
Subject: Re: Greyhound day at dog park

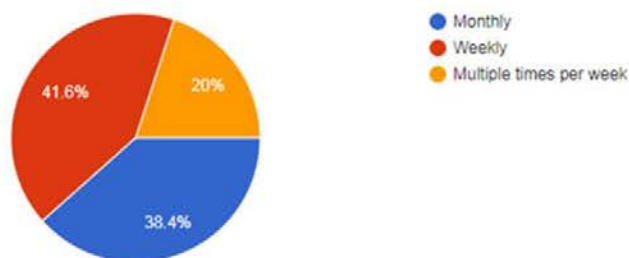
Hi Elisabeth,

On Friday night I made a post in the Adelaide responsible greyhound owners group explaining that you're interested in getting some greyhound time at the West Torrens dog park and I got an overwhelming positive response there. I made a small online survey which has been completed by 125 people so far all of whom are in support. Everyone left a name and email in case we need to contact them further.

Most people wanted a weekly event but quite a few were also happy for monthly:

How often do you want the greyhound hour to occur at the West Torrens Dog Park?

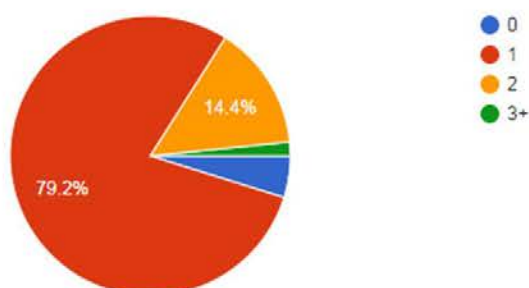
125 responses



Most people (99/125) had one greyhound and there were six people without greyhounds who were still supportive:

How many greyhounds do you own?

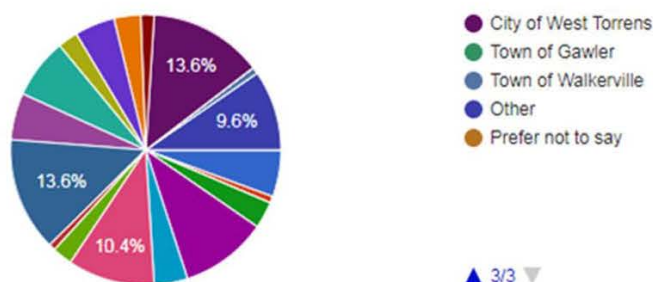
125 responses



Of the 125 respondents 17 were from West Torrens and 16 metropolitan councils were represented:

In which council area do you live

125 responses



There were even respondents from Alexandrina Council who missed out on the greyhound hour sessions there but were keen to come to us for it!

The last question was an open ended question asking people to provide comments. These could be helpful when considering arguments in front of council. I've attached the written comments in a word document.

Let me know if there's anything else I can do. I'm happy to volunteer my time to help organise these events.

Kind Regards,
Jordan

On Thu, Jan 24, 2019 at 11:49 AM Cr Elisabeth Papanikolaou <epapanikolaou@wtcc.sa.gov.au> wrote:

Hi Jordan

It is something I can definitely look into for you.

I will keep you informed.

Elisabeth

Sent from my iPhone

On 24 Jan 2019, at 11:44 am, Iordan Kostadinov wrote:

Dear John and Elisabeth,

My name is Iordan Kostadinov and I live in Marleston. I am writing to you as my elected councilors to help me and other greyhound owners in the area and indeed from elsewhere in the state.

You are probably not aware of this, but greyhounds are required by state law to be on a leash at all times when not on private property, not even in well fenced dog parks such as the West Torrens Dog Park. These greyhounds go from a life of racing to being confined to back yards and a two meter leash at all times. While you sometimes see greyhounds off leash in public areas, most greyhound owners dare not risk the fine.

Last year the Council of Alexandrina completed a successful trial in their dog park in Port Elliot and this year they have set up monthly events where greyhounds are allowed off the leash in their dog park for one hour. Both the trial last year and the January event were very successful and the other events were booked up very quickly!

The media release (<https://www.alexandrina.sa.gov.au/webdata/resources/files/Media%20Release%20-%20Greyhound%20Day%20FINAL.pdf>) and event pages (<https://www.alexandrina.sa.gov.au/page.aspx?u=2356&c=54978>) can be found on the council website.

Myself and many other greyhound owners made the long drive down there just so that our dogs get the chance to run around like all other breeds for once!

I would like to see a similar event held at the West Torrens Dog Park. The benefit of having it there is that thanks to the two separate areas of the park other owners will not have to be inconvenienced at all with one side for greyhounds and the other for all other dogs for the hour long event.

My understanding is that there needed to be some legislation passed at the Alexandrina Council in order for the event to occur, however having spoken to those responsible there, including the elected members, they are happy to help other councils also pass similar legislation.

Would you support an initiative that would allow greyhounds off the leash for one hour at the West Torrens Dog Park? I think such an event will create a lot of interest from the greyhound owners in the area, will bring in other greyhound owners from outside the ward and council areas, as well as encourage other people to adopt these beautiful creatures and save them from the cruel fate that awaits most racing greyhounds.

Attached are several images from the greyhound day and of my own greyhound.

Thank you for your consideration.

Iordan Kostadinov
Marleston SA

How often do you want the greyhound hour to occur at the West Torrens Dog Park?	How many greyhounds do you own?	In which council area do you live	Feel free to write any other comments for the West Torrens council or this survey
Monthly	1	City of West Torrens	This is an excellent idea!
Monthly	1	City of West Torrens	They need the exercise and are not able to run free anywhere else.
Multiple times per week	0	City of West Torrens	More large dog parks needed in West Torrens. I hope to see West Torrens embrace more pedestrian(+ dog) and cyclist friendly developments as priority over car parks and roadways.
Multiple times per week	1	City of West Torrens	It's only fair that greyhounds get to run off lead just the same as other dogs.
Weekly	1	City of West Torrens	I think this is such a great idea! I'm so happy people are on board with this initiative.
			I currently have two dogs one a greyhound and one an English Staffordshire. I often feel I can't take either of my dogs to socialise at the local dog park because one would have to stay on the lead always.
Weekly	1	City of West Torrens	The only place is Holdfast park which is quite a drive away and defeats the purpose of us all taking a walk.
Multiple times per week	1	Town of Walkerville	This opportunity will make a huge difference to the quality of life for greyhounds- the ability to socialise freely is something they almost never have the opportunity to do. Such docile, peaceful dogs, they will thrive.
Weekly	1	Other	To have some "Greyhound only hours" in various areas would be wonderful for this gentle breed - and so appreciated by their owners. Many thanks
Monthly	2	Other	It'd be wonderful even if only once a month to let these dogs off leash and interact. They make perfect small house/yard dogs because their energy levels aren't high (quick bursts of zoomies) but most of their life they got to run if they felt like it. Whether racing or in a paddock. These dogs are denied that due to the strict ownership rules and while they are fair, it's be wonderful for an opportunity where they were included to as they are a beautiful breed.
Monthly	1	Other	Having been to Port Elliot off leash hour and to see these wonderful dogs having a ball together, I think every council should embrace this. It is so important for these gentle creatures to run free as any other dog breed is able to, but at the same time keeping them in a safe environment
Weekly	1	Other	Greyhounds are usually very placid dogs who like to run occasionally, they socialise well but my experience is that other dogs can be a bit rowdy and at times aggressive. To have time in the dog park without other breeds is an enjoyable time for the greyhounds.
Monthly	1	Other	Alexandrina Council. We live in Goolwa and attended Pt Elliot dog park day. Absolutely awesome time for these dogs and owners. Should be available to all councils
			We are all desperate for somewhere for our gentle greyhounds to exercise . They just need to have a quick expenditure of energy -then they will sleep the rest of the day . They are gentle and love to socialise and are discriminated against by not having off leash play . Be ause they run so fast they are better with their own kind . Less risk of knocking anyone over. Please consider our request !
Weekly	1	City of Tea Tree Gully	

Multiple times per week	1	City of Tea Tree Gully	I think the initiative of the Alexandria Council is brilliant, Port Elliot is too far for me so I really hope this can happen . I would love my Greyhound to have the same opportunity to play off leash with other Greys. Thankyou
Monthly	1	City of Port Adelaide Enfield	There is a massive amount of greyhound owners that would show great support for this initiative!
Multiple times per week	1	City of Port Adelaide Enfield	Greyhounds are very friendly easy going dogs and many are quite timid around non_greyhounds. They are not vicious attack dogs. They deserve equal opportunities to run off leash like other dogs. Council could also promote the friendly nature of greyhounds and educate the public a lot more about them, thus allowing these lovely dogs to be more widely accepted in the community.
Monthly	1	City of Playford	Please do this as greyhounds love to play with their greyhound friends and we need a place to do this
Weekly	1	City of Onkaparinga	Would be worth travelling for
Weekly	2	City of Onkaparinga	Weekly or monthly would be awesome
Monthly	2	City of Onkaparinga	The rules about greyhounds are severely flawed when you examine the inequity with which other dog breeds are treated. No other breed is required to have a muzzle unless exempted or required to be on a lead at all times. We need the greyhounds to run. We have then banned them from running. They are a quiet, gentle breed on the whole and whilst all dogs can be aggressive and violent, it is strange to only treat the greyhound with such harshness.
Monthly	2	City of Onkaparinga	I think all councils should adopt this initiative, it only impacts one hour from other users and I am sure they would appreciate that greyhounds should be allowed to enjoy a lead free dog park visit also. Some people don't abide by the rule as I have heard a few people say hounds go off lead at their park so they didn't know that they aren't allowed off lead. But for the vast majority of us who are diligent, these initiatives are well supported.
Weekly	1	City of Onkaparinga	Having seen the incredible success the Alexandrina Council has with greyhound hour, this initiative is vital. More greyhounds are being rehomed therefore we need somewhere to allow them to run safely. Please allow this to happen. You have our support.
Multiple times per week	1	City of Onkaparinga	congratulations on taking an interest. these are one of the most gentle breeds of dog.
Monthly	2	City of Onkaparinga	As long as it is properly supervised by a ranger. And the dogs are muzzled for their safety
Monthly	1	City of Onkaparinga	As a greyhound owner I hope more councils in the Adelaide area will support such initiatives. We are so limited in where our dogs can run free after their racing careers, but when they can it brings them such joy. My dog will run for about 10 minutes before he's exhausted, but locally we don't have anywhere we can regularly take him.
Multiple times per week	1	City of Mitcham	Holdfast Bay Dog Centre is the only off-leash area/dogpark available to Greyhounds and is always a wonderful environment. There needs to be many more like it all over Adelaide.
Monthly	1	City of Marion	This would be a great initiative and demonstrate the new Councils willingness to think outside the squarw
Monthly	2	City of Marion	This is a great initiative- hopefully this comes to fruition. A special place and time for our greyhounds to run off leash would be ideal.
Monthly	1	City of Marion	Pleaseeeeeee Port Elliot hour is amazing but so far away!

Weekly	2	City of Marion	Many, many greyhound owners would support and utilize this. These dogs are pets not racing dogs..
Monthly	1	City of Holdfast Bay	This is a wonderful idea, really hope to see it get off the ground
Monthly	1	City of Charles Sturt	Would love everywhere, especially my own Council. Greyhounds are no different to any other breed.
Monthly	1	City of Charles Sturt	This would be a step towards minimising the harm we do our greyhounds by never enabling them to have a good run. There has been 4000+ years of careful breeding to develop these athletic creatures, and if they are no longer put in races and forced to run whether they feel like it at the time or not, then there is no opportunity for most of them to just run like the wind for the love of running.
Multiple times per week	1	City of Campbelltown	Thank you for considering, grey owners have been waiting a long time for this idea to be considered and we are excited about the prospect!
Monthly	2	Adelaide Hills Council	We would be most appreciative if the WT Council could provide such a service. We have been to the Alexandrina Council's events, which were very well organised. The dogs loved it, and were all very well behaved.
Weekly	1	Adelaide Hills Council	Greyhound gatherings are happy events for hounds and owners!

11.3 Urban Services Activities Report

Brief

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

RECOMMENDATION

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

Discussion

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

Special Project Work

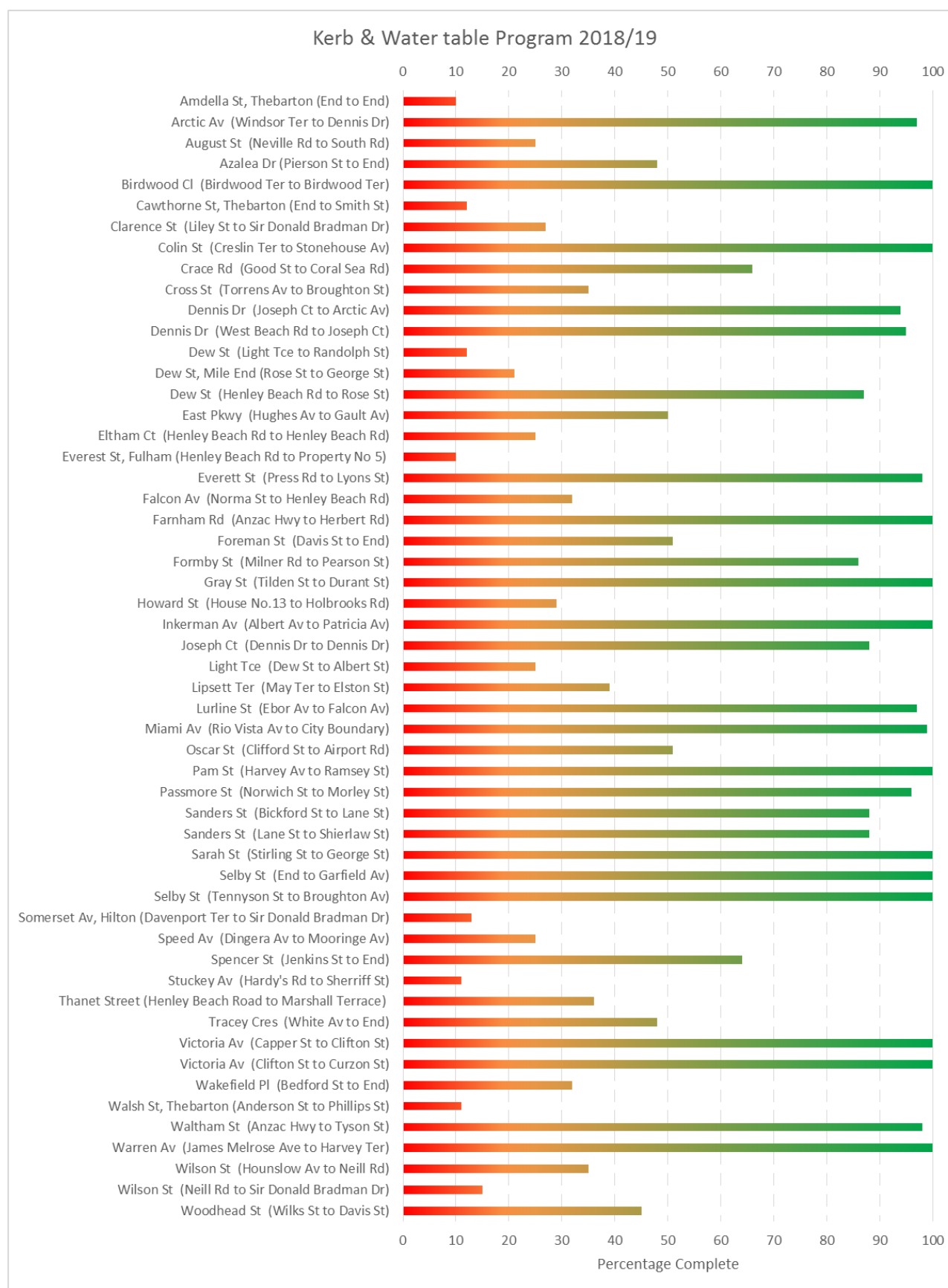
New Drainage System - Lockleys Catchment Henley Beach Road Crossings - Stage 5B Clyde Ave, Arcoona Ave, Franciscan Ave, Noble Ave, Torrens Ave, Kent Terrace and Elba Ave.	Construction works are underway and are scheduled to be complete by mid-April 2019.
Rutland Avenue, Lockleys secondary drainage upgrade	Detailed design is near completion for the upgrade of the surface stormwater drainage including the upgrade of rubber road humps to block paving plateaus. Tendering and pricing for these works is currently underway.
Brown Hill and Keswick Creek Maintenance	Maintenance works are underway in multiple locations along Brown Hill Creek and are progressing satisfactorily.
Brown Hill Creek Bridge Replacements	The detailed concept design for the replacement of bridges at Daly Street, Kurralta Park and Beare Ave, Netley are complete. Initial discussions have been held with the Brown Hill and Keswick Creek Project in relation to these projects and how cost sharing is likely to be considered between Council and the Brown Hill and Keswick Creek Project.
Shannon Avenue, Glenelg North, Stormwater Pump Station - Upgrade	The project to refurbish and upgrade the Shannon Avenue stormwater pump station has been awarded and onsite works are expected to commence in late April / early May 2019. The project is expected to continue through to the end of July 2019.
Westside Bikeway, (Pedestrian Path Lighting Project)	The design works and procurement process are continuing for the 2018/2019 staged program of works - along the Bikeway at Long Street, Birdwood Tce and Osborn Tce, Plympton. The staged site works are expected to commence in late April and continue through to June/July 2019.

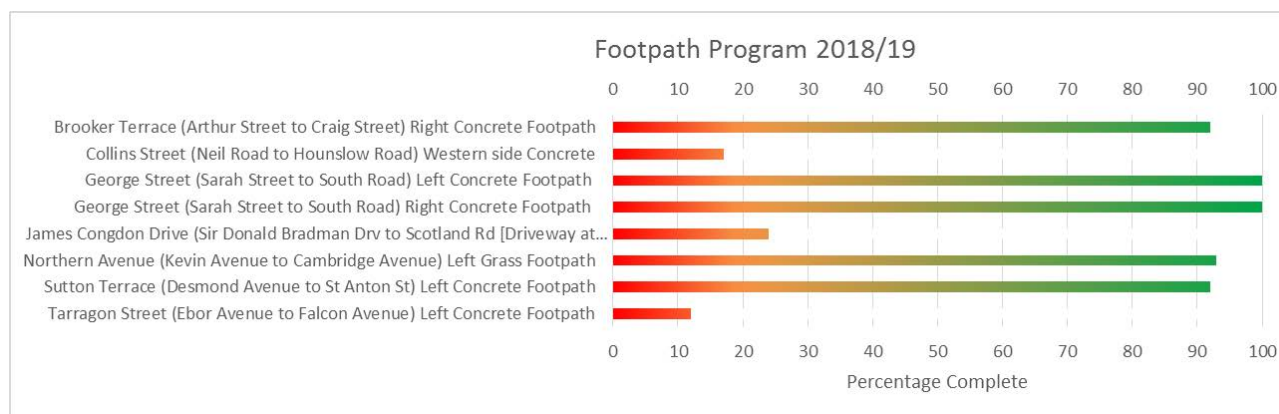
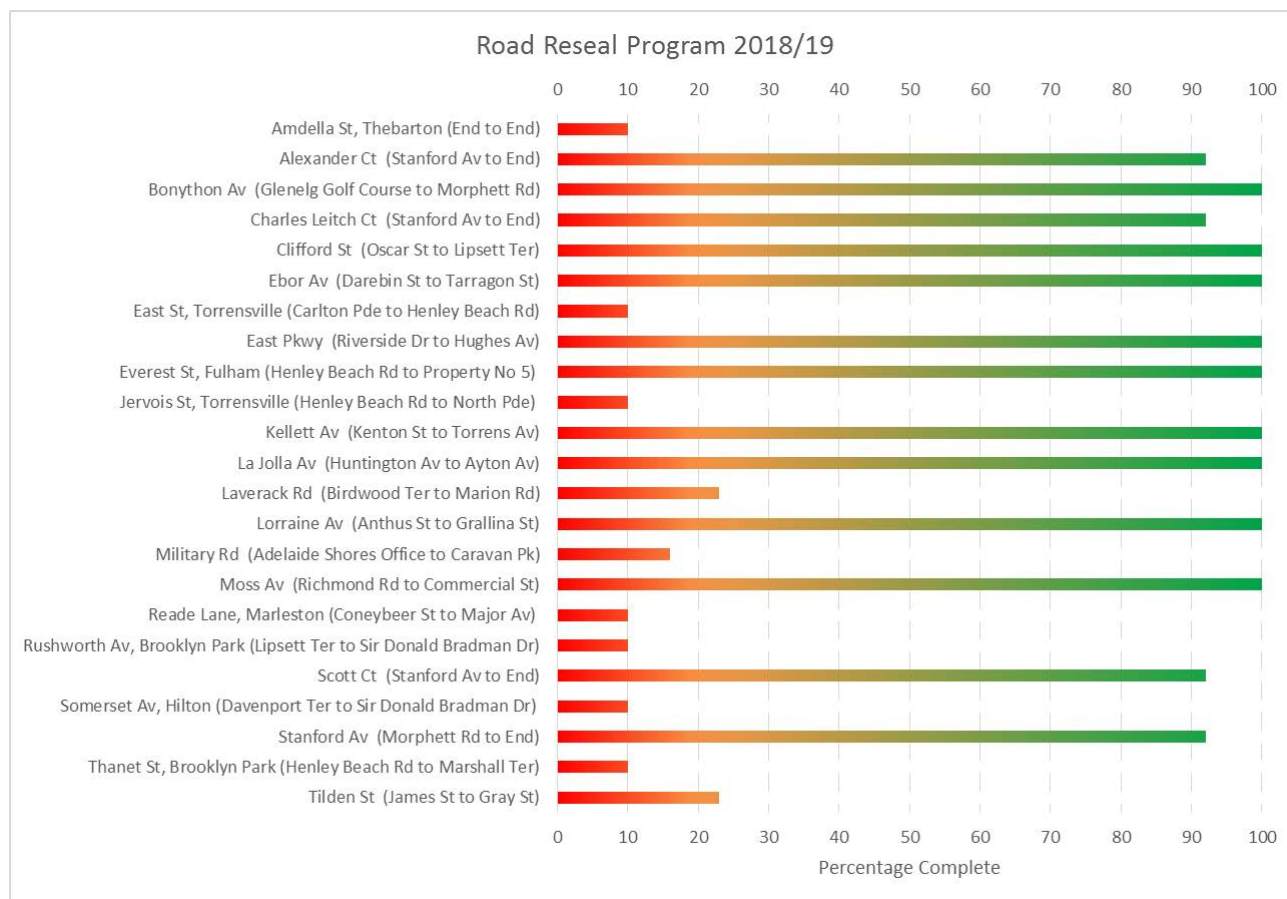
River Torrens Bank Repair Works - SA Water	<p>For the Azalea Drive site, Council and its' contractors have completed the main scope of works necessary to repair fencing, pathways and clean up vegetation. Upon final inspection, a couple of defects were identified for action which should be rectified for a complete pathway reopening in this area by early April 2019.</p> <p>Works by SA Water contractors are continuing, on schedule, at the Murray Street, Thebarton site, and the Hardys Road site.</p> <p>It is still anticipated, by SA Water, that these works will be complete by the end of June 2019.</p>
Mortimer Street	<p>Works are advancing on this project, with the majority of the kerbing and road pavement works to be completed by the end of March 2019. Works on verge, landscaping, footpath and urban design elements will continue following the completion of the roadworks.</p>
Admella Street, Thebarton (George street to Chapel St)	<p>Detail design and documentation is near complete.</p>

Capital Works

Road Reconstruction Works	<p>The following is an update on the road reconstruction projects occurring in our City:</p> <p>The following road reconstructions are complete:</p> <ul style="list-style-type: none"> – Saratoga Drive, Novar Gardens (Sheoak Ave to Pine Ave) – Broughton Ave, Kurralta Park (Tennyson to Beauchamp St) – Stephens Ave, Torrensville (End to Ashley St) – McArthur Ave, Plympton (Urrbrae Tce to Glenburnie Tce) – West Thebarton Road, Thebarton – Phillips Street, Thebarton <p>The following road reconstructions are currently underway:</p> <ul style="list-style-type: none"> – West Beach Road, West Beach – Delray St, Fulham (Gault Ave to Crispian St) – Ashwin Pde, Torrensville (City Boundary to East St) – Mortimer Street, Kurralta Park (Daly St to Gray St) – Durant St, Plympton (Gray St to James St) – Wilford Ave, Underdale (Sherriff St to Hardys Rd) – Mackirdy St, Fulham (Henley Beach Rd to Samuel St) – Norman St, Underdale (Sherriff St to Holbrooks Rd) – Sherriff St, Underdale (Norman St to Henley Beach Rd) <p>Construction works are being programmed for the following:</p> <ul style="list-style-type: none"> – Ashley St, Underdale (Sheriff St to Holbrooks Rd)
Road Reseal / Rejuvenation Program 2018/19	<p>The asphalt reseal contract has been awarded and works are underway.</p>

Capital Works (continued)





Capital Works (continued)

Playground Upgrade 2018/2019	<p>The following is an update on the 2018/2019 replacement program for playgrounds at:</p> <ul style="list-style-type: none"> • Montreal Avenue Reserve, Novar Gardens - Works are complete • Cromer Street Reserve, Camden Park - Consultation feedback received from playground users is being reviewed with the procurement process continuing for the replacement of the playground within budget programs, • Mellor Park Reserve, Lockleys - Consultation with playground users commenced in February 2019 with the project to be implemented as part of the Reserve Upgrade later this year. • Apex Park Reserve, West Beach (additional equipment/expansion) - Project is included as part of the Apex Park Redevelopment and will be implemented in mid-2019.
Reserve Irrigation Upgrades 2018/2019	<p>The following is an update on the 2018/2019 irrigation upgrade program for reserves at:</p> <ul style="list-style-type: none"> • Westside Bikeway, Marlestone / Plympton, (staged project, selected areas within the linear park) - Staged works are currently underway along Birdwood Tce, Plympton • Lockleys Oval and surrounds, Lockleys - Project is included as part of the Lockleys Oval Redevelopment. • Cromer Street Reserve, Camden Park - Project is to be completed upon completion of the playground upgrade. • Stirling Street Reserve, Thebarton - Project is included as part of the road works package.

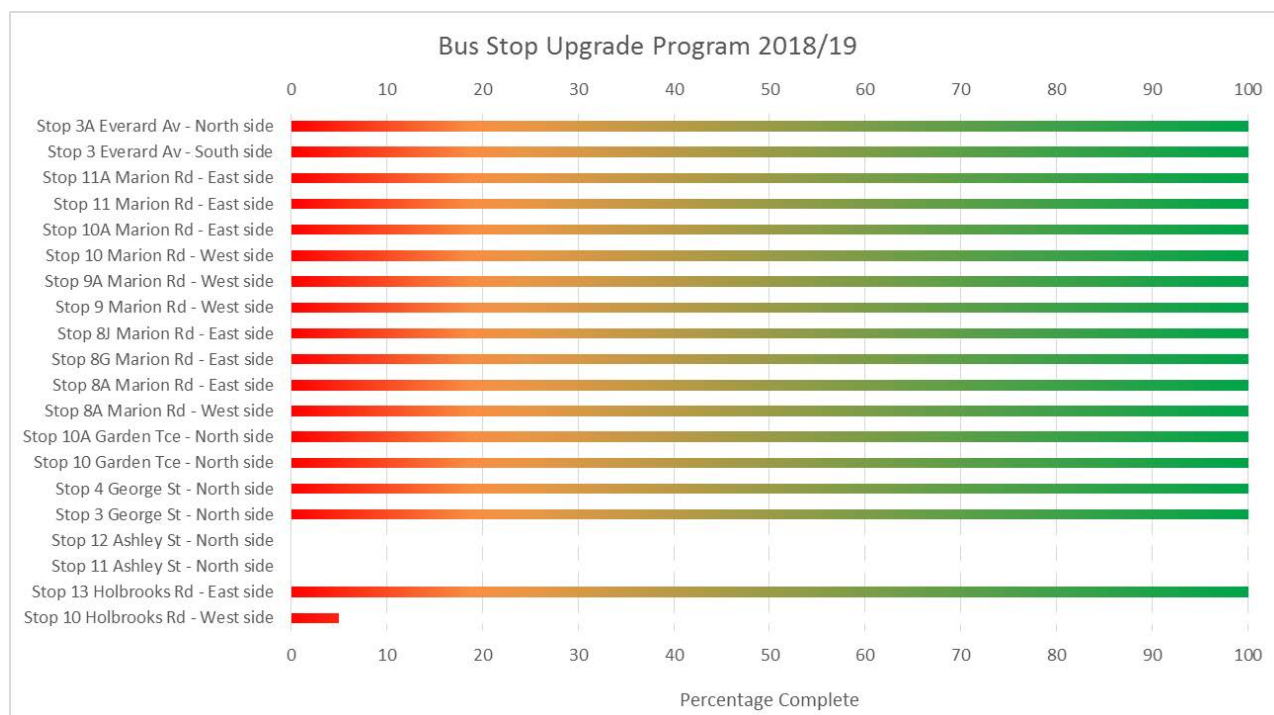
Traffic Projects and Parking Management

Torrensville/Thebarton LATM	<p>The detailed design is near complete for Ashley Street (between Holbrooks Road and Hayward Avenue), which includes the removal of the roundabout at Ashley Street and Sherriff Street.</p> <p>A concept plan for the traffic calming treatment at Hayward Avenue/Ashley Street, located west of West Street, by the Torrensville Primary School (including the removal of the "bus only" control) has been developed and consultation is scheduled to be undertaken in April 2019.</p> <p>A concept plan has been developed for traffic calming in Maria Street. Consultation closed on 1 March 2019. Feedback has been reviewed and a summary report has been prepared and is pending final review.</p>
Novar Gardens/Camden Park LATM	<p>The stage 2 consultation process closed on 14 December 2018.</p> <p>Feedback has been reviewed and changes have been made to the proposed plan. Necessary material has been prepared for consultation with the working party (pending final review) which should occur in coming weeks.</p>

Richmond/Mile End LATM	<p>Traffic data is currently being analysed.</p> <p>The stage 1 consultation process closed on 21 December 2018.</p> <p>All feedback received has been reviewed. Proposed traffic treatments to address key issues identified have been prepared. The final material is being prepared for consultation with the working party which should occur within the next month.</p>
Marleston / Keswick / Kurralta Park / North Plympton / Ashford	<p>Full data collection has commenced including parking surveys and analysis. Key traffic count locations have been identified for further analysis.</p> <p>The Department of Planning, Transport and Infrastructure have provided traffic data for some of the key traffic count locations identified which adjoin Council and State roads.</p>
Traffic and Parking Review	<p>Parking Review:</p> <ul style="list-style-type: none"> Williams Street, Plympton - Concept plan has been reviewed with other methods being sought to address the issue without needing to implement strict parking restrictions. Deacon Avenue, Richmond - Public consultation closed on 22 March 2019 and feedback is being reviewed. Stephens Terrace, Torrensville - The option of angled parking has been investigated and discussed with Elected Members'. Investigation found there is minimal, if any, benefit to using angled parking on Stephens Terrace. More detailed of this analysis is available upon request. Light Terrace and Smith Street, Thebarton - To be reviewed once there is more clear understanding of future land use at nearby sites. Bice Street, Marleston - Parking surveys to be completed in the coming weeks to determine the warrant for parking controls. Syme Street, Ashford - Review has been undertaken with a proposal for parking controls to be reviewed and made consistent, subject to Elected Member support. <p>Traffic Requests:</p> <ul style="list-style-type: none"> Frank Street and Airport Road, Brooklyn Park - DPTI advised that sufficient funding is not available to deliver the works. Council is now pursuing the option of cost sharing. Douglas Street, Lockleys - Concept for traffic and parking controls is complete and public consultation closed on 8 February 2019. Feedback reviewed and has been discussed with Elected Members'. Revised concept has been prepared for discussion with Elected Members' prior to final notification letters being posted in the coming weeks. Lancaster Street, Lockleys - Public consultation closed on 22 March 2019 and feedback is being reviewed. Lindsay Street, Plympton - Public consultation for the pavement bar medians is to commence in the coming weeks. Tilden Street, Kurralta Park - Public consultation for the pavement bar medians closed on 8 March 2019 and feedback is being reviewed. Ashwin Parade, Thebarton - Request received from a resident for the review of pedestrian accessibility. A review is to be undertaken in the coming weeks.

- Traffic counts requested for (1) Gardner Street, Plympton and (2) Glengyle Tce, Plympton - To investigate traffic issues.
- VMS Board:
- VMS Board moved to Brooker Tce with the next move scheduled for Long Street, Plympton and Ritchie Terrace, Marleston.

Traffic Projects and Parking Management (*continued*)



Traffic Projects and Parking Management (*continued*)

Blackspot project - Albert Street/George Street

Council has been notified that the proposed threshold treatment for the Albert Street/George Street intersection has been successful for funding approval by DPTI under the 2018/19 Blackspot Program.

Council has re-developed the concept threshold treatment due to stormwater issues. DPTI advised that the concept does not require a separate approval and Council is able to install under its' delegation. Consultation closed on 22 March 2019 and feedback is being reviewed.

Pine Avenue-Wongala Roundabout Safety Issues

Council has been notified that the proposed threshold treatment for the Albert Street/George Street intersection has been successful for funding approval by DPTI under the 2018/19 Blackspot Program.

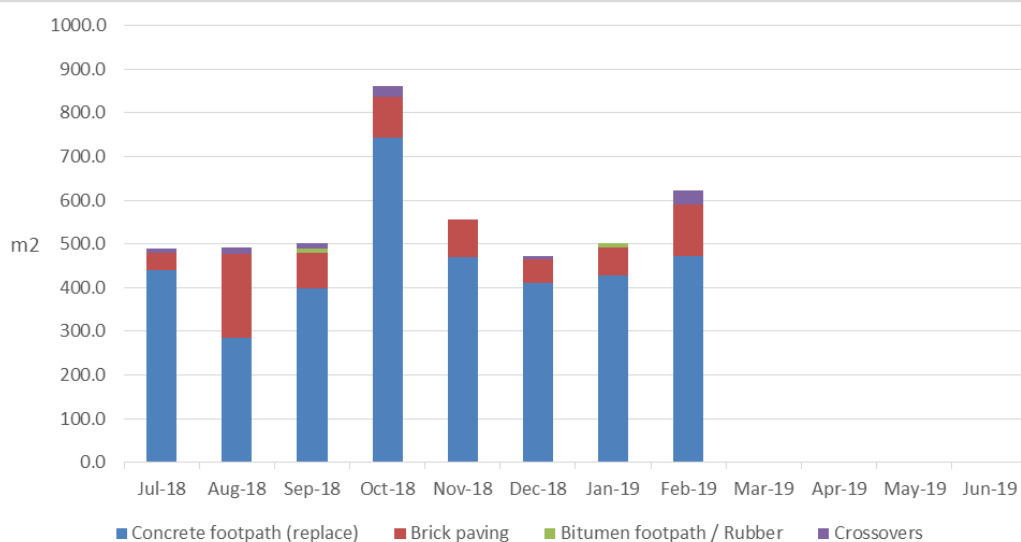
Council has re-developed the concept threshold treatment due to stormwater issues. DPTI advised that the concept does not require a separate approval and Council is able to install under its' delegation. Consultation closed on 22 March 2019 and feedback is being reviewed.

Property and Facilities	
Weigall Oval Masterplan and Facility Development	<p>The procurement process for the Construction of Stages 2 and 3 of the Weigall Oval Facility Development closed on 19 March 2019. Nine submissions were received and an evaluation is currently underway.</p> <p>An update was provided to the City Facilities and Waste Recovery General Committee meeting held on 26 March 2019.</p>
Lockleys Oval Masterplan and Facility Development	<p>The Lockleys Oval Facility upgrade continues to progress. Preparatory construction works have taken place and the concrete footings (ground floor) for the new shared clubroom building were completed during March 2019.</p> <p>The second phase of the upgrade is currently undergoing development assessment. The Statutory Category 3 public notification for the upgrade (tennis courts, lighting and car parking) occurred in January and was considered but deferred in March by the Council Assessment Panel (CAP). Further information has now been provided and the matter will be considered at the CAP meeting to be held on 9 April 2019.</p> <p>Further information was provided to the City Facilities and Waste Recovery General Committee meeting held on 26 March 2019.</p>
Apex Park Masterplan and Facility Development	<p>Site works are continuing for the construction of the new building, horse arena and associated facilities within the reserve.</p> <p>It is anticipated that the upgrade of the reserve will be completed by mid-2019. Discussions have commenced with stakeholders regarding lease/licence arrangements and will continue over the coming months.</p> <p>Further information was provided to the City Facilities and Waste Recovery General Committee meeting held on 26 March 2019.</p>
Camden Oval Masterplan and Facility Development	<p>It is anticipated that the building and construction projects for the Camden Oval Masterplan will be completed by mid-2019.</p> <p>Recreation and landscape upgrades including oval turf upgrades, will follow the completion of the building and construction project. It is proposed for these works to be undertaken during 2019/2020 with works to commence upon the completion of the football season.</p> <p>Further information was provided to the City Facilities and Waste Recovery General Committee meeting held on 26 March 2019.</p>

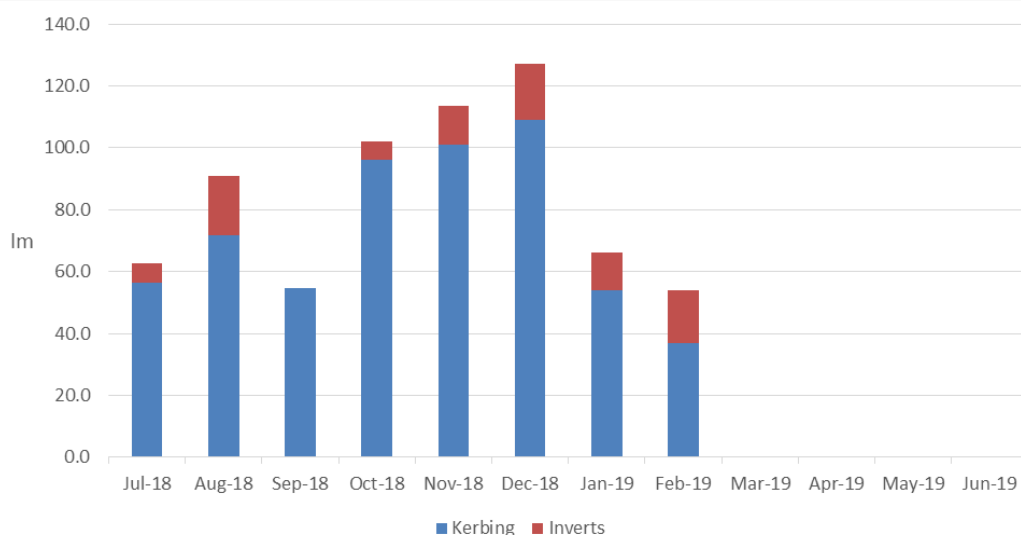
Cummins House	<p>The lease for Cummins House is currently operating under a "holding over" arrangement to enable negotiations between the parties and allow an offer to be presented by the Department for Environment and Water (DEW) to Council.</p> <p>Representatives from DEW were invited to present an options paper to the City Facilities and Waste Recovery General Committee meeting held 26 March 2019.</p>
Torrensvile Bowling Club	<p>Site works for the new synthetic bowling green and covered structure are continuing with expected completion by mid-2019.</p>
Hilton RSL - potential relocation	<p>Two building concept layout options have been proposed for the relocation of the Hilton RSL Sub-branch to 173 Sir Donald Bradman Drive. The concepts were presented to the City Facilities and Waste Recovery General Committee meeting held on 26 March 2019 for consideration.</p>

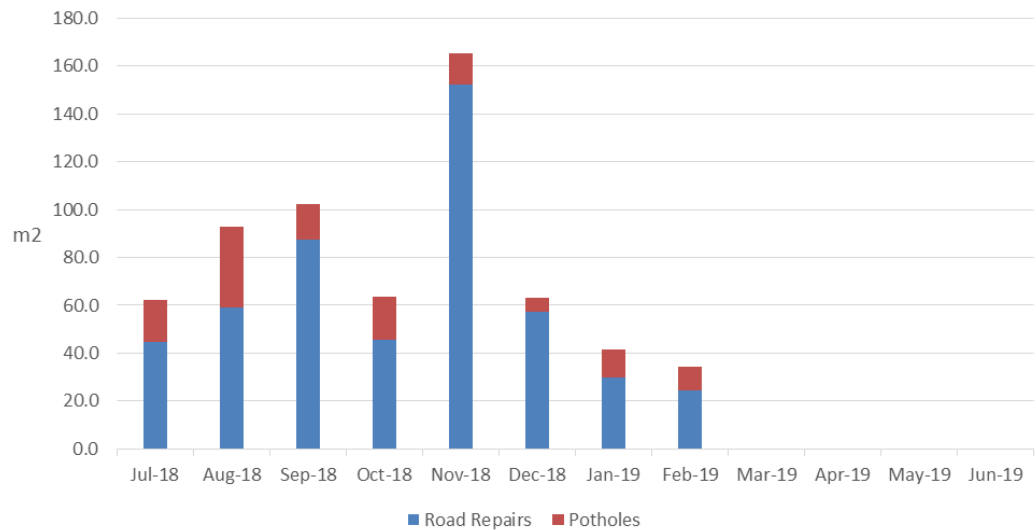
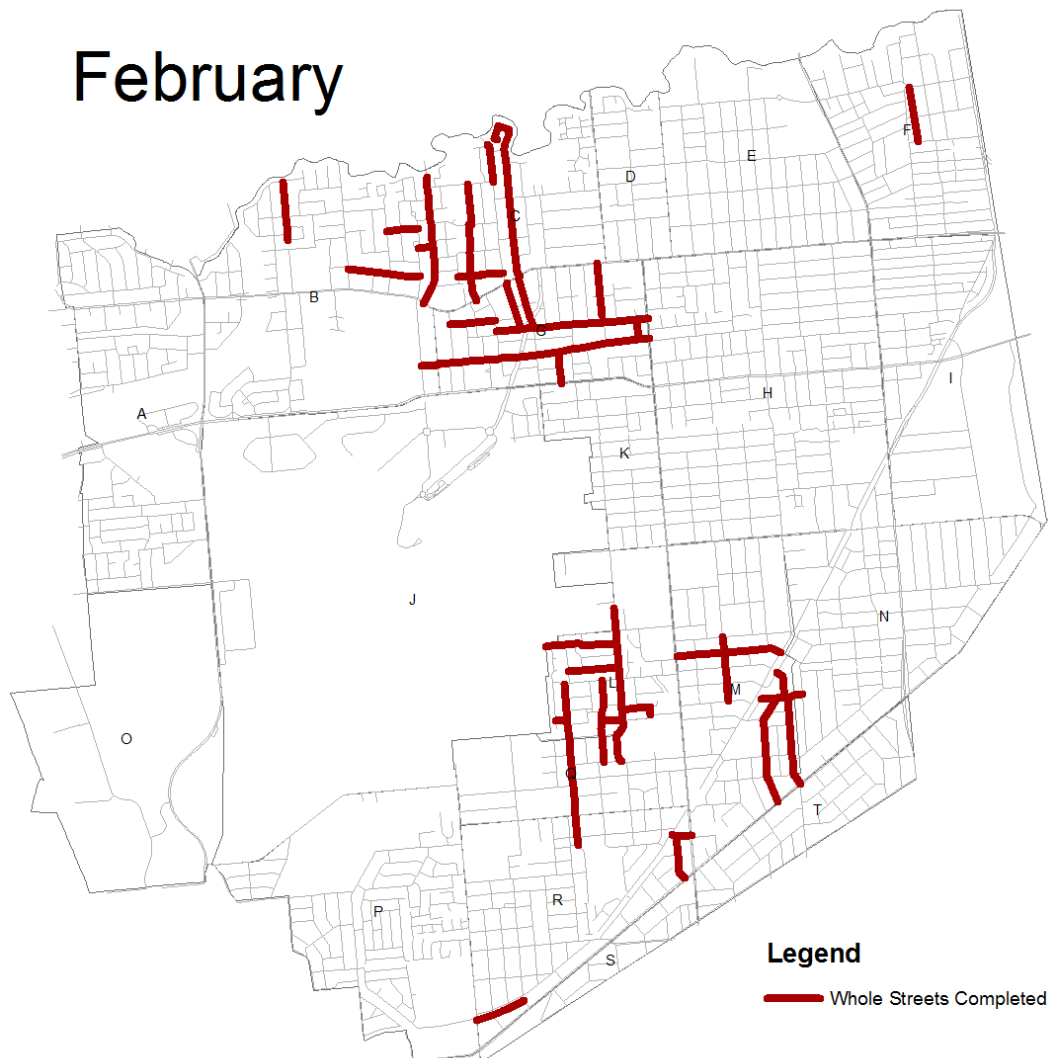
City Operations

Footpath Reinstatement

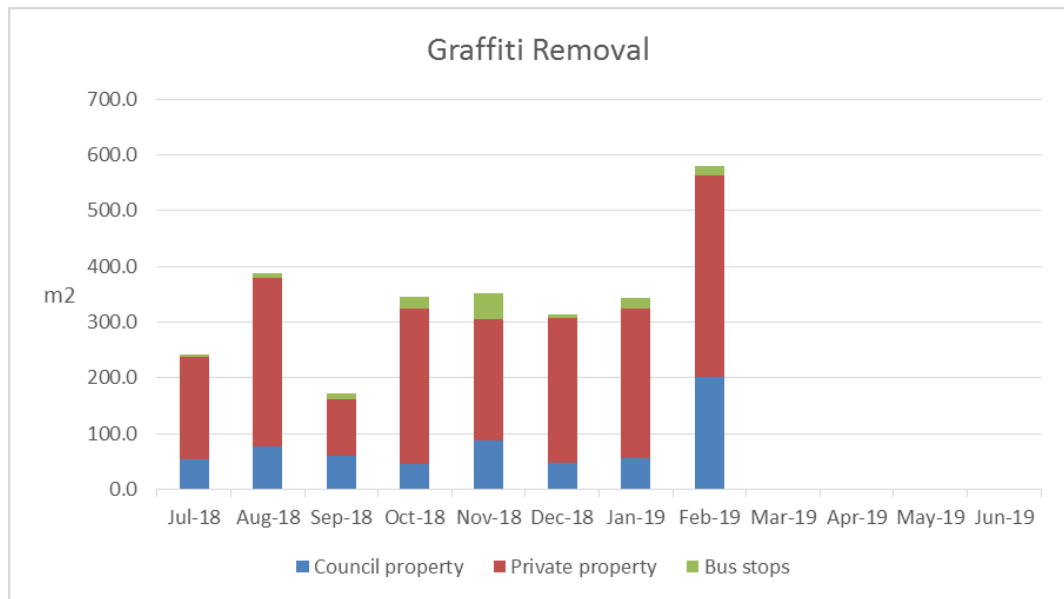


Kerb & Watertable / Invert Reinstatement

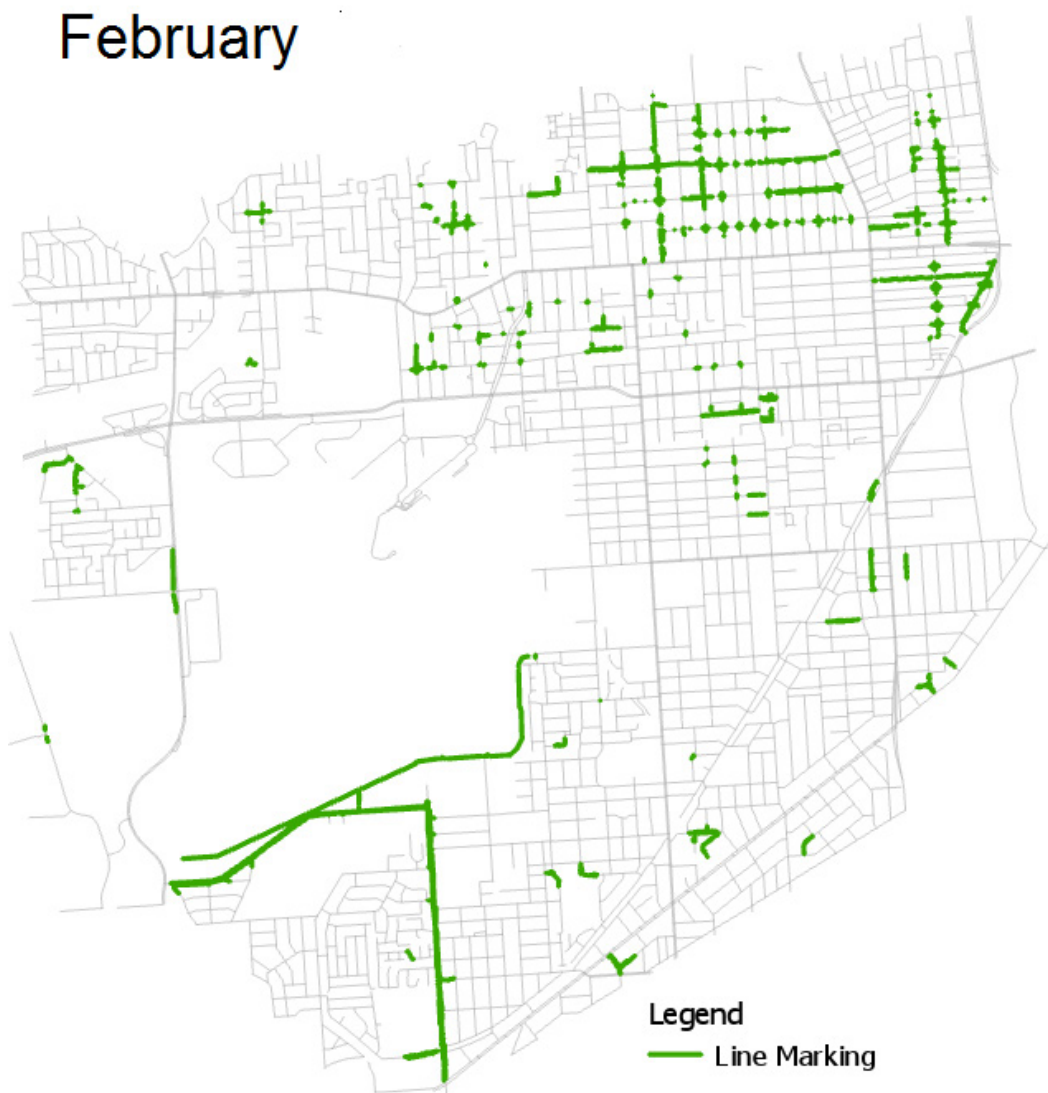


Road Repair
and PotholesFootpath
Grinding
Program

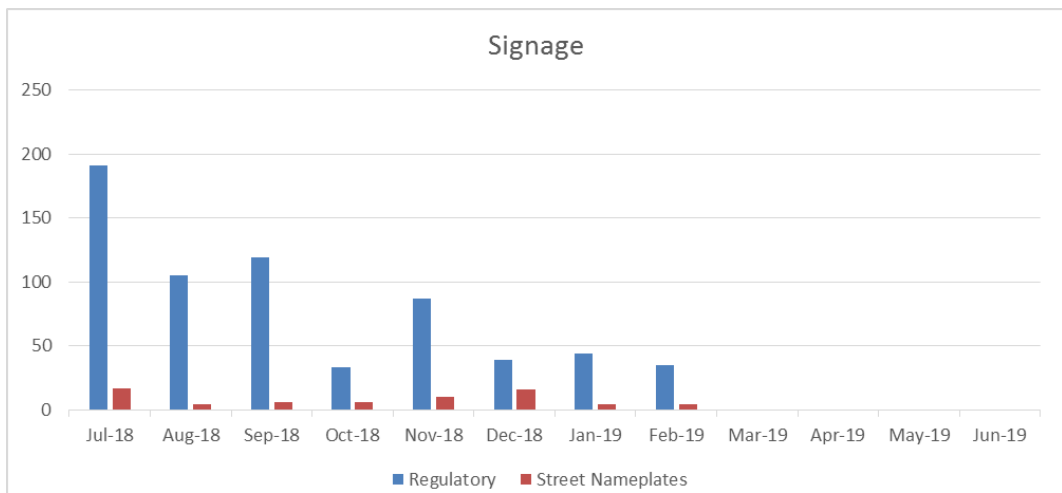
Graffiti Removal



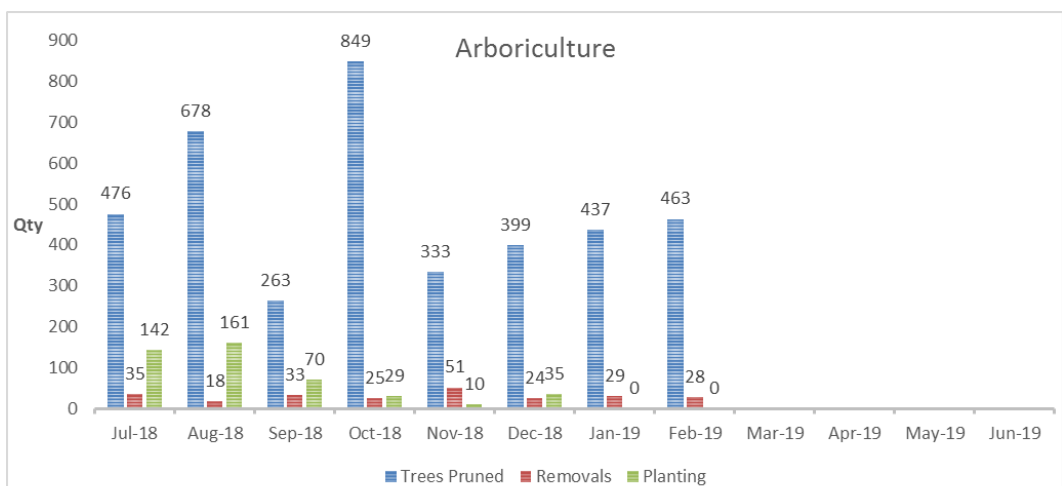
Line Marking



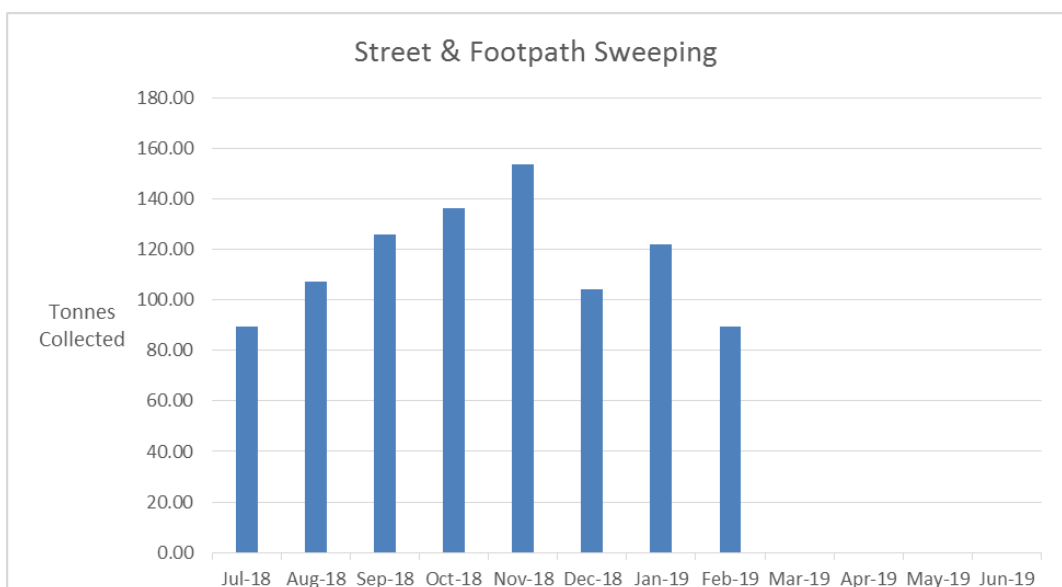
Signage



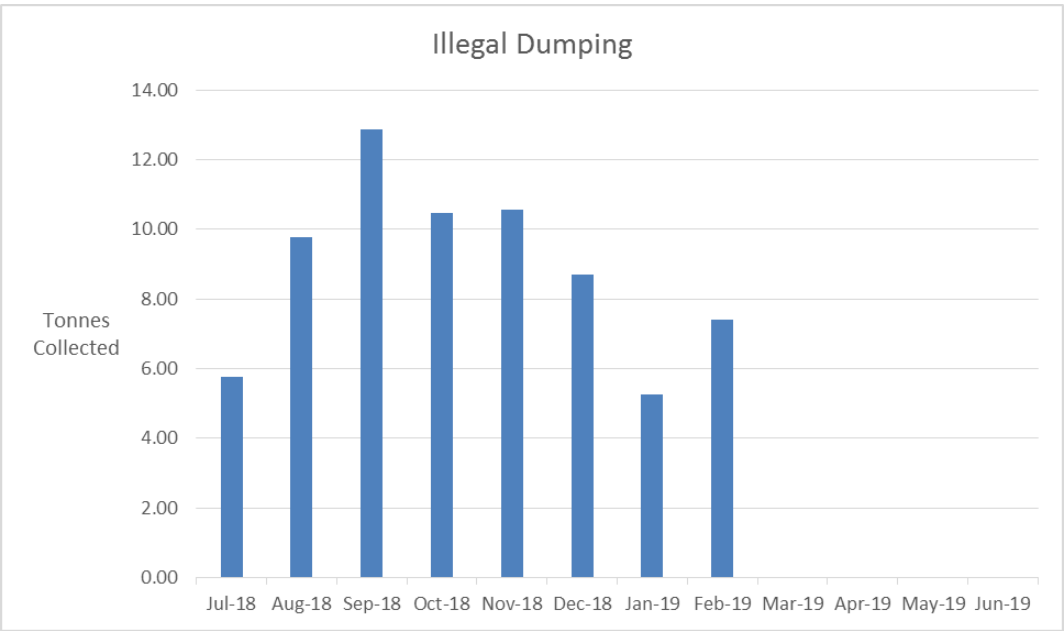
Arboriculture



Street Sweeper

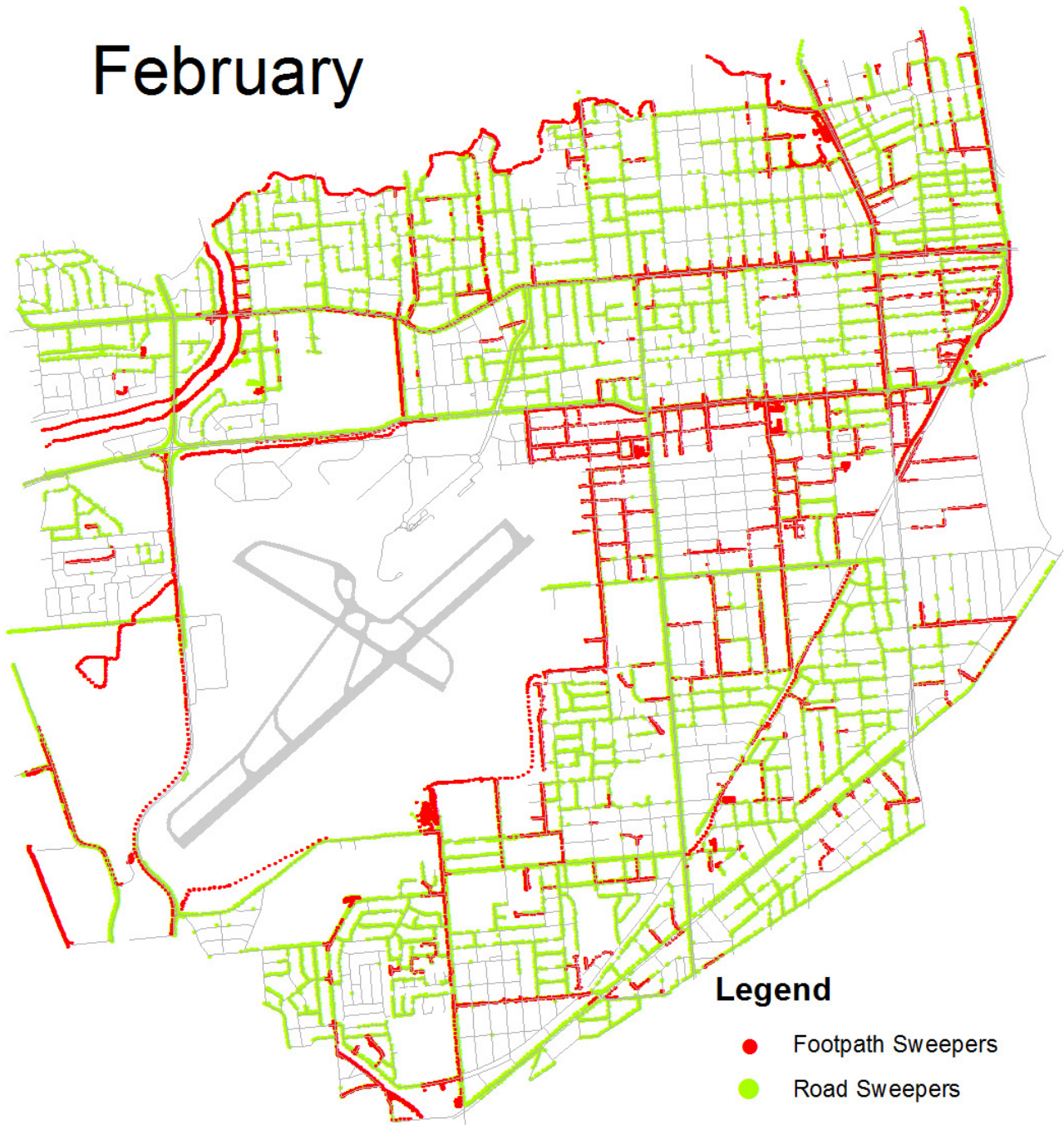


Illegal Rubbish
Collection



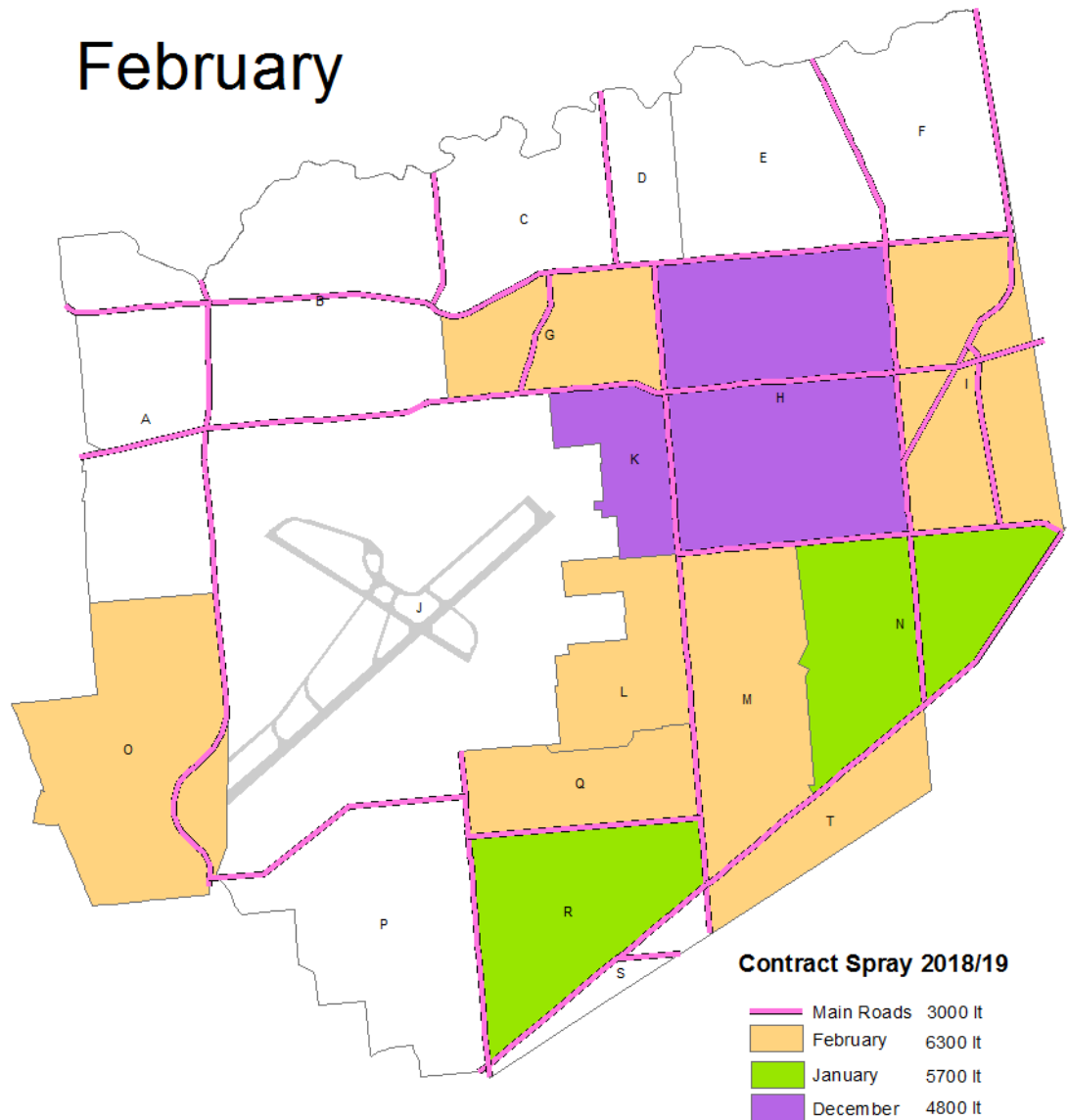
Street and Footpath Sweeper Coverage

February



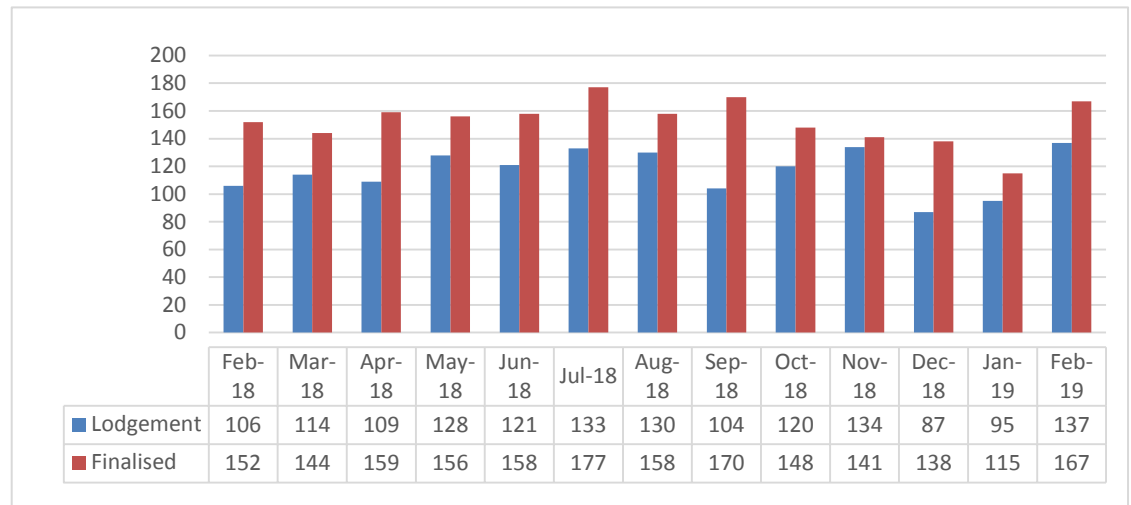
Contract
Weed
Spraying
(2nd Cycle)

February

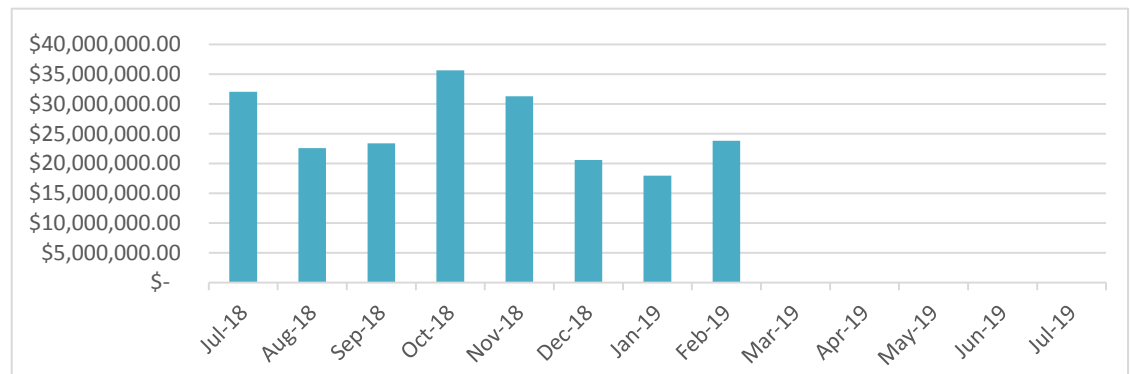


Development Assessment**Development Applications****Lodgements and Decisions**

One hundred and thirty seven (137) applications were lodged and 167 applications were finalised in February 2019.

**Estimated Construction Cost (Approved Development)**

Development with an estimated construction cost of \$23 822 349 was approved in February 2018.



Planning Assessment

		2018		2019	
		Sept Qtr. 3	Dec Qtr. 4	Mar Qtr. 1	June Qtr. 2
Assessment Timeframes (Staff Decisions)	BUILDING CODE ONLY				
	Total applications	74	90		
	Median timeframe	6 days	3 days		
	COMPLYING				
	Total applications	43	42		
	Median timeframe	8 days	6 days		
	CAT 1 MERIT				
	Total applications	234	203		
	Median timeframe	25 days	22 days		
	CAT 2 MERIT				
	Total applications	12	18		
	Median timeframe	81.5 days	64 days		
	CAT 3 MERIT				
	Total applications	9	8		
	Median timeframe	59 days	39 days		
	CAT 1 NON-COMPLYING				
	Total applications	0	0		
	Median timeframe	-	-		
	CAT 3 NON-COMPLYING				
	Total applications	1	3		
	Median timeframe	74 days	109 days		
Assessment Timeframes (CAP Decisions)					
	CAT 1 MERIT				
	Total applications	5	4		
	Median timeframe	59 days	43.5 days		
	CAT 2 MERIT				
	Total applications	3	1		
	Median timeframe	107 days	87 days		
	CAT 3 MERIT				
	Total applications	2	0		
	Median timeframe	82 days	-		
	CAT 1 NON-COMPLYING				
	Total applications	0	1		
	Median timeframe	-	33		
	CAT 3 NON-COMPLYING				
	Total applications	1	0		
	Median timeframe	68 days	-		
<p><i>Note: This data does not include Land Division Consent applications and decisions under appeal. Category 3 Non-complying applications are not included until SCAP have made a decision whether to concur with Council's decision.</i></p> <p><i>Maximum statutory time frames (excluding additional time for further information requests, statutory agency referrals and SCAP concurrence) are summarised as:</i></p> <ul style="list-style-type: none"> <i>Building Code Only: 4 weeks</i> <i>Building Rules Consent only: 4 weeks</i> <i>Complying Development: 2 weeks for Development Plan Consent only; additional 4 weeks for Building Rules Consent</i> <i>Category 1-3 Development: 8 weeks for Development Plan Consent only; additional 4 weeks for Building Rules Consent.</i> 					

Assessment
Appeals

There was one (1) ongoing court matter in February 2019:

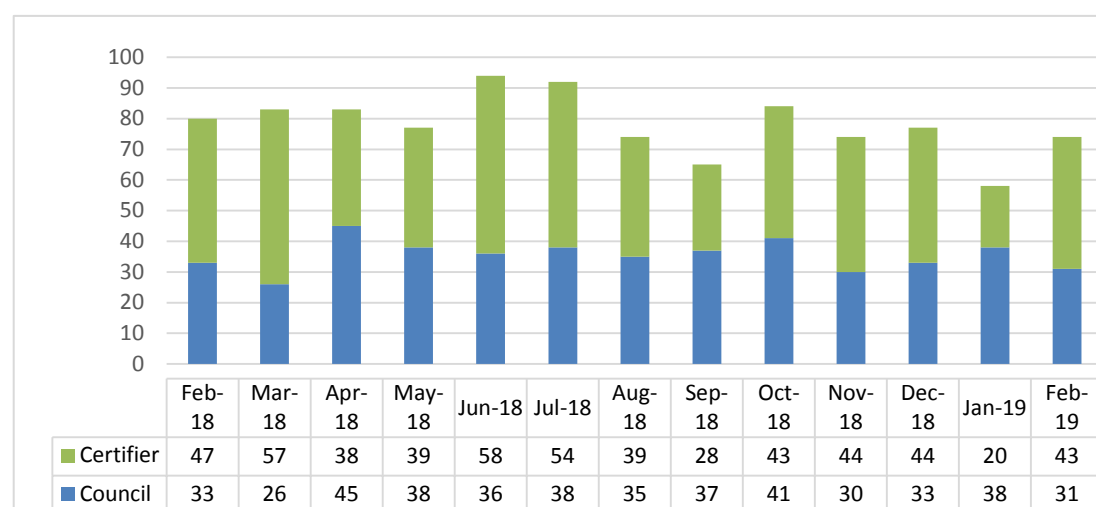
- An appeal against Council's decision to refuse development plan consent for the removal of a significant tree at 322 Marion Road, Netley.

A preliminary conference was held on 18 March 2019 and a further conference is scheduled for 2 April 2019.

There were no new or finalised appeals against Council's development assessment decisions during February 2019.

Building Rules AssessmentBuilding
Rules
Consent
issued
By Relevant
Authority

Council issued thirty-one (31) building rules consents and private certifiers issued forty-three (43) building rules consents in February 2019.



Note: Building Rules Consents are assessed by Council or private assessors known as Private Certifiers, these privately certified assessments still need to be registered and recorded with Council.

Community advice and educationPre-
lodgement
advice

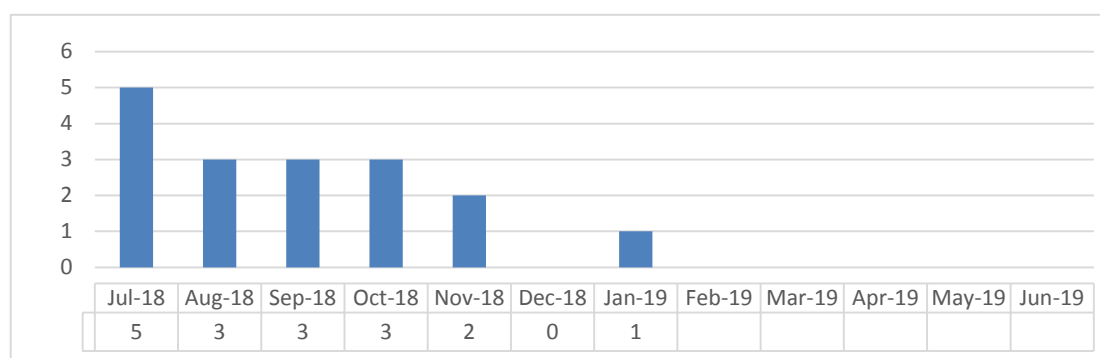
Rostered Duty Planner and Duty Building Officers are available to answer preliminary pre-lodgement and general enquiries during Service Centre opening hours. Advice is provided to the general public and applicants via the phone, email and in person at the Service Centre.

The Administration participates in DPTI's Pre-lodgement case management service for development five storeys or more in height within the Urban Corridor Zone.

There were 5732 website views of Council's webpages relating to *Development Act 1993* matters in February 2019.

Category 3 Public notification

One (1) Category 3 application was notified in February 2019.

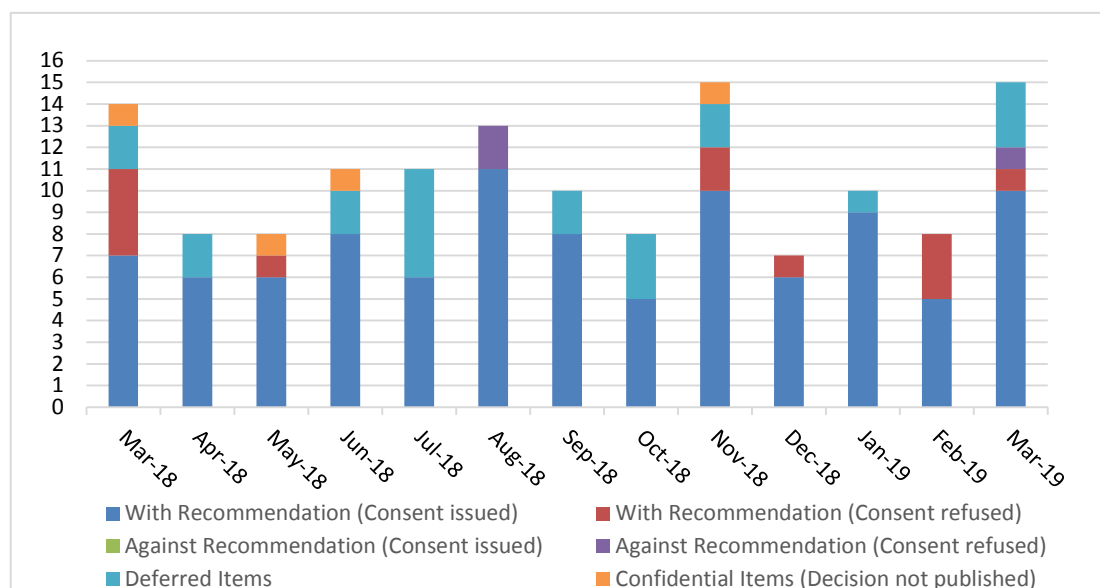


Council Assessment Panel

The Council Assessment Panel (CAP) held a meeting on 12 March 2019.

The next CAP meeting will be held on 9 April 2019.

Council Assessment Panel Decisions



Referrals from other statutory agencies

Council is a statutory referral agency for some applications that are assessed by other agencies, including State Commission Assessment Panel (SCAP), Minister for Planning, Governor of South Australia (under the *Development Act 1993*) and Adelaide Airport Limited (*Airports Act 1996*). Council is also informally referred applications for development five storeys or more in height within the Urban Corridor Zone that are assessed by SCAP.

Service improvements.

Work has continued on a suite of business improvement initiatives including:

- Drafting of waste management and infrastructure guidelines for applicants
- Review of standard conditions and notes
- Review of Council Building Inspection Policy
- Improve electronic decision notification process

Development compliance

Twenty-two (22) new development compliance requests were received in February 2019. Nineteen (19) development compliance requests were resolved within the month and one (1) request was resolved from a previous month in February 2019. At the end of February there were fifty-two (52) ongoing development compliance requests.

Compliance
Requests

Month / Year	No of Requests Received	Requests resolved within the month	Requests resolved from previous months	Total Ongoing Actions
Feb 18	24	16	8	55
Mar 18	27	23	1	46
Apr 18	22	14	7	47
May 18	26	23	3	45
Jun 18	15	10	4	45
Jul 18	23	17	7	43
Aug 18	33	22	7	52
Sept 18	12	9	-	50
Oct 18	14	9	5	46
Nov 18	18	8	7	49
Dec 18	15	10	1	53
Jan 19	15	10	5	48
Feb 19	22	19	1	52

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

There was no Section 84 enforcement notices issued in February 2019.

There was one (1) ongoing court matter in February 2019:

- An appeal against Council's enforcement notice relating to the unlawful use of 292 Marion Road, Netley for a shop, for the sale and repair of mobile phones.

A development approval was granted on the subject land, subject to SCAP concurrence. A conference has been adjourned awaiting the outcome from SCAP.

There was no new or finalised court matters in February 2019.

Enforcement
Action

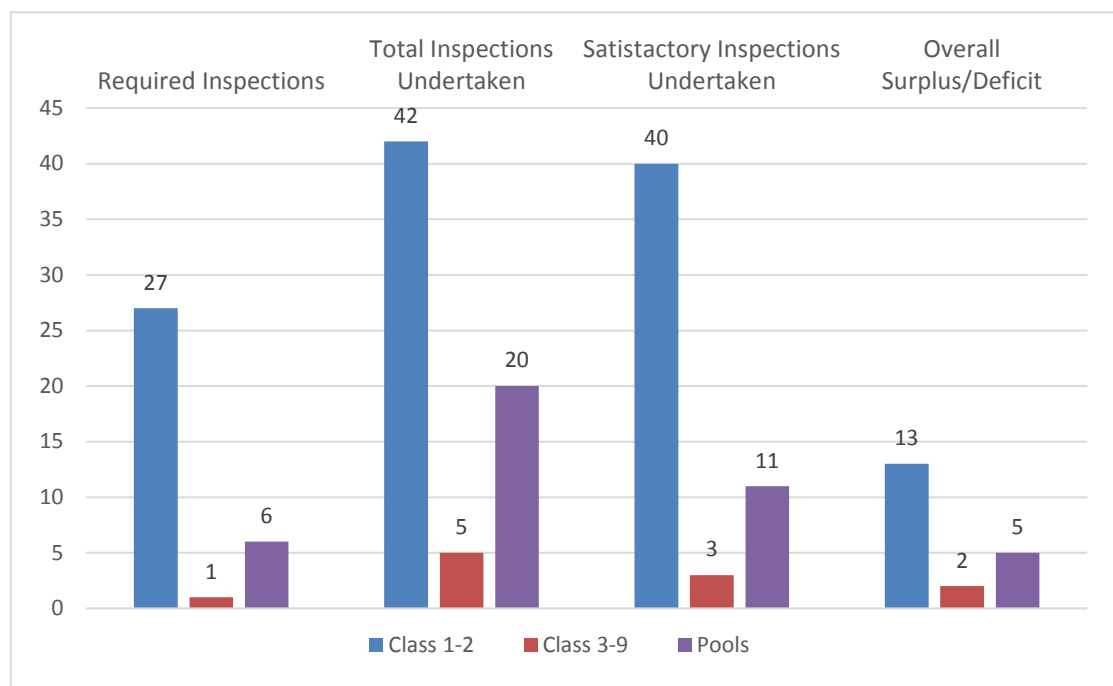
Month / Year	Section 84 Issued	Section 69 Issued	New Actions with ERD Court	Resolved Actions with ERD Court	Total ongoing Actions with ERD Court
Dec 17	-	-	-	-	1
Jan 18	1	-	-	-	1
Feb 18	1	1	1	-	2
Mar 18	1	-	1	-	2
Apr 18	2	-	-	-	2
May 18	-	-	-	-	2
Jun 18	-	-	-	-	2
Jul 18	2	-	-	-	2
Aug 18	-	-	-	-	2
Sept 18	1	1	-	-	2
Oct 18	-	-	-	-	2
Nov 18	4	-	-	-	2
Dec 18	1	-	1	1	2
Jan 19	1	-	0	1	1
Feb 19	-	-	-	-	1

Note: Section 84 enforcement notices are the first stage of prosecution for unapproved development. Section 69 emergency orders are the first stage of prosecution for unsafe buildings.

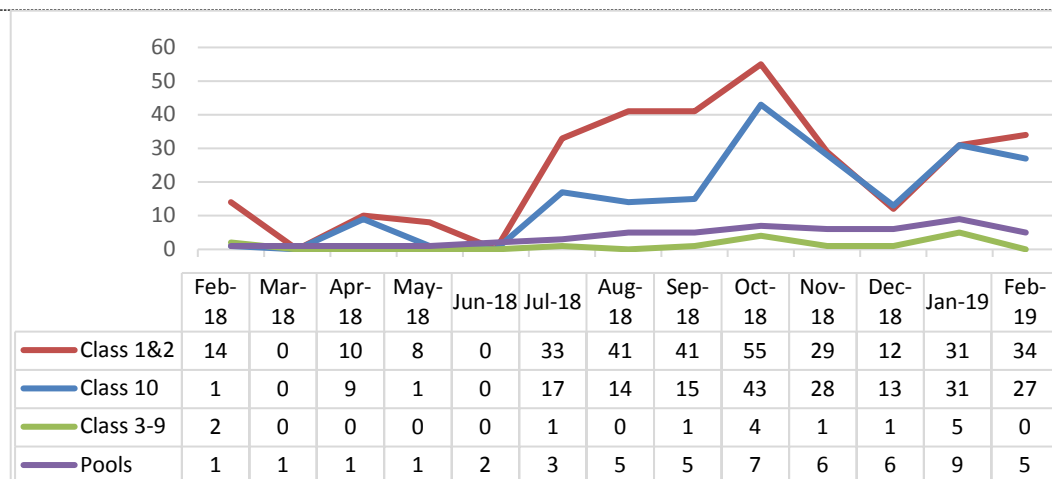
Building compliance inspections

Council's Building Inspection Policy sets out the minimum number of inspections required to be undertaken during the year.

Building
Inspections
(January-
February
2019)



Actual
Satisfactory
Building
Inspections
Undertaken



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

City of West Torrens Building Fire Safety Committee

Meetings	A meeting of the Building Fire Safety Committee is scheduled for 7 May 2019.
ACP Cladding Audit	The Building Fire Safety Committee has commenced Phase 2 of the Aluminium Composite Panel (ACP) Cladding Building Audit which is being coordinated across South Australia by the Department of Planning, Transport and Infrastructure and is being undertaken in collaboration with councils, the Metropolitan Fire Service (MFS) and the Country Fire Service (CFS).

Liquor Licencing

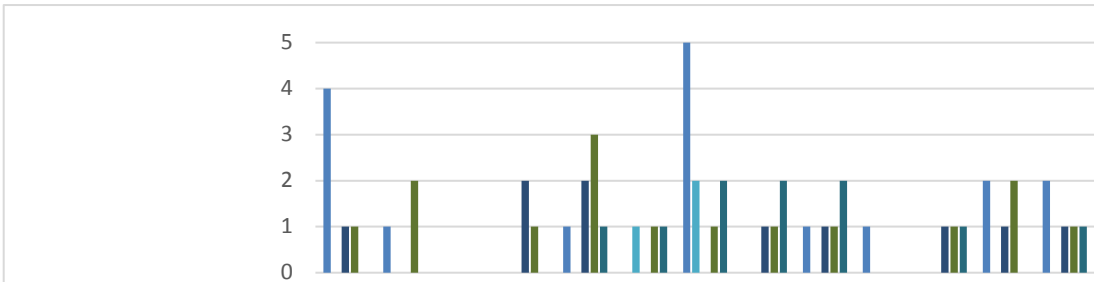
Liquor
Licencing
Reform

The State Government are implementing a reform of the liquor licencing system. Stage 1 and 2 of the reform have been implemented, with Stage 3 expected to commence in mid-2019. The Administration is continuing to track the reform changes and impacts to Council's services.

The Administration is currently drafting a revised City of West Torrens Liquor Licencing Policy to address the reform changes.

Licence
Applications

Five (5) licence applications were referred to Council in February 2019.



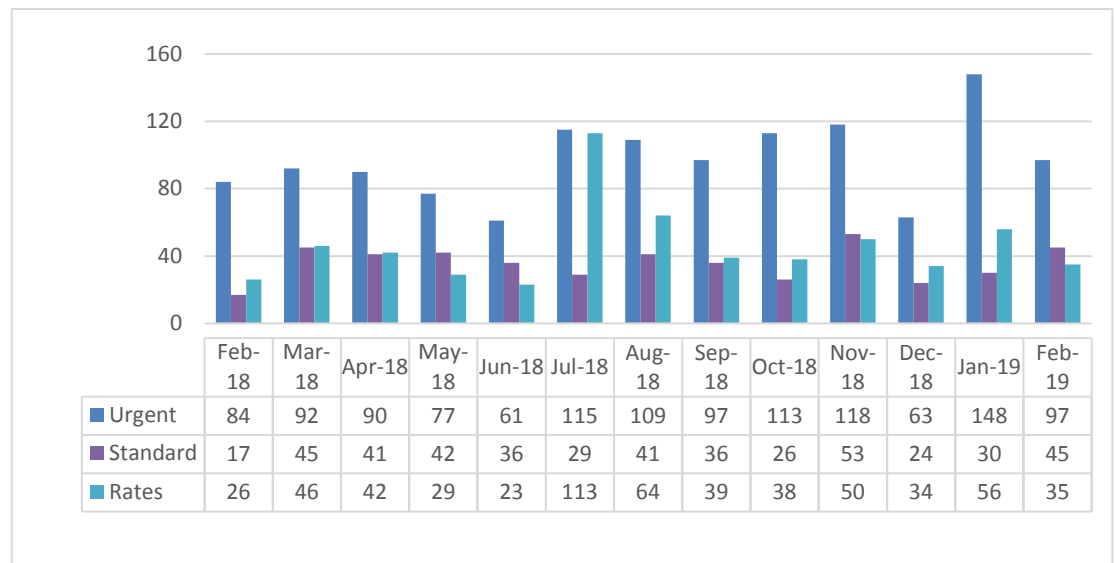
	Feb -18	Mar -18	Apr -18	May -18	Jun -18	Jul -18	Aug -18	Sep -18	Oct -18	Nov -18	Dec -18	Jan -19	Feb -19
Limited Licence	4	1	0	0	1	0	5	0	1	1	0	2	2
Extension of Licence	0	0	0	0	0	1	2	0	0	0	0	0	0
Transfer of Licence	1	0	0	2	2	0	0	1	1	0	1	1	1
Other Licence	1	2	0	1	3	1	1	1	1	0	1	2	1
Restaurant Licence	0	0	0	0	1	1	2	2	2	0	1	0	1

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

Property and land information requests

Section 12 Searches

Ninety-seven (97) urgent search requests, forty five (45) standard search requests and thirty-five (35) rates search requests were received in February 2019.



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

Attachments

Nil

11.4 Community Services Activities Report

Brief

This report details the activities of the Community Services Department for March 2019.

RECOMMENDATION

The Committee recommends to Council that the Community Services Activities Report be noted.

Introduction

The Community Services department (Department) provides a report to each City Services and Amenity Committee meeting detailing the status of key projects and activities for the preceding month.

Discussion

The key projects and activities undertaken by the Department during the month of March 2019 are as follows:

Community Centres

Over the month of March, 89 groups were booked into the Thebarton Community Centre and a total of 29 groups were booked into the Plympton Community Centre.

Thebarton Community Centre hosted several weddings and birthday parties. A highlight for the month was a Harmony Week BBQ Event hosted by the Australian Refugee Association. This event provided new arrivals the opportunity to 'meet and greet'. Plympton Community Centre was at full capacity over March with two new hirers, the Butterfly Association and a regular class about using essential oils.

Active Ageing

A total of 238 residents were assisted with home support services over the month. The Active Ageing programs continued to be extremely popular and well attended. The programs included meals, exercise, mindfulness and a comedy show at the Dunstan Playhouse called 'Senior Moments' starring Geoff Harvey, Max Gillies and John Wood. A weekly Tai Chi session (led by the Active Ageing Community Development Officer) was added to the program at Plympton. The Department also worked with Snooker SA to create an opportunity for older people to learn and play snooker at their world class facility located in Richmond.

Children and Youth

The Beach Safety program began on 6 March. This 5 week after school program is being run in conjunction with Surf Life Saving SA. It involves 3 schools and is targeted at students aged 10-14 from new arrivals backgrounds.



Access and Inclusion

NDIS (National Disability Insurance Scheme) Information Sessions in conjunction with BaptCARE were held at the Hamra Centre and at Thebarton Community Centre during March.

Arts & Culture

The Hellenika Festival exhibition, 'A Cultural Tapestry' was launched on 18 March by Mayor Coxon. The 2019 City of West Torrens Art Prize was promoted in the Messenger and continued to receive entries over the month, the theme for 2019 is *Migration: Arrivals and Departures*.

A community Mosaic workshop was held at the Hamra Centre for Harmony Day on 21 March. This was well attending and involved the participants creating a community mosaic and an individual mosaic.

The Hamra Centre also welcomed Zhao, from the Chinese School of Music, for a special Bilingual Baby Time session. This session was extremely well received by families, with approximately 70 adults and 65 children in attendance. Zhao played a Chinese Harp and everyone joined in singing songs in English, Mandarin, Hindi and Korean.



Attachments

1. Community Services Activities - April 2019

Community Services Activities and Events - April 2019

Date	Time	Activity/Event	Location
1/4 - 30/4		Exhibition: Ambidextrous by Jayden Schulz	Auditorium Gallery
Mon 1/4	8.00am 10am-12pm 10.30am 10.30am 2.00pm 6.00pm	NHF Walking Group Yarn Knitting Group ESL Reading Group: Intermediate to Advanced Community Meal - CHSP One-to-One Tech Help Sewing Studio	Kurralt Park Hamra Centre Hamra Centre Plympton Community Centre Hamra Centre Plympton Community Centre
Tue 2/4	10am-2pm 10.30am 11.15am 1.00pm	Share-a-Table - Active Ageing Baby Time: 0-18 months Toddler Time: 18 months - 3 years ESL Class with free crèche	Plympton Community Centre Hamra Centre Hamra Centre Hamra Centre
Wed 3/4	10.30am 10.30am 11.00am 11am-2pm 1.30pm	ESL Reading Group: Post beginner to pre-intermediate Story Time: 5 years & under Book Club Sewing Studio Aqua Fun - Swimming Classes	Hamra Centre Hamra Centre Hamra Centre Plympton Community Centre Thebarton Aquatic Centre
Thu 4/4	8.00am 9.00am 10.00am 10.30am 10.30am 11.15am 1.00pm 6.00pm	NHF Walking Group Fulham Shopping Centre Bus Run One-to-One Tech Help Baby Time: 0-18 months Thursday Senior Citizens Toddler Time: 18 months - 3 years Caste Plaza Bus Run Book Club	Kurralt Park Hamra Centre Hamra Centre Plympton Community Centre Hamra Centre Hamra Centre
Fri 5/4	8.45am 9.00am 9.45am-11.30 10.00am 10.30am 12.30pm 1.00pm 3.00pm 4.00pm	Central Market Bus Run Brickworks Shopping Centre Bus Run Movers and Shakers Exercise Group Orange Tree Quilters Story Time: 5 years & under Kmart Shopping Bus Run One-to-One Tech Help Drop-in Session Book Club Friday Fun: 10 years & over	Plympton Community Centre Hamra Centre Hamra Centre Kurralt Park Hamra Centre Hamra Centre Hamra Centre
Sat 6/4	10.00am 1.30pm	One-to-One Tech Help Drop-in Session Rewire Class: Discover your Digital Library	Hamra Centre Hamra Centre
Sun 7/4	1pm-4pm	Southern Bricks Lego User Group	Hamra Centre
Mon 8/4	8.00am 10.00am 10.30am 10.30am 2.00pm 6.00pm	NHF Walking Group Yarn Knitting Group Community Meal - CHSP ESL Reading Group: Intermediate to Advanced One-to-One Tech Help Sewing Studio	Kurralt Park Hamra Centre Plympton Community Centre Hamra Centre Hamra Centre Plympton Community Centre
Tue 9/4	9.00am 10.30am 11.15am 1.00pm	Blokes Brekky - Active Ageing Baby Time: 0-18 months Toddler Time: 18 months - 3 years ESL Class with free crèche	Plympton Community Centre Hamra Centre Hamra Centre Hamra Centre

Date	Time	Activity/Event	Location
Wed 10/4	10am-3pm	Leading Volunteers Workshop	Flinders University
	10.30am	ESL Reading Group: Post beginner to pre-intermediate	Hamra Centre
	10.30am	Story Time: 5 years & under	Hamra Centre
	11am-2pm	Youth Expo 2019	Titanium Security Arena
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
Thu 11/4	8.00am	NHF Walking Group	Kurralt Park
	9.00am	Fulham Shopping Centre Bus Run	
	10.00am	One-to-One Tech Help	Hamra Centre
	10.30am	Baby Time: 0-18 months	Hamra Centre
	10.30am	Thursday Senior Citizens	Plympton Community Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	6.00pm	Financial Counselling	Hamra Centre
Fri 12/4	8.30am	Hilton Shopping Centre Bus Run	
	9.45am-11.30	Movers and Shakers Exercise Group	Plympton Community Centre
	10.00am	Knitter Knatter Group	Hamra Centre
	10.30am	Story Time: 5 years & under	Hamra Centre
	12.00pm	Central Market Bus Run	
	12.30pm	Kmart Shopping Bus Run	Kurralt Park
	1.00pm	One-to-One Tech Help Drop-in Session	Hamra Centre
	4.00pm	Friday Fun: 10 years & over	Hamra Centre
Sat 13/4			
Sun 14/4			
Mon 15/4	8.00am	NHF Walking Group	Kurralt Park
	10.00am	Yarn Knitting Group	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	11am-12pm	GWP - Make a wall Hanging	West Torrens Auditorium
	2.00pm	Sumo Robotics - battle for top coder: 13 years & over	Hamra Centre
	2.00pm	One-to-One Tech Help	Hamra Centre
	5.00pm	Bedtime Story Time: 3 years & over	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
Tue 16/4	10.30am	Maker Space - Making, crafting & creating: 5 years & over	West Torrens Auditorium
	11am-2pm	Share-a-Table - Active Ageing	Plympton Community Centre
Wed 17/4	10.30am	Learn to embroider with the Embroider's Guild: 8-14 years	Hamra Centre
	11.00am	Sumo Robotics - battle for top coder: 10-12 years	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
	2.30pm-4.30pm	GWP - Crumbs: Chips & Dips	Plympton Community Centre
Thu 18/4	8.00am	NHF Walking Group	Kurralt Park
	9.00am	Fulham Shopping Centre Bus Run	
	10.00am	Bee Garden Weaving: 5-12 years	Hamra Centre
	10.00am	One-to-One Tech Help	Hamra Centre
	10.30am	Thursday Senior Citizens	Plympton Community Centre
	1.00pm	Caste Plaza Bus Run	
	2.30pm	Hairy Weaving: 12 years & over	Hamra Centre
	7.00pm	Movie Night: Murder on the Orient Express (M)	Hamra Centre

Date	Time	Activity/Event	Location
Fri 19/4		PUBLIC HOLIDAY	
Sat 20/4		PUBLIC HOLIDAY	
Sun 21/4	1.00pm-4.00pm	Library Closed	Hamra Centre
Mon 22/4		PUBLIC HOLIDAY	
Tue 23/4	9am-11am	Blokes Brekky - Active Ageing	Plympton Community Centre
	10.30am	How to make small things with Violet Mackerel: 5-9 years	Hamra Centre
	1pm-3pm	Little Day Out	Mellor Park - Lockleys
Wed 24/4	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
	2.30pm-4.30pm	GWP - Crumbs: Pizza Pizzass	Plympton Community Centre
Thu 25/4		PUBLIC HOLIDAY	
Fri 26/4	8.30am	Hilton Shopping Centre Bus Run	Plympton Community Centre
	9.45am-11.30	Movers and Shakers Exercise Group	Hamra Centre
	10.00am	Orange Tree Quilters	Hamra Centre
	10.30am	Story Time: 3 years & over	Hamra Centre
	11am-1pm	GWP - Block Printing	West Torrens Auditorium
	12.00pm	Central Market Bus Run	
	12.30pm	Kmart Shopping Bus Run	Kurralt Park
Sat 27/4			
Sun 28/4			
Mon 29/4	8.00am	NHF Walking Group	Kurralt Park
	9am-5pm	Child Safe Environment Workshop	Hamra Centre
	10.00am	Yarn Knitting Group	Hamra Centre
	10.30am	ESL Reading Group: Intermediate to Advanced	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	2.00pm	One-to-One Tech Help	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
Tue 30/4	10.30am	Baby Time: 0-18 months	Hamra Centre
	11am-2pm	Share-a-Table - Active Ageing	Plympton Community Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	1.00pm	ESL Class with free crèche	Hamra Centre

12 MEETING CLOSE

CITY OF WEST TORRENS



ATTACHMENT

UNDER SEPARATE COVER

City Services and Amenity Standing Committee

2 April 2019

Item 11.1 Public Realm Design Manual

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11.1 Public Realm Design Manual

Attachment 2 City of West Torrens Public Realm Design Manual - Final Draft 1

Issue —
Draft

Date —
February 2019

Project —
17.034

DRAFT

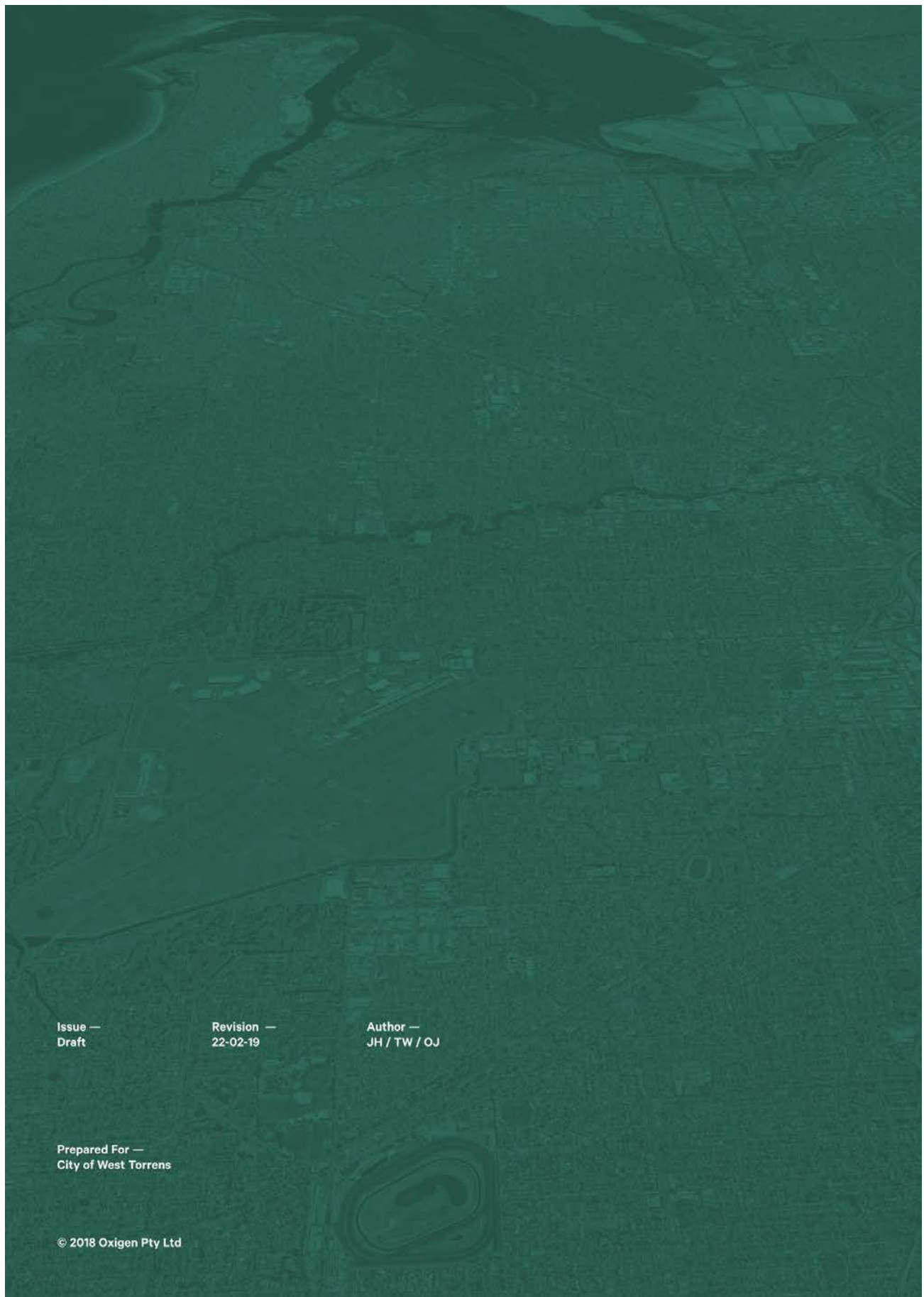
City of West Torrens Public Realm Design Manual

Draft

oxygen

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oxygen.net.au



Issue —
Draft

Revision —
22-02-19

Author —
JH / TW / OJ

Prepared For —
City of West Torrens

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DRAFT

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Furnishings	
Lighting	
Trees & Planting	
Environmental Sustainability	
Wayfinding & Signage	
Public Art & Culture	
Smart Cities	

Foreword

A statement by the
City of West Torrens

GRANGE

HENLEY
BEACH

BREAKOUT CREEK
WETLANDS

FULHAM

LOCKLEYS

WEST BEACH

WEST BEACH RD

TAPLEYS HILL RD

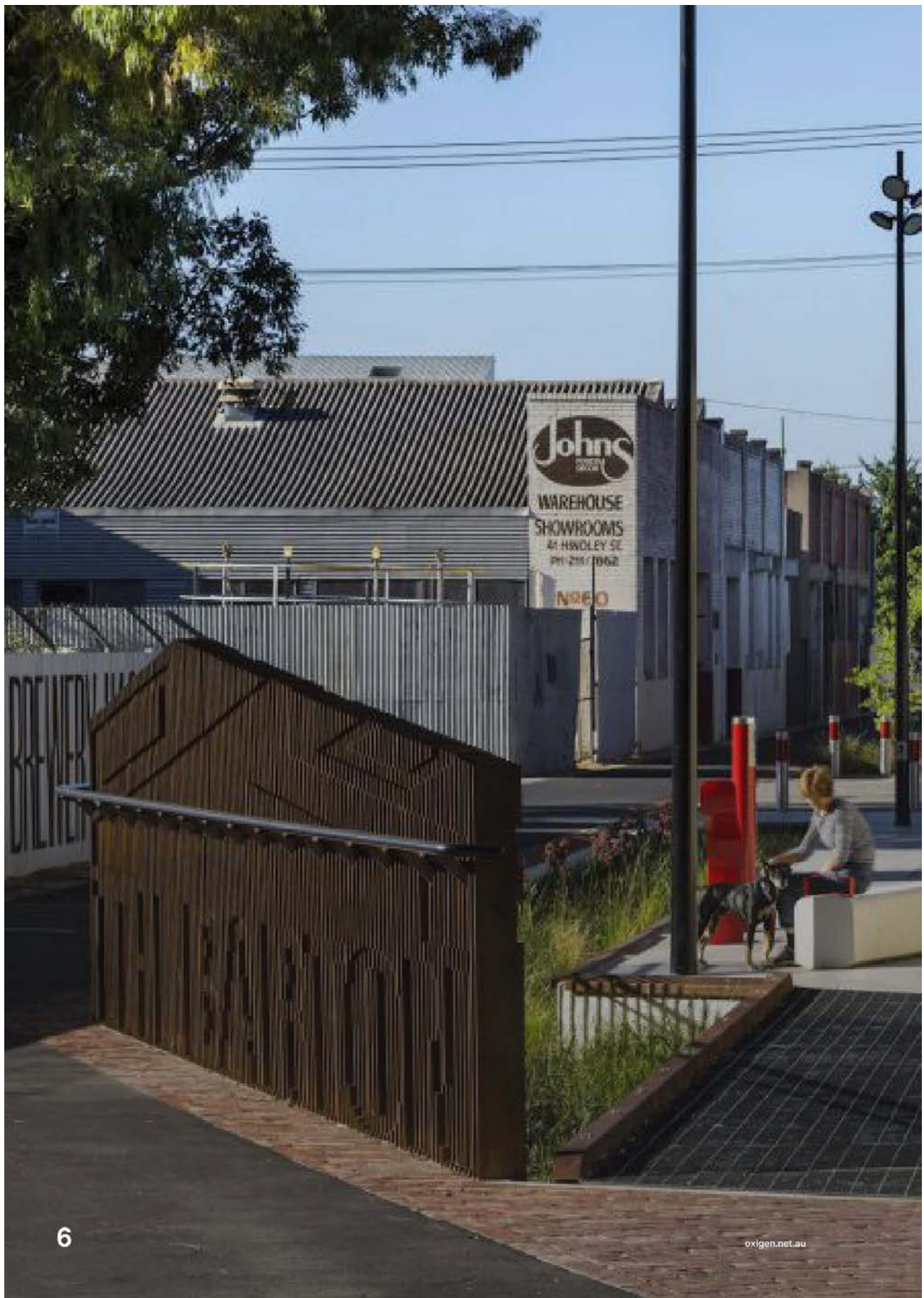
WEST BEACH
MARINA

GLENELG NORTH

GLENELG

CITY OF HOLDFAST BAY





Part one

Introduction

7

Purpose

The City of West Torrens Public Realm Design Manual provides direction for the development of high quality, recognisable and environmentally sustainable streetscapes and public open space that balance the needs of the community, and contribute to the City's 'sense of place'.

This manual outlines a framework of design principles that should be considered when planning for and undertaking development in the public realm. The public realm includes land owned and/or managed by Council such as parks and streetscapes.

Council's vision is to manage the amenity and function of the public realm as a means to achieve neighbourhood identity that supports active communities and healthy environments.

The Public Realm Design Manual comprises a vision and set of guiding principles that reinforce the vision established in Council's Community Plan and other supporting policy documents. These describe the City's aspirations in moving forward into the future.

The principles also describe the desired character of streets and open spaces, including their dimension, quality and feel, and the types of activities they typically support.

The elements which comprise the public realm are described, including street trees and planting, paving, furniture, lighting, signage, wayfinding, public art and verges.

The overall intent of the City of West Torrens Public Realm Design Manual is to:

- 1 Reinforce a vision for the City's public realm that balances the needs of the community.
- 2 Develop standards for the public realm that reinforce the unique character and 'sense of place' of the City of West Torrens.
- 3 Develop a consistent language of materials and techniques relating to good design.
- 4 Provide a consistent and recognisable aesthetic that reflects a functional, attractive and sustainable public realm.
- 5 Achieve neighbourhood identity that supports active, safe communities and healthy environments.
- 6 Describe the City's public realm aspirations moving forward into the future.

The manual is multifaceted and intended to be used by Council as both a 'reference manual' that provides a palette to develop and maintain great streetscapes, and as a strategic tool to guide capital and recurrent works programs.



THE CITY OF WEST TORRENS COVERS AN AREAS OF 3,704 HECTARES LOCATED BETWEEN THE CITY AND THE SEA

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Objectives

Key objectives of the City of West Torrens Public Realm Design Manual are to:

- Describe the key characteristics of the City's urban structure, identifying the physical qualities that make the City of West Torrens a unique and recognisable place;
- Identify the principles that apply to the design and management of the public realm; and
- Propose a specific strategy for the public realm, identifying and responding to a hierarchy of streets, parks, plazas and greenways with techniques that include materials and furniture selection that establish consistency and continuity, unity within designated areas and variation where appropriate.



EXAMPLES OF GOOD PUBLIC REALM DESIGN REFLECTING AN APPROACH THAT IS FUNCTIONAL, ATTRACTIVE AND SUSTAINABLE FOR THE CITY OF WEST TORRENS

The Importance of an Attractive & Functional Public Realm

What is Public Realm

The public realm belongs to everyone. It comprises the streets, squares, parks, green spaces and other outdoor places that are accessible to everyone. The public realm should not be seen in isolation but in the context of adjacent buildings, their uses and location in a wider network of public and private space.

The three key elements that influence the public realm are:

- The buildings that enclose and define spaces;
- The spaces themselves; and
- The people that use these spaces.

BASED ON LOCAL GOVERNMENT OF SOUTH AUSTRALIA
DEFINITION OF PUBLIC REALM : PUBLIC REALM URBAN
DESIGN GUIDELINES

City of West Torrens

Population

 **59,457**

Land Area

 **3,704ha**

Open Space

 **170ha**

Streets

294km

Footpaths

626km



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The Importance of Public Realm

An attractive, functional and safe public realm fosters vibrant communities that contribute to robust economies and healthy environments. A well designed public realm encourages walking and cycling and promotes positive social activity that makes places attractive and safe to be in.

The City of West Torrens approach to the design of the public realm focuses on a balanced view embracing people, environment and place. We no longer consider vehicle movement as the only function of streets, and understand the value that streets and public places have in catering for civic and community life. The public realm provides places where activities and social interactions can take place. A well-designed public realm fosters healthy and sustainable environments that can be managed efficiently and can improve over time.

Think of a city and what comes to mind? Its streets. If a city's streets look interesting, the city looks interesting; if they look dull, the city looks dull.

JANE JACOBS, THE DEATH AND LIFE OF GREAT AMERICAN CITIES



Policy Context

The City of West Torrens Public Realm Design Manual is not a stand-alone document. Rather, it works with other strategic and statutory documents that guide planning and design within the West Torrens Council Area.

Agents for change:

- State Government policy for urban consolidation and urban infill.
- Public transport and discussion on a possible Tram connection to airport.
- Pressures for re-zoning and changed land use.
- Private development.
- Further development of land within the Adelaide Airport Zone.
- Build resilience to the impacts of climate change.



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How To Use The Public Realm Design Manual

The City of West Torrens Public Realm Design Manual serves dual purposes and is intended to be used by Council as both a 'reference manual' that provides a palette to maintain a great public realm in the city, and as a tool to guide capital and recurrent works programs.

The Design Manual provides direction for the city's streets, parks, open spaces and other public spaces.

It is organised as a suite of strategic and technical guidelines to guide decision making in the public realm. Developers who propose to undertake works in or adjacent to the public realm should use this manual as a reference guide for understanding design considerations of public space.

It is intended that the manual is reviewed annually and updated as necessary to ensure that it is relevant and current. The guidelines are purposely designed to be flexible and adaptable. Individual data sheets can be updated easily if required.

The Public Realm Design Manual is organised into five main chapters:

Introduction

- Introduces and outlines the purpose and overarching objectives of the Design Manual.
- Provides a high level overview of key enablers for delivering an improved public realm in the City of West Torrens.

Character of West Torrens

- Describes and analyses the physical form of the City of West Torrens, in particular its historic and cultural context, the urban structure and landscape that makes it unique, and the waterways, rail and tram corridors, roads and topography that define the movement throughout the city.

Vision for the City

- Reinforces a vision and principles (aligned with the City of West Torrens 'Community Vision' and Streetscape Policy) to guide the desired character of streetscapes in West Torrens.

Hierarchy of Public Realm

- Describes the existing hierarchy of streets, paths, open spaces, greenways and other public spaces that illustrates a preferred character for the City of West Torrens.
- Illustrates how the elements that comprise the public realm can be applied.

Public Realm Elements

- Describes a palette of appropriate materials and elements for the public realm that reinforces the positive qualities and character of the City of West Torrens.

Pathway for Implementation

Planning & Design

In planning and designing the public realm, the following process is typically adopted:

- Apply the principles and adopt the techniques outlined in the Design Manual.
- Determine staging and priorities.
- Consider joint partnerships and opportunities to maximise the investment.
- Engage the local community throughout the process.

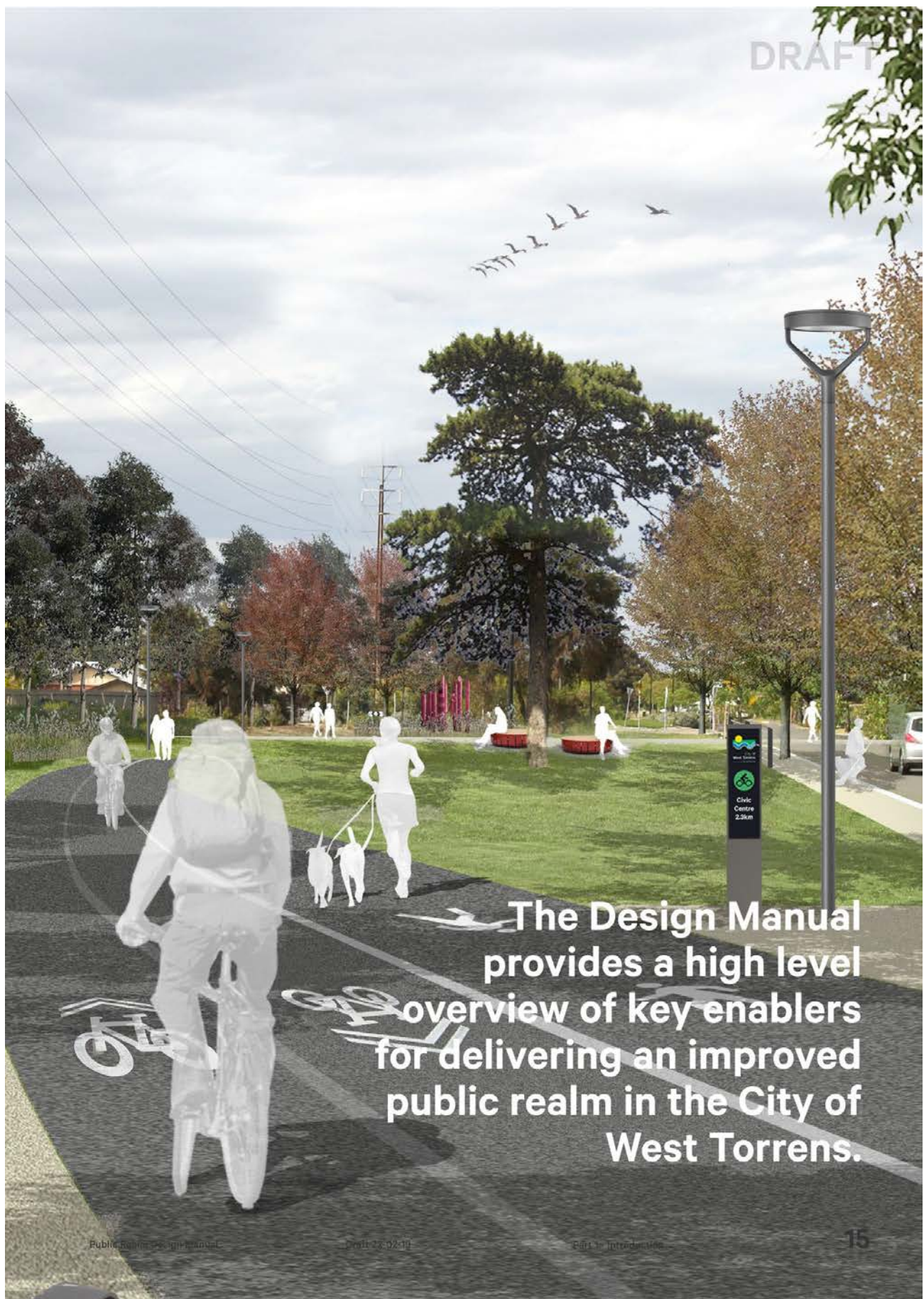
Maintenance & Management of the Public Realm

Good maintenance and management of the Public Realm will ensure it is inviting to use as well as improving the City's assets over time.

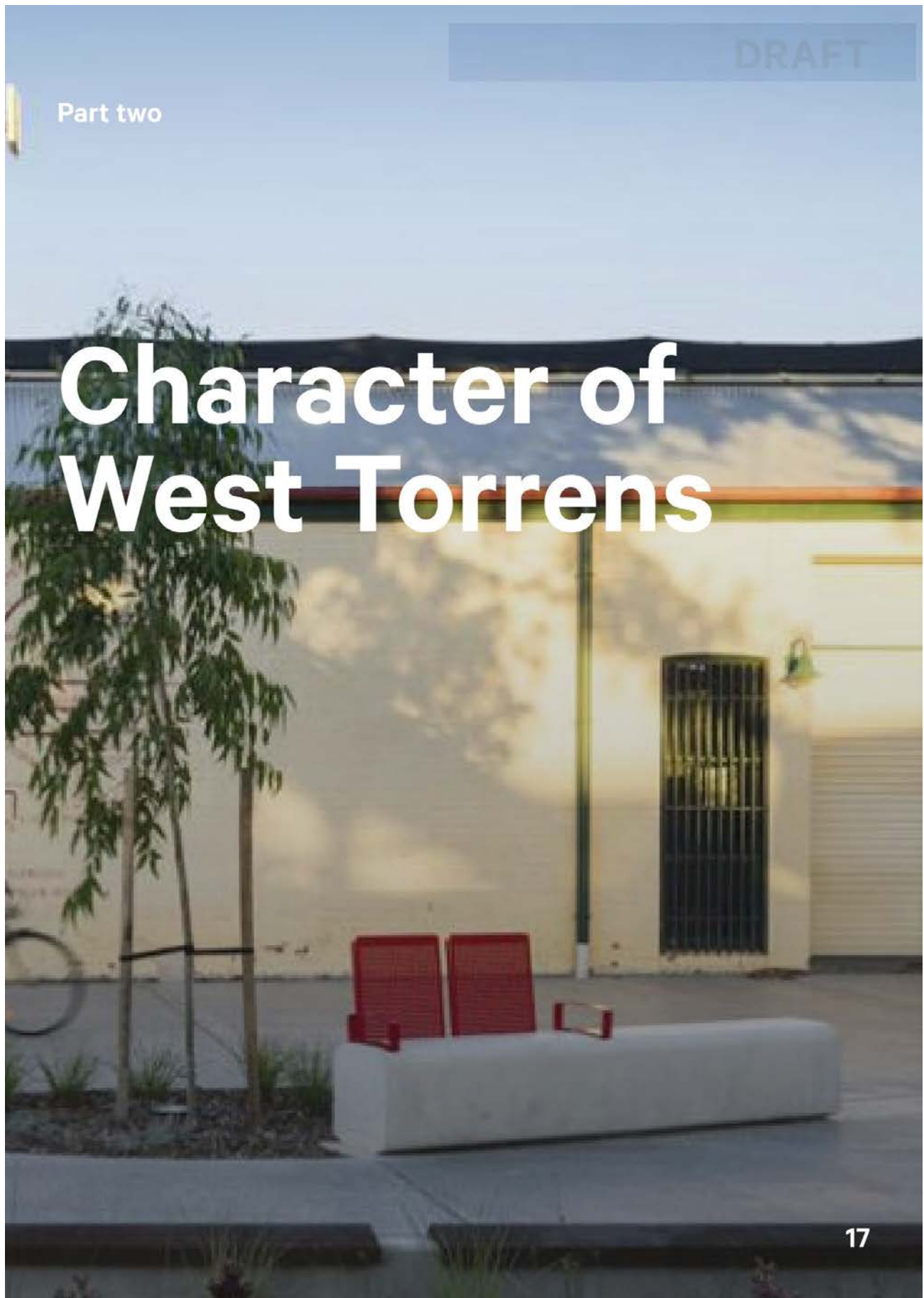
Responsible management and care is critical for a functional and attractive public realm and the creation of a meaningful legacy for future generations. Operations and maintenance are key factors in achieving a successful public realm. The Public Realm Design Manual provides guidance on reducing the asset maintenance burden by replacing tired assets with quality assets and best practice construction techniques resulting in improved whole-of-life costs.

As the city develops over time, increased maintenance of the public realm will be required commensurate with increased use by the public.









Evolving City

The West Torrens district was one of the first regions of South Australia to be settled.

PRE-EUROPEAN HISTORY

The West Torrens area formed part of the Kaurna homeland and possessed valuable resources in the River Torrens and the Sturt River.

SETTLEMENT

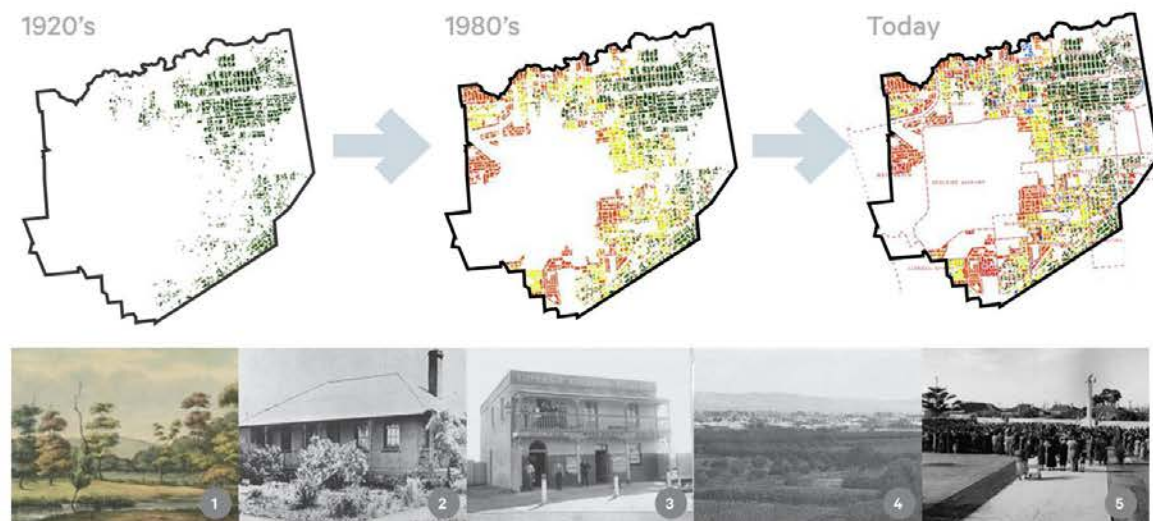
The early development of Adelaide initially took place in areas that were closest to the Adelaide central mile. The suburb of Thebarton quickly developed both as a residential and industrial centre. During the mid 1800's it was described as one of Adelaide's largest suburban villages. However, despite this early taking up of land the district was to remain sparsely populated for many

decades, most of it being turned over to farming due to pockets of fertile land and to horse grazing.

Until the mid 1900's the West Torrens District was still predominantly semi-rural, particularly in the north west region, with areas being used by market gardeners. Villages began to thrive in the west and south, including Hilton, Plympton, Richmond and Cowandilla.

Through the late 1900's there began to be a shift away from open space to increased residential land use. The construction of drainage channels to manage flooding from Brownhill and Keswick Creeks also released land for housing.

In the mid 1900's the Adelaide Airport was developed. this site occupied 800ha of land and was served by key transport corridors.



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Some areas within the City are significantly valued and should be nurtured. Other areas present great opportunities for revitalisation.

- | | |
|--|---|
| 1 HISTORIC RIVER TORRENS | 9 RIVER TORRENS LINEAR PARK |
| 2 THEBARTON COLONEL LIGHT'S COTTAGE 1929 | 10 HISTORIC SUPERMARKET CORNER ON BURBRIDGE ROAD, HILTON - 1990 |
| 3 HISTORIC HILTON HOTEL | 11 FOOD TRUCK FESTIVAL EVENT |
| 4 HISTORIC SUBURBAN MARKET GARDENS | 12 COMMUNITY EVENT, KINGS PARK |
| 5 WEST TORRENS MEMORIAL GARDENS OFFICIAL OPENING | 13 CHARACTER HISTORIC COTTAGE |
| 6 MELLOR PARK OLD NATIVE TREES | 14 KOOKABURRA |
| 7 MEMORIAL GARDENS | 15 THEBARTON THEATRE AT DUSK |
| 8 RANKINE ROAD RAINGARDENS | 16 ARTIST IMPRESSION OF PORT ROAD FUTURE DEVELOPMENT |



Evolving City

Key Considerations

The following outlines a series of key considerations for the future development and evolution of the public realm in the City of West Torrens.



1 - INCREASING DENSITIES AND URBAN CORRIDOR DEVELOPMENT

PUBLIC REALM APPROACH:

Quality public realm is key to amenity and the market success of areas with increased densities through:

- Increased reliance on quality public realm including Green Infrastructure assets (parks, gardens, greenways, streets, plazas); and
- Opportunities for public/private contributions to the development of associated public realm.



4 - PUBLIC REALM MANAGEMENT

PUBLIC REALM APPROACH:

A pro-active approach to managing the City's public realm assets is required through:

- Active management programs and forecasting asset renewal;
- Development of a corporate city-wide database to map public realm assets for ease and consistency of management; and
- Development of a technical detailed manual for standard public realm works.

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2 - 'HOT SPOTS' - URBAN HEAT

PUBLIC REALM APPROACH:

'Hot-spots' can be reduced in the public realm through:

- Increased tree planting to streets with minimal tree cover;
- Increased ground cover planting in verges and introduction of gardens and rain gardens into streets;
- Increased tree planting and shelters to provide shade in parks and playgrounds;
- Utilising GAP water where possible to irrigate open space reserves and parks; and
- Use of materials and elements in the public realm that have ability to reduce urban heat.



5 - CLIMATE CHANGE - TREES & PLANTING

PUBLIC REALM APPROACH:

A pro-active approach to managing the City's tree and vegetation assets in response to climate change is required through:

- Continual experimentation and monitoring of new species to test suitability for climate change;
- Planting targeted canopy cover and creation of micro climates; and
- Active planting programs that incorporate species diversity throughout the city.



3- STREETS AS PLACES FOR PEOPLE

PUBLIC REALM APPROACH:

Streets are to be considered (property boundary to property boundary) in providing public realm and amenity improvements. This includes consideration of:

- Offset verges to realise more public space;
- Improved greening with increased trees canopies, verge plantings and rain gardens;
- Rationalised parking and narrowed vehicle lanes; and
- Underground overhead wires and common service trenching.



6 - FLEXIBLE & ADAPTABLE PUBLIC REALM

PUBLIC REALM APPROACH:

The public realm is considered holistically and strategically to provide for varied multiple uses and functions throughout the City through:

- Increased quality and provision for supporting infrastructure;
- Considering design that is inviting, safe and equitable; and
- Not over designed and over programming the public realm to allow flexibility of use.

Urban Structure

The Design Manual outlines a set of design principles promoting an integrated approach to public realm design whilst recognising the varied nature of the City's urban structure and the need to recognise each place's specific character and needs.

The City of West Torrens comprises a number of major land uses, historic zones, waterways and transport corridors.

The features define the physical structure of the city that, in turn, determines the current land use.

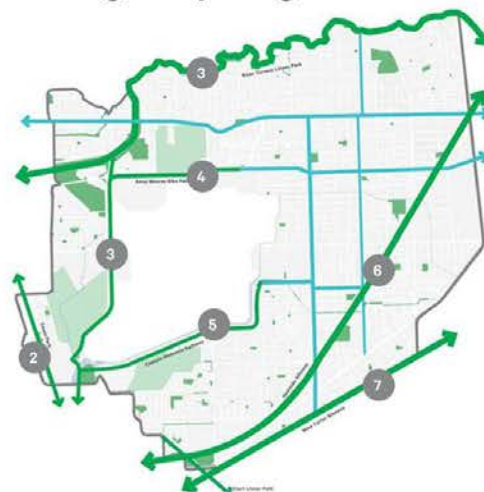
The urban structure of the City of West Torrens is formed by the River Torrens / Karrawirra Parri, Sturt River / Warriparrri, Brown Hill Creek / Willawilla, tram and train corridors, major roads, and the relatively flat topography of the city.

This structure defines the character of the city and influences the distribution and arrangement of built form, movement and open space.

BROADER CONTEXT



Walking + Cycling

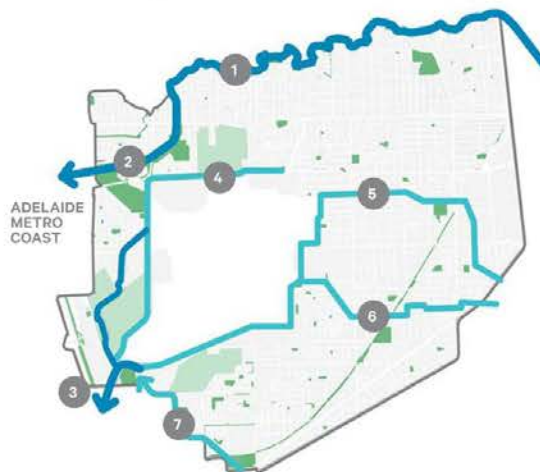


KEY ROUTES OFF-ROAD

- | | |
|------------------------------|---------------------------|
| 1 River Torrens Linear Trail | 5 Captain McKenna Pathway |
| 2 Coast Park | 6 West Side Bikeway |
| 3 Reece Jennings Bikeway | 7 Mike Turtur Cycleway |
| 4 Anna Meares Bike Path | |

KEY ON-STREET ROUTES

Waterways



NATURAL CREEK LINE

- 1 River Torrens / Karrawirra
- 2 Breakout Creek Wetlands
- 3 Patawalonga Creek

CHANNELISED CREEK LINE

- 4 Cowandilla Drain
- 5 Keswick Creek
- 6 Brownhill Creek / Willawilla
- 7 Sturt River / Warriparrri

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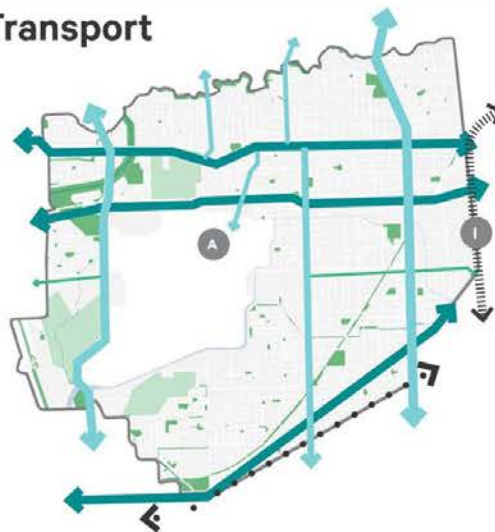
Roads



MAJOR ARTERIAL ROADS

- | | |
|----------------------------|---------------------|
| 1 South Road | 5 Tapleys Hill Road |
| 2 ANZAC Highway | 6 Marion Road |
| 3 Henley Beach Road | |
| 4 Sir Donald Bradman Drive | |

Transport



KEY ROUTES

- East - West ————
- North - South ————

INTERSTATE RAIL TERMINAL
ADELAIDE AIRPORT

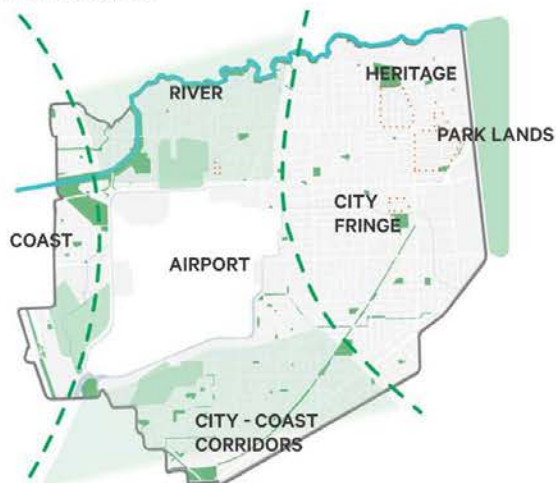
RAIL ROUTES

- Train ————
- Tram

I

A

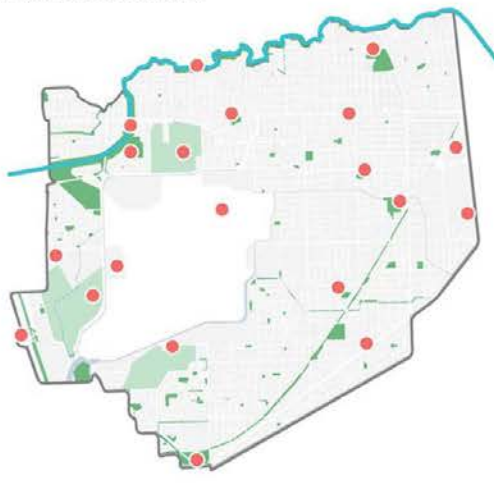
Character



HERITAGE

- HISTORIC CONSERVATION AREAS
- REFER DEVELOPMENT PLAN FOR DETAILED LOCATIONS

Destinations



KEY DESTINATIONS

- | | |
|-------------------------------------|------------------------------|
| — Adelaide Airport | — Harbour Town |
| — City of West Torrens Civic Centre | — Adelaide Shores |
| — Adelaide Parklands Train Terminal | — Henley Beach Road (Retail) |
| | — Key Ovals & Stadiums |
| | — River Torrens |





Community Plan

Committed to being the best place to live, work and enjoy life: The City of West Torrens Community Plan 'Towards 2025' has community aspirations under six broad themes. These have informed the vision for the public realm developed within this design manual:



Community Life

Aspirations

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

Progress indicators

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



Natural Environment

Aspirations

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

Progress indicators

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



Built Environment

Aspirations

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

Progress indicators

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



City Prosperity

Aspirations

- A thriving business environment.
- A vibrant city.

Progress indicators

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



Financial Sustainability

Aspirations

- Sustainable financial management.
- Proactive asset management.

Progress indicators

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



Organisational Strength

Aspirations

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

Progress indicators

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

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Aspiration

Community aspirations are for a well designed and managed public realm. Streets and parks, that are attractive and well maintained are most often used, reflecting a healthy and vibrant community that is actively engaged and involved in the social life of the city.



Principles for the Public Realm

The following public realm principles form the basis for decision making and provide the broad structure and performance standards for elements proposed for use within the City of West Torrens.

Principles are derived from an understanding of how the City of West Torrens is physically structured and how it functions as a vibrant, active and safe community. The public realm comprises a planned structure and hierarchy of public spaces comprising open space and movement networks. This Design Manual defines further the landscape character, materials and elements that contribute towards the vision of a well-designed and managed public realm that is sustainable over the long term.

Key Principles

- Environmental Sustainability
- Comfort, Aesthetics & Amenity
- Durability & Robustness
- Management & Maintenance
- Identity & Sense of Place
- Functional & Adaptable
- Health, Wellbeing & Safety
- Connectivity & Integration



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Environmental Sustainability

The Design Manual aims to improve the environmental sustainability performance of the elements that make up the public realm.

The design and choice of materials and products take into account the total impacts and benefits to the environment and people, such as minimising energy usage, reducing urban heat, using products that are more energy efficient, source as much material as possible from sustainable, reclaimed, recycled or renewable supplies, and selecting products with lower maintenance or replacement requirements.

The design and function of the public realm has a role in building the community's resilience to climate change, such as maintaining tree canopy and other urban vegetation to cool urban heat islands and to create more liveable neighbourhoods, protecting wildlife habitats, and designing walking and cycling pathways to encourage low carbon forms of transportation and movement.



Comfort, Aesthetics & Amenity

Elements that comprise the public realm are comfortable, welcoming, visually attractive and have a positive impact on the local space in which they are situated.

The selection of materials and products helps create public places that are enjoyed by people of all ages, cultures and abilities, and used during different times of the day and year. Physical layout and connectivity of the site, natural attributes such as vegetation, sunlight, shade, and ways to reduce noise pollution and glare from artificial lighting are considered.

Public realm elements and materials contribute to creating a cooler urban environment, materials and elements should incorporate reflective properties that don't retain heat.



Durability & Robustness

Elements in the public realm are durable and robust so they can withstand public use and environmental conditions, particularly extreme weather.

The integrated placement of impact rated elements in the public realm is also considered in managing places that are likely to become crowded at times, to maximise public safety through counter-terrorism protective security measures.

The whole-of-life cost is taken into account when selecting materials and products for the public realm.

Principles are derived from an understanding of how the City of West Torrens is physically structured and how it functions as a vibrant, active, safe and sustainable community.



Management & Maintenance

Public realm elements look good and perform as required over time.

The long term financial sustainability is taken into consideration. This is achieved by understanding the upfront cost and ongoing maintenance costs over the life of the asset including replacement costs.

The ongoing availability of products and materials is taken into account to help maintain consistency for ongoing maintenance and management. Having more than one supplier ensures competitiveness in supply and service.



Identity & Sense of Place

The public realm is designed for people to express the local heritage, local character and sense of place.

A consistent and attractive suite of urban elements throughout the public realm strengthens the character and identity of the City, as well as enhancing civic pride and providing opportunities for public art, tourism and economic activity.

Consistency is achieved by selecting elements that reflect similar aesthetics, supply and function. Consistency is applied throughout the public realm, whilst also allowing flexibility for diversity to occur in selected places.

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Functional & Adaptable

The public realm is attractive, functional and adaptable over time.

Elements are suited for use in a variety of locations and for a range of purposes, and have a built-in flexibility to extend their use.

Areas in the public realm aim to have day time and night time uses. They are able to adapt and respond to changes in community aspirations, weather conditions, and incorporate technological and innovative advances as they are introduced.



Health, Wellbeing & Safety

The public realm plays an important role in encouraging physical activity and social interaction, contributing positively to the health and well-being of our communities.

This requires consideration of numerous elements for each space such as having trees and vegetation, lighting, shelter, seating, recreational facilities, pathways, signage and accessibility.

The public realm is a place that is safe for users. This requires consideration of personal safety, crime and terrorism risks, as well as ensuring products and materials meet relevant safety standards.



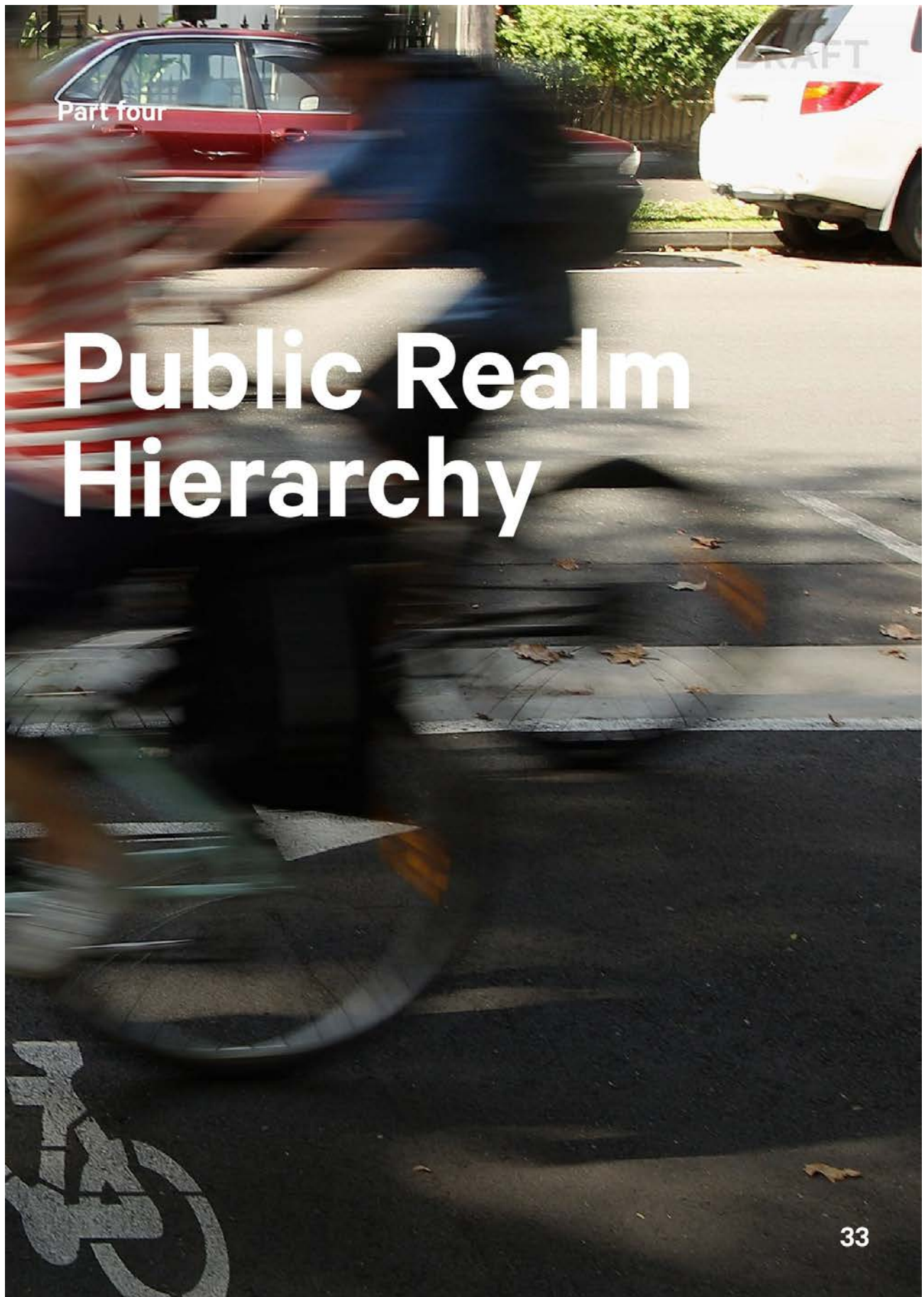
Connectivity & Integration

The public realm is regarded as part of a greater network of spaces, services, facilities and the economy.

Places that are integrated and connected extend their use and function. Spaces in the public realm are designed to provide suitable access for older people, disabled people, and those with mobility impairments.

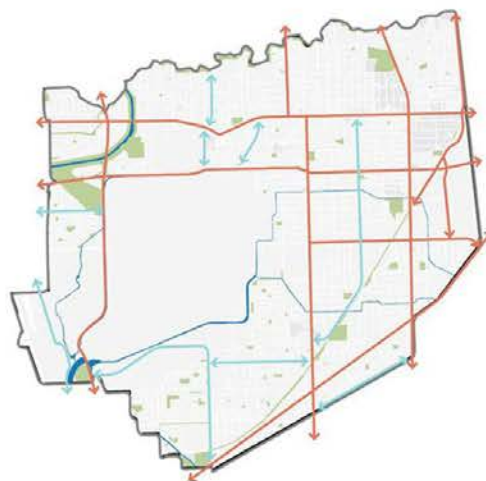
Overall, the intention is to achieve urban environments that are better connected, accommodate mixed modes of transport, are more pedestrian and cycle orientated and more inclusive for people of all abilities.





Public Realm Hierarchy

Fundamental to the City's urban structure is the layout of its streets which, together with its parks, open spaces, greenways and linear corridors, provides the structure that orders the public realm.



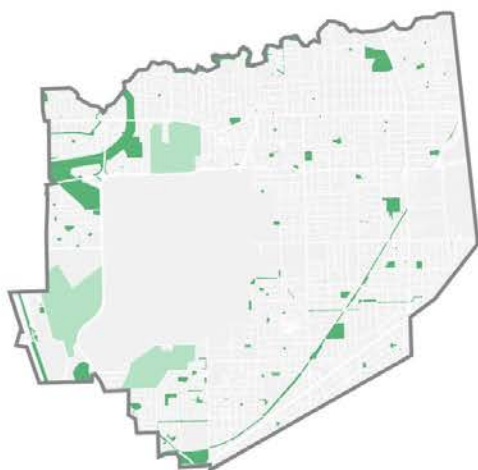
Streets

Streets service residential, commercial, retail and institutional land uses providing to connection within and through the City of West Torrens.

Main Streets
Retail Streets
Neighbourhood Street
Local Streets
Laneways



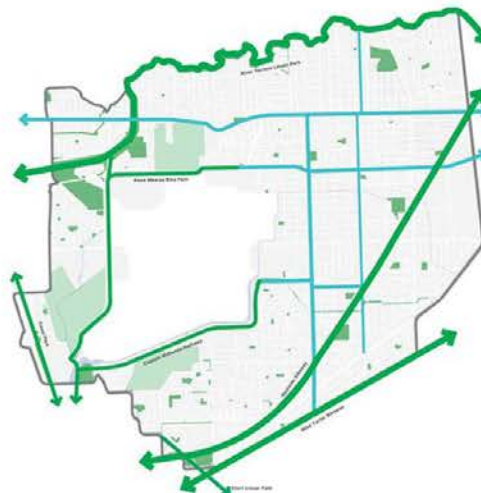
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Parks & Open Space

A mix of public parks, reserves and open space creates destinations within the City of West Torrens, functioning as recreational, community and civic nodes.

Civic Parks & Plazas
District Parks
Neighbourhood Parks
Local Parks



Greenways & Linear Corridors

Greenways and linear corridors comprise pedestrian and cycle routes within and through the City of West Torrens. These function as both commuter and recreational corridors.

Linear Corridors + Greenways
Green Streets & Bike Boulevards



Public Realm Settings

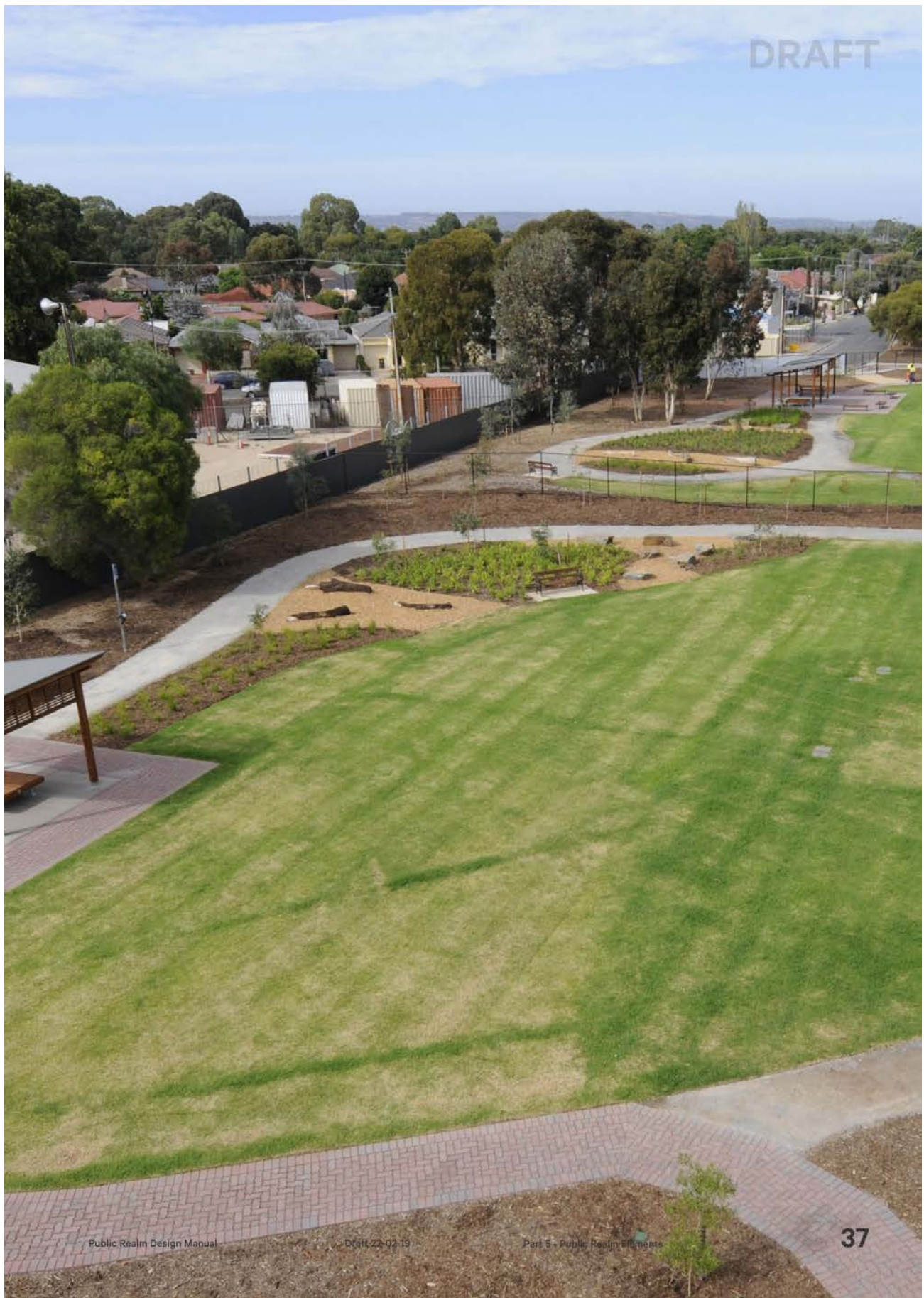
This Design Manual provides a set of carefully selected elements to be used in the public realm. Council's street hierarchy and open space hierarchy helps guide the general location in which each element is most suitable, such as in a local street or in a district park, etc.

The choice of elements for a given location is based on the desired 'look and feel' for that space, serves the needs of that space, and is fit for purpose. To help guide the selection of elements a range of 'settings' is provided. The settings indicate what type of environment the element would be suitably placed, based on the location's purpose, desired quality, and community expectations.

Some elements may be suitable for placement in a range of street hierarchies and parks while others may be more restricted in their placement. For example, a park seat may look attractive in a local park setting but it may not have the desired look and feel or robustness in a busy urban main street.

SETTING	DESCRIPTION
S	Standard (typical)
H	High (upscale)
B	Bespoke (unique)
N	Natural (natural / environment)
Her	Heritage (heritage)*

*Heritage can be considered for applications across any of the public realm hierarchies as required to reinforce heritage characteristics of a particular area.



Public Realm Hierarchy

Streets

The design of streets is often biased towards vehicles, with secondary consideration for pedestrians and cycles. Within the City of West Torrens, streets are considered also as important components of the public realm, contributing towards both the physical and social well-being of the community.



Example of integrated streetscape design considering vehicles, cycles, pedestrians and amenity.

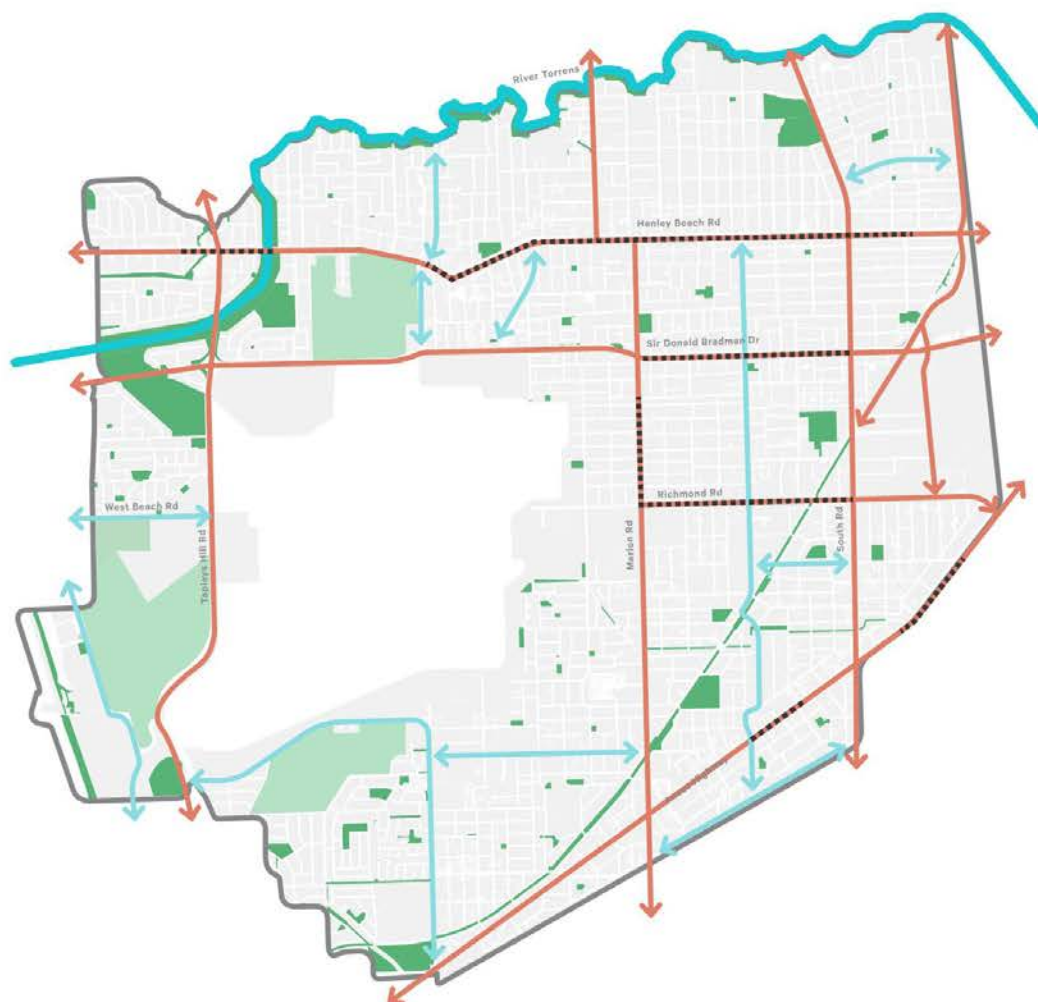
The intention is to:

- Provide a vibrant and comfortable public realm supported by well designed furniture, lighting, wayfinding and public art.
- Provide places for social interaction and activity.
- Encourage active frontages to buildings that engage with the streetscape.
- Reinforce a district character and sense of place.
- Underground overhead the electrical power supply where possible to utilise common service trenching and improve opportunities for street tree planting.

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Street Types

- ↔ Main Streets
- Retail Streets
- ↔ Neighbourhood Streets
- Local Streets
- Laneways



Streets

Main Streets

Overview

Anzac Highway and Sir Donald Bradman Drive are significant main streets within the city playing an important role in connecting the city of Adelaide to the coast and airport. They are important because of the number of users who drive or work along them, and for they establish a recognisable identity and sense of place to the city.

Main Streets:

- Carry high volumes of traffic at higher speeds, including buses, cyclists and pedestrians.
- Facilitate movement between major city destinations.
- Connect other regional transport corridors.
- Carry 'through' traffic that is then distributed to secondary roads and local streets.
- Usually have wider traffic lanes to accommodate buses and heavy vehicles, central medians and wider verges.
- Often provide the route for high voltage power and other service infrastructure.

Existing Character

Main Streets within the City of West Torrens are typically tree-lined with a central median. They carry high volumes of traffic. A mix of retail, commercial and residential uses with, in some locations, planned higher densities line these streets.

Desired Future Character

Main Streets are an important component of the metropolitan road network. They also play an important role in the identity and place recognition of the city. Well designed and managed Main Streets can contribute to urban uplift through higher densities adjacent to the street.

Main Streets:

- Are attractive in appearance along their length reinforcing the city's character.
- Are distinguished by a rhythm of large trees to provide amenity, visual scale and a sense of place.
- Function as transit corridors for public transport, vehicles, pedestrians and cyclists.
- Provide a vibrant and comfortable public realm, supported with higher standard of paving, furniture, lighting and wayfinding.
- Encourage active building frontages that engage with the streetscape.
- Consider power undergrounding and common service trenching.
- Integrate public art.
- Incorporate wayfinding to acknowledge and identify major intersections and destinations.

SETTING DESCRIPTION

H

High (upscale)

B

Bespoke (unique)

Standard and Heritage furnishings may be appropriate where high quality is not required and where reinforcing of heritage character may be desired.

EXISTING CHARACTER, SIR DONALD BRADMAN DRIVE



DESIRED CHARACTER



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Example Main Street



Footpath	Cycle + Vehicle Lanes	Median	Cycle + Vehicle Lanes	Footpath
----------	-----------------------	--------	-----------------------	----------

Key Considerations:

01
Large consistent street trees for visual scale, amenity and shade.

02
Consistent wide footpaths with higher quality paving.

03
Bold, landscaped medians and verges to reduce the scale of hard paved areas.

04
LED lighting on urban poles including pedestrian lighting. Feature lighting to highlight key nodes.

05
Higher quality urban public realm furnishings to ensure a comfortable pedestrian environment.

06
Active frontages and street activation. Increased density.

07
Straight kerblines. Controlled and consolidated carparking.

08
Consolidated underground services, where possible, in common service trenches

Streets

Retail Streets

Overview

Retail Streets typically service retail and civic uses. Lower vehicle speeds allow for a more comfortable pedestrian and cycling environment.

Retail Streets:

- Carry 'through' traffic that is then distributed to secondary roads and local streets.
- Often carry medium-high volumes of traffic at lower speeds, including public transport.
- Usually have on street parking and narrower traffic lanes to slow vehicles.
- Often provide the route for service infrastructure.

Existing Character

Retail streets within the City of West Torrens carry considerable amounts of traffic servicing regional and local centres as well as through-traffic. These roads are an important component of the metropolitan road network, as well as playing an important role in the identity and function of the city.

Desired Future Character

Retail Streets play an important role in providing places for activity and increased density of development, including community services. Well designed and managed Retail Streets become destinations in themselves and enhance the city life.

Retail streets:

- Incorporate tree planting to provide amenity and visual scale.
- Function as transit corridors for vehicles, pedestrians and cyclists.
- Service major public transport routes with integrated stops.
- Provide wide footpaths to accommodate high volumes of pedestrian traffic and spilling out of activity from adjacent premises.
- Provide a vibrant and comfortable public realm, supported with higher quality urban furniture and lighting.
- Encourage active building frontages that engage with the streetscape.
- Provide designated pedestrian crossing points to calm traffic.
- Support destinations along streets by providing access to car parking and services.
- Provide places for social interaction and activity.
- Reinforce district character and sense of place.
- Consider power undergrounding and common service trenching.
- Integrate wayfinding and public art.
- Manage outdoor dining, retail signage and awnings to prevent clutter of the public realm.

SETTING DESCRIPTION



High (upscale)

Bespoke (unique)

EXISTING RETAIL BOULEVARD CHARACTER
HENLEY BEACH ROAD



DESIRED CHARACTER



DRAFT

Example Retail Street



Footpath Parking Cycle + Vehicle Lanes Median Cycle + Vehicle Lanes Parking Footpath

Key Considerations:

01
Street trees for visual scale, amenity and shade.

02
Consistent wide footpaths with higher quality paving. Paved thresholds at side streets

03
Landscaped medians and verges reduce the scale of the street and hard paved areas.

04
LED lighting on urban poles including pedestrian lighting.

05
Higher quality urban public realm furnishings to ensure a comfortable pedestrian environment.

06
Active frontages and increased densities. Controlled outdoor dining.

07
Shade and amenity around bus stops. Opportunities for public art & interpretation

08
Slower vehicle speed environment, consolidated carparking and regular pedestrian crossing points.

Streets

Neighbourhood Streets

Overview

Neighbourhood Streets provide important transport corridors that carry through traffic as well as distribute traffic locally. Neighbourhood Boulevards carry higher volumes of traffic, public transport as well as cyclists and pedestrians.

Neighbourhood Streets:

- Carry through traffic that is then distributed to secondary roads and local streets.
- Carry moderate volumes of slower moving traffic and may carry public transport vehicles.
- Usually have wider traffic lanes where accommodating buses and heavy vehicles.
- Often provide the route for high voltage power and other service infrastructure.

Existing Character

Neighbourhood Streets disperse traffic locally. These roads currently in the city are typically wide and open in character, comprising one lane traffic in each direction, dedicated bicycle lanes, street trees, footpaths on both sides and verges. They provide access to residential and commercial properties, local centres, schools and open space.

Desired Future Character

Neighbourhood Streets function as Distributor and Collector roads, playing an important role in providing places for local activity including linkages to schools and local centres. They should be comfortable and safe to use for vehicles, cyclists and pedestrians.

Neighbourhood Streets:

- Incorporate street tree planting to provide amenity and visual scale.
- Function as corridors for vehicles, pedestrians and cyclists.
- Service secondary public transport routes with integrated stops.
- Provide a vibrant and comfortable public realm, supported with urban furniture and lighting.
- Support destinations along streets by providing access to car parking and services.
- Provide places for social interaction and activity.
- Encourage active frontages that engage with the streetscape for example corner shops.
- Offer onstreet parking
- Consider power undergrounding and common service trenching.
- Incorporate water sensitive urban design initiatives.
- Provide safe pedestrian crossing points adjacent key destinations such as schools and community facilities.

SETTING DESCRIPTION

S

Standard (typical)

H

High (upscale)

EXISTING CHARACTER MOORINGE AVENUE

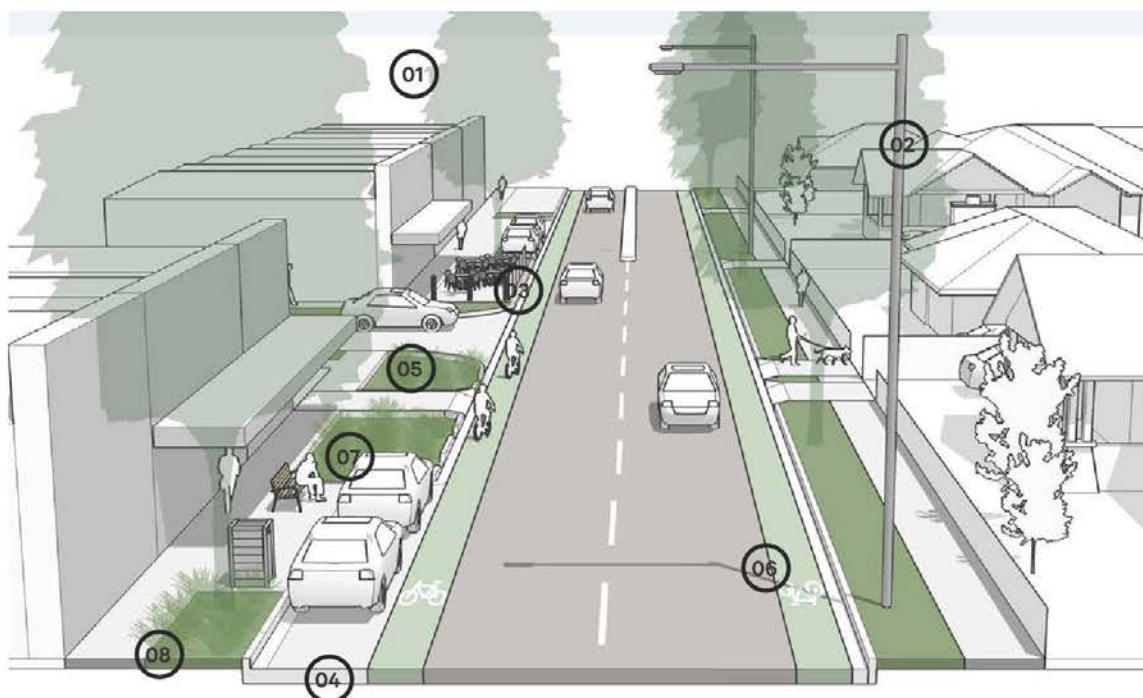


DESIRED CHARACTER



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Example Neighbourhood Street



Footpath & Verge

Parking/WSUD

Cycle + Vehicle Lanes

Verge & Footpath

Key Considerations:

01
Consistent street trees for visual scale, amenity and shade.

02
Undergrounding of overhead wires where possible.

03
Active frontages 'corner shops'. Controlled outdoor dining and retail policy.

04
Option for paved carparking bays or rollover kerbs.

05
Paved thresholds & slower vehicle speed environment in higher pedestrian use areas.

06
Dedicated cycle lanes.

07
Opportunities for planted verges and WSUD.

08
Standard paving for footpaths. Higher quality paving to feature higher use areas, eg shops and schools.

Streets

Local Streets

Overview

Local Streets are largely the local neighbourhood street system. These streets are relatively free of through traffic and mostly handle local traffic providing access to mainly residential and some small business allotments.

Local Streets are characterised by:

- Narrower road reserves.
- Lower traffic speed.
- Lower traffic volumes.
- Safer and more accessible pedestrians and cycling connections.
- On-street parking.
- Lower service standards (footpaths, lighting, furniture, signage).

Existing Character

Majority of Local Streets within the City of West Torrens are generally consistent in their structure containing:

- Street trees of varying species and maturity.
- Footpaths on both sides.
- Verges comprising mix of lawn, planting, or gravel.
- Fences to residential interface.
- Overhead services.
- On-street parking.

Desired Future Character

Local Streets provide access to dwellings as vehicle speeds are lower than on other roads. Local Streets can become important places for communities to meet and interact on an everyday basis. The character of Local Streets varies according to the nature of the immediate area - for example an area in Thebarton will have a different character to that in Novar Gardens.

Local Streets:

- Support walking and cycling through the provision of continuous footpaths on both sides of the street where possible.
- Offer onstreet parking.
- Support local 'corner shop' development including extending protuberances for outdoor activity.
- Accommodate distinctive street trees that contribute to character of the suburb and provide shade for pedestrians and parked cars.
- Support water sensitive urban design through the installation of rain gardens and bioretention tree pits.
- Accommodate provisions for green infrastructure and community involvement, for example, verge gardening.
- Should aim to reduce the impact of infrastructure through the consolidation of services in common service trenches.
- Support reduced traffic speeds and volumes through integrated traffic calming devices.
- Support a variety of housing types.
- Consider protuberances to add character, minimised paved surfaces and provide greater space for tree planting and water sensitive landscaping to reduce urban heat.
- Incorporate pedestrian refuges.

SETTING DESCRIPTION

S

Standard (typical)

EXISTING CHARACTER TYPICAL LOCAL STREET

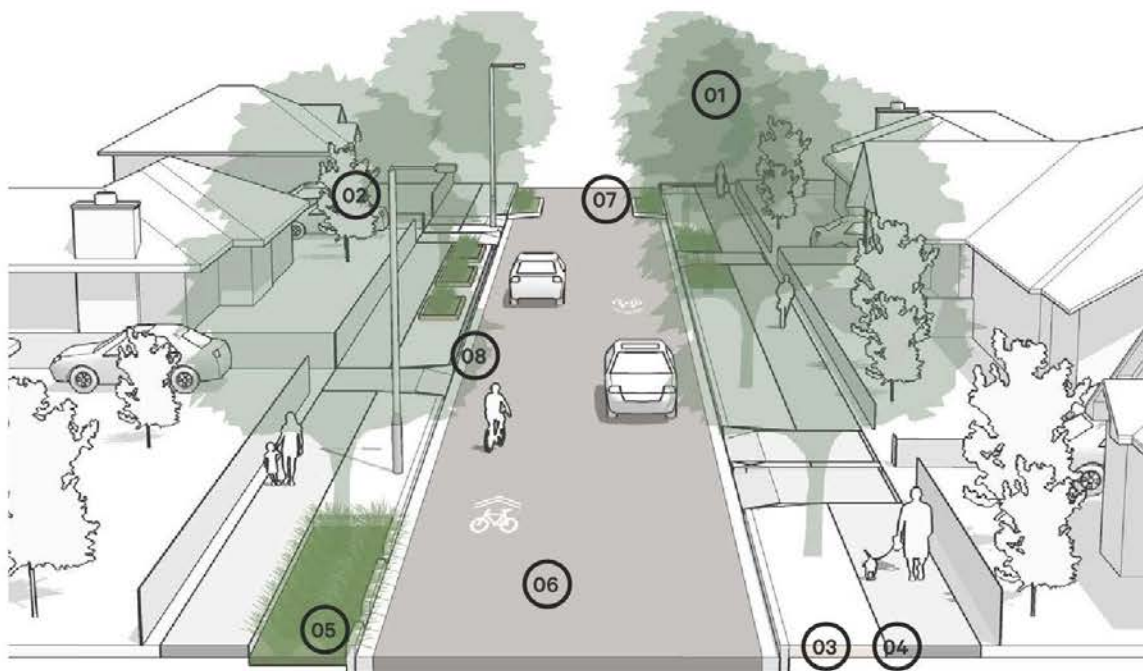


DESIRED CHARACTER



DRAFT

Example Local Street



Footpath	Verge	Road + Onstreet Parking (width varies)	Verge	Footpath
----------	-------	--	-------	----------

Key Considerations:

01
Consistent street trees to suit the scale of the street for amenity and shade.

02
Undergrounding of overhead wires. LED street lighting.

03
Compacted paving, lawn or planted verges.

04
Council standard paving for footpaths minimum 1.8m wide. Driveways paved to match.

05
Opportunities for planted verges and incorporating WSUD.

06
Sharrow - on street bike lanes (along strategic cycle routes). Refer 'Green Street'.

07
Opportunities for traffic calming in wider streets - Staggered protuberances, WSUD, trees, parking.

08
Opportunities for community verge gardens.

Streets

Laneways

Overview

Laneways are distributed across the city. These are relatively free of traffic providing access often to the rear of residential and some commercial properties.

Laneways are characterised by:

- Slow traffic speed.
- Low traffic volumes.
- Safer and more accessible pedestrians and cycling connections.
- Lower service standards (footpaths, lighting, furniture, signage).

Existing Character

More Laneways occur within the older areas of Thebarton, Mile End and Torrensville. These are generally narrow and pass by the rear or sides of properties. Other small lanes occur nearby the waterways and allow pedestrian routes.

Desired Future Character

Laneways are the 'fine grain' within the city's overall street network and are opportunities rather than left over spaces.

Laneways:

- Support walking and cycling.
- Support vehicle access and servicing of properties.
- Accommodate provisions for greening where possible to reduce urban heat, for example, small tree plantings or vertical greening of fences/walls (with property owners).
- Sometimes incorporate protuberances that provide greater space for tree planting and water sensitive urban design.
- As appropriate, incorporate public art to reflect and enrich the character of the area.
- May incorporate lighting to suit higher used routes.

SETTING DESCRIPTION

S	Standard (typical)
B	Bespoke (unique)

EXISTING EXAMPLE BAGSHAW WAY, MILE END

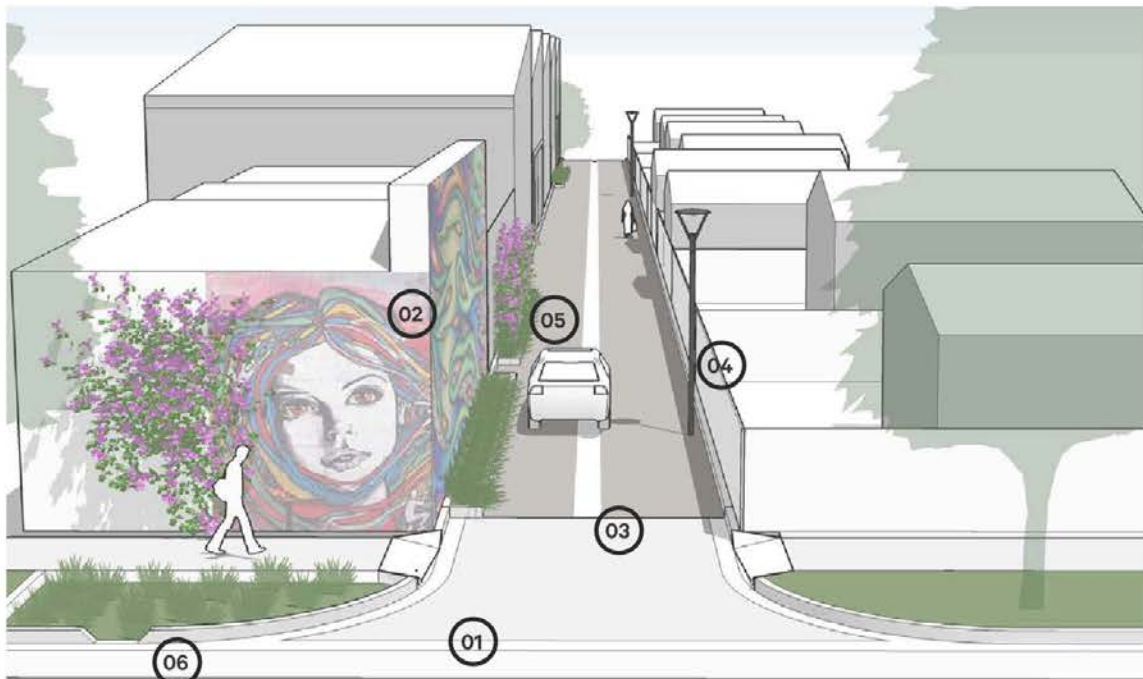


DESIRED CHARACTER



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Example Laneway



Buffer	Shared Corridor	Buffer
--------	-----------------	--------

Key Considerations:

- | | | | |
|---|---|---|--|
| <p>01
Paved thresholds / Continuous footpaths to adjoining streets.</p> | <p>02
Public art and interpretation opportunities on blank facades in partnership.</p> | <p>03
Trafficable paving with central spoon drain. Higher standard interlocking unit paving for higher use pedestrian links.</p> | <p>04
Lighting with cut off spill control fittings to higher use links.</p> |
| <p>05
Opportunities for planted edges to soften hard surfaces. Small trees in wider lanes.</p> | <p>06
WSUD opportunities in adjacent street verges.</p> | | |

Public Realm Hierarchy

Parks & Open Space

The City of West Torrens has a well distributed arrangement of parks, reserves, ovals, recreational spaces and smaller open spaces. Generally, there are more parks and open spaces in the western half of the city, and less open space in the eastern half.



EXAMPLE OF CONTEMPORARY PUBLIC OPEN SPACE THAT PROVIDES PEDESTRIAN AND CYCLE CONNECTIONS, FLEXIBLE OPEN LAWNS, SHADE TREES AND AMENITY INCLUDING PLAY.

The intention is to:

- Provide a well distributed hierarchy of parks, reserves, ovals and other recreational spaces, and smaller open spaces throughout the city.
- Provide a variety of types of open spaces, with corresponding types of uses integrated within the formal structure of the city.
- Achieve spaces that 'improve with time' as plants grow and the landscape matures.
- Fulfill multiple objectives that include active recreation, social interaction and environmental biodiversity.
- Contribute towards the reduction of temperatures in the city - the urban heat island - by providing well vegetated green spaces.

Open Space Hierarchy

Civic: Open space with strong destination and visitor value, attracting people from across and beyond the City of West Torrens.

District: Open space that attracts and benefit people from suburbs while catering for formal sport, recreation, play and community needs.

District level parks are at least 3 hectares in size located within 2 kilometres of all households.

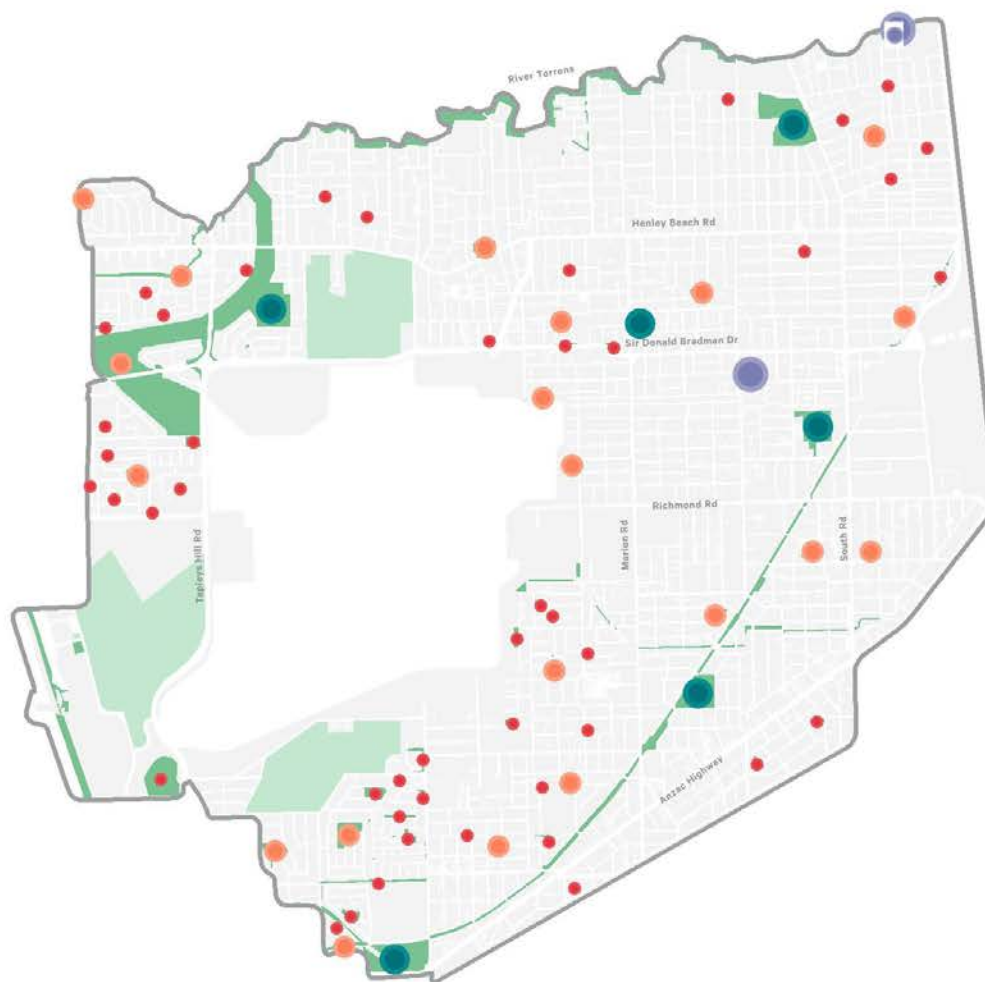
Neighbourhood: Open space that is a focus for local residents, generally servicing or benefitting local neighbourhoods, offsetting a lack of open space or barriers such as roads. Neighbourhood level parks are at least 0.5 hectares in size located within 500 metres of households.

Local: Open space proving a focus for local residents, generally servicing or benefitting local neighbourhoods. Local level parks are at least 0.2 hectares in size and located within 300 metres of all households.

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Parks & Open Space Hierarchy

-  Civic Parks & Plazas
-  District Parks
-  Neighbourhood Parks
-  Local Parks



Parks & Open Space

Civic Parks & Plazas

Overview

Civic Parks and Plazas are major focal points within the city, providing a destination for residents and visitors to West Torrens. These spaces are located next to other civic uses that includes the civic centre and library, and community centres throughout the City of West Torrens.

Existing Character

West Torrens Civic Centre comprises Council's administration building, the Hamra Centre and Memorial Gardens. This precinct is a popular destination and is programmed with a variety of large community events and activities. The Civic Park located within this precinct recognises the history and development of West Torrens through a variety of memorials and commemorative installations.



HOLLAND STREET PLAZA

EXISTING CHARACTER MEMORIAL GARDENS



Desired Future Character

Spaces such as the Civic Park can accommodate a range of large scale community activities and events with appropriate amenities that may include public toilets, lighting, furniture and shade. Readily available off-street car parking is provided to cater for visitors.

All facilities provided within the public realm should be able to cater for different users and a wider geographical catchment. These types of spaces when well located and designed support increased density of urban living, and enhance the city's character and image.

Civic Parks and Plazas:

- Are large in scale with multiple sized spaces to suit a variety of uses and allow multiple concurrent activities.
- Are capable of catering for council wide community events and activities.
- Include appropriate amenities dependent on the type of facility e.g. public toilets.
- Are supported, where possible, by off-street parking.
- Are within close proximity and well connected to public transport.
- Incorporate public art and interpretation
- Consider public safety and protection of crowded places.

SETTING DESCRIPTION

H

High (upscale)

B

Bespoke (unique)

DESIRED CHARACTER



DRAFT

Example Civic Park / Plaza



Key Considerations:

- | | | | |
|--|---|--|--|
| <p>01
Larger open flexible areas for community gathering and events. Higher quality paving.</p> | <p>02
Large feature trees providing seasonal interest and shade.</p> | <p>03
Functional and feature lighting including power bollards for outdoor events.</p> | <p>04
A focus on distinctive curated public art and management of memorials.</p> |
| <p>05
Higher level of maintained horticultural gardens</p> | <p>06
Higher quality public realm furniture.</p> | <p>07
Opportunities for traffic calming or road closures in adjacent street for community events.</p> | <p>08
Safety bollards to separate pedestrians and vehicles and provide public safety to crowded places - in particular for larger events.</p> |

Parks & Open Space

District Parks

Overview

District Parks attract people from both within and outside the city, in particular catering for formal sport, recreation, play and community events.

Existing Character

Sports and larger play spaces are usually located within the city's District Parks. Kings Park, for example, is a major attraction for active recreation in the city, and is designated as a District Park. Other District Parks include Lockleys Oval, Camden Oval, Weigall Oval Reserve and Richmond Oval. As district parks are significant green spaces within the city's open space hierarchy, they also accommodate community events, informal or passive recreation, and unprogrammed events.

Desired Future Character

District Parks accommodate a wide range of uses, as well as performing an important role in the greening of the city and reduction in the urban heat island effect. District Parks provide a mix of facilities varying from play spaces to formal sports. Off-street carparking is integrated into the layout of District Parks to cater for use from a wide catchment that extends outside and the Council boundaries.

District Parks:

- Are large in scale.
- Usually include public toilets, clubrooms and associated sports facilities.
- Include varied multi-generational play.
- Incorporate off-street parking.
- Include a diverse planting of larger scale trees.
- Include a pathway network that marks key entries to the park.
- Include a variety of spaces - large for sports, medium for play and casual sport and smaller intimate spaces for spectating or relaxing.
- Cater for passive everyday recreation.
- Utilise Council's standard park furniture suite with variety of paving materials, integrated artwork and signage.

SETTING DESCRIPTION

H

High (upscale)

B

Bespoke (unique)

EXISTING CHARACTER KINGS RESERVE, THEBARTON



DESIRED CHARACTER



DRAFT

Example District Park



Key Considerations:

- | | | | |
|---|--|---|---|
| <p>01
Large open lawns to accommodate sporting activities and hold large community events.</p> | <p>02
Shared community facilities and may include public toilets.</p> | <p>03
Lighting of playing fields and sporting facilities.</p> | <p>04
Large trees define the park structure, provide shade and ecological diversity.</p> |
| <p>05
Park furniture located within 'break out' or rest areas.</p> | <p>06
Park shelters with picnic and BBQ facilities</p> | <p>07
District standard playspace (including nature/exploratory play) and casual sports.</p> | <p>08
Connected shared pathway network, including lighting to major path routes.</p> |

Parks & Open Space

Neighbourhood Parks

Overview

Neighbourhood Parks cater for residents living in close proximity. Neighbourhood Parks are smaller than District Parks but larger than Local Parks. Neighbourhood Parks cater for small group events as well as families, couples or individuals using these green spaces for informal recreation.

Existing Character

Many of the Neighbourhood Parks located within the City of West Torrens are well established green spaces that contribute towards the attractiveness and liveability of the city. Most have a well established tree cover and park infrastructure that includes irrigation, a path network, lighting and park furniture. In some cases this park infrastructure is outdated and needs upgrading.

Desired Future Character

Neighbourhood Parks cater mainly for recreational use by local residents, being important green spaces that contribute towards the attractiveness and environmental health of the city.

Neighbourhood Parks:

- Cater for a range of activities.
- May include public toilets.
- Incorporate local facilities to support local community events.
- Are serviced by on-street carparking.
- Incorporate a pathway network, irrigation, amenity horticulture, park furniture, limited lighting and public art.

SETTING DESCRIPTION

S

Standard (typical)

H

High (upscale)

EXISTING CHARACTER
TYPICAL NEIGHBOURHOOD PARK



DESIRED CHARACTER



DRAFT

Example Neighbourhood Park



Key Considerations:

01
Pathway network including lighting to major routes.

02
Entry walls and park signage.

03
Gardens

04
Open lawns

05
Informal sports, social and recreational facilities.

06
Cycle racks, drinking fountains and bins.

07
Neighbourhood - standard playspace (including nature play) and park pavilion with picnic and BBQ facilities.

08
Large trees defining the park's structure, providing shade and ecological diversity.

Parks & Open Space

Local Parks

Overview

Local Parks cater for residents living in close proximity to this category of open space. Local parks are small in scale and function as spaces for gathering, resting and relaxing. Specific age playspaces, shelters, park furniture, garden beds and lawns are typical inclusions. Local parks are often well liked and cared for by residents, becoming an important place for socialising and informal, everyday use.

Existing Character

Local parks are typically the size of two or three residential allotments typically found in West Torrens. They are usually open in nature with some plantings of larger trees providing shade in summer.

Desired Future Character

Local Parks are used by local residents for informal recreation and socialising. These parks often have as a focal point a play space and accompanying shelter and park furniture.

Local Parks:

- Are smaller in scale catering for local residents.
- On-street carparking.
- Incorporate a pathway network irrigation, amenity, horticulture, park furniture and public art. Usually local parks are not lit at night.
- Often include a small play space and dedicated space for dog exercise.

SETTING DESCRIPTION

S

Standard (typical)

H

High (upscale)

EXISTING EXAMPLE WEIGALL OVAL



DESIRED CHARACTER



DRAFT

Example Local Park



Key Considerations:

01
Integrated entry walls and park signage.

02
Park structured with a variety of linked spaces different in scale and function.

03
Visually open street frontage & safe separation between child active amenities and traffic.

04
Open lawn.

05
Feature planting beds and gardens. Opportunities for community gardens.

06
Park pavilion with picnic and BBQ facilities.

07
Distinctive public art and play sculpture installation. Small playspace (that may include nature play).

08
Distinctive tree planting in scale with the park.

Public Realm Hierarchy

Greenways & Green Corridors

Greenways and green corridors comprise important linear corridors connecting the city to its broader metropolitan context. Greenways and green corridors are also important open spaces in their own right, providing movement, stormwater management and ecological corridors internally within the city.



EXAMPLE LINEAR CORRIDORS DESIGNED TO SUIT TO PEDESTRIANS AND CYCLIST WITH TREE PLANTING AND FURNITURE & WAYFINDING.

The intention is to:

- Establish safe off-road movement for cyclists and pedestrians that connect into the broader movement network.
- Establish ecological corridors that support biodiversity and a green agenda within the city.
- Retain stormwater within the corridors, reducing discharge downstream.
- Support recreation and active lifestyles by providing attractive and safe infrastructure within the city.

DRAFT

Greenways & Green Corridors Hierarchy

- Greenways & Green Corridors
- Main Road Cycle Routes
- - - Bike Boulevards / Cycle Routes



Greenways & Green Corridors

Greenways & Green Corridors

Overview

Greenways and Green Corridors comprise a connected network of open space that achieves a network of connected open spaces within the city that also connects to the wider metropolitan open space network.

Existing Character

Greenways and Green Corridors provide off-road cycle movement and shared-use pedestrian footpaths, as well as performing an important role in meeting recreation and biodiversity objectives. Green corridors often have a joint function as part of integrated stormwater management within the city.

Desired Future Character

Greenways and Green Corridors provide movement and ecological corridors that support biodiversity and habitat within the city as well as stormwater management.

Greenways and Green Corridors:

- Are often part of an integrated stormwater management system.
- Support biodiversity and habitat.
- Provide movement corridors within the city connecting with broader metropolitan networks.
- Are important destinations for recreation.

EXISTING CHARACTER TORRENS LINEAR PARK & WESTSIDE BIKEWAY



DESIRED CHARACTER



DRAFT

Example Greenway / Green Corridor



Key Considerations:

- | | | | |
|--|--|---|--|
| 01
Shared use path with signage and wayfinding. | 02
'Breakout' spaces with park furniture for resting and relaxing. | 03
Park pavilion with picnic and BBQ facilities. | 04
Informal, usable lawn spaces defined by tree planting along the corridor. |
| 05
Tree planting in scale with the corridor to provide environmental protection and habitat. | 06
Community involvement in environmental restoration. | 07
Opportunities for public art or play at key nodes. | 08
LED pathway lighting. |

Greenways & Green Corridors

Bike Boulevards

Overview

Bike Boulevards are designated streets that carry local vehicle and cycle traffic.

Existing Character

Bike boulevards are low traffic speed streets that also provide a safe route for cycling. Line marking designates the street as a cycling route and varied road pavements contribute to reduced traffic speed.



WESTSIDE BIKEWAY

Desired Future Character

Bike Boulevards provide a safe route for cyclists that forms a network within the city and connected to the broader metropolitan cycling network. Bike Boulevards contribute to a safe and well connected city. They are delineated by street trees and other urban vegetation.

Bike Boulevards:

- Are connected into the broader metropolitan cycle network.
- Incorporate tree planting to provide amenity, scale and shade.
- Support reduced traffic speeds and volumes.
- Include clear wayfinding to define the routes.

DESIRED CHARACTER



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Example Bike Boulevard



Key Considerations:

01
Sharrow linemarking.

02
Paved thresholds slow vehicle speeds.

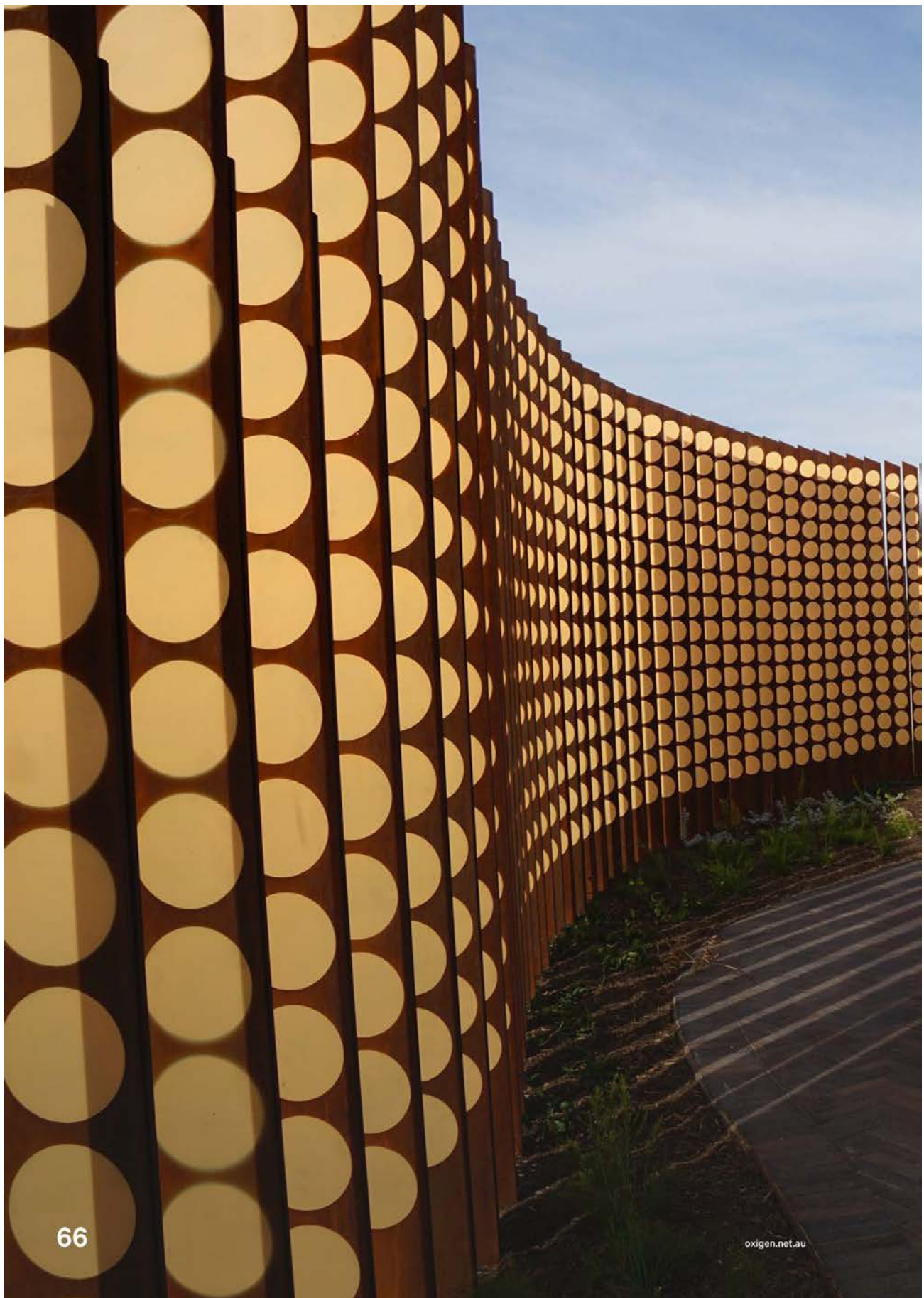
03
Protuberances narrow street sections and slow vehicle speed. Opportunity for WSUD and tree planting.

04
New flowering trees to compliment existing street trees and provide shade.

05
Cycle route signage.

06
Existing footpaths and driveways maintained.

07
Onstreet car parking.



Part five

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Public Realm Elements

67

Summary of Public Realm Elements

Overview

This Design Manual describes a palette of appropriate materials and elements for the public realm that reinforces the positive qualities and character of the City of West Torrens.

The elements are categorised into the following subheadings.

P - Paving & Surfaces

F - Furnishings

L - Lighting

T - Trees & Planting

E - Environmental Sustainability

W - Wayfinding & Signage

A - Public Art & Culture

S - Smart Cities

Asset Management

Whole of Life Cost

Each item within the Design Manual is assessed to evaluate its associated estimated cost over the life of the asset.

Costs taken into account include both initial capital or procurement costs, and future ongoing maintenance costs.

The outcome of this is a whole of life cost rating that can be used at a high level to compare differing assets. This evaluates all costs relating to construction and implementation, operating and maintenance and disposal costs.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

Asset Management System

It is envisaged that the City of West Torrens's GIS Asset Management System is a working tool to assist City of West Torrens in the management and life expectancy of elements within this Design Manual to enable forward planning for asset maintenance and replacement.

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Public Realm Settings

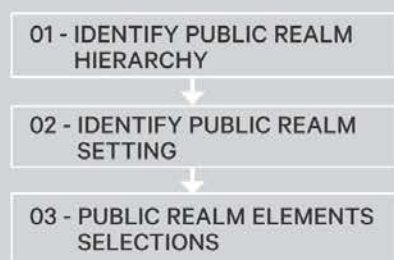
Overview

The Design Manual provides a set of carefully selected elements to be used in the public realm.

The following public realm 'settings' provide guidance in the selection and application of the City of West Torrens public realm elements to the various public realm spaces within the city.

The selection and application of public realm elements is also guided by the street and open space hierarchy.

SELECTION PROCESS OVERVIEW:



SETTING DESCRIPTION

S

Standard (typical)

Most commonly used public realm furniture and treatments. This relates to the majority of installations in local streets and local parks.

H

High (upscale)

Upscale public realm furniture and treatments. This relates to the busier streets and activity nodes that have a high public profile and have a more 'urban' look and feel, as well as the higher profile parks and civic areas.

B

Bespoke (unique)

Unique public realm furniture and treatments. This includes sites that are desired to have a different look, feel, and variety in the public realm.

Her

Heritage (heritage)

Heritage style public realm furniture and treatments. This includes locations that are desired to have a heritage style look and feel, such as those areas designated in Council's Development Plan as 'Heritage Conservation Zone', (but not necessarily restricted to this Zone).

N

Natural (natural / environment)

Public realm furniture and treatments used in natural areas to reinforce environmental feel, form and function.

P

Paving & Surfaces

KEY AIMS & CONSIDERATIONS

General

- Paving and hardscape elements are of enduring quality, enable safe movement, are robust and low maintenance.
- Public outdoor spaces are integrated through consistent materials and detailing.
- Locally sourced materials are used where possible.
- Surface treatments suit pedestrian use and frequency or, if shared by vehicles, the type and speed of traffic. Paving is designed to accommodate either:
 - Pedestrians only
 - Pedestrians and cyclists
 - Pedestrians and occasional service or maintenance vehicles
 - Pedestrians and vehicles
- Paving materials are selected on their ability to reduce urban heat, such as colour of materials, inbuilt solar reflective properties, and permeable paving where appropriate.

Paving and Footpaths

- To facilitate an upscaling of consistency, aesthetics and materials across the city, there will be a transition from concrete footpaths to paving units as a standard approach.
- Whole, connected footpaths are considered. Continuity is maintained through the length of a street or reserve to reinforce function, appearance and maintenance.
- Variations to the basic structure, such as footpath widening, thresholds, pedestrian ramps and vehicle cross-overs are subordinate to the overall structure and character.
- Footpaths are wide enough to accommodate comfortable movement.
- Access for people with disabilities is incorporated into the footpath design, equitable access and consideration of special groups such as the elderly who need clearer identification, navigation and seating.

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SUMMARY OF PAVING AND SURFACES



P1
INSITU CONCRETE
PAVING -
EXPOSED FINISH



P2
INSITU CONCRETE
PAVING -
BROOM FINISH



P3
UNIT PAVING -
INTERLOCKING



P4
PERMEABLE PAVING -
'ECO' TRIHEx



P5
UNIT PAVING -
FEATURE



P6
ASHPHALTIC
CONCRETE



P7
COMPACTED
GRANULITIC
PAVING



P8
TACTILES -
TGSIS

SUMMARY OF EDGE CONDITIONS



E1
STANDARD -
TIMBER



E2
CONCRETE



E3
BRICK FEATURE



E4
STEEL

P1

Insitu Concrete Paving - Exposed Finish

SETTING	H B
APPLICATIONS	FOOTPATHS PLAZAS PARKS PROMENADES FURNITURE SURROUNDS BUS STOPS
DESCRIPTION	Lightly washed exposed aggregate concrete
MATERIAL & COLOUR	Standard grey cement matrix with standard aggregate
FINISH	Medium washed to reveal exposed aggregate. Seal in high use or high amenity locations.
SUPPLIERS	Concrete: Hanson, Boral, Holcim or approved equivalent
PERFORMANCE REQUIREMENTS	Incorporate reinforcing, expansion and control joints, saw cuts. Heavy vehicle load rated where applicable including driveway crossovers. Slip rated to Australian Standards
MAINTENANCE	General cleaning. If required, repair by replacing damaged panel between cracking joints.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



CLOSE UP OF SHOT BLASTED LIGHTLY EXPOSED AGGREGATE CONCRETE



EXAMPLES OF INSITU CONCRETE PAVING WITH LIGHTLY SHOTBLAST EXPOSED AGGREGATE IN THE PUBLIC DOMAIN

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P2

Insitu Concrete Paving - Broom Finish

SETTING	S
APPLICATIONS	INFILL TO REPAIR AND MAINTAIN EXISTING BROOM FINISHED FOOTPATHS ONLY - REPAIR OF LIKE-FOR-LIKE AND MINOR REPLACEMENTS WHERE THE EXISTING SURROUNDS ARE TYPICALLY BROOM FINISHED CONCRETE.
DESCRIPTION	Broom finish concrete
MATERIAL & COLOUR	Standard grey cement matrix.
FINISH	Broom finish
SUPPLIERS	Concrete: Hanson, Boral, Holcim or approved equivalent
PERFORMANCE REQUIREMENTS	Incorporate reinforcing, expansion and control joints, saw cuts. Slip rated to Australian Standards Minimum 75mm depth for footpaths (pedestrian traffic) Minimum 100mm depth for driveway crossovers (light vehicular traffic)
MAINTENANCE	General cleaning. if required, repair by replacing damaged panel between cracking joints.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



P3

Unit Paving - Interlocking

SETTING	S H Her
DESCRIPTION	Precast concrete heavy duty interlocking 'UNIPAVE' paving
APPLICATIONS	TRANSITION TOWARD USE IN ASSOCIATION WITH MOST 'WHOLE OF STREET' FOOTPATH UPGRADES OR NEW FOOTPATH PROJECTS, INCLUDING: STANDARD USE STREET FOOTPATHS STANDARD USE PARK FOOTPATHS HERITAGE USE FOOTPATHS
COLOUR & FINISH	'Charcoal' Lightly Exposed OR 'Port Blend' Lightly Exposed
SUPPLIERS	Adbri
PERFORMANCE REQUIREMENTS	Compacted subgrade and bedding sand to suit application. To comply with Australian Standards for Tolerance of max +/- 2mm and slip & skid resistance. 60mm thick for footpaths (pedestrian traffic). 80mm thick for driveway crossovers (light vehicular traffic). Utilise matching Abri 'Hollandstone' pavers as headers as required.
MAINTENANCE	General cleaning. Top up Infill of Pave-Lok.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



'CHARCOAL' INTERLOCKING PAVING CHARCOAL WITH MATCHING HEADER PAVER



'PORT BLEND' INTERLOCKING PAVING

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P4

Permeable Paving - 'Eco' Trihex

SETTING	S H B
APPLICATIONS	PLAZAS ROADS CARPARKS ROAD THRESHOLDS - STREET ENTRIES & CROSSOVERS VEHICLE ACCESSED AREAS PERMEABLE PAVED AREAS AROUND TREES & CARPARKS DESIGNATED FOOD TRUCK PARKING AREAS
DESCRIPTION	Precast concrete heavy duty interlocking 'Trihex' paving
COLOUR & FINISH	'Natural' Honed, 'Charcoal' Honed, 'Natural' Lightly Exposed, 'Charcoal' Lightly Exposed
SUPPLIERS	Abri
PERFORMANCE REQUIREMENTS	Compacted subgrade and bedding sand to suit application. Heavy vehicle load rated. 80mm thick for footpaths (pedestrian traffic). 80mm thick for driveway crossovers (light vehicular traffic). To comply with Australian Standards for Tolerance of max +/- 2mm and slip & skid resistance. Install matching Abri 'Hollandstone' header pavers as required.
MAINTENANCE	General cleaning. Top up Infill of Pave-Lok.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



L-R ECO TRIHEX PERMEABLE PAVERS
'SPECKLED' PAVING PATTERN ECO TRIHEX PAVERS

P5

Unit Paving - Feature

SETTING	B
APPLICATIONS	VERGES SMALL STREETS AND LANES PLAZAS PARKS FEATURE AREAS HEADERS & BANDING, AROUND SPECIAL PLACES - MEMORIALS & PUBLIC ART.
DESCRIPTION	Feature unit paving provides opportunity to highlight special areas in the public realm. Feature unit paving should be complimentary to the surroundings. Brick unit paving is robust and durable over time.
MATERIAL	'Hamlet' Clay Brick Paving or approved equivalent
COLOUR/FINISH	Hamlet Colour Range. Colours selected to compliment surrounding character and other adjacent surfaces.
DIMENSIONS	230mm length x 76mm width 55mm depth - Typical
SUPPLIERS	Austral Bricks or approved equivalent
PERFORMANCE REQUIREMENTS	On slab or sand to suit application. Heavy vehicle load rated where applicable - subject to pavement design To comply with Australian Standards for Tolerance of max +/- 2mm and slip & skid resistance. Paving pattern to suit application - typically stretcherbond or herringbone.
MAINTENANCE	General cleaning. Infill of paving sand. If required, lift broken/chipped pavers and replace.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



FEATURE BRICK UNIT PAVING EXAMPLES

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P6

Asphaltic Concrete

SETTING	S
USES & APPLICATIONS	CAR PARKS SHARED PATHS LINEAR PARKS
DESCRIPTION	Asphaltic concrete
MATERIAL & COLOUR	Standard asphaltic concrete black
FINISH	Smooth rolled
PERFORMANCE REQUIREMENTS	AC7 - Primary-use by pedestrian and cycles AC10 - Primary-use by vehicles Restrained edges all sides - concrete or timber edge - refer 'P6 Edging'
MAINTENANCE	Patch any cracks, general cleaning, linemarking and signage

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



EXAMPLE - HOTMIX APPLICATION ALONG SHARED USE PATH



EXAMPLE - HOTMIX APPLICATION WITHIN CARPARK

P7

Compacted Granulitic Paving

SETTING	H B N	S
DESCRIPTION	TYPE 1 'Fitzgeralds 8.0 mm Quarry Sand'	TYPE 2 'Boral X6' (Dolomite Replacement)
SUPPLIERS	Fitzgeralds Quarry	Boral
APPLICATIONS	USE FITZGERALDS FOR AREAS REQUIRING HIGHER AMENITY: STREET VERGES TREE SURROUNDS SECONDARY FOOTPATHS PARKS + PLAYSPACES NATURAL AREAS	USE X6 FOR STANDARD VERGE TREATMENTS: STREET VERGES SECONDARY FOOTPATHS
PERFORMANCE REQUIREMENTS	Compacted subgrade to suit application. Install in flat areas only - max grade 1:50 / 2%.	
MAINTENANCE	Top up Infill and compacting as required. Removal of surface weed growth as required.	

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



COMPACTED GRANULITIC SAND PAVING IN VERGES ON HOLLAND STREET



COMPACTED GRANULITIC SAND PAVING AS A TRANSITION SPACE WITHIN A PARK SETTING



X6 VERGE TREATMENT (TIMBER EDGE)

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P8

Tactiles - Tactile Ground Surface Indicators (TGSIs)

SETTING	S H B	B
DESCRIPTION	TYPE 1 Precast Tactile warning & directional markers	TYPE 2 Stud Tactile warning & directional markers
MATERIAL & FINISH	Precast concrete unit pavers - colour to contrast (desired slate grey)	Stainless steel stud
SUPPLIERS	Best Pavers or approved equivalent	DTAC or approved equivalent
USES & APPLICATIONS	STANDARD USE AS REQUIRED: ROAD CROSSINGS, STEPS, RAMPS, DIRECTIONAL NAVIGATION	AREAS REQUIRING HIGHER AMENITY: STEPS, RAMPS, DIRECTIONAL NAVIGATION BY CIVIC BUILDINGS, PLAZAS
PERFORMANCE REQUIREMENTS	Install to Australian Standards including colour contrast with paving surface. Heavy duty installation/fixing to manufacturers specifications	
MAINTENANCE	General cleaning and replacement of tactiles if necessary	

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



GREY UNIT PAVER 'WARNING TACTILE'



GREY UNIT PAVER 'WARNING TACTILE' IN PRAM RAMP



WARNING TACTILE STAINLESS STEEL



DIRECTIONAL TACTILE STAINLESS STEEL



UNIT PAVER WARNING TACTILES AND DIRECTIONAL TACTILES

E1

Edging - Timber

SETTING	S H N
APPLICATIONS	<ul style="list-style-type: none"> - EDGES TO HOTMIX PATHS - EDGE RESTRAINT TO UNIT PAVING (INSTEAD OF HAUNCHING) - EDGE RESTRAINT TO COMPACTED GRANULITIC SAND IN LOWER USE AREAS & VERGES.
DESCRIPTION	Jarraah green timber
PERFORMANCE REQUIREMENTS	25mm x 75mm Jarraah green timber edge secured with 300mm length hardwood stakes at 1200mm centres with galv bolts.
MAINTENANCE	If required, repair by replacing damaged sections between lengths. Monitor adjacent paved surfaces to eliminate trip hazards.



	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

E2

Edging - Concrete

SETTING	H B
APPLICATIONS	<ul style="list-style-type: none"> - GARDEN & PATH EDGING. - MOWER EDGE AGAINST GRASS. - EDGE RESTRAINT TO PAVED SURFACES IN HIGHER USE AREAS.
DESCRIPTION	Insitu Concrete Edge
PERFORMANCE REQUIREMENTS	<ul style="list-style-type: none"> - Minimum 150mm wide - Natural portland grey concrete colour - Smooth trough finish - Reinforced to suit in vehicle use areas
MAINTENANCE	General cleaning. If required, repair by replacing damaged sections between cracking joints. Monitor adjacent paved surfaces to eliminate trip hazards.



	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

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E3

Edging - Brick Feature

SETTING	B
APPLICATIONS	<ul style="list-style-type: none"> - EDGE RESTRAINT AGAINST GRASS & PLANTING BEDS AND PAVED SURFACES IN HIGHER USE STREET VERGES. - FEATURE EDGE RESTRAINT PAVED SURFACES IN HIGHER USE AREAS.
DESCRIPTION	'Hamlet' Clay Brick Edge (Refer 'P3 Unit Paving Brick')
SUPPLIER	Austral Bricks
PERFORMANCE REQUIREMENTS	<p>On slab or mortar bed to suit application.</p> <p>Heavy vehicle load rated where applicable.</p> <p>Paving header/edge pattern to suit application.</p>
MAINTENANCE	<p>General cleaning.</p> <p>If required, repair by replacing damaged sections.</p> <p>Monitor adjacent paved surfaces to eliminate trip hazards.</p>



	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

E4

Edging - Steel

SETTING	H B
APPLICATIONS	<ul style="list-style-type: none"> - EDGE RESTRAINT AGAINST GRASS & PLANTING BEDS AND PAVED SURFACES IN HIGHER USE STREET VERGES. - FEATURE EDGE RESTRAINT PAVED SURFACES IN HIGHER USE AREAS.
DESCRIPTION	Raised Corten Steel Edging
PERFORMANCE REQUIREMENTS	6mm thick, pinned into ground
MAINTENANCE	<p>General cleaning.</p> <p>If required, repair by replacing damaged sections.</p> <p>Monitor adjacent paved surfaces to eliminate trip hazards.</p>



	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

F

Furnishings

KEY AIMS & CONSIDERATIONS

General

- A limited range of materials and elements forms a consistent and coherent public realm that is appropriate to the character of West Torrens.
- Items are robust and durable, resistant to vandalism, and require little to no maintenance.
- Items do not require long lead times for manufacture and are readily available for additional installations or replacement.
- Surface treatments surrounding furniture and furniture placement accommodates access for people with disabilities.
- Locally sourced materials are used where possible.
- The location and arrangement of furniture encourages opportunities for social interaction and accessibility.

Application

- Furnishings are selected to suit the location, function and character of the area they are located.
- Options for higher profile and lower profile furnishings provide flexibility in providing amenity to suit the degree of usage and maintenance regimes.

Please refer to 'Public Realm Settings' page 69 for a more

detailed description of the typologies or settings of furnishings.

Placement of Furniture

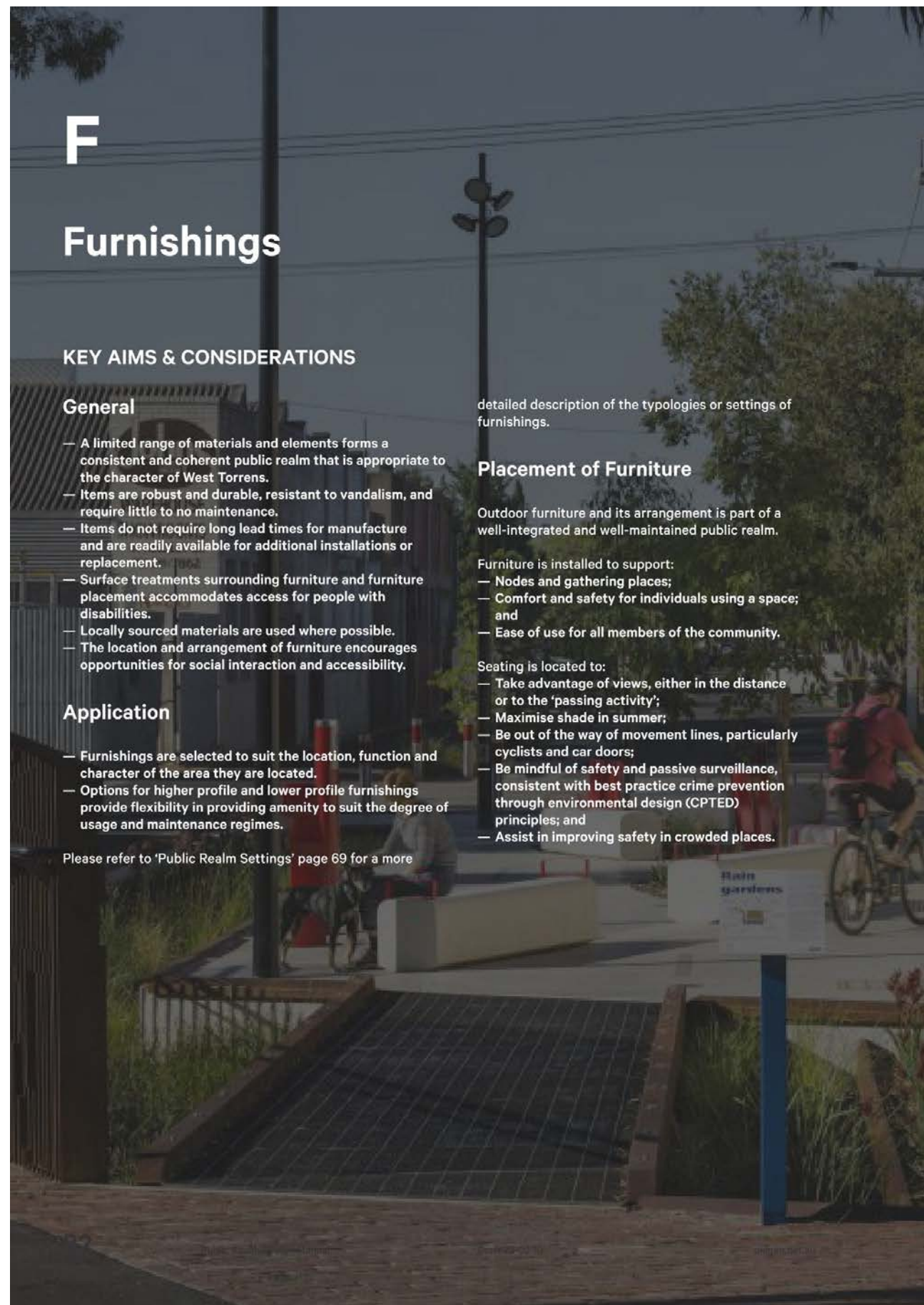
Outdoor furniture and its arrangement is part of a well-integrated and well-maintained public realm.

Furniture is installed to support:

- Nodes and gathering places;
- Comfort and safety for individuals using a space; and
- Ease of use for all members of the community.

Seating is located to:

- Take advantage of views, either in the distance or to the 'passing activity';
- Maximise shade in summer;
- Be out of the way of movement lines, particularly cyclists and car doors;
- Be mindful of safety and passive surveillance, consistent with best practice crime prevention through environmental design (CPTED) principles; and
- Assist in improving safety in crowded places.



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SUMMARY OF FURNISHINGS



F1
SEAT - 'WEST
TORRENS'



F2
SEAT - 'CLASSIC'



F3
BENCH - 'WEST
TORRENS'



F4
BENCH - 'CLASSIC'



F5
TABLE SETTING -
'WEST TORRENS
PICNIC'



F6
TABLE SETTING -
'CLASSIC'



F7
ROUND SEAT



F8
SEAT -
HERITAGE



F9
DRINKING
FOUNTAIN



F10
WATER REFILL
POLE



F11
DRINKING
FOUNTAIN &
REFILL POST



F12
WATER REFILL
POST



F13
CYCLE STAND



F14
BIKE
MAINTENANCE
STATION



F15
BOLLARD -
STEEL



F16
POST & RAIL -
STEEL



F17
BOLLARD -
TIMBER



F18
POST & RAIL -
TIMBER



F19
BOLLARD -
RECYCLED PLASTIC



F20
POST & RAIL -
RECYCLED PLASTIC



F21
BOLLARD -
HERITAGE



F22
FENCE - HERITAGE



F23
FENCING - STEEL
MODULAR



F24
FENCING -
CHAINMESH



F25
FENCING - SHARED
PATHWAY



F26
BARBECUE



F27
BIN SURROUND -
STANDARD



F28
BIN SURROUND -
HIGH PROFILE



F29
SHELTERS
& SMALL
STRUCTURES



F30
MINOR BUILDINGS
& AMENITIES
BUILDINGS



F31
UNIQUE FURNITURE

Public Realm Design Manual

Draft 22-02-19

Part 5 - Public Realm Elements

F1

Seat - 'West Torrens'

SETTING	H B
APPLICATIONS	HIGHER ORDER PUBLIC REALM AREAS : CIVIC AREAS STREETS PARKS GARDENS LINEAR CORRIDORS
MODEL	'West Torrens Seat'
SUPPLIER	Local supplier
MATERIAL & FINISH	Frame - Painted mild steel Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
DIMENSIONS	OPTIONS - 2400mm length or 1800mm length or 900mm length.
MOUNTING	Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground).
MAINTENANCE	Painted surfaces - touch up as required. Timber - Replacement of timbers when damaged. Re-application of protective coating as per manufacturers directions.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



SEAT 'WEST TORRENS' - OPTION 3 AT 900MM WIDTH.



SEAT 'WEST TORRENS' - OPTION 2 AT 1800MM WIDTH.

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F2

Seat - 'Classic'

SETTING	S
APPLICATIONS	STREET BUS STOPS PARKS LINEAR CORRIDORS
MODEL	'Park Seat'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Frame - Steel powdercoated Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating to manufactures specifications.
DIMENSIONS	1800mm length
MOUNTING	Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re application of protective coating as per manufacturers directions.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



SEAT 'CLASSIC'

F3

Bench - 'West Torrens'

SETTING	H B
APPLICATIONS	CIVIC AREAS PARKS LINEAR CORRIDORS
MODEL	'West Torrens Bench'
SUPPLIER	Iguana - Local Supplier
MATERIAL & FINISH	Steel Frame - Painted Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
DIMENSIONS	2000mm Long Option 1 - With handrails Option 2 - Without handrails
MOUNTING	Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re application of protective coating as per manufacturers directions. General cleaning as required.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



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F4

Seat - 'Classic'

SETTING	S
APPLICATIONS	PARKS LINEAR CORRIDORS STREETS BUS STOPS RECREATION AREAS
MODEL	'Park Bench'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Frame - Steel powdercoated Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating to manufactures specifications.
DIMENSIONS	1800mm Long
MOUNTING	Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re application of protective coating as per manufacturers directions. General cleaning as required.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



F5

Table Setting - 'West Torrens Picnic'

SETTING	H
APPLICATIONS	CIVIC AREAS PARKS PLAZAS LINEAR CORRIDORS
MODEL	'West Torrens Picnic'
SUPPLIER	Iguana - Local Supplier
MATERIAL & FINISH	Frame - Painted steel Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
DIMENSIONS	Table 1800mm Length x 970mm Width
MOUNTING	Subsurface mounting to manufacturers specifications - Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
OPTION	Equal Access Table
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re application of protective coating as per manufacturers directions.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



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F6

Table Setting - 'Classic'

SETTING	S
APPLICATIONS	PARKS LINEAR CORRIDORS
MODEL	'Park Table'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Frame - Steel powdercoated Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating to manufactures specifications.
DIMENSIONS	2000mm Long
MOUNTING	Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
OPTION	Equal Access Table
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re application of protective coating as per manufacturers directions. General cleaning as required.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



F7

Round Seat

SETTING	H B
APPLICATIONS	PARKS RECREATIONAL AREAS PLAY SPACES MEETING POINTS ACTIVITY NODES PLAZAS
DESCRIPTION	'West Torrens Round'
SUPPLIER	Local Supplier
MATERIAL & FINISH	Frame - Painted mild steel Dulux 'Basalt' as standard. Other colour options acceptable to suit setting. Timber battens - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
DIMENSIONS	1800mm Diameter, 2400mm Diameter
MOUNTING	Subsurface mounting to manufacturers specifications - Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re-application of protective coating as per manufacturers directions.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



ROUND SEAT - EXAMPLE

POWDER COATED COLOUR
DULUX 'BASALT'

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F8

Seat - Heritage

SETTING	Her
APPLICATIONS	HERITAGE APPLICATIONS ONLY STREETS PARKS
MODEL	'Ballarat'
SUPPLIER	Spark
MATERIAL & FINISH	Frame - Painted steel Dulux 'Basalt' Timber battens - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
MOUNTING	Subsurface mounting to manufacturers specifications - Option 1 - Subsurface mounting via concrete strip footings. Option 2 - Direct mounting to finished pavement. Option 3 - Core Drilled (300mm below ground)
MAINTENANCE	Painted surfaces - touch up as required Timber - Replacement of timbers when damaged. Re application of protective coating as per manufacturers directions.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



HERITAGE 'BALLARAT'



REFURBISHED THEBARTON HERITAGE SEATS
EXISTING 'THEBARTON' HERITAGE SEATS ARE REFURBISHED
AND PAINTED BASALT



POWDER COATED COLOUR
DULUX 'BASALT'

F9

Drinking Fountain (with dog water bubbler)

SETTING	H B
USES & APPLICATIONS	PARKS, PLAZAS & CIVIC PLACES STREETSCAPES GREENWAYS SPORTING AND RECREATIONAL FACILITIES
MODEL	'Arqua Fountain'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Cast aluminium body - primed and powder coated colour equivalent to Dulux 'Basalt' Stainless Steel 316 Bright Polished plumbing hardware
DIMENSIONS	1125mm high x 450mm width x 770mm length
OPTIONS	Dog water bubbler
PERFORMANCE REQUIREMENTS	Ambulant accessible Water bottle fill up spout compatible Water filter fitted
MAINTENANCE	Cleaning of bubbler body and hardware, cleaning of sump as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



DRINKING FOUNTAIN



DRINKING FOUNTAIN WITH DOG WATER BUBBLER

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F10

Water Refill Pole

SETTING	H B
USES & APPLICATIONS	CYCLE NETWORK SHARED PATHS GREENWAYS SPORTING AND RECREATIONAL FACILITIES TYPICALLY USED IN CONJUNCTION WITH F9 DRINKING FOUNTAIN
MODEL	'Arqua Refill Pole'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Cast aluminium body - primed and powder coated colour equivalent to Dulux 'Basalt' Stainless Steel 316 Bright Polished plumbing hardware
DIMENSIONS	1495mm high x 450mm diameter
OPTIONS	Dog water bubbler Single or double outlets
PERFORMANCE REQUIREMENTS	Water filter fitted
MAINTENANCE	Cleaning of bubbler body and hardware, cleaning of sump as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



WATER REFILL POLE

POWDER COATED COLOUR
DULUX 'BASALT'

F11

Drinking Fountain & Refill Station

SETTING	H B
USES & APPLICATIONS	PARKS, PLAZAS & CIVIC PLACES STREETSCAPES GREENWAYS SPORTING AND RECREATIONAL FACILITIES WHERE ADVERTISING IS DESIRED
MODEL	'Aquafil FlexiFountain 1500BF'
SUPPLIER	Aquafil
MATERIAL & FINISH	Housing Frame Stainless Steel / Anodised Aluminium
DIMENSIONS	1500mm high x 310mm width x 600mm length
OPTIONS	Customisable graphic panels
PERFORMANCE REQUIREMENTS	Ambulant accessible Water bottle fill up spout compatible Water filter fitted
MAINTENANCE	Cleaning of bubbler body and hardware, cleaning of sump as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



DRINKING FOUNTAIN & REFILL STATION



AMBULANT ACCESSIBLE DRINKING FOUNTAIN & REFILL STATION WITH TWO BOTTLE FILLERS

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F12

Drinking Fountain 'all in one'

SETTING	S
USES & APPLICATIONS	PARKS, PLAZAS & CIVIC PLACES STREETSCAPES GREENWAYS SPORTING AND RECREATIONAL FACILITIES
MODEL	'Barron Fountain'
SUPPLIER	Terrain Group
MATERIAL & FINISH	20um anodised aluminium - primed and powder coated colour equivalent to Dulux 'Basalt'
DIMENSIONS	1200mm high x 915mm width
OPTIONS	
PERFORMANCE REQUIREMENTS	Ambulant accessible Water bottle fill up spout compatible Water filter fitted
MAINTENANCE	Cleaning of bubbler body and hardware, cleaning of sump as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



STANDARD REFILL STATION

POWDER COATED COLOUR
DULUX 'BASALT'

F13

Cycle Stand

SETTING	S H B
APPLICATIONS	LOCATED AT KEY NODES ADJACENT TO FACILITIES AND CYCLE ROUTES - PARKS STREETS PLAZAS LINEAR CORRIDORS AT KEY NODES SHOPPING PRECINCTS
DESCRIPTION	'West Torrens Stand'
SUPPLIER	Iguana or approved equivalent
MATERIAL & FINISH	Painted mild steel Dulux 'Natural Grey' Optional: Timber Insert - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
DIMENSIONS	820mm high x 650mm length x 50mm width
PERFORMANCE REQUIREMENTS	Subsurface installation to manufacturer's specifications. Install and locate to Australian Standards.
MAINTENANCE	No on-going maintenance required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



PAINTED STEEL OPTION



STAINLESS STEEL OPTION

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F14

Bike Maintenance Station

SETTING	S H
USES & APPLICATIONS	LOCATED AT KEY NODES ADJACENT TO FACILITIES AND CYCLE ROUTES - PARKS STREETS PLAZAS LINEAR CORRIDORS AT KEY NODES SHOPPING PRECINCTS
MODEL	Deluxe Bicycle Repair Stand
SUPPLIER	All4cycling Pty Ltd
PERFORMANCE REQUIREMENTS	Included CoWT branding decals
MAINTENANCE	Upkeep for working elements

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



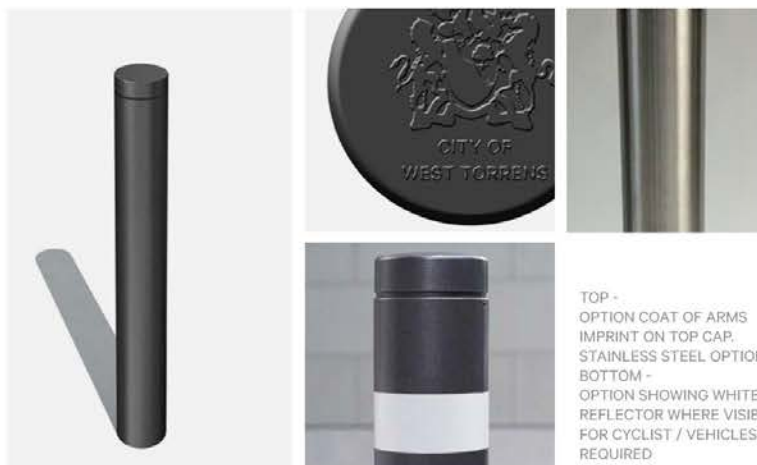
BIKE MAINTENANCE STATION

F15

Bollard - Steel

SETTING	H B
APPLICATIONS	VEHICLE CONTROL CARPARKING BAYS PARKS STREETS - OUTDOOR DINING COMPATIBLE FOR USE AS POST AND RAIL FENCING
DESCRIPTION	'West Torrens Bollard'
SUPPLIER	Various - IGUANA, LEDA
MATERIAL & FINISH	10mm Mild Steel Plate Painted Colour Dulux 'Basalt' or Stainless Steel option
DIMENSIONS	1000m high x 90mm diameter
PERFORMANCE REQUIREMENTS	Fixed and removable options available. Concrete footing to suit location and application. Meet Standards for outdoor dining.
OPTIONS	— Mounting Options - Fixed, Removable or Dropdown. — Vehicle rated option — Reflector visibility — City of West Torrens Coat of Arms imprint of on top cap.
MAINTENANCE	Minimal. Replacement when damaged. Painting/surface touch-up as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



DRAFT

F16

Post & Rail Barrier - Steel

SETTING	H B
APPLICATIONS	PARKS PEDESTRIAN CONTROL VEHICLE CONTROL CARPARKING BAYS VEGETATION PROTECTION
DESCRIPTION	'West Torrens Post & Rail Barrier - Steel'
SUPPLIER	Various - Locally fabricated
MATERIAL & FINISH	Painted Posts Colour Dulux 'Basalt' Galvanised Rail
DIMENSIONS	1000mm height x 2200mm length modules Rail 48mm diameter
PERFORMANCE REQUIREMENTS	Concrete footing to suit application Rails mechanically fixed to posts via fixing lug mounted to posts
MAINTENANCE	Minimal. Replacement when damaged. Painted surfaces - touch up as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



TYPICAL BARRIER
ARRANGEMENT



F17

Bollard - Timber

SETTING	S H N
APPLICATIONS	DELINEATION CARPARKING BAYS PARKS COMPATIBLE FOR USE AS POST AND RAIL FENCING
DESCRIPTION	'West Torrens Bollard - Timber'
SUPPLIER	Various
MATERIAL & FINISH	Timber
DIMENSIONS	1000mm high x 190mm
PERFORMANCE REQUIREMENTS	Fixed. Concrete footing to suit location and application.
MAINTENANCE	Minimal. Replacement when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



DRAFT

F18

Post & Rail Barrier - Timber

SETTING	S H N
APPLICATIONS	PARKS PEDESTRIAN CONTROL CARPARKING BAYS VEGETATION PROTECTION
DESCRIPTION	'West Torrens Post & Rail Barrier - Timber'
SUPPLIER	Various - Locally fabricated
MATERIAL & FINISH	Galvanised Rail Timber Posts - Class 1 durability hardwood Timber protective coating: Dulux "Intergrain - Dimension 4 - Waterbase"
DIMENSIONS	1000mm height x 2200mm length modules Rail 48mm diameter, Posts 90 x 90mm
PERFORMANCE REQUIREMENTS	Concrete footing to suit application Rails mechanically fixed to posts via fixing lug mounted to posts
MAINTENANCE	Minimal. Replacement when damaged. Painted surfaces - touch up as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



TYPICAL BARRIER
ARRANGEMENT



F19

Bollard - Recycled Plastic

SETTING	S
APPLICATIONS	LINEAR CORRIDORS DELINEATION PARKS COMPATIBLE FOR USE AS POST AND RAIL FENCING
DESCRIPTION	'West Torrens Recycled Plastic Bollard'
SUPPLIER	REPLAS, APR - Advanced Plastic Recycling or approved equivalent.
MATERIAL & FINISH	10mm Mild Steel Plate Painted Colour Dulux 'Basalt'
DIMENSIONS	1000mm high x 190mm width
PERFORMANCE REQUIREMENTS	Fixed Concrete footing to suit location and application.
OPTIONS	Visibility reflector
MAINTENANCE	Minimal. Replacement when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



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F20

Post & Rail Barrier - Recycled Plastic

SETTING	S
APPLICATIONS	LINEAR CORRIDORS PEDESTRIAN CONTROL VEGETATION & ENVIRONMENTAL PROTECTION
DESCRIPTION	'West Torrens Post & Rail Barrier - Steel'
SUPPLIER	REPLAS, APR - Advanced Plastic Recycling or approved equivalent.
MATERIAL & FINISH	Recycled Plastic Standard Black Galvanised rail
DIMENSIONS	1000mm height posts x module length to suit manufacturer's specifications. Rail 48mm diameter, Posts 90 x 90mm
PERFORMANCE REQUIREMENTS	Concrete footing to suit application Rails mechanically fixed to posts to manufacturers specifications
MAINTENANCE	Minimal. Replacement when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

TYPICAL BARRIER
ARRANGEMENT

F21

Bollard - Heritage

SETTING	Her
APPLICATIONS	HERITAGE APPLICATIONS ONLY: VEHICLE CONTROL CARPARKING BAYS PARKS STREETS - OUTDOOR DINING
DESCRIPTION	'Traditional Bollard'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Cast Aluminium Powder Coated Colour Dulux 'Basalt'
DIMENSIONS	940mm height x 250mm length x 250mm width
PERFORMANCE REQUIREMENTS	Concrete footing to suit location and application. Meets Standards for outdoor dining. Provide reflectors where required.
OPTIONS	Mounting options: — Surface Fixed — Subsurface Fixed — Removable Surface Fixed — Removable In-ground Vehicle rated custom option with reflectors as needed.
MAINTENANCE	Minimal. Replacement when damaged. Painting/surface touch-up as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



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F22

Fence - Heritage

SETTING	Her
APPLICATIONS	HERITAGE APPLICATIONS ONLY: PARKS
DESCRIPTION	'Traditional fence'
SUPPLIER	Various local suppliers
MATERIAL & FINISH	Fencing - Square hollow sections with 'Fleur de lis' spear top detail Painted Tubular Steel modules OR cast iron. 2 Coat epoxy paint system - Colour Dulux 'Basalt' Optional Stone or concrete plinth.
DIMENSIONS	Varies - minimum 1000mm high.
PERFORMANCE REQUIREMENTS	Recessed, Countersunk stainless steel 316 grade tamperproof fixings. Gaps between balusters and installation to comply with relevant standards
MAINTENANCE	Minimal. Painting/surface touch-up as required.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



EXAMPLE - SQUARE HOLLOW SECTION FENCING IN STANDARD MODULES WITH 'FLEUR DE LIS' SPEAR TOP DETAIL



EXAMPLE - 'FLEUR DE LIS' SPEAR TOP DETAIL



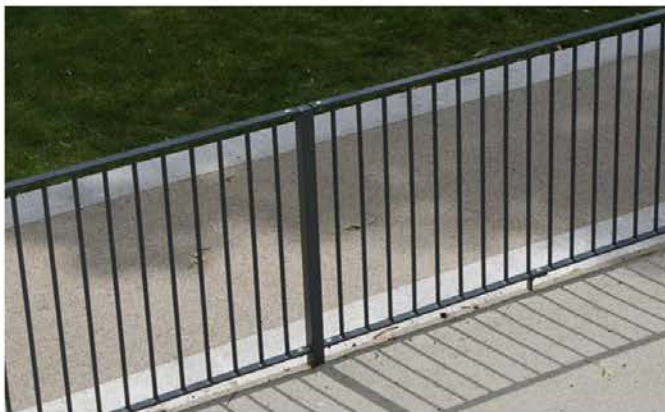
EXAMPLE - OPTIONAL STONE / CONCRETE PLINTH DETAIL

F23

Fencing - Steel Modular

SETTING	S
APPLICATIONS	PLAYGROUNDS ADJACENT ROADWAYS PEDESTRIAN CONTROL
DESCRIPTION	Fencing - Square hollow sections
SUPPLIER	Various local suppliers
MATERIAL & FINISH	Painted Tubular Steel modules 2 Coat epoxy paint system - Colour Dulux 'Basalt'
DIMENSIONS	Varies - minimum 1000mm high.
PERFORMANCE REQUIREMENTS	Recessed, Countersunk stainless steel 316 grade tamperproof fixings. Gaps between balusters and installation to comply with relevant standards
MAINTENANCE	Minimal. Painting/surface touch-up as required.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



SQUARE HOLLOW SECTION FENCING IN
STANDARD MODULES

DRAFT

F24

Fencing - Chainmesh

SETTING	S
APPLICATIONS	DOG PARKS BALL PROTECTION AT SPORTING & RECREATIONAL FACILITIES
DESCRIPTION	Fencing - Square hollow sections
SUPPLIER	Various local suppliers
MATERIAL & FINISH	Painted Tubular Steel posts 2 Coat epoxy paint system - Colour Black. PVC coated chainmesh wire - Colour black
DIMENSIONS	Height to suit application
PERFORMANCE REQUIREMENTS	Chainmesh size to suit Australian Standards. Crossbars to top and bottom of fencing
MAINTENANCE	Minimal. Painting/surface touch-up as required. Replacement of sections of chainmesh when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



CHAINMESH FENCE TO DOG PARK WITH TOP AND BOTTOM RAILS

F25

Fencing - Shared Pathways

SETTING	S
APPLICATIONS	SHARED PATHWAYS
DESCRIPTION	Galvanised standard sections panel fencing with handrail.
SUPPLIER	Local Supply
MATERIAL & FINISH	Galvanised Steel
DIMENSIONS	1300 High to suit Cycle applications
MAINTENANCE	Minimal. Replacement panels when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



FENCE - SHARED PATHWAYS



FENCE - SHARED PATHWAYS (HARDYS ROAD AND TORRENS)

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F26

Barbecue

SETTING	S H B
APPLICATIONS	PARKS SPORTING AND RECREATIONAL FACILITIES
DESCRIPTION	Barbecue
SUPPLIER	Furphy, Landmark or Christie Parksafe
MATERIAL & FINISH	Stainless Steel bench top Painted steel surround - colour equivalent to Dulux 'Basalt'.
SIZE	Varies - modular system Standard - Double burner option
OPTION	Water supply tap. Smart technology controls.
PERFORMANCE REQUIREMENTS	Electric supply Paved or compacted granolithic sand surrounds
MAINTENANCE	Testing, Cleaning, replacement of hot plates as necessary.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



BARBECUE EXAMPLE WITH DOUBLE HOT PLATES, STAINLESS STEEL BENCH AND BASALT PAINTED STEEL SURROUND.

F27

Bin Surround - 'West Torrens Standard'

SETTING	S
APPLICATIONS	PARKS LINEAR CORRIDORS STREETS
DESCRIPTION	'West Torrens Bin Surround - Standard Use'
SUPPLIER	Magena - Local supply
MATERIAL & FINISH	Aluminium frame Side and top panels Corten + painted steel powder coated colour Dulux 'Basalt'. Stainless steel cowl shroud
DIMENSIONS	To suit 120-140L wheelie bin
FEATURES	Dog bag dispenser. Latch only, no lock. Optional: 'Poster Display Panel' for display of Council messages/ events.
MAINTENANCE	General cleaning. Replacement panels when damaged. Painted surfaces - touch up as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



STANDARD BIN SURROUND WITH PUNCHED STEEL SURROUND

DRAFT

F28

Bin Surround - High Profile

SETTING	H
APPLICATIONS	HIGHER PROFILE URBAN ENVIRONMENT: BOULEVARDS, STREETS PLAZAS BOULEVARDS
DESCRIPTION	'West Torrens Bin Surround - High Profile'
SUPPLIER	Street Furniture Australia
MATERIAL & FINISH	Aluminium frame Side and top panels painted steel powder coated colour Dulux 'Basalt'. Stainless steel cowl shroud
DIMENSIONS	To suit 120-140L wheelie bin
FEATURES	Dog bag dispenser optional. Latch only, no lock.
MAINTENANCE	General cleaning. Replacement panels when damaged. Painted surfaces - touch up as required

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



HIGH PROFILE BIN SURROUND
SUITED TO URBAN ENVIRONMENTS

F29

Shelters & Small Structures

OVERVIEW

Shelters and small structures are unique to their setting and contribute to the City's image. Shelters are distinctive and provide opportunity to enhance the public realm in which they are located. Shelters provide shade and comfort reducing the effects urban heat.

Placement of shelters consider:

- Sun paths to ensure maximising shade during hotter periods of the day and year.
- CPTED principles.

Both Standard shelters and Bespoke shelters are considered for use in the public realm to suit the purpose and application.

STANDARD SHELTER

TYPE

Skillion Roof Shelter, Peninsula Series with timber rebate batten screen

SUPPLIER

Landmark

MATERIALS

Hardwood timber posts and frame, Painted Colorbond roofing.

DIMENSIONS

Varies to suit application.

APPLICATIONS

LOCAL & NEIGHBOURHOOD PARKS, SPORTING AND RECREATIONAL FACILITIES, LINEAR OPEN SPACE

BESPOKE SHELTERS

MATERIAL & FINISH

Materials are chosen for their quality aesthetics, robust nature, vandal resistant qualities, long term cost effectiveness, local availability and constancy:

- Painted steel
 - Timber battens
 - Steel and aluminium panels - Mesh panels/laser cut sheet
 - Standard profile roof sheeting
- Lighter coloured roof materials are considered to reduce the effects of urban heat.

OPPORTUNITIES

Interpretation, Public Art, Local Fabrication, Vertical Greening. These opportunities may require higher level of maintenance.

APPLICATIONS

PARKS, CIVIC PLACES, SPORTING AND RECREATIONAL FACILITIES, LINEAR OPEN SPACE



STANDARD SHELTER SELECTION



EXAMPLES OF BESPOKE SMALL STRUCTURES AND SHELTERS SUITABLE FOR THE CITY OF WEST TORRENS.

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F30

Minor Buildings & Amenities Buildings

OVERVIEW	Minor buildings and amenities buildings service activities and functions in the public realm. They are unique to their setting. A series of common materials that are robust, low maintenance and sustainable are proposed to provide consistency for maintenance and city image.
MATERIAL & FINISH	Materials are chosen for their quality, aesthetics, robust nature, long term cost effectiveness, local availability and constancy: <ul style="list-style-type: none"> — Polished concrete block — Painted steel — Timber battens — Burnished insitu concrete floor slabs — Steel and aluminium panels - Mesh panels/laser cut sheet — Standard profile roof sheeting
OPPORTUNITIES	Consolidation of facilities, Interpretation, Public Art, Green Walls and Vertical Greening. Lighter coloured roofs to reduce urban heat effect.
APPLICATIONS	PARKS, CIVIC PLACES, SPORTING AND RECREATIONAL FACILITIES



EXAMPLES OF MINOR AND AMENITIES BUILDINGS

F31

Unique Furniture

USES & APPLICATIONS	CIVIC CENTRES AND SPECIAL CHARACTER AREAS DESIGNATED HIGH USE AREAS AND ACTIVITY NODES
MODEL	Bespoke seating (diversity of form)
MATERIAL & FINISH	Varies
PERFORMANCE REQUIREMENTS	Shape, size and form to be in scale and fit for purpose Design and materials to provide comfort and ease of use Coordinated with other streetscape elements and public art Considerate of maintenance and management requirements, and whole of life costs Local fabricators used where possible



EXAMPLES OF BESPOKE SEATING



L

Lighting

KEY AIMS & CONSIDERATIONS

- Lighting creates a night environment that is safe and attractive to use.
- Lighting meets criteria in terms of quality, illumination levels, visual appearance of the luminaires, robustness and energy efficiency.
- Lighting is used to bring life, clarity, colour and safety to the public realm.
- Appearance of light poles and luminaires is considered during the day as well as night.
- Energy efficient luminaires, including use of light emitting diodes (LED) and 'smart city' technologies, are utilised.
- Where efficient, lights are powered by collecting solar energy on structures supporting solar panels, such as on buildings, shelters and sculptures, or via solar panels incorporated into the design of fittings.
- Lighting is co-ordinated with other public realm elements, such as the placement of trees and furniture. Lighting is carefully positioned to avoid "cluttering" the public realm.
- Lighting is used to enhance the night time environment and contribute towards vibrancy.
- Light pole and luminaire colours and finishes are consistent with other public realm elements.
- Light spill is limited through use of appropriate fittings and shields that direct light where it is needed.
- Where suitable, lighting controls provide flexibility to allow for sensors and late night dimming.
- 'Warm white' lighting (as opposed to yellow or 'cool white') is used to increase usage of public space and improve safety and surveillance.
- Key routes and public spaces are adequately lit.
- Lighting is strategic and dramatic, highlighting focal points and not lighting everything. Items highlighted may include:
 - up-lighting large trees;
 - primary pedestrian paths;
 - public art;
 - entries;
 - heritage buildings; and
 - landmarks.

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SUMMARY OF LIGHTING & POWER ELEMENTS



L1
POLE TOP -
PARK, PATHWAY &
PLAZA LIGHTING



L2
POLE TOP -
HERITAGE LIGHTING



L3
CARPARK LIGHTING



L4
STREET LIGHTING



L5
FEATURE/BESPOKE/
SOLAR LIGHTING



L6
POWER PILLARS
& SERVICE
ENCLOSURES

L1

Pole Top - Park, Pathway & Plaza Lighting

SETTING	S H
APPLICATIONS	GENERAL PATHWAY AND AREA LIGHTING - PARKS PATHWAYS LINEAR CORRIDORS PLAZAS GARDENS
LUMINAIRE	Phillips CitySoul gen2 LED - BPP532 Colour temperature warm white 3000K Distribution options: Asymmetrical & symmetrical IP66 [Dust penetration-protected, jet-proof] IK08 [vandal-protected]
POLE	Straight Round, Painted Steel
SUPPLIER	Phillips
COLOUR	Luminaire & Pole : Phillips Standard Grey
DIMENSIONS	4m or 5m high poles subject to application
PERFORMANCE REQUIREMENTS	Control gear located within pole with secure access hatch. Lighting compliance requirements to suit application. Locate where possible in hard paved surface or when in lawn provide washed concrete mowing base.
OPTIONS	Lighting controls, sensors and dimming. Consider sourcing of solar options where viable - refer 'Smart Cities' technology page 142.
MAINTENANCE	Cleaning of luminaire. Replacement of LED lamps (minimum 50,000 hours). Surface touch-up painting of poles when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



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L2

Pole Top - Heritage Lighting

SETTING	Her
APPLICATIONS	HERITAGE APPLICATIONS ONLY: GENERAL PATHWAY, AREA LIGHTING STREET LIGHTING - MAY REQUIRE NEGOTIATIONS WITH SAPN
LUMINAIRE	Heritage Lantern LED Colour temperature warm white 3000K
POLE	Decorative Pole
SUPPLIER	Heritage Metalcraft and Lighting Ballarat (available through HI Lighting)
COLOUR	Luminaire & Pole : Equivalent to Dulux 'Basalt'
PERFORMANCE REQUIREMENTS	Lighting compliance requirements to suit application. Locate where possible in hard paved surface or when in lawn provide concrete mowing base.
OPTIONS	Lighting controls, sensors and dimming.
MAINTENANCE	Cleaning of luminaire. Replacement of LED lamps (minimum 50,000 hours). Surface touch-up painting of poles when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



EXAMPLE OF DECORATIVE
HERITAGE LANTERN AND
POLE

L3

Carpark Lighting

SETTING	S H
APPLICATIONS	CAR PARKING AREAS WITHIN PARKS & ASSOCIATED ACCESS ROADS
LUMINAIRE	Phillips CitySoul gen2 LED - BPP530 Colour temperature warm white 3000K IP66 [Dust penetration-protected, jet-proof] IK08 [vandal-protected]
POLE	Straight Round Painted Steel
SUPPLIER	HI Lighting
COLOUR	Luminaire & Pole : Phillips Standard Grey
DIMENSIONS	Height subject to application
PERFORMANCE REQUIREMENTS	Control gear located within pole with secure access hatch. Lighting compliance requirements to suit application. Smart lighting control option. Consider solar power source.
MAINTENANCE	Cleaning of luminaire. Replacement of LED lamps (minimum 50,000 hours). Surface touch-up painting of poles when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

EXAMPLE OF SINGLE AND DOUBLE ARRANGEMENTS



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L4

Street Lighting

SETTING	S
APPLICATIONS	NEW RESIDENTIAL STREETS (SUB-DIVISIONS)
PERFORMANCE SPECIFICATIONS	
LUMINAIRE	Selection in consultation with SAPN.
COLOUR TEMPERATURE	3000K
POLE	Shape - Straight Round Finish - Painted Steel Control gear located within pole with secure access hatch.
COLOUR	Luminaire & Pole : Equivalent to Dulux 'Basalt'
DIMENSIONS	Height subject to application
PERFORMANCE REQUIREMENTS	To meet SAPN current requirements. Lighting compliance requirements to suit application. Smart lighting control option. Pole to accommodate Smart Technologies.
MAINTENANCE	Cleaning of luminaire. Replacement of LED lamps (minimum 50,000 hours). Surface touch-up painting of poles when damaged.
NOTE: For Heritage Street Lighting refer 'L2 - Heritage Lighting'	

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

L5

Feature/Bespoke Lighting/Solar Lighting

SETTING	B
USES & APPLICATIONS	PARKS PLAZAS CIVIC AREAS SPECIAL AND FEATURE AREAS - UPLIGHTING AND HIGHLIGHTING OF SPECIAL FEATURES SUCH AS WALLS, SPECIAL SIGNS, FLAG/BANNER POLES, FEATURE TREES, ART, MEMORIALS, PARK/PLAZA ENTRIES. SOLAR LIGHTING
LUMINAIRES	Various to suit individual application
PERFORMANCE REQUIREMENTS	<ul style="list-style-type: none"> — High Quality fittings — LED low energy usage — Minimum IP66 rated — Minimum 50,000 hrs lamp life — Low glare — High quality housing with durable finish and vandal resistant — Quality components and associated drivers — Minimum 5 year warranty on fittings, components and drivers
SUGGESTED LIGHTING MANUFACTURERS	LIGMAN WE-EF IGUZZINI ERCO
	PHILIPS FAGERHULT SIMES SELUX
MAINTENANCE	Cleaning of luminaire. Replacement of LED lamps (minimum 50,000 hours). Surface touch-up painting of poles when damaged.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



EXAMPLES OF FEATURE
AND BESPOKE LIGHTING
OPPORTUNITIES

DRAFT

L6

Power Pillars & Service Enclosures

SETTING	S H B
TYPICAL POWER PILLAR	
MODEL	OPPAD125 Pedestal Pole, 125x125mm, Single Sided With One Lockable Door OR OPPAD180 Pedestal Pole, 180x180mm, Double Sided With Two Lockable Doors
SUPPLIER	Clipsal
COLOUR	Colour equivalent to Dulux 'Basalt'
PERFORMANCE REQUIREMENTS	— Install within garden beds and out of clear movement paths. — Lockable doors.
MAINTENANCE	General cleaning and routine safety testing
APPLICATIONS	ADJACENT HIGH USE EVENT AREAS - PARKS PLAZAS CIVIC AREAS

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●

OTHER SERVICE PILLARS AND ENCLOSURES IN THE PUBLIC REALM

Other service pillars and enclosures are required to serve various specialised functions within the public realm such as irrigation and lighting controls. These vary in size to suit the associated application.

Service pillars and enclosures should:

- Be located discreetly within the public realm.
- Painted finish in colour equivalent to Dulux 'Basalt'.
- Be secure with lockable doors.



EXAMPLE OF POWER BOLLARD LOCATED WITHIN GARDEN BED



COLOUR EQUIVALENT TO DULUX 'BASALT'



POWER PILLAR WITH ACCESS HATCH

T

Trees & Planting

KEY AIMS & CONSIDERATIONS

General

- The overall structure, legibility and amenity of the city is enhanced through street tree and open space planting.
- Larger trees are used to define major roads and routes, and are planted in parks and along greenways.
- Smaller trees are used in confined local streets.
- Trees and planting are located to reduce areas of high urban heat
- Species selections consider resilience to climate change.

Amenity

- A variety of species are used, both native and exotic, as well as evergreen and deciduous to reinforce the character of particular places and increase ecological biodiversity and amenity.
- Planting is utilised to provide comfort and protection, also reducing the urban heat island effect.
- Overhead wires are consolidated underground for key streetscapes to improve street appearance and allow for the planting of larger tree species.
- The scale of spaces is considered to accommodate tree species at maturity.
- Species are selected and located in the public realm to consider leaf litter and risk of tripping and slipping hazards from berries, nuts or bark.

Maintenance

Species are selected for their low maintenance requirements, non-invasive growth habits, life span and suitability to the local microclimate and soils.

Good tree form and health is promoted through:

- suitable tree pit preparation;
- selecting quality advanced tree stock exhibiting good growth and form;
- suitable planting techniques;
- providing irrigation, particularly during establishment;
- suitable placement to avoid vehicle damage;
- installation of water wells in street verges to water trees and guide roots away from infrastructure;
- avoiding compaction around the base of the trees; and
- incorporation of root control barriers to protect infrastructure and adjacent properties.

T1 - Trees Large

T2 - Trees Medium

T3 - Trees Small

T4 - Planting & Plant List

T5 - Rain Gardens

T6 - Verge Treatment

T7 - Lawn

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SUMMARY OF TREES & PLANTING



T1
TREES LARGE



T2
TREES MEDIUM



T3
TREES SMALL



T4
PLANTING &
PLANT LIST



T5
RAIN GARDENS



T6
VERGE TREATMENT



T7
LAWN

T1

Trees Large

	CHARACTERISTICS				APPLICATIONS				
	NATIVE	EXOTIC	EVERGREEN	DECIDUOUS	MAIN & RETAIL STREETS	NEIGHBOURHOOD & LOCAL STREET	LANEWAY & SMALL LOCAL STREETS	PARKS	GREENWAY / LINEAR OPEN SPACE
LARGE TREE SPECIES									
<i>Acer x freemanii</i> 'Jeffersred'									
<i>Angophora costata</i>									
<i>Angophora hispida</i>									
<i>Brachychiton acerifolius</i>									
<i>Brachychiton rupestris</i>									
<i>Catalpa bignonioides</i> *									
<i>Cedrus atlantica</i>									
<i>Cedrus deodara</i> *									
<i>Cedrus libani</i> *									
<i>Corymbia citriodora</i>									
<i>Corymbia ficifolia</i>									
<i>Corymbia maculata</i>									
<i>Eucalyptus camaldulensis</i>									
<i>Eucalyptus leucoxylon leucoxylon</i>									
<i>Eucalyptus leucoxylon subsp. Megalocarpa</i>									
<i>Eucalyptus scoparia</i>									
<i>Flindersia australis</i>									
<i>Pinus pinea</i>									
<i>Platanus x acerifolia</i>									
<i>Quercus canariensis</i> *									
<i>Quercus cerris</i> *									
<i>Quercus coccinea</i> *									
<i>Quercus douglasii</i> *									
<i>Quercus kelloggii</i> *									
<i>Quercus rubra</i>									
<i>Quercus palustris</i> 'Freefall'									

Note: Tree species may change over time

* Indicates trees selected as trial species. Not currently planted by the City of West Torrens.



LARGE TREE EXAMPLES

- 01 - *Ficus macrophylla*
- 02 - *Corymbia maculata*
- 03 - *Platanus x acerifolia*
- 04 - *Cedrus atlantica*
- 05 - *Quercus rubra*
- 06 - *Pinus pinea*
- 07 - *Quercus coccinea*

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T2

Trees Medium

MEDIUM TREE SPECIES	CHARACTERISTICS				APPLICATIONS				
	NATIVE	EXOTIC	EVERGREEN	DECIDUOUS	MAIN & RETAIL STREETS	NEIGHBOURHOOD & LOCAL STREET	LANEWAY & SMALL LOCAL STREETS	PARK	GREENWAY / LINEAR OPEN SPACE
<i>Banksia integrifolia</i>									
<i>Celtis australis</i>									
<i>Celtis occidentalis</i>									
<i>Celtis laevigata</i> *									
<i>Corymbia eximia</i>									
<i>Eucalyptus porosa</i>									
<i>Ginkgo biloba</i>									
<i>Gleditsia triacanthos</i> 'Shademaster'									
<i>Jacaranda mimosifolia</i>									
<i>Juniperus drupacea</i> *									
<i>Koelreuteria bipinnata</i>									
<i>Koelreuteria paniculata</i>									
<i>Melia azedarach</i> 'Elite' (sterile)									
<i>Sophora japonica</i>									
<i>Tilia cordata</i> *									
<i>Tilia petiolaris</i> *									
<i>Torreya californica</i>									
<i>Ulmus parvifolia</i> 'Todd'									
<i>Zelkova serrata</i> 'Green Vase'									

* Indicates trees selected as trial species. Not currently planted by the City of West Torrens.



MEDIUM TREE EXAMPLES

- 01 - Melia azedarach 'Elite'
- 02 - Eucalyptus porosa
- 03 - Jacaranda mimosifolia
- 04 - Sophora japonica
- 05 - Gleditsia triacanthos 'Shademaster'
- 06 - Banksia integrifolia
- 07 - Tilia cordata
- 08 - Ginkgo biloba

T3

Trees Small

	CHARACTERISTICS				APPLICATIONS				
	NATIVE	EXOTIC	EVERGREEN	DECIDUOUS	MAIN & RETAIL STREETS	NEIGHBOURHOOD & LOCAL STREET	LANEWAY & SMALL LOCAL STREETS	PARK	GREENWAY / LINEAR OPEN
SMALL TREE SPECIES									
<i>Cercis siliquastrum</i>									
<i>Cercis canadensis</i>									
<i>Eucalyptus leptophylla</i> *									
<i>Eucalyptus socialis</i>									
<i>Geijera parviflora</i>									
<i>Lagerstroemia indica</i> Natchez									
<i>Lagerstroemia indica</i> Tuscarora									
<i>Pistacia chinensis</i>									
<i>Pistacia vera</i> *									
<i>Prunus cerasifera</i>									
<i>Pyrus calleryana</i> Capital (supplementary only)									
<i>Sapium sebiferum</i>									

* Indicates trees selected as trial species. Not currently planted by the City of West Torrens.



SMALL TREE EXAMPLES

- 01 - *Lagerstroemia indica* Tuscarora
- 02 - *Sapium sebiferum*
- 03 - *Cercis siliquastrum*
- 04 - *Pistacia chinensis*
- 05 - *Geijera parviflora*
- 06 - *Lagerstroemia indica* Natchez

DRAFT

T4

Planting

Planting assists in ordering spaces as well as contributing towards the appearance and positive use of places.

PLANTING PRINCIPLES

- Selection of plant species takes into account:
 - o Colour and interest
 - o Plant structure and character
 - o Seasonal change
 - o Shade and wind protection
 - o Stormwater management
 - o Character
- Planting zones are bold and simple in their layout and organisation, avoiding overly fussy or busy planting designs.
- Species are selected appropriate to local site conditions, including horticultural form, ongoing maintenance and watering requirements.
- Community gardens and productive plants are incorporated.
- Local native species are utilised whenever possible to increase local biodiversity and habitat creation.
- Large areas of irrigated grass are avoided, limiting use for small formal areas and areas used for active recreation.
- In high amenity areas, planting beds and trees, including street trees, are irrigated to assist establishment.



EXAMPLES OF PLANTING IN THE PUBLIC REALM

T4

Plant List

INDIGENOUS (Local to the area)	NATIVE (Australian)	EXOTIC (Introduced species)
MEDIUM SHRUBS		
Acacia acinacea	Correa sp. *	Raphiolepis X delacourii *
Allocasuarina sp.	Eremophila sp. *	Viburnum X burkwoodii
Bursaria spinosa	Grevillea varieties	
Dodonaea viscosa subsp. spathulata	Hakea varieties	
Eutaxia diffusa	Westringia sp. *	
Pittosporum angustifolium		
SMALL SHRUBS & GRASSES		
Acacia sp.	Anigozanthos flavidus *	Convolvulus cneorum *
Atriplex sp.	Dianella cultivars	Convolvulus erubescens
Billardiera sp.	Dianella 'Little Jess' *	Convolvulus mauritanicus
Dianella brevicaulis *	Eremophila cultivars *	Convolvulus remotus
Dianella revoluta *	Eutaxia microphylla	Hebe 'Blue Gem'
Dicranthium sericeum	Goodenia ovata 'Gold Cover'	Juniperus conferta
Goodenia sp.	Grevillea 'Bronze Rambla' *	Raphiolepis indica *
Hakea rugosa	Grevillea 'Robyn Gordon' *	Rosmarinus lavandulaceus *
Hardenbergia violacea	Lomandra cultivars	Rosmarinus officinalis 'Prostratus' *
Themeda triandra	Westringia cultivars	Santolina chamaecyparissus
Correa reflexa 'Dusky Bells' *	Westringia fruticosa 'Mundi' *	Scaevola sp.
Poa labillardieri	Westringia 'Smokey' *	Trachelospermum jasminoides
Hardenbergia sp.		Viburnum varieties
Vittadinia sp.		Teucrium fruticans *
Olearia sp.		Russelia equisetiformis *
GROUNDCOVERS		
Goodenia sp.	Goodenia sp.	
Scaevola albida	Pandorea jasminoides	
Wahlenbergia luteola	Viola hederacea	
Wahlenbergia stricta		
Carpobrotus sp. *		
Myoporum sp. *		
**RAIN GARDENS / WSUD / BOGGY AREAS		
SHRUBS/GRASSES/SEDGES/GROUNDCOVERS		
	Cyperus vaginatus	
	Ficinia nodosa	
	Juncus subsecundus	
	Themeda sp.	
	Cyperus gymnocaulos	
	Juncus kraussii	
	Lomandra longifolia	
	Grevillea lavandulacea	
	Goodenia varia	
	Correa pulchella	
	Mentha diemenica	
TREES		
	Yellow Bloodwood (Corymbia Eximia)	
	Acacia melanoxylon	
	Tristaniopsis laurina	

**ROUNDAABOUT
PLANTING**

* denotes species suitable
for round-a-bout planting

RAINGARDENS

** please refer to the
'Raingarden Plant Guide' by
Water Sensitive SA for more
information.

DRAFT

T5

Rain Gardens

SETTINGS	S H B N
USES & APPLICATIONS	STREETSCAPES PLAZAS CIVIC AREAS
DESCRIPTION	Biofiltration Rain Gardens incorporated into streetscape verges or within plazas and civic areas.
PERFORMANCE REQUIREMENTS	Rain garden profile to West Torrens and engineer's specification incorporating: <ul style="list-style-type: none"> — Kerb: Slotted kerb — Planting: Refer WSUD species list (10 plants / sqm) — Filter media: Sand based material (300-800mm depth) — Transition layer: Course sand (100-300mm depth) — Drainage layer: Gravel (200-300mm depth) — Drain entry covers - Scruffy Domes. — Saturated zone.
MAINTENANCE	General maintenance required. Supplementary planting as required.

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



EXAMPLES OF WATER SENSITIVE URBAN DESIGN RAIN GARDENS INCORPORATED INTO THE PUBLIC REALM

RIGHT - HOLLAND STREET WSUD



SCRUFFY DOME DRAIN ENTRY COVER

LEFT - DEACON STREET WSUD

T6

Verge Treatment

SETTINGS	S H B N
APPLICATIONS	STREETS
DESCRIPTION	A series of verge treatments allow flexibility in design to suit different street hierarchy, character and function.
TREATMENT OPTIONS	LAWN - REFER T7 COMPACTED GRANULITIC PAVING - REFER P7 TIMBER EDGING - REFER E1 PLANTING - REFER T4
MAINTENANCE	VARIES



EXAMPLES VERGE TREATMENTS

DRAFT

T7

Lawn

SETTINGS	S H B N
APPLICATIONS	STREET VERGES PARKS PLAYING FIELDS, SPORTS GROUNDS LINEAR OPEN SPACES
SPECIES	Kikuyu, Buffalo, Couch or other rhizome grass suitable for low water use requirements
PERFORMANCE REQUIREMENTS	Large areas of irrigated grass are avoided, limiting use for small formal areas and areas used for active recreation.
IRRIGATION	Utilise GAP water where possible
MAINTENANCE	Mowing, watering and top dressing

	Low	Med	High
Initial cost	●	●	●
Maintenance cost	●	●	●
Whole of life cost	●	●	●



E

Environmental Sustainability

OVERVIEW

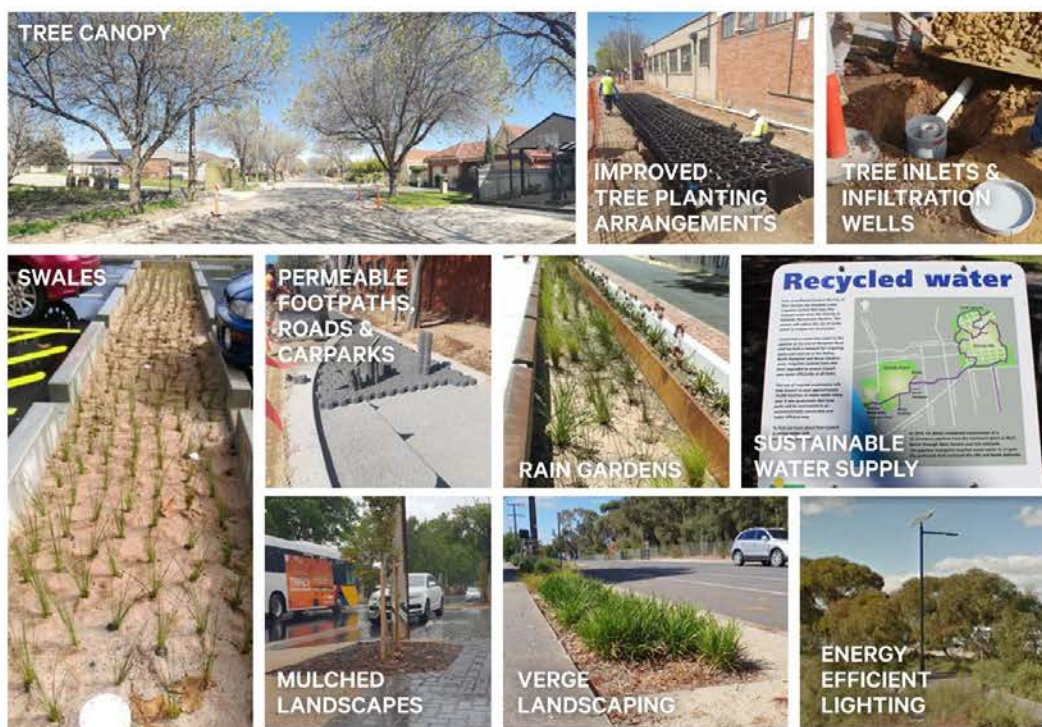
The public realm should be designed and maintained to be environmentally sustainable, to enable it to provide safe, healthy and attractive places for people to enjoy and landscapes to thrive, now and into the future. The aim is to design and care for public places in a manner that avoids detrimental environmental and economic impacts, whilst ensuring they are resource efficient with reduced carbon and ecological footprints.

This is achieved through:

- Designing spaces to be more resilient to climate change such as healthy tree canopy and irrigated ground cover to create comfortable micro-climates, cool urban heat, and filter air.
- Efficient irrigation practices and sustainable sources of irrigation water.
- Creating water sensitive landscapes, such as reusing stormwater to water street trees and verge plantings.
- Creating a diversity and quality of public open spaces and streetscapes.
- Creating 'green' walking and cycling routes to provide more comfortable and inviting movement corridors.
- Respecting the local, cultural and natural environment when creating new places.
- Selecting environmentally-friendly products and materials.
- Considering both upfront costs and ongoing maintenance issues, whilst minimising waste and maximising reuse and recycling.
- Designing and adopting resource efficiency measures that reduce unnecessary water and energy consumption.

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SUMMARY OF ENVIRONMENTAL SUSTAINABILITY TECHNIQUES APPLIED WITHIN THE PUBLIC REALM



EXAMPLES OF
ENVIRONMENTAL
SUSTAINABILITY TECHNIQUES
IN THE PUBLIC REALM

W

Wayfinding & Signage

KEY AIMS & CONSIDERATIONS

- A hierarchy of signage assists users to navigate within the public realm.
- Placement of signs are logical, functional and easily read.
- Signage assist with movement and interpretation.
- Signage is used strategically and does not clutter the public realm.
- Signage and wayfinding can also recognise the rich culture of the Kaurua community through use of Kaurua language and art.
- Signage is consistent, whilst allowing for the unique requirements of specific uses and activities.
- Digital technologies such as online maps can be incorporated in high use areas.
- A strategic approach to signage adds value by including interpretive signage to educate, inform and entertain users of the public realm.
- Signage creates a marketable identity that reinforces the character of the place and the city.
- Signage enhances the visitor experience highlighting key attractions such as tourist destinations.
- A balance is achieved between effective communication and minimising visual clutter.

W1 - Street Signs

W2 - Wayfinding & Public Information

DRAFT

SUMMARY OF SIGNAGE & WAYFINDING



W1
STREET SIGNS



W2
WAYFINDING
& PUBLIC
INFORMATION

W1

Street Signs

APPLICATIONS	STREETS
DESCRIPTION	Standard Street Identification Signage
SUPPLIER	
POLE	Straight round standard galvanised with top cap
FINGERBOARD	Standard angled cut-off profile Coloured background, reflective 'off white' Coloured City of West Torrens logo print
FONT	Coloured Black, Distinctive, timeless, clear - font TBC
DIMENSIONS	Standard to suit road name
MAINTENANCE	Replacement of pole / fingerboard when damaged

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W2

Wayfinding & Public Information

APPLICATIONS	THROUGHOUT THE PUBLIC REALM
DESCRIPTION	Consistent Wayfinding & Public Information Signage Suite Consistent materials, fonts, iconography, and messaging.
APPLICATIONS	PLACE IDENTIFICATION: <ul style="list-style-type: none"> — City Markers — Suburb Identification Markers — Park Identification Markers PLACE INFORMATION: <ul style="list-style-type: none"> — Public Information — Interpretation - History, Heritage, Environment
REFERENCE	— City of West Torrens Signage Strategy

PUBLIC REALM EXAMPLES ONLY



DISTINCTIVE, SITE SPECIFIC PUBLIC REALM SIGNAGE INTEGRATED INTO WALLS AND FENCING



CURRENT CITY OF WEST TORRENS INTERPRETATIVE SIGNAGE

A

Public Art & Culture

OVERVIEW

Public Art contributes towards a place's culture and community's sense of identity.

The city's experience is enriched with a coordinated provision for the inclusion of public art, bespoke furnishings, memorials and commemoration within the public realm.

A1 - Public Art

A2 - Bespoke Furniture & Elements

A3 - Memorials & Commemoration

DRAFT

A1

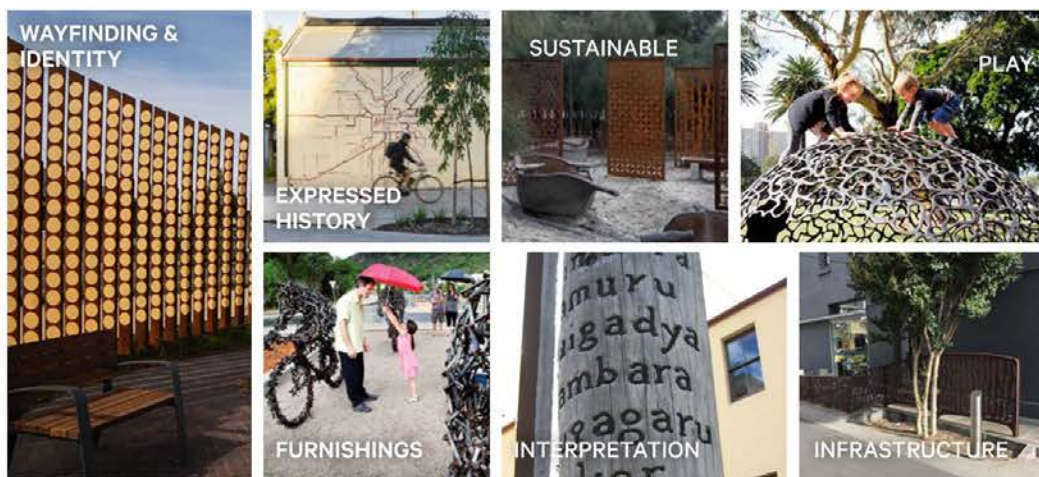
Public Art

KEY AIMS & CONSIDERATIONS

Public art is an important way for communities to connect to their 'sense of place'. Culturally-rich places have the power to enrich people's lives and leave lasting impressions.

Public Art:

- Is part of the culture of particular places and the city as a whole.
- Is used to express the story of West Torrens, its community and culture.
- Reinforces the character of the city, expressing both the contribution of European and indigenous cultures.
- Is considered at the planning stage of public realm development rather than as an 'add on'.
- Is coordinated across the city to ensure consistency in approach and style.
- Is an integrated component of the public realm, considered with furniture, paving, planting, lighting, fencing, building, structures and wayfinding.
- Is site specific and reflects the unique setting of each installation.
- Can be permanent or temporary, with materials reflecting durability and robustness.
- Offers value for money.
- Is linked throughout the city.
- Is generally located in:
 - High use streetscapes.
 - Special character areas and heritage precincts.
 - Plazas, squares and civic centres.
 - Playspaces.
 - Key open space nodes and park entries.
 - New development sites in partnership with the City's overall arts policy.
 - Along linear open space corridors.



EXAMPLES OF ART IN THE PUBLIC REALM

A2

Bespoke Furniture & Elements

KEY AIMS & CONSIDERATIONS

- The city's experience is enriched by including furniture and elements specifically designed as bespoke or one-off elements.
- Opportunities for bespoke furniture and elements include those located within :
 - High use civic plazas and parks.
 - Gardens.
 - Playspaces.
 - Special places, such as memorial areas.
- Bespoke furniture and elements provide the opportunity to trial new materials and to incorporate new technologies.



EXAMPLES OF BESPOKE FURNITURE AND ELEMENTS
INCLUDING NEW TECHNOLOGIES

DRAFT

A3

Memorials & Commemoration

KEY AIMS & CONSIDERATIONS

- Existing memorials and commemorative trees and plaques are considered to be important inclusions within the public realm. These items are valued for their contribution as collective cultural memory and as destinations for visitors.
- Placement of future memorials within the city should contribute positively to the city's public realm. Size, location character, materiality, egress and lighting are all important considerations in assessing the inclusion of new memorials within the public realm.
- New works around existing memorials should consider the 'setting' of the memorial and utilise materials and treatments to suit. The use of high quality materials is usually appropriate.



LIGHTING OF MEMORIALS



EXISTING MEMORIALS CONSIDERING THE SETTING IN WHICH THEY ARE LOCATED AND PROVIDING A COMFORTABLE PLACE FOR PEOPLE TO BE IN.



MATERIAL SELECTIONS ARE TO BE CONSIDERED FOR THE SURROUNDS TO EXISTING AND FUTURE MEMORIALS.

S

Smart Cities

OVERVIEW

We aim to become a 'Smart City' by recognising that we are at the dawn of emerging technologies and as these mature and become more affordable to Council, we can continue to improve the liveability of the City. The public realm needs to be flexible so it can take advantage of new approaches, innovative technologies and smart infrastructure. By doing so it can create an environment that better responds to community and business needs, better connects people, and makes our public spaces safer, convenient, sustainable and more desirable places to live, work and experience.

Examples of Smart City initiatives being trialled and used elsewhere:

- Smart seats that provide built-in mobile charging stations and public internet access.
- Sensor lighting and activated electrical and irrigation systems to help create safer and more comfortable places, and reduce unnecessary energy and water use.
- Smart sensor bins that monitor how full it is and alerts when it needs emptying, a self-compaction function to enable it to receive more waste and not be emptied so frequently.
- Internet connections and display screens in public places to connect people and keep them informed of local news and announcements.
- Installation of 'smart nodes' at strategic locations to capture data that will help drive enhanced service delivery for residents and businesses, and to provide real-time data on the environment, parking, public transportation, infrastructure and activity.
- Use of drone-based services for gathering environmental data, monitor projects and public surveillance.
- Flexible streetscape design to enable the transformation of self-driving transport options in the future.

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EXAMPLES OF SMART CITIES TECHNOLOGY WITHIN THE PUBLIC REALM



EXAMPLES OF SMART CITIES
TECHNOLOGY IN THE PUBLIC
REALM



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People, nature and space.

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