

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, 5 FEBRUARY 2019
at 7.00pm**

**Terry Buss PSM
Chief Executive Officer**

City of West Torrens Disclaimer

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

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1 MEETING OPENED

1.1 Evacuation Procedures

2 PRESENT

3 APOLOGIES

Leave of Absence

Council Members:

Cr Elisabeth Papanikolaou

Cr Daniel Huggett

4 DISCLOSURE STATEMENTS

Elected Members are required to:

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

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Council held on 15 January 2019 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 1 February 2019)

In the three weeks since the last Council Meeting of 15 January 2019 functions and meetings involving the Mayor have included:

16 January

- 1.00pm Attended the City of West Torrens Summer Festival Event - Little Day In: STEAM (Science, Technology, Engineering and Mathematics, with Art!) at the Plympton Community Centre.

17 January

- 6.30pm Attended the City of Unley Tour Down Under 'Unley Gourmet Gala' as a guest of Mayor Michael Hewitson.

19 January

- 5.00pm Attended the City of West Torrens Summer Festival Event - Open air cinema screening of Coco in the West Torrens Memorial Gardens.

21 January

- 6.00pm Attended the Australia Day Council of SA Australia Day Awards at Government House where City of West Torrens resident, Scout Sylva-Richardson was awarded the Young Citizen of the Year Award for South Australia.

22 January

- 10.00am Met with Mahbub Siraz, Chairperson of the South Australian Bangladeshi Community Association (SABCA) to discuss community issues and opportunities for a City of West Torrens collaboration with SABCA.

24 January

- 10.00am Attended the 27th birthday meeting of the Probus Club of Airport District at Henley-Fulham Uniting Church.

25 January

- 1.00pm Attended a delegation of Chinese arts and culture group and a performance by the Xi'an Little Swan Art Troupe at the Australian Company of Performing Art in Thebarton with Adriana Christopoulos, Program Leader Partnerships.

26 January

- 10.30am Presided at the City of West Torrens Australia Day Citizenship Ceremony and Awards presentation held at the Thebarton Community Centre along with CEO Terry Buss and Deputy Mayor Graham Nitschke and Cr/s Anne McKay, Brandon Reynolds, David Wilton, Elisabeth Papanikolaou, Jassmine Wood, John Woodward, Kym McKay and Surender Pal. VIPs in attendance included Hon Tom Koutsantonis, Member for West Torrens and Matt Cowdrey OAM MP, Member for Colton who also addressed the guests.
- 5.00pm Briefly attended both the City of West Torrens Summer Festival Movie Events held at Lindfield Reserve, Novar Gardens and Rex Jones Reserve, North Plympton.
- 9.30pm Attended the Australia Day Council of SA VIP function at the Adelaide Festival Centre for the 'Australia Day in the City' concert and fireworks held at Elder Park.

27 January

- 7.00pm Attended the Pakistani Community Cultural Event at the Thebarton Community Centre as a guest of Adeel Sadiq, President of the Pakistani Australian Association of South Australia.

30 January

- 10.00am Met with Anthony Johnson, Advertiser Senior Journalist to discuss the opportunity of developing a City of West Torrens engagement strategy.

31 January

- 5.30pm With Cr/s Woodward and Papanikolaou and the Administration, met with residents Mr and Mrs Benson at Jubilee Park Reserve, Glandore to discuss issues relating to the Amazone Tower as per Council resolution on 15 January 2019.

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

1 -2 February

Attending the Australian Mayoral Aviation Council Executive Meeting in Hobart.

3 February

12.00pm Attending the Camden Classic Carnival at Immanuel College

5 February

6.00pm Council dinner

7.00pm Council meeting.

RECOMMENDATION

That the Mayor's Report be noted.

7 ELECTED MEMBERS REPORTS**8 PETITIONS**

Nil

9 DEPUTATIONS

Nil

10 ADJOURN TO STANDING COMMITTEE**RECOMMENDATION**

That the meeting be adjourned, move into Standing Committee 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 5 February 2019 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

Nil

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE**15.1 Cost for road cooling trial**

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

MOTION

That Council provide a report and costing, for consideration in the upcoming 2019/2020 budget, to commence a trial of techniques to cool road surfaces in West Torrens and address the issues associated with urban heat islands.

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Fees and Charges 2019-20

Brief

This report presents revised fees and charges for 2019/20 for consideration and adoption pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

RECOMMENDATION

It is recommended to Council that the fees and charges 2019-20 be adopted pursuant to Section 188 of the *Local Government Act 1999*.

Introduction

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

Discussion

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

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

Revised fees and charges will impact the 2019/20 budget which managers are now compiling.

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

Conclusion

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

Attachments

- 1. Fees & Charges 2019/2020 - Summarised**
- 2. Fees & Charges 2019/2020 (under separate cover)**

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
City Assets and City Works									
Application Forms									
Permission to install vehicular crossing	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	
Permission to install drain/s	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	
Permission to lay underground cables	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	
Contract Concrete Works									
Kerbing and Guttering	No	Yes	Yes	262.00	238.18	266.00	241.82	1.5%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Vehicular Invert	No	Yes	Yes	262.00	238.18	266.00	241.82	1.5%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Spoon Drain	No	Yes	Yes	262.00	238.18	266.00	241.82	1.5%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Mountable Kerb	No	Yes	Yes	166.00	150.91	169.00	153.64	1.8%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 75mm depth	No	Yes	Yes	118.00	107.27	120.00	109.09	1.7%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 100mm depth	No	Yes	Yes	134.00	121.82	136.00	123.64	1.5%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 125mm depth	No	Yes	Yes	152.00	138.18	155.00	140.91	2.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Placement F82 reinforcing steel mesh	No	Yes	Yes	36.00	32.73	37.00	33.64	2.8%	Per m ² (5m ² minimum charge) - Increase relates to the supply/delivery costs of materials. Not a standard item used by Council.
Concrete Block Paving Works									
Paving 60mm (no base)	No	Yes	Yes	118.00	107.27	120.00	109.09	1.7%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 60mm (100mm base)	No	Yes	Yes	134.00	121.82	136.00	123.64	1.5%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 80mm (150mm base)	No	Yes	Yes	158.00	143.64	161.00	146.36	1.9%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Household Stormwater Connection Repairs									
Repair and replacement only of stub end	No	Yes	Yes	152.00	138.18	155.00	140.91	2.0%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Replacement of the household stormwater pipe	No	Yes	Yes	640.00	581.82	651.00	591.82	1.7%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Stormwater Adaptor - 90mm to 125x75mm	No	Yes	Yes	76.00	69.09	77.00	70.00	1.3%	
Other									
Road Pavement (Bitumen)	No	Yes	Yes	178.00	161.82	181.00	164.55	1.7%	Per m ² (2m ² minimum charge) - Increase in both Labour costs and supply/ disposal of materials. Additional costs include travel for collection Asphalt from Asphalt Plant (Ex-Bin).
Tree Removal for driveway construction	No	Yes	Yes	226.00	205.45	230.00	209.09	1.8%	Per metre if > 2m in height. If tree <= 2m, dead, diseased or determined by Council Officer - no charge; if not dead or diseased, an inspection fee of \$88 may apply.
Road Sweeper	No	Yes	Yes	181.00	164.55	184.00	167.27	1.7%	Per hour (minimum charge 3 hours = \$552); staff penalty rates apply after hours. Increase in both labour costs and waste disposal costs - including additional allowance for travel (Depot/Depot)
Removal of encroaching vegetation	No	Yes	Yes	87.00	79.09	88.00	80.00	1.1%	Per person, per hour. Minimum charge \$176. Increase in labour cost
Arboriculture services	No	Yes	Yes	135.00	122.73	137.00	124.55	1.5%	Per person, per hour. Minimum charge \$274. Increase in labour costs and additional allowance for works on site
General gardening services	No	Yes	Yes	87.00	79.09	88.00	80.00	1.1%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$176). Staff penalty rates apply after hours / call outs. Increase in labour costs
Irrigation repair & installation	No	Yes	Yes	87.00	79.09	88.00	80.00	1.1%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$176). Staff penalty rates apply after hours / call outs. Increase in labour costs
Line marking (Sportsfield & Pavement Marking)	No	Yes	Yes	87.00	79.09	88.00	80.00	1.1%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$176). Staff penalty rates apply after hours / call outs. Increase in labour costs
Tender Documents (Council documentation)	No	Yes	No	N/A	51.00	N/A	51.00	0.0%	May be charged for voluminous sets of tender documentation

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Road Events									
Temporary Parking Control									
Application Fee	No	Yes	No	N/A	51.00	N/A	51.00	0.0%	
Authorisation Fee	No	Yes	No	N/A	52.00	N/A	52.00	0.0%	
Road Events - Temporary Road Closures									
Application Fee	No	Yes	No	N/A	51.00	N/A	51.00	0.0%	
Authorisation Fee	No	Yes	No	N/A	153.00	N/A	155.00	1.3%	
Newspaper Advertising	No	Yes	Yes	POA	N/A	POA	N/A	N/A	
Private Parking Areas									
Application Fee	No	Yes	No	N/A	51.00	N/A	51.00	0.0%	
Authorisation Fee	No	Yes	No	N/A	140.00	N/A	142.00	1.4%	
City Development									
Consents									
Category 3 Public Notification (newspaper advertisement)	Yes	Yes	Yes	600.00	545.45	600.00	545.45	0.0%	
Development Plan Amendments/File Recovery									
Development Plan Amendment Base fee	Yes	Yes	No	N/A	21.00	N/A	21.00	0.0%	Amount above base fee may apply, depending number of pages involved
File Recovery from Secure Storage	No	Yes	Yes	30.00	27.27	20.00	18.18	-33.3%	Any enquiry requiring DA file recovery from secure storage, actual cost (inc labour) ~\$30 (depends on file size)
File Recovery from Secure Storage - Urgent	No	Yes	Yes	50.00	45.45	50.00	45.45	0.0%	Any urgent enquiry requiring DA file recovery from secure storage within 4 hours, actual cost ~ \$60 (depends on file size)
Copy of LMA documentation	Yes	No	No	N/A	13.90	N/A	14.20	2.2%	Changes 1 July each year (Development Regulations s57 or s57A(7))
Copy of Certificate of Title	No	Yes	Yes	35.50	32.27	35.50	32.27	0.0%	CPI Increase, intended to be cost neutral
Development approvals - Plan & Other Documentation Copies (Council Documents)									
A4 Black and White Plan Print	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (reviewed costs to be in line with advice from IT)
A4 Colour Plan Printing	No	Yes	No	N/A	2.00	N/A	1.00	-50.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Black and White Plan Printing	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Colour Plan Printing	No	Yes	No	N/A	4.00	N/A	2.00	-50.0%	Per page (reviewed costs to be in line with advice from IT)
A2 Black & White Plan Printing	No	Yes	No	N/A	6.60	N/A	10.00	51.5%	Per page (reviewed costs to be in line with advice from IT)
A2 Colour Plan Printing	No	Yes	No	N/A	19.25	N/A	10.00	-48.1%	Per page (reviewed costs to be in line with advice from IT)
A1 Black & White Plan Printing	No	Yes	No	N/A	7.15	N/A	12.50	74.8%	Per page (reviewed costs to be in line with advice from IT)
A1 Colour Plan Printing	No	Yes	No	N/A	30.25	N/A	12.50	-58.7%	Per page (reviewed costs to be in line with advice from IT)
A0 Black & White Plan Printing	No	Yes	No	N/A	9.90	N/A	15.00	51.5%	Per page (reviewed costs to be in line with advice from IT)
A0 Colour Plan Printing	No	Yes	No	N/A	53.35	N/A	15.00	-71.9%	Per page (reviewed costs to be in line with advice from IT)
Development approvals - Plan & Other Documentation Copies (Non-Council Documents)									
A4 Black and White Plan Print	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (reviewed costs to be in line with advice from IT)
A4 Colour Plan Printing	No	Yes	Yes	2.00	1.82	1.00	0.91	-50.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Black and White Plan Printing	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Colour Plan Printing	No	Yes	Yes	4.00	3.64	2.00	1.82	-50.0%	Per page (reviewed costs to be in line with advice from IT)
A2 Black & White Plan Printing	No	Yes	Yes	6.60	6.00	10.00	9.09	51.5%	Per page (reviewed costs to be in line with advice from IT)
A2 Colour Plan Printing	No	Yes	Yes	19.25	17.50	10.00	9.09	-48.1%	Per page (reviewed costs to be in line with advice from IT)
A1 Black & White Plan Printing	No	Yes	Yes	7.15	6.50	12.50	11.36	74.8%	Per page (reviewed costs to be in line with advice from IT)
A1 Colour Plan Printing	No	Yes	Yes	30.25	27.50	12.50	11.36	-58.7%	Per page (reviewed costs to be in line with advice from IT)
A0 Black & White Plan Printing	No	Yes	Yes	9.90	9.00	15.00	13.64	51.5%	Per page (reviewed costs to be in line with advice from IT)
A0 Colour Plan Printing	No	Yes	Yes	53.35	48.50	15.00	13.64	-71.9%	Per page (reviewed costs to be in line with advice from IT)
Community Services									
Library Services									
Memory stick	No	Yes	Yes	N/A	N/A	Cost Recovery	N/A	N/A	Cost Recovery
Faxing (local)	No	Yes	Yes	1.50	1.36	1.50	1.36	0.0%	Per page
Faxing (STD)	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	First page - \$1.50 per page for additional pages
Faxing (ISDN)	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	First page - \$2.00 per page for additional pages
Printing / Photocopies (b&w) A4	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (b&w) A3	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (colour) A4	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (colour) A3	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (reviewed costs to be in line with advice from IT)
Replacement membership card	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	
Headphones	No	Yes	Yes			Cost Recovery	N/A	0.0%	Cost Recovery
Lost items - processing fee	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	flat fee of \$5, this is a uniform OneCard charge across the state.
IT training - minimum course fee	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Includes Basic Internet and Email (in house)
IT training - maximum course fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Learning Centre membership @ \$50 for 3 months; \$30 for 3 month renewal
Book Sales	No	Yes	Yes	\$0.10 - \$15.00	\$0.09 - \$13.64	\$0.10 - \$15.00	\$0.09 - \$13.64	Varies	Prices vary according to nature of item (may be > \$15.00)

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Community Development									
Community Activities									
Community Classes / Workshops / Activities	No	Yes	Yes	\$0 - \$40.00	N/A	\$0 - \$40.00	N/A	N/A	Prices vary according to nature of activity, or as determined in consultation with Manager Community Services
Community Bus Service									
Regular routes, Recreational, Shopping, Meal Programs	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	Min per person per trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Max per person per trip
Children's, Youth & Disability Program	No	Yes	Yes	Free	Free	Free	Free	N/A	
Commonwealth Home Support Program (CHSP) - Single Pensioner Fee									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Up to 12 visits
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	Up to 12 visits
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Up to 12 visits
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event; Up to 12 visits
Minor Maintenance - Essential gardening and green waste removal (impacting on safety or security of the home)	No	Yes	No	N/A	15.00	N/A	20.00	33.3%	Dump fee additional, increased due to increased rate by contractors
Minor tree trimming (safety and security only)	No	Yes	No				50% subsidy + dump fee	0.0%	Dump fee additional, up to \$300 per annual per client per financial year
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Dump fee additional
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year
Modifications - Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms and magnetic door catches etc.	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	Up to \$300 per annual per client per financial year
ive Ageing Council Funded Services - Single Pensioner Fee									
Minor Maintenance Spring cleans	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	20.00	N/A	30.00	50.0%	Increased due to increased rate by contractors
Minor Maintenance kerbside assist	No	Yes	No			N/A	10.00	N/A	New 2019/20
Active Ageing Weekly Social Program	No	Yes	No			N/A	10.00	N/A	New 2019/20
Movers & Shakers Friday Program	No	Yes	No			N/A	Gold coin donation	0.0%	Gold coin donation
Commonwealth Home Support Program (CHSP) - Couple / two per household Pensioner Fee									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance - Essential gardening and green waste removal (impacting on safety or security of the home)	No	Yes	No	N/A	17.50	N/A	25.00	42.9%	Dump fee additional, increased due to increased rate by contractors
Minor tree trimming (safety and security only)	No	Yes	No				50% subsidy + dump fee	0.0%	Dump fee additional, up to \$300 per annual per client per financial year
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	Dump fee additional
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year
Modifications - Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms and magnetic door catches etc.	No	Yes	No	N/A	20% subsidy	N/A	20% subsidy	N/A	Up to \$300 per annual per client per financial year
Council Funded Services - Couple / two per household Pensioner Fee									
Minor Maintenance Spring cleans	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	25.00	N/A	35.00	40.0%	Increased due to increased rate by contractors
Minor Maintenance kerbside assist	No	Yes	No			N/A	12.50	N/A	New 2019/20
Active Ageing Weekly Social Program	No	Yes	No			N/A	10.00	N/A	New 2019/20
Movers & Shakers Friday Program	No	Yes	No			N/A	Gold coin donation	0.0%	Gold coin donation

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Commonwealth Home Support Program (CHSP) - Self Funded Retiree Fee									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Maintenance - Essential gardening and green waste removal (impacting on safety or security of the home)	No	Yes	No	N/A	20.00	N/A	30.00	50.0%	Dump fee additional, increased due to increased rate by contractors
Minor tree trimming (safety and security only)	No	Yes	No				50% subsidy + dump fee	0.0%	Dump fee additional, up to \$300 per annual per client per financial year
Minor Maintenance (tap washers, globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Rubbish removal	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	Dump fee additional
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year
Modifications - Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms and magnetic door catches etc.	No	Yes	No	N/A	20% material cost	N/A	20% material cost	N/A	Up to \$300 per annual per client per financial year
Active Ageing Council Funded Services - Self Funded Retiree Fee									
Minor Maintenance Spring cleans	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	30.00	N/A	40.00	33.3%	Increased due to increased rate by contractors
Minor Maintenance kerbside assist	No	Yes	No			N/A	15.00	N/A	New 2019/20
Active Ageing Weekly Social Program	No	Yes	No			N/A	10.00	N/A	New 2019/20
Movers & Shakers Friday Program	No	Yes	No			N/A	Gold coin donation	0.0%	Gold coin donation
Facility Hire									
Plympton Community Centre USER CATEGORY A - Community based group									
Main Hall	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Rooms	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	75.00	68.18	50.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
Plympton Community Centre USER CATEGORY B - Community based group when charging participants									
Main Hall	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Kitchen	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Meeting Rooms	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	75.00	68.18	-75.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
Plympton Community Centre USER CATEGORY C - Corporate / Government / Private Hire									
Main Hall	No	Yes	Yes	20.00	18.18	20.00	18.18	0.0%	
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Meeting Rooms	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	75.00	68.18	-75.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
Community Room at 173 Sir Donald Bradman Drive USER CATEGORY A - Community based group when charging participants									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Kitchen - Meetings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	75.00	68.18	50.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Community Room at 173 Sir Donald Bradman Drive USER CATEGORY B - Community based group when charging participants									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	75.00	68.18	-75.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
Community Room at 173 Sir Donald Bradman Drive USER CATEGORY C - Corporate / Government / Private Hire									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	75.00	68.18	-75.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
Thebarton Community Centre - USER CATEGORY A - Community based group									
Room 2 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 3 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 4 - General Meetings	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Hall A - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 4 hours
Hall B - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 4 hours
Kitchen A	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Kitchen B	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	N/A	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	N/A	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	N/A	Cost is per person per service (new service to meet expectation from hirers)
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	50.00	45.45	75.00	68.18	50.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
Thebarton Community Centre - USER CATEGORY B - Community based group when charging participants									
Room 2 - Meetings / seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	In line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	In line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	In line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Hall A - Without kitchen / bar facilities	No	Yes	Yes	35.00	31.82	35.00	31.82	0.0%	Weekend hire - min 4 hours
Hall B - Without kitchen / bar facilities	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Weekend hire - min 4 hours
Kitchen A	No	Yes	Yes	15.00	13.64	15.00	13.64	N/A	New fee - seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	10.00	9.09	10.00	9.09	N/A	New fee - seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	N/A	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	N/A	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	N/A	Cost is per person per service (new service to meet expectation from hirers)
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	75.00	68.18	-75.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Thebarton Community Centre - USER CATEGORY C - Corporate / Government / Private Hire									
Room 2 - Meetings / seminars	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	In line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	In line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	In line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Hall A - Without kitchen / bar facilities	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	Weekend hire - min 4 hours
Hall B - Without kitchen / bar facilities	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	Weekend hire - min 4 hours
Kitchen A	No	Yes	Yes	15.00	13.64	15.00	13.64	N/A	Seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	10.00	9.09	10.00	9.09	N/A	Seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	600.00	545.45	600.00	545.45	N/A	Flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	900.00	818.18	900.00	818.18	N/A	Flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Full Day (open to close)	No	Yes	Yes	1,500.00	1,363.64	1,500.00	1,363.64	N/A	Flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Whole Centre - Half Day (open to 3pm or 3:30pm to close)	No	Yes	Yes	1,200.00	1,090.91	1,200.00	1,090.91	N/A	Flat rate - added to fee structure because of demand from hirers for flat rates
Whole Centre - Full Day (open to close)	No	Yes	Yes	2,400.00	2,181.82	2,400.00	2,181.82	N/A	Flat rate - added to fee structure because of demand from hirers for flat rates
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	N/A	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	N/A	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	N/A	Cost is per person per service (new service to meet expectation from hirers)
Bond - High Risk bookings	No	Yes	No			N/A	1,000.00	N/A	New 2019/20
Late Cancellation Fee	No	Yes	Yes	300.00	272.73	75.00	68.18	-75.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
All Community Centres - Additional Fees									
Bond - High Risk	No	Yes	No	N/A	1,000.00	N/A	1,000.00	N/A	Bond will now only be required for high risk bookings
Administration fee	No	Yes	Yes			75.00	68.18		One off and irregular bookings - All categories will be charged a \$75.00 administrative fee for cancellations
Emergency Assistance	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	
Additional cleaning - weekday	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	Per hour
Additional cleaning - weekend	No	Yes	Yes	132.00	120.00	132.00	120.00	0.0%	Per hour
Additional cleaning - public holidays	No	Yes	Yes	162.00	147.27	162.00	147.27	0.0%	Per hour
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Security access - card replacement	No	Yes	Yes	65.00	59.09	80.00	72.73	23.1%	As per cost recovery reflecting true cost of replacing lost cards.
Square Tablecloth (230x230cm)	No	Yes	Yes			3.00	2.73	N/A	New 2019/20
Round Tablecloth 8ft 240cm	No	Yes	Yes			5.00	4.55	N/A	New 2019/20
Round Tablecloth 10ft 300cm	No	Yes	Yes			6.00	5.45	N/A	New 2019/20
Tablecloth (135x300cm)	No	Yes	Yes			3.00	2.73	N/A	New 2019/20
Damaged/ lost linens	No	Yes	Yes			Cost recovery	N/A	0.0%	
Security presence	No	Yes	Yes			Cost recovery	N/A	0.0%	
West Torrens Auditorium and Gallery Hire									
Special Use									To be determined by the Manager Community Services

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Compliance									
Animal Control									
<i>Dog Registrations</i>									
Non-Standard Dog Registration	Yes	Yes	No	N/A	80.00	N/A	85.00	6.3%	Council can set fees. Max. fee \$100
Standard Dog Registration	Yes	Yes	No	N/A	40.00	N/A	42.50	6.3%	50% off the "Non-Standard Dog Registration Fee"
Dog Registration - Replacement Tag/Disc	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	0.0%	Cost Recovery - Replacement Disc
Dog Registration - Specified Training Program (10% rebate = \$8.50)	Yes	Yes	No	N/A	72.00	N/A	76.50	6.3%	\$76.50 on a non-standard dog registration or \$34.00 for standard dog registration if no other rebate applies.
Dog Registration - Pensioner Concession	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% concession on remaining fee after rebates.(Not including late payment fee/replacement disc)
Dog Registration - Part year Jan - May	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% discount subject to dog being at the mandatory registration age of 3 months when registered
Dog Registration - Part year June	Yes	No	No	N/A		N/A	No Fee	N/A	No Fee being the mandatory age of 3 months when registered
Dog Registration - Business involving Kennel ... - Annual Fee (No rebates apply)	Yes	Yes	No	N/A	70.00	N/A	85.00	21.4%	Per dog (No rebates apply)
Dog Registration - Late Registration Fee	Yes	Yes	No	N/A	20.00	N/A	21.00	5.0%	25% of maximum fee; In addition to registration fee
Dog Registration - Seizure & Detention Fee - Registered Dog	Yes	Yes	No	N/A	70.00	N/A	71.00	1.4%	Detained Registered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Seizure & Detention Fee - Unregistered Dogs	Yes	Yes	No	N/A	80.00	N/A	82.00	2.5%	Detained Unregistered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Impounding Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
Dog Registration - Pound Fee / Sustenance Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
Dog Microchipping	Yes	Yes	No			N/A	Cost recovery	N/A	Cost recovery - Impound Facility or Veterinarian or Registered Microchipping Organisation
Dog Desexing	Yes	Yes	No			N/A	Cost recovery	N/A	Cost recovery - Impound Facility or Veterinarian
Dog Collars - Dangerous/Menacing/Guard Dogs	Yes	Yes	No			N/A	No Fee	N/A	No Fee
Dog Signs - Dangerous/Guard Dogs	Yes	Yes	No			N/A	No Fee	N/A	No Fee
Other Animal Control									
Printed extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract
Surrender of Dog	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Surrender of Cat or Kitten	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Possum/Cat Trap Deposit (Refundable)	No	Yes	No	N/A	80.00	N/A	80.00	0.0%	Deposit will be refunded if the cage is returned within the agreed hire return due date & not damaged
Parking Permit, Exemptions & Vouchers - Residential Permits									
Transitional 1 year	No	Yes	No	N/A	15.00	N/A	16.00	6.7%	
Transitional 2 years	No	Yes	No	N/A	25.00	N/A	26.00	4.0%	
Zone Permit Vehicle Specific 1 year	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
Zone Permit Vehicle Specific 2 year	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Zone Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Zone Permit Vehicle Transferrable 1 year	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
Zone Permit Vehicle Transferrable 2 year	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Zone Permit Vehicle Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Street Permit Vehicle Specific 1 year	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
Street Permit Vehicle Specific 2 year	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Street Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Street Permit Transferrable 1 year	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
Street Permit Transferrable 2 year	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Street Permit Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Parking Permit, Exemptions & Vouchers - Business Parking Permits									
Business Street Permit Transferrable 1 year	No	Yes	No	N/A	200.00	N/A	203.00	\$ 0.01	
Business Street Permit Transferrable 2 year	No	Yes	No	N/A	380.00	N/A	386.00	\$ 0.02	
Parking Permit, Exemptions & Vouchers - Visitor Parking Permits									
Visitor Parking Permits 12 per book	No	Yes	No	N/A	15.00	N/A	16.00	6.7%	Per book
Temporary Tradesperson Parking Permit	No	Yes	No	N/A	Free	N/A	Free	N/A	
Community Services Parking Permit	No	Yes	No	N/A	Free	N/A	Free	N/A	
Replacement Permit	No	Yes	No	N/A	10.00	N/A	11.00	10.0%	

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Bylaws									
By-law expiation fee	Yes	Yes	No	N/A	185.00	N/A	185.00	0.0%	Up to 25% of Maximum Penalty \$750 is fixed by Local Government Act s246(5)
By-law Continuous Offence expiation fee	Yes	Yes	No	N/A	12.50	N/A	12.50	0.0%	Up to 25% of Maximum Penalty \$50 is fixed by Local Government Act s246(5)
Sign display - Application & Authorisation By-Law 4	No	Yes	No	N/A	60.00	N/A	61.00	1.7%	
Release Impounded Banners/Signs/Election Signs	No	Yes	No	N/A	63.00	N/A	64.00	1.6%	
By-Law 2 & 3 Activity Authorisation Permit	No	Yes	No	N/A	43.00	N/A	44.00	2.3%	
Exemption to limit on no. of dogs - Application Fee	No	Yes	No	N/A	68.00	N/A	79.00	16.2%	By-Law 5
Exemption to limit on no. of dogs - Permit Fee	No	Yes	No	N/A	18.00	N/A	19.00	5.6%	By-Law 5 - permit fee
Alteration to Public Roads									
Skip Bins - Application Fee	No	Yes	No	N/A	76.00	N/A	77.00	1.3%	Administration and initial assessmet
Skip Bins - Permit Fee	No	Yes	No	N/A	9.00	N/A	10.00	11.1%	Per day
Skip Bins - Extension of permit duration	No	Yes	No	N/A	28.00	N/A	28.00	0.0%	Authorisation to extent permit plus permit fee per day of extension duration
Hoardings - Application Fee	No	Yes	No	N/A	76.00	N/A	77.00	1.3%	Duration of authorisation - cost neutral
Hoardings - Permit Fee	No	Yes	No	N/A	9.00	N/A	10.00	11.1%	Per day
Hoardings - Extension of permit duration	No	Yes	No	N/A	28.00	N/A	28.00	0.0%	Authorisation to extent permit plus permit fee per day of extension duration
Outdoor Dining									
Outdoor Dining Application Fee	No	Yes	No	N/A	100.00	N/A	102.00	2.0%	
Outdoor Dining Annual Permit Fee	No	Yes	No	N/A	85.00	N/A	86.00	1.2%	Per unit
Outdoor Dining Transfer Fee	No	Yes	No	N/A	62.00	N/A	63.00	1.6%	
Other									
Temporary Trading Stands - Authorisation Fee	No	Yes	No	N/A	76.00	N/A	77.00	1.3%	Duration of authorisation
Mothers Day Flowers Side of Rd - Authorisation Fee	No	Yes	No	N/A	80.00	N/A	81.00	1.3%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Residential	No	Yes	No	N/A	265.00	N/A	270.00	1.9%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Commercial	No	Yes	No	N/A	630.00	N/A	640.00	1.6%	Duration of authorisation
Selling Goods on Footpath App'n Fee	No	Yes	No	N/A	76.00	N/A	77.00	1.3%	
Footpath - Up to 2.5 sq. mtrs	No	Yes	No	N/A	90.00	N/A	91.00	1.1%	
Footpath - 2.6 - 5.0 sq. mtrs	No	Yes	No	N/A	129.00	N/A	131.00	1.6%	
Footpath - 5.1 - 10.0 sq. mtrs	No	Yes	No	N/A	179.00	N/A	182.00	1.7%	
Footpath - 10.1 + sq. mtrs	No	Yes	No	N/A	296.00	N/A	300.00	1.4%	
Footpath - Transfer Fee	No	Yes	No	N/A	62.00	N/A	63.00	1.6%	
Unightly Condition of Land Clearance	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Fire Prevention block clearance	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Mobile Food Vending Permits									
Application Fee	No	Yes	No	N/A	50.00	N/A	51.00	2.0%	
Monthly Fee	No	Yes	No	N/A	140.00	N/A	142.00	1.4%	
Annual Fee	No	Yes	No	N/A	1,400.00	N/A	1,410.00	0.7%	
Transfer Fee	No	Yes	No	N/A	58.00	N/A	61.00	5.2%	
Impounded Vehicles									
Motor Vehicle Search Fee	Yes	No	No	N/A	Cost recovery	N/A	Cost recovery	N/A	
Incumberance Search Fee	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Towing Fee (Business Hrs)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Towing Fee (After Hrs)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Advertising Fee (if applicable)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Storage Fee (per day)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Unclaimed Goods									
Storage Fee	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
Maintaining goods	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
Corporate Publicity & Promotion									
Advertising Rates									
Inside pages (colour)	No	Yes	Yes	460.00	418.18	460.00	418.18	0.0%	
Inside pages (colour)	No	Yes	Yes	230.00	209.09	230.00	209.09	0.0%	
Inside pages (colour)	No	Yes	Yes	77.00	70.00	77.00	70.00	0.0%	

2019/20 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2018/19 New Fee (incl. GST)	2018/19 New fee (excl. GST)	2019/20 New Fee (incl. GST)	2019/20 New fee (excl. GST)	% change in base price	Comments
Council Documents									
Copies of Council Documents									
A4 Black and White Copies	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges and other Council documents)
A4 Colour Copies	No	Yes	No	N/A	2.00	N/A	1.00	-50.0%	Per page (in line with Library charges and other Council documents)
A3 Black and White Copies	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges and other Council documents)
A3 Colour Copies	No	Yes	No	N/A	4.00	N/A	2.00	-50.0%	Per page (in line with Library charges and other Council documents)
A2 Black and White Copies	No	Yes	No	N/A	6.60	N/A	10.00	51.5%	Per page (in line with Library charges and other Council documents)
A2 Colour Copies	No	Yes	No	N/A	19.25	N/A	10.00	-48.1%	Per page (in line with Library charges and other Council documents)
A1 Black and White Copies	No	Yes	No	N/A	7.15	N/A	12.50	74.8%	Per page (in line with Library charges and other Council documents)
A1 Colour Copies	No	Yes	No	N/A	30.25	N/A	12.50	-58.7%	Per page (in line with Library charges and other Council documents)
A0 Black and White Copies	No	Yes	No	N/A	9.90	N/A	15.00	51.5%	Per page (in line with Library charges and other Council documents)
A0 Colour Copies	No	Yes	No	N/A	53.35	N/A	15.00	-71.9%	Per page (in line with Library charges and other Council documents)
Individual extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract
Copies of Non-Council Documents									
A4 Black and White Copies	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges and other Council documents)
A4 Colour Copies	No	Yes	Yes	2.00	1.82	1.00	0.91	-50.0%	Per page (in line with Library charges and other Council documents)
A3 Black and White Copies	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges and other Council documents)
A3 Colour Copies	No	Yes	Yes	4.00	3.64	2.00	1.82	-50.0%	Per page (in line with Library charges and other Council documents)
A2 Black and White Copies	No	Yes	Yes	6.60	6.00	10.00	9.09	51.5%	Per page (in line with Library charges and other Council documents)
A2 Colour Copies	No	Yes	Yes	19.25	17.50	10.00	9.09	-48.1%	Per page (in line with Library charges and other Council documents)
A1 Black and White Copies	No	Yes	Yes	7.15	6.50	12.50	11.36	74.8%	Per page (in line with Library charges and other Council documents)
A1 Colour Copies	No	Yes	Yes	30.25	27.50	12.50	11.36	-58.7%	Per page (in line with Library charges and other Council documents)
A0 Black and White Copies	No	Yes	Yes	9.90	9.00	15.00	13.64	51.5%	Per page (in line with Library charges and other Council documents)
A0 Colour Copies	No	Yes	Yes	53.35	48.50	15.00	13.64	-71.9%	Per page (in line with Library charges and other Council documents)
Local Nuisance Exemption									
Exemption - Application Fee	Yes	Yes	No			N/A	100.00	N/A	New 2019/20 Application Fee for Exemption under Local Nuisance & Litter Control Act. - Under The LNLCA Act Section 51 Regulations 6,1(b) prescribes that Council is to set the fee under the powers of 188(1)(g) of the Local Government Act
Exemption - Extras e.g. Advertising	Yes	Yes	No			N/A	Cost Recovery	N/A	Cost recovery for any extras such as advertising etc - as per quote provided
Legionella Legislative Requirements									
High Risk Manufactured Water System	Yes	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Microbiological sampling of water sample collected from HRMWS
Food Act									
Inspection of small businesses	Yes	Yes	No	N/A	85.50	N/A	87.00	1.8%	Adopted by Council 6 Feb 18. ATO ruling that food premises inspections are GST exempt
Inspection of large businesses	Yes	Yes	No	N/A	214.00	N/A	218.00	1.9%	Adopted by Council 6 Feb 18
Food Safety Audits									
Community and charitable organisations									
On-site audit	No	Yes	No	N/A	80.50	N/A	82.00	1.9%	Per hour - based on 15 minute increments rounded down to nearest quarter hour. ATO ruling that audits are GST exempt
Desk-top audit	No	Yes	No	N/A	40.00	N/A	41.00	2.5%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	80.50	N/A	82.00	1.9%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
For all other organisations									
On-site audit	No	Yes	No	N/A	161.00	N/A	164.00	1.9%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Desk-top audit	No	Yes	No	N/A	80.50	N/A	82.00	1.9%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	161.00	N/A	164.00	1.9%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Sharps Containers									
1.4 litre	No	Yes	Yes	5.40	4.89	6.00	5.45	11.5%	Based on cost recovery only.
3.1 litre	No	Yes	Yes	8.40	7.64	9.30	8.45	10.7%	Based on cost recovery only.
7.8 litre	No	Yes	Yes	13.00	11.82	14.30	13.00	10.0%	Based on cost recovery only.
Pest Control									
Rat Bait (6 x 25g packets)	No	Yes	Yes	6.50	5.91	6.50	5.91	0.0%	Based on cost recovery only.

17.2 Council Assessment Panel Membership - Council Member and Deputy Council Member

Brief

This report seeks a change in the appointment of the Council members to the Council Assessment Panel (CAP) with the appointed Council member and deputy Council member to be swapped.

RECOMMENDATION

It is recommended to Council that:

1. Cr Jassmine Wood be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for the period 6 February 2019 to 31 December 2020.
2. Cr Graham Nitschke be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for the period 6 February 2019 to 31 December 2020.

Introduction

At its 11 December 2019 meeting, Council appointed Cr Graham Nitschke as the Council member and Cr Jassmine Wood as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020 (**Attachment 1**).

At a subsequent Council meeting of 15 January 2019, following the approval of a new Committee structure and Committee membership for each Committee, Cr/s Graham Nitschke and Jassmine Wood requested a swap in their appointments of the Council Assessment Panel due to membership obligations for the position of Deputy Mayor and Council Assessment Panel overlapping.

Consequently, this report seeks the appointments of Council member and deputy Council member to be swapped for the period from 6 February 2019 to 31 December 2020.

Discussion

At its meeting of 15 January 2019, Council approved the appointment of Deputy Mayors for the terms of the Council (**Attachment 2**). Following that meeting and review of their membership obligations, Cr/s Graham Nitschke and Jassmine Wood requested a changeover in their appointments of the Council Assessment Panel (CAP) due to obligations of the position of Deputy Mayor and CAP overlapping and to spread the workloads of the two positions more evenly.

For the period from 6 February 2019 to 31 December 2020, it is proposed that Cr Jassmine Wood be appointed as Council member and Cr Graham Nitschke as deputy Council Member of Council Assessment Panel.

This swap of roles is on the understanding that for the period from 1 January 2021 to 31 December 2022, Council will appoint Cr Graham Nitschke as Council member and Cr Jasmine Wood as deputy Council member of the Council Assessment Panel (CAP). This understanding is on the basis that by legislation, Council can only appoint persons to the Council Assessment Panel for a two year period so at the conclusion of the current two year term in December 2020, Council will need to appoint persons, both independent members and the Council member, for the next two year term concluding December 2022.

Conclusion

The revised appointments would allow both Councillors to spread the work loads of these two important positions more evenly over the four (4) year term of Council.

Attachments

1. **Extract from Council Minutes 11 December 2018 - Item 14.2 Establishment of the 2019-2020 Council Assessment Panel (CAP)**
2. **Extract from Council Minutes 15 January 2019 - Item 14.3 Appointment of Deputy Mayor**

RESOLUTION

Moved: Cr John Woodward
Seconded: Cr Graham Nitschke

That the recommendation be adopted.

CARRIED

14.2 Establishment of the 2019-2020 Council Assessment Panel (CAP)

8.18 *Cr Graham Nitschke declared a material conflict of interest in this item as he wishes to nominate to become a member on the Council Assessment Panel and left the meeting for the discussion and vote on the item.*

8.18 *Cr Jassmine Wood declared a material conflict of interest in this item as she wishes to nominate to become a member on the Council Assessment Panel and left the meeting for the discussion and vote on the item.*

8.18 *Cr Elisabeth Papanikolaou declared a material conflict of interest in this item as she wishes to nominate to become a member on the Council Assessment Panel and left the meeting for the discussion and vote on the item.*

This report sought the establishment of the 2019-2020 City of West Torrens Council Assessment Panel.

RECOMMENDATION

It is recommended to Council that:

1. Ms Colleen Dunn be appointed as presiding member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
2. Ms Jane Strange, Mr Ben Russ and Mr Michael Arman be appointed as independent members of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
3. Ms Megan Lewis be appointed as deputy independent member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
4. be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
5. be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
6. The Council Assessment Panel (CAP) Terms of Reference be approved and commence on 1 January 2019.

7. All allowances paid to members of the Council Assessment Panel (CAP) remain the same as the current allowances, indexed annually at the same rate as Elected Member allowances as defined in Regulation 4(2) of the *Local Government (Members Allowances and Benefits) Regulations 2010* (Consumer Price Index). Those rates are as follows:

Presiding Member	\$11,347
Elected Member	\$6,189
Independent Member	\$6,189

8. Deputy members to the Council Assessment Panel (CAP) be paid an allowance equivalent to 1/12th of the annual allowance paid to the sitting member per meeting attended.
9. Payment of allowances to independent members of the Council Assessment Panel (CAP) be subject to the provision of a valid invoice containing an Australian Business Number (ABN).
10. The Assessment Manager, in conjunction with the Chief Executive Officer and Presiding Member of the CAP be delegated the authority to vary the time, date and location of any CAP meeting to accommodate any conflicting function, event or unforeseen circumstance.

Given there were three (3) nominations for the positions, a secret ballot was conducted to determine the nominees for the Council member and Deputy to Council member of the Council Assessment Panel.

RESOLUTION

Moved: Cr John Woodward

Seconded: Cr George Vlahos

That:

1. Ms Colleen Dunn be appointed as presiding member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
2. Ms Jane Strange, Mr Ben Russ and Mr Michael Arman be appointed as independent members of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
3. Ms Megan Lewis be appointed as deputy independent member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
4. Cr Graham Nitschke be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
5. Cr Jassmine Wood be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the *Planning, Development and Infrastructure Act 2016*, for a two (2) year period from 1 January 2019 to 31 December 2020.
6. The Council Assessment Panel (CAP) Terms of Reference be approved and commence on 1 January 2019.

7. All allowances paid to members of the Council Assessment Panel (CAP) remain the same as the current allowances, indexed annually at the same rate as Elected Member allowances as defined in Regulation 4(2) of the *Local Government (Members Allowances and Benefits) Regulations 2010* (Consumer Price Index). Those rates are as follows:

Presiding Member	\$11,347
Elected Member	\$6,189
Independent Member	\$6,189

8. Deputy members to the Council Assessment Panel (CAP) be paid an allowance equivalent to 1/12th of the annual allowance paid to the sitting member per meeting attended.
9. Payment of allowances to independent members of the Council Assessment Panel (CAP) be subject to the provision of a valid invoice containing an Australian Business Number (ABN).
10. The Assessment Manager, in conjunction with the Chief Executive Officer and Presiding Member of the CAP be delegated the authority to vary the time, date and location of any CAP meeting to accommodate any conflicting function, event or unforeseen circumstance.

CARRIED

8.30pm Cr/s Jassmine Wood, Graham Nitschke and Elisabeth Papanikolaou returned to the meeting.

14.3 Fire and Spice Event 2019

This report provided the background and budget information regarding the proposed Chilli Festival initiative to be held in West Torrens in 2019.

RECOMMENDATION

It is recommended to Council that:

1. A Chilli Festival be held in the City of West Torrens Memorial Gardens during 2019.
2. A budget of \$24,550 for this festival be referred to the December 2018 budget review.

Or

The Fire and Spice Event 2019 report be noted.

RESOLUTION

Moved: Cr Kym McKay

Seconded: Cr Surrender Pal

That:

1. A Chilli Festival be held in the City of West Torrens Memorial Gardens during 2019.
2. A budget of \$24,550 for this festival be referred to the December 2018 budget review.

CARRIED

14.2 Committee Structure Review

The purpose of this report was to review the Council's previous committee structure with a view to identifying opportunities to improve the way the Council manages its committee business in a way which balances the needs of efficiency, strategy, and political robustness.

RECOMMENDATION

It is recommended that Council:

1. Approves the establishment of the following Committees in accordance with Section 41 of the Local Government Act 1999:
 - a. City Finance & Governance Standing Committee
 - b. City Services & Amenity Standing Committee
 - c. City Advancement & Prosperity General Committee
 - d. City Facilities & Waste Recovery General Committee
 - e. CEO Performance Review Committee
 - f. Audit Committee
2. Further considers the establishment of the above listed Committees including the relevant Terms of Reference and Committee membership for each Committee listed as separate agenda items of business later in this agenda.

RESOLUTION

Moved: Cr George Vlahos
Seconded: Cr Dominic Mugavin

That the recommendation be adopted.

7.21pm Cr Brandon Reynolds left the meeting.

CARRIED

7.22pm Cr Brandon Reynolds returned to the meeting.

14.3 Appointment of Deputy Mayor

7.23pm Cr Brandon Reynolds left the meeting.

7.23pm Cr Jassmine Wood declared a material conflict of interest in this item as she wishes to be appointed to the position of Deputy Mayor from 1 December 2020 to 30 November 2021 and as the position is remunerated she left the meeting for the discussion and vote on the item.

7.24pm Cr Brandon Reynolds returned to the meeting.

7.25pm Cr John Woodward declared a material conflict of interest in this item as he wishes to be appointed to the position of Deputy Mayor from 1 December 2019 to 30 November 2020 and as the position is remunerated he left the meeting for the discussion and vote on the item.

7.25pm Cr George Vlahos declared a material conflict of interest in this item as he wishes to be appointed to the position of Deputy Mayor from 1 December 2021 to the conclusion of the elections and as the position is remunerated he left the meeting for the discussion and vote on the item.

7.25pm Cr Graham Nitschke declared a material conflict of interest in this item as he wishes to be appointed to the position of Deputy Mayor from 15 January 2019 to 30 November 2019 and as the position is remunerated he left the meeting for the discussion and vote on the item.

Cr Cindy O'Rielley declared a perceived conflict of interest in this item as she wishes to be appointed to the position of 'Deputy to the Deputy Mayor' from 15 January 2019 to 30 November 2019 and as the position is not remunerated she participated in the discussion and vote.

This report sought the appointment of Deputy Mayors and Deputy to the Deputy Mayors for the term of the Council.

RECOMMENDATION

It is recommended to Council that:

1. Cr be appointed to the position of Deputy Mayor from 15 January 2019 to 30 November 2019.
2. Cr be appointed to the position of Deputy Mayor from 1 December 2019 to 30 November 2020.
3. Cr be appointed to the position of Deputy Mayor from 1 December 2020 to 30 November 2021.
4. Cr be appointed to the position of Deputy Mayor from 1 December 2021 to the conclusion of the elections.
5. Cr be appointed to the position of 'Deputy to the Deputy Mayor' from 15 January 2019 to 30 November 2019 after which time the immediate past Deputy Mayor will assume the position of deputy to the Deputy Mayor.

RESOLUTION

Moved: Cr Dominic Mugavin

Seconded: Cr David Wilton

That:

1. Cr Graham Nitschke be appointed to the position of Deputy Mayor from 15 January 2019 to 30 November 2019.
2. Cr John Woodward be appointed to the position of Deputy Mayor from 1 December 2019 to 30 November 2020.
3. Cr Jassmine Wood be appointed to the position of Deputy Mayor from 1 December 2020 to 30 November 2021.
4. Cr George Vlahos be appointed to the position of Deputy Mayor from 1 December 2021 to the conclusion of the elections.
5. Cr Cindy O'Rielley be appointed to the position of 'Deputy to the Deputy Mayor' from 15 January 2019 to 30 November 2019 after which time the immediate past Deputy Mayor will assume the position of deputy to the Deputy Mayor.

CARRIED

17.3 Novar Gardens Bowling and Petanque Club - Request for Floodlighting and Lease Update

Brief

The Novar Gardens Bowling and Petanque Club has written to Council seeking to erect six light poles to illuminate the petanque piste which lies south of, and adjacent to, the Glenlea Tennis Club courts within the Camden Oval Complex.

RECOMMENDATION

It is recommended to Council that:

1. It provide its consent, as landlord, to the Novar Gardens Bowling and Petanque Club to erect six (6) light poles on the piste which lies immediately south of the Glenlea tennis courts to a height of 6.2 metres, subject to the following conditions being satisfied and/or agreed:
 - a) The Lessee meeting all costs associated with the supply and installation of the floodlighting infrastructure;
 - b) Prior to any works occurring, the Lessee providing plan(s) to Council indicating where any underground infrastructure is proposed to be located and, following the completion of any works, final plans indicating where any underground infrastructure has been laid, and copies of any Certificate(s) of Compliance;
 - c) The Lessee being responsible for rectifying any defects or issues that arise as a result of the installation or existence of the floodlighting infrastructure;
 - d) The Lessee providing and maintaining a secure cabinet (or similar) which restricts access to, and allows operation of the floodlighting controls by, approved personnel only;
 - e) The Lessee being responsible for meeting all operational and maintenance costs associated with the use of the floodlighting infrastructure;
 - f) The floodlighting being operated and extinguished by no later than 10.00pm on any day, except Good Friday and Christmas Day unless the prior approval of Council has been obtained;
 - g) The Lessee being required to insure, or alternatively reimburse the cost of any premium of insurance paid by Council in relation to, the lighting infrastructure;
 - h) At the reasonable request of Council, the Lessee being required to seek, obtain and supply engineering advice from a suitably qualified engineer indicating that the light towers and/or associated infrastructure are structurally sound;
 - i) Should the Council require, the Lessee being required to remove or relocate the floodlighting and associated infrastructure and reinstate the land to Council's satisfaction upon expiry or sooner determination of the lease agreement; and
 - j) The Lessee meeting any/all conditions of the Development Approval.
2. The lease/for the Novar Gardens Bowling and Petanque Club be varied to increase the lease area to incorporate the additional pistes that have now been constructed and the Club's rental not be increased until a new lease is negotiated. (This is due to occur in 2020. The grant of lease will be subject to any necessary public consultation and the consent of Council).
3. The Mayor and Chief Executive Officer be authorised to sign and seal any documentation to give effect to the variation of lease.
4. It provide its consent, as landlord, to the Novar Gardens Bowling and Petanque Club to erect signage in accordance with the concept provided (and as shown in Attachment 4 of this report), subject to any necessary development approvals being sought and obtained by the Club.

Introduction

The Novar Gardens Bowling and Petanque Club holds a 5 year lease over portion of the Camden Oval complex (Anzac Highway frontage at the western end of the complex). The existing lease expires on 31 January 2020 and the current (indexed) rental is \$3,173.03 pa plus GST (the next increase by CPI is due on 1 February 2019).

At its meeting of 2 June 2015, Council provided its consent to a request from the Club to increase the Club's leased area to allow for the provision of a petanque piste on the western side of its bowling greens.

Subsequent to this request the Club sought Council's consent to floodlight the new piste (at its meeting of 7 November 2017) and to also increase the number of pistes in order to allow it to accommodate competition matches. The club now seeks to floodlight the new (large) piste adjacent to, and on the south of, the Glenlea Tennis Club courts.

A development application has been received from the Club (and subsequently approved by Council in its capacity as planning authority), which seeks to erect floodlighting to the petanque piste(s) which are located on the Anzac Highway frontage on the western side of the Club's bowling greens.

Further, given that the additional pistes have now been delineated and constructed (refer **Attachment 1**) it is appropriate to amend the Club's lease agreement to formally recognise this increase in area.

Discussion

The introduction of petanque to the Club has proven to be successful. The Club has recently joined, and now is able to compete in, the South Australian Petanque League (SAPL)

To further accommodate the players/patrons who wish to participate in this aspect of the Club's activities the Club is seeking to erect six light poles (two on each of the eastern and western ends, and two in the middle on the south and north sides, of the piste) to a height of 6.2 metres. This will provide an additional floodlit piste (The piste which lies immediately west of the bowling green is currently floodlit - refer **Attachment 1**).

A location plan has been attached identifying the location of the proposed poles and elevations that are the subject of this proposal (**Attachment 2**).

As per the documentation provided by the Club (**Attachment 3**) there are no properties adjacent or close to the piste that are likely to be affected by any lighting spill, especially given the proposed height of the poles and the Club's advice that the lighting will be directed downward on to the piste. Additionally, a number of large trees west of the piste will serve to further reduce any lighting spill which may occur.

Whilst the Club has sought and received development approval for the proposed lighting upgrade works, the existing lease agreement requires the Club to seek the consent of Council to undertake works of this nature.

Should Council provide its consent to the provision of the lighting it is suggested that it be conditional upon the following:

- The Lessee meeting all costs associated with the supply and installation of the floodlighting infrastructure.
- Prior to any works occurring the Lessee providing plan(s) to Council indicating where any underground infrastructure is proposed to be located and, following the completion of any works, final plans indicating where any underground infrastructure has been laid, and copies of any Certificate(s) of Compliance.

- The Lessee being responsible for rectifying any defects or issues that arise as a result of the installation or existence of the floodlighting infrastructure.
- The Lessee providing and maintaining a secure cabinet (or similar), which restricts access to, and allows operation of the floodlighting controls by, approved personnel only.
- The Lessee being responsible for meeting all operational and maintenance costs associated with the use of the floodlighting infrastructure.
- The floodlighting being operated and extinguished by no later than 10.00pm.
- The Lessee being required to insure, or alternatively reimburse the cost of any premium of insurance paid by Council in relation to, the lighting infrastructure.
- Should the Council require, the Lessee being required to remove or relocate the floodlighting and associated infrastructure and reinstate the land to Council's satisfaction upon expiry or sooner determination of the lease agreement.

It is also prudent at this time to vary the lease agreement to recognise the additional petanque pistes that have been installed, west of the initial piste and bowling club greens, and to consider whether any additional rental should be payable in respect of this space.

In June 2015 when a variation to the Club's leased area was previously considered and granted (to incorporate the piste and surrounds bordered in red in **Attachment 1**), the Club's rental increased by \$500pa plus GST. This adjustment was calculated on a pro rata basis, based on the additional area to be occupied - which was/is not accessible or available to the public (as it is fenced).

Based on a similar methodology and rationale, the increase attributable to the additional area now available to / required by the Club would be approximately \$700pa plus GST. However, the difference in the current scenario is that the three new additional pistes can be accessed by the public when not required by the Club for matches, practice, tournaments etc (and the Club encourages such public use). Per the Club's advice, its requirements for use of the pistes throughout the year is as follows:

- Each week on Wednesdays between 1:30pm and 4pm;
- Every second Sunday between 12:30pm and 4:30pm;
- Every second Friday between 6pm and 10pm (during which time two pistes will be flood lit); and
- Between four and six (generally) Sundays throughout the year from 9:30am until 6pm (for tournaments)

Given the limited and non-exclusive use it is suggested that the additional rental for use of the three new pistes be set at \$200pa plus GST.

However, the Club has requested that as it has not called upon any financial assistance from Council to date in constructing the pistes or installing the existing and/or proposed floodlighting (at a net cost to the Club of approximately \$50,000), favourable consideration be given to withholding any increase in rental for a period of time (of 3 to 5 years). The Administration believes there is some merit in this request but seeks Council's direction in relation to its preferred method. The Administration notes that there are 3 options available for Council's consideration:

- Increase the rent by the suggested (or an alternate amount) at this time; or
- Delay any increase of the rent until such time as a new lease is endorsed (as previously advised the current lease term expires on 31 January 2020); or
- Delay any increase of the rent for the remainder of the current lease term and the first two (or more) years of any new lease term (should a new lease be granted/endorsed).

The Club has also approached the Administration seeking permission to install (essentially informational) signage adjacent to the pistes on, or proximate, to the south-west corner of the Camden Oval complex on the Anzac Highway frontage. A concept plan of the proposed signage is attached (**Attachment 4**). Given the nature of this signage the Administration does not have any issues with the proposal and therefore suggests that Council provide its consent from a landlord perspective, but notes that the signage will still require development approval.

Conclusion

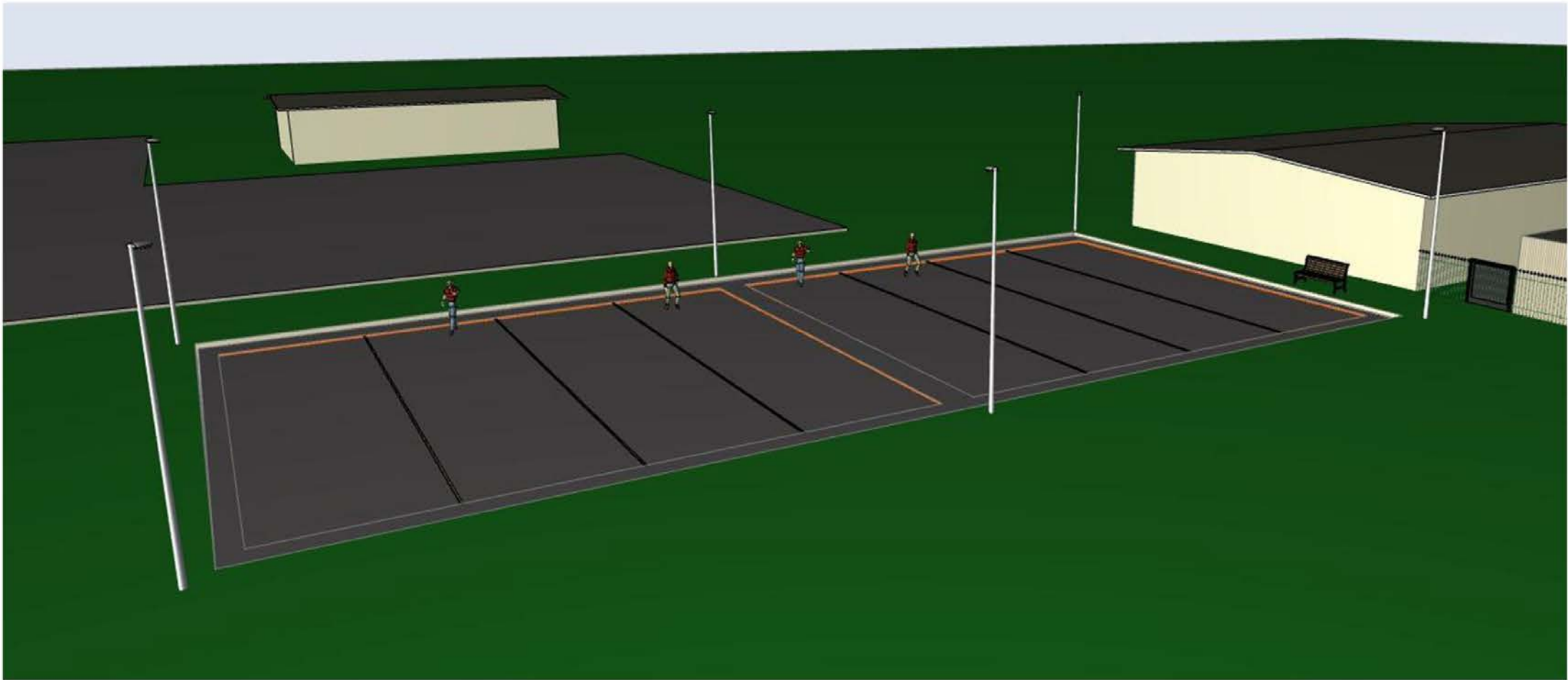
The Novar Gardens Bowling and Petanque Club has written to Council seeking Council's consent (in Council's capacity as landlord) to install floodlighting to a recently constructed petanque piste and to install informational signage within the Camden Oval complex. The requests are supported by the Administration (subject to conditions).

These requests also provide an opportunity for Council to formally consider a variation to the Club's existing lease agreement.

Attachments

1. **Additional Petanque Pistes**
2. **Proposed Light Poles - Location and Elevations**
3. **Notes provided by Club re Lighting**
4. **Petanque Signage - proposed**





PERSPECTIVE VIEW
NOT TO SCALE

Drawing List	
SD01	Perspective View
SD02	Site Plan
SD03	Elevations

THIS DRAWING IS INTENDED FOR THE PURPOSE OF DEVELOPMENT APPLICATION, PLANNING.

DATE	No.	DESCRIPTION	BY
05-11-18	A/2	PISTE LOCATIONS REVISED & LIGHTING ADDED. ISSUE TO CLIENT FOR GRANT APPLICATION & DEVELOPMENT APPLICATION (PLANNING).	MJP
09-04-18	1	ISSUE TO CLIENT FOR GRANT APPLICATION & DEVELOPMENT APPLICATION (PLANNING).	MJP

Perry Design Pty Ltd
Residential & Commercial Building Design
ABN 54 100 901 675

17 Crispian Street
FULHAM SA 5024
Telephone/Facsimile: (08) 8353 8110
Mobile: 0403 028 354
Email: perrydes@bigpond.net.au

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NOTE :
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PROJECT No - NOV180405
DATE - 5 NOVEMBER 2018
DRAWN - MJP
SCALE - Not to Scale
DWG No DRAWING TITLE
SD01(A) Perspective View

PROJECT
NOVAR GARDENS PETANQUE
PISTE EXPANSION PROJECT

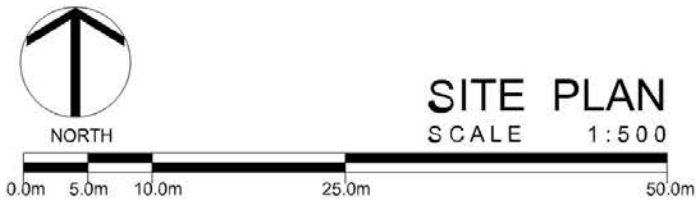
CLIENT
Novar Gardens Bowling and
Petanque Club Inc

ADDRESS
489 Anzac Hwy
NOVAR GARDENS SA 5040



FLOOD LIGHT POLE
6.2m HIGH

NOTE:
CHECK ALL DIMENSIONS ON SITE TO
ENSURE ALL COURT PISTE LOCATIONS
AVOID EXISTING TREES.



THIS DRAWING IS INTENDED FOR THE
PURPOSE OF DEVELOPMENT APPLICATION,
PLANNING.

DATE	No.	DESCRIPTION	BY
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OTHERWISE STATED.

PROJECT No - NOV180405

DATE - 5 NOVEMBER 2018

DRAWN - MJP

SCALE - 1:500

DWG No DRAWING TITLE
SD02(A) Site Plan

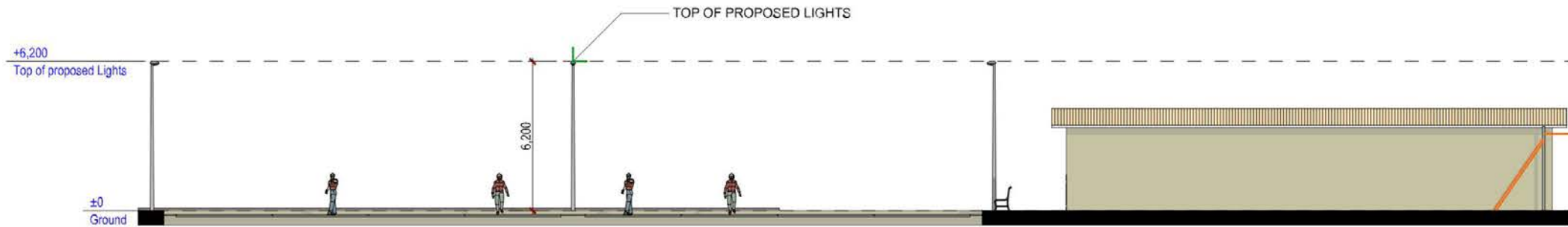
PROJECT
NOVAR GARDENS PETANQUE
PISTE EXPANSION PROJECT

CLIENT
Novar Gardens Bowling and
Petanque Club Inc

ADDRESS
489 Anzac Hwy
NOVAR GARDENS SA 5040



E02 West Elevation
SD02 Scale 1:200



E01 South Elevation
SD02 Scale 1:200

THIS DRAWING IS INTENDED FOR THE PURPOSE OF DEVELOPMENT APPLICATION, PLANNING.

DATE	No.	DESCRIPTION	BY
05-11-18	A/2	PISTE LOCATIONS REVISED & LIGHTING ADDED. ISSUE TO CLIENT FOR GRANT APPLICATION & DEVELOPMENT APPLICATION (PLANNING).	MJP
09-04-18	1	ISSUE TO CLIENT FOR GRANT APPLICATION & DEVELOPMENT APPLICATION (PLANNING).	MJP

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PROJECT No - NOV180405

DATE - 5 NOVEMBER 2018

DRAWN - MJP

SCALE - 1:200

DWG No DRAWING TITLE
SD03(A) Elevations

PROJECT
NOVAR GARDENS PETANQUE
PISTE EXPANSION PROJECT

CLIENT
Novar Gardens Bowling and
Petanque Club Inc

ADDRESS
489 Anzac Hwy
NOVAR GARDENS SA 5040

Section 9. COSTING & FLOOR AREA

Costing: \$22,955.90 (See attached Sales Order from Leitech)

Site Area: Petanque playing area is 612 m2

Section 10. BUILDING CLASSIFICATION

Classification: 10B (provided via phone call to Council Development & Planning Section)

Powerlines Declaration Form

Attached

General Notes

- Funding approved & available, ready to go
- All 6 light poles will be powder coated Caulfield heritage green to match in with existing fences, awnings, sheds in same area.
- Trenching at 700mm has already been done during recent playing area construction & conduit for electrical wiring has already been put in place.
- **Adjacent Residential Housing:** North – no housing (Tennis Courts & Clubhouse, East – no housing (Bowling Club House & original Petanque area – no housing, West - open parkland, closest housing approximately 80 metres, other side of parkland & Ferguson Street. South – Closest residences other side of Anzac Hwy approximately 100 metres.
- **Lighting** will face north / south & **directed straight down onto playing area.** Will not affect nearest residences either across Anzac Highway or other side of park & Ferguson Street

Please advise immediately of any further information or clarification required.

Many Thanks

Jonathan Giddings

Senior Vice President

Novar Gardens Bowling & Petanque Club

3000mm



1200mm

How to play Petanque

Pétanque is played in teams of two players with 3 boules each OR teams of three players with 2 boules each.

3. The second team tries to get their boules closer to the cochonnet. The team farthest away from the cochonnet continues to throw until one of their boules is closest.



Players throw keeping BOTH feet on the ground inside a 50cm circle.

6. The winning team starts the next game from a 50cm circle from where the cochonnet was the game before.

1. A coin toss decides who plays first. The first team throws the cochonnet (jack) a distance of 6 - 10m in any direction.

2. The first team throws a boule towards the cochonnet.



4. Play continues until both teams run out of boules.

5. One point is scored for the boule closest to the cochonnet. The winning team scores points for each boule that is closer to the cochonnet than the closest boule from the other team.



7. More rounds are played until either team reaches 13 points and wins the match.

17.4 2019 Local Government Association Ordinary General Meeting - Request for Proposed Items of Business and Appointment of Delegates

Brief

This report advises that the Local Government Association is seeking proposed items of business and confirmation of voting delegates for the 2019 LGA Ordinary General Meeting.

RECOMMENDATION

It is recommended to Council that:

1. The recommended process for the lodgement of proposed items of business for the 2019 Local Government Association Ordinary General Meeting, contained within this report, be noted.
2. The voting delegates to the 2019 Local Government Association Ordinary General Meeting be Mayor Coxon and Deputy Mayor Graham Nitschke (proxy).
3. Council delegates authority to the Chief Executive Officer to finalise the wording of any proposed items of business and submit them to the Local Government Association prior to 5pm on Friday 22 February 2019.

Introduction

The Local Government Association (LGA) has advised of its upcoming 2019 LGA Ordinary General Meeting (OGM) to be held on Friday 12 April 2019 at the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh and is calling for proposed items of business for the OGM and confirmation of the voting delegates for the meeting (**Attachment 1**).

Discussion

Proposed Items of Business

The LGA has stated that the purpose of the OGM is to consider those items, recommended by the South Australian Regional Organisation of Councils (SAROC), the Greater Adelaide Regional Organisation of Councils (GAROC) or the Board of Directors, that are of strategic importance to local government.

The GAROC and the SAROC are new entities established through the LGA Constitution and which commenced operation in October 2018. Their role is to consider matters related to advocacy, policy initiation and review, leadership, engagement and capacity building associated with the council group it is representing. West Torrens is a member of the GAROC.

However, as a result of the establishment of the GAROC and SAROC, the process for placing matters to be considered by the either of the General Meetings, being the OGM or AGM, has changed. Continuing Elected Members would be familiar with the former process whereby calls were made by the LGA for councils to submit Motions with Notice for either of the General Meetings to the LGA directly. If such Motions with Notice were approved by a council then they would automatically form part of the OGM agenda without the need for the LGA Board to approve their inclusion. However, the new process requires councils to identify 'items of business' to be submitted to their respective GAROC or SAROC or the Board of Directors for that body to determine whether or not they will be included in the respective General Meeting agenda as detailed in clause 16 of the LGA Constitution:

- 16.1 The business of a General Meeting will be to consider items of strategic importance to local government and the LGA as recommended by SAROC, GAROC or the Board of Directors and matters which must be determined under this Constitution at a General Meeting

16.2 Any Member may propose an item of business for an Annual General Meeting or an Ordinary General Meeting to SAROC, GAROC or the Board of Directors.

16.3 No business shall be brought before a General Meeting of the LGA unless:

- 16.3.1 it has been placed on the agenda of an Annual General Meeting or an Ordinary General Meeting by SAROC, GAROC or the Board of Directors taking into account the purpose of a General Meeting set out in clause 16.1; or
- 16.3.2 the business is as stated in the notice of a Special General Meeting, given in accordance with clause 10

There is no clarity in the LGA Constitution detailing when items of business are to be presented to the GAROC/SAROC rather than directly to Board of Directors. Consequently, the Administration sought clarity from the LGA and while the LGA directed the Administration to read the LGA Constitution as it contains those details, it does not.

Therefore, the Administration can only assume that those matters that impact only the GAROC region or SAROC region should be referred for consideration at the OGM via those entities while broader issues should be referred to the Board of Directors.

Request for Items of Business for the OGM

Any items of business are to be submitted to either the GAROC or Board of Directors via the *LGA General Meeting Proposed Business Form* which must be accompanied by sufficient supporting information to assist GAROC or the Board of Directors to make informed decisions and recommendations (**Attachment 2**).

While the process for submitting matters to be considered by the OGM/AGM has changed, it is proposed that Council's previous practice for submitting Motions with Notice to the OGM/AGM continues to be used for submitting 'items of business' to the GAROC or the Board of Directors. As such, it is recommended that the process outlined below be followed if Elected Members wish to lodge proposed items of business for the 2019 OGM.

1. Proposed items of business are to be provided to the Chief Executive Officer (CEO) by **Monday 11 February 2019**.
2. Proposed items of business will be presented to the **Tuesday 19 February 2019** Council Meeting for approval.
3. The CEO will, subsequently, finalise the wording of any proposed items of business to facilitate changes of a practical nature without the need to refer back to a formal meeting of Council.
4. The Administration will provide approved proposed items of business to the LGA by close of business on **Friday 22 February 2019**.

Voting Delegates

The LGA constitution stipulates that member councils may appoint voting delegates to the General Meetings (AGM/OGM) and that these appointments will be standing appointments until contrary advice is provided.

The previous Council had resolved that the delegate and proxy to future LGA General Meetings be the Mayor and the current Deputy Mayor. In line with this practice, it is proposed that the voting delegates for the 2019 OGM be Mayor Coxon and Deputy Mayor Cr Nitschke.

Attendance at the OGM

The LGA will seek registrations for attendance at the OGM at a later date so there is no requirement for Council to determine who will attend the OGM at this time. A separate report will be presented to Council in due course.

Conclusion

The Local Government Association has advised that it will be holding its 2019 Ordinary General Meeting on Friday 12 April 2019 and seeking proposed items of business and confirmation of voting delegates.

Attachments

- 1. LGA Circular 3.9 - LGA OGM Proposed Items of Business and Voting Delegates**
- 2. LGA General Meeting - Proposed Item of Business Template**



Circulars

2019 LGA Ordinary General Meeting - Request for Proposed Items of Business and Appointment of Delegates - Circular 3.9

To

Chief Executive Officer
Corporate Services Staff
Elected Members
Governance Officers

Date

17 January 2019

Contact

Astrid Crago
Email: astrid.crago@lga.sa.gov.au

Response Required

No

Respond By

22 February 2019

Summary

The 2019 Ordinary General Meeting will be held on Friday 12 April at the Adelaide Entertainment Centre. Member councils are invited to submit a proposed item of business by 22 February 2019 to be considered by SAROC, GAROC or the LGA Board of Directors for inclusion on the agenda of the OGM. Councils are also asked to advise of new, or confirm existing voting delegates for the upcoming meeting.

Submission of Proposed Item of Business

The LGA's 2019 Ordinary General Meeting (OGM) will be held on Friday 12 April at the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh.

The purpose of the OGM is to consider items of strategic importance to local government and the LGA, as recommended by SAROC, GAROC or the Board of Directors.

Member councils are invited to propose an item of business for the OGM for consideration by SAROC, GAROC or the Board of Directors.

Proposals must be received by **5pm on Friday 22 February 2018** in order to be considered for inclusion on the OGM agenda, which will be provided to councils at least 30 days prior to the meeting.

Please complete the [LGA General Meeting Proposed Item of Business form](#) to submit a proposal. Proposals should be accompanied by sufficient supporting information to assist SAROC, GAROC and the Board of Directors to make informed decisions and recommendations.

All items of business must be approved by either SAROC, GAROC or the Board of Directors to be brought before a General Meeting. It is at the discretion of councils whether to refer an item to their relevant Regional Organisation of Councils (SAROC or GAROC) or the Board of Directors. As a guide, councils may have regard to the role of SAROC and GAROC being focussed on advocacy, policy initiation and review, leadership, engagement and capacity building.

For further information about LGA General Meetings, Board of Directors, SAROC and GAROC, the LGA Constitution and Ancillary Documents are available [here](#).

As described in the LGA Membership Proposition, members are able to participate in the development of policy and strategy on issues relevant to the local government sector in a number of ways. Please note that a member council may at any time throughout the year raise a matter for consideration by SAROC, GAROC or the Board of Directors.

For further information please contact Lisa Teburea, Executive Director Public Affairs at lisa.teburea@lga.sa.gov.au or on 8224 2068.

Voting Delegates

As per Clause 12 of the LGA Constitution member councils may appoint voting delegates to General Meetings by submitting a [LGA General Meetings – Appointment of Council Delegate form](#). The Constitution provides that the appointment of a delegate may be a standing appointment unless contrary advice is provided. This means that unless contrary advice is provided to the LGA, the nominated voting delegate for a member council is the same as the person who was their voting delegate for the most recent LGA meeting of members (ie. the Annual General Meeting of 26 October 2018).

To ensure advice of change to a council delegate is received in time for the upcoming 2019 Ordinary General Meeting please complete and return the form by **COB Friday 29 March 2019**.

If not completing the form to appoint a new voting delegate, please confirm via email to lgasa@lga.sa.gov.au that the existing voting delegate will continue.

For further information contact Astrid Crago, Administration Coordinator at astrid.crago@lga.sa.gov.au.

LGA General Meeting – Proposed Item of Business

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting.

Council Name	
The body the item is being referred to <i>Proposals may only be submitted to the ROC of which council is a member, or the Board of Directors.</i>	Board of Directors SAROC GAROC
Subject of the proposed item of business	
Proposed motion for the General Meeting	That the Ordinary General Meeting...
Supporting information <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i>	
LGA Policy Manual <i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i>	(please click here to view the LGA Policy Manual)
LGA Strategic Plan reference	(please click here to view the plan and identify the Key Initiative and Strategy reference)
Council Contact Officer submitting form	Name: Date submitted:
Council Meeting minute reference and date of meeting	

To be considered for inclusion on the agenda for the 2019 Ordinary General Meeting, please return Word version of completed form to lgasa@lga.sa.gov.au by **COB Friday 22 February 2019**

17.5 Call for Nominations for Members of Greater Adelaide Regional Organisation of Councils

Brief

The Local Government Association is seeking nominations to fill two (2) casual vacancies on the Greater Adelaide Regional Organisation of Councils (GAROC).

RECOMMENDATION

It is recommended to Council that:

1. Cr/s.....be nominated to the Greater Adelaide Regional Organisation of Councils.

Or

2. The report be received.

Introduction

As detailed in the *'2019 Local Government Association Ordinary General Meeting - Request for Proposed Items of Business and Appointment of Delegates'* report contained in this agenda, the Greater Adelaide Regional Organisation of Councils (GAROC) and the South Australian Regional Organisation of Councils (SAROC) were established pursuant to the LGA Constitution and commenced operation when their respective Terms of Reference (ToRs) were approved at the 26 October 2018 LGA Annual General Meeting. Being located in greater Adelaide, the City of West Torrens is a member council of the GAROC.

The role of GAROC is regional advocacy, policy initiation and review, leadership, engagement and capacity building in the region. It exists to assist in the achievement of the LGA's objects which are:

- advocating to achieve greater influence for local government in matters affecting councils and communities;
- assisting member councils to build capacity and increase sustainability through integrated and coordinated local government; and
- advancing local government through best practice and continuous improvement.

GAROC will assist in the achievement of the LGA's object by:

- supporting the activities of the LGA at a regional level;
- promoting communication between Members and between Members and the LGA;
- advocating in respect of matters which affect the GAROC Regional Group;
- encouraging engagement of Members within the GAROC Regional Group with GAROC and the LGA; and
- participating in policy development and implementation.

Discussion

While the ToRs weren't approved until October 2018, for the purpose of conducting the elections to positions on the GAROC to commence from October 2018 and given the ToRs require elections to be held at least three months prior to the AGM, the LGA Board endorsed the ToRs in July 2018 and called for nominations. The members to the inaugural GAROC were appointed at the 26 October 2018 LGA AGM, one such member being former City of West Torrens Councillor, Arthur Mangos.

However, the outcome of the November 2018 local government elections resulted in two (2) casual vacancies on GAROC, being that of (former) Cr Mangos and one other party. Therefore, the LGA is calling for nominations to fill the two (2) casual vacancies on the GAROC (**Attachment 1**).

The GAROC's ToRs stipulate that if the number of nominations exceeds the number of vacancies, the representatives will be elected from those persons who are nominated in accordance with clause 4 of the ToRs (**Attachment 2**).

A nomination must be made by resolution of the respective council using the attached *Nomination Form* and should include the *Candidate Information Sheet* (**Attachment 3**).

The *Candidate Information Sheet* requires nominees to provide details of their local government experience and knowledge, local government policy views and interests and any other details of leadership, board and corporate governance experience. If a ballot is required, the distribution of ballot papers to councils will include any information provided by the candidates to the Returning Officer in accordance with the GAROC TOR.

The current membership of GAROC is attached for Member's information (**Attachment 4**).

All nominations and any accompanying candidate information must be received by the LGA no later than 5.00pm on Friday 22 February 2019 following which, ballot papers will be distributed to member councils on 1 March 2019, voting closes on 11 April 2019 and the final declaration of the result will be made by the LGA's Chief Executive Officer on 12 April 2019. The candidates elected will commence their term immediately and will remain in office until the conclusion of the 2020 LGA AGM.

Conclusion

As a result of the 2018 Local Government Elections, the LGA is seeking nominations to fill two (2) casual vacancies on the GAROC from 12 April 2019 to the conclusion of the LGA's AGM in 2020. Nominations must be received by the LGA by 5.00pm on Friday 22 February 2019.

Attachments

1. **Call for Nominations for Members of GAROC**
2. **Extract from LGA GAROC TOR – Section 4**
3. **Nomination Form and Candidate Information Sheet – GAROC Casual Vacancy**
4. **Current GAROC Membership Map**



The voice of local government.

In reply please quote our reference ECM 669359 MP/AL

9 January 2019

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

Dear Terry

Call for Nominations for Members of GAROC – Casual Vacancies

The LGA hereby calls for nominations to fill two (2) casual vacancies on the Greater Adelaide Regional Organisation of Councils (GAROC) to commence office from the declaration of this election and to remain in office until the conclusion of the 2020 AGM. A nomination form for the position of member of GAROC is attached and must be received by me, no later than **5pm Friday 22 February 2019**.

Casual Vacancies

The outcome of the general council elections in November has caused two (2) casual vacancies on GAROC. The processes to fill these casual vacancies are outlined in Clause 4.7.3 of the GAROC Terms of Reference (TOR):

4.7.3.If there is a casual vacancy in the membership of GAROC then the GAROC Regional Grouping relevant to the GAROC member the subject of the casual vacancy will appoint by resolution of the majority of Members comprising the GAROC Regional Grouping another Council Member to serve as a member of GAROC for the balance of the membership term.

This provision was based on the premise that GAROC would be divided into regions, rather than the one region that currently exists. The LGA has obtained legal advice in relation to this matter, which indicates that GAROC should determine the process to fill the casual vacancies. It has been resolved by GAROC to conduct an election to fill the two casual vacancies as if it was undertaking its two yearly general GAROC elections.

Accordingly, I write to you in your capacity as the Chief Executive Officer of an Ordinary Member Council of the Greater Adelaide region to invite nominations from your council for a position on GAROC.

A nomination may only be made by resolution of the council and using the **enclosed** form. The form must be signed by both the candidate nominated by the council to indicate his/her willingness to stand for election, and by you as the Chief Executive Officer of the nominating council.

Voting

As the Returning Officer I am required to conduct a ballot if the number of nominations for GAROC exceeds the required number of candidates. If a ballot is required, the distribution of ballot papers to councils will include any information provided by the candidates to the Returning Officer in accordance with the requirements specified in clause 4.4.5 of the GAROC TOR (copy attached).

148 Frome Street Adelaide SA 5000 | GPO Box 2693 Adelaide SA 5001 | T 08 8224 2000 | F 08 8232 6336 | W lga.sa.gov.au



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Timetable

Key timings and GAROC Terms of Reference provisions are outlined in the following table:

Indicative Timing	Headline	GAROC TOR Provision
n/a	Returning Officer	Returning Officer for all LGA electoral matters is the Chief Executive Officer (Clause 4.4.1)
10 January 2019	Nominations Called	CEO to write to members of GAROC calling for nomination for position of members of GAROC (Clause 4.3.2).
22 February 2019	Nominations Close	Nominations must be received by the CEO no later than 5pm on the day specified for the close of nomination (Clause 4.3.4). Council's will have 6 weeks to lodge their nominations.
n/a	Nominations equal to vacancies	If the number of nominations received equals the number of vacant positions each candidate is elected (Clause 4.4.3).
1 March 2019	Ballot papers prepared and posted	CEO shall deliver ballot papers to each GAROC member council (Clause 4.4.5(b)).
11 April 2019	Voting closes	The returning officer will determine the closing date for voting with reference to Clause 4.4.5(f) for counting of votes. Council's will have 6 weeks to lodge their votes.
12 April 2019	Counting of votes	The CEO shall nominate the date, time and place for the counting of votes (Clause 4.4.5(f))
12 April 2019	Final declaration of result	CEO shall declare the candidate with the most votes elected at the conclusion of the counting of the votes. The candidates elected will commence their term immediately and will remain in office until the conclusion of the 2020 AGM.

All nominations (and any accompanying candidate information) must be addressed to me as the LGA's Returning Officer and must be received by 5:00pm Friday 22 February 2019.

Extracts from the relevant section of the GAROC TOR relating to nominating and electing members to GAROC is attached for your information.

GAROC Membership

Information about the current membership of GAROC is attached for your information. The GAROC TOR (Clause 4.2.1) requires that all council members elected to GAROC must be from a different Member council. Therefore, if your council already has a council member currently serving as a member of GAROC; no further members of your council are eligible for this election. However, a council may nominate a council member from another council within the Greater Adelaide region for a position on GAROC.

LGA of SA



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Please contact me if you have any questions in relation to the election process.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Matt Pinnegar', with a stylized flourish at the end.

Matt Pinnegar

Chief Executive Officer/ LGA Returning Officer

Telephone: (08) 8224 2039

Email: matt.pinnegar@lga.sa.gov.au

Attachments:

- 1 Nomination Form – GAROC Casual Vacancy
- 2 Candidate Information Sheet
- 3 Extract from LGA GAROC TOR – Section 4
- 4 ECM 669356 GAROC Membership

Extract – GAROC Terms of Reference

Clause 4 – GAROC

4. GAROC

4.1. Role

The role of GAROC is regional advocacy, policy initiation and review, leadership, engagement and capacity building in the region(s).

4.2. Membership

4.2.1. The GAROC Regional Grouping of Members listed in the schedule to these Terms of Reference will elect in accordance with clause 4.3 and 4.4 from the Members of the GAROC Regional Grouping eight (8) Council Members of Members in the GAROC Regional Grouping to GAROC provided that each person elected is from a different Member.

4.2.2. In addition to the members of GAROC elected in accordance with clause 4.2.1, the Lord Mayor of the City of Adelaide or his or her nominee (also being a Council Member of the City of Adelaide) will be a standing member of GAROC.

4.3. Nominations for election to GAROC

4.3.1. The members of GAROC will be elected biennially.

4.3.2. In the year in which GAROC members will be elected, and at least 3 months before the Annual General Meeting, the Chief Executive shall write to all Members of GAROC as listed in the schedule calling for nominations for the membership of GAROC.

4.3.3. A nomination of a person as a member of GAROC must be by resolution of the Member received by the Chief Executive not later than 5 pm on the day specified for the closure of nominations (**Close of Nominations**). A nomination must be signed by the candidate indicating his or her willingness to stand for election and be in the form determined by the Chief Executive.

4.4. Election to GAROC

4.4.1. The Chief Executive shall be the returning officer for any election of members to GAROC.

4.4.2. After the Close of Nominations, the Chief Executive will notify Members of the GAROC Regional Grouping of the candidates for membership of GAROC nominated in the Regional Grouping of Members.

4.4.3. If the only nominations received from a Regional Grouping of Members by the Close of Nominations match the membership positions described in clause 4.2.1 then the Chief Executive will declare those persons duly elected to those membership positions.

- 4.4.4. If the number of persons nominated by the Close of Nominations by the Regional Grouping of Members exceeds the number of membership positions described 4.2.1 then an election for the purpose of clause 4.2.1 must be held in accordance with this clause.
- 4.4.5. In the event of an election being required, the Chief Executive shall conduct the election as follows:
- (a) at least six weeks before the Annual General Meeting, the Chief Executive shall deliver ballot papers to each Member of the Regional Grouping of Members;
 - (b) the ballot papers shall:
 - (i) list the candidate or candidates for election;
 - (ii) specify the day of closure of the election; and
 - (iii) be accompanied by an envelope marked "Ballot Paper" and a second envelope marked "Returning Officer";
 - (c) each Member shall determine by resolution the candidate or candidates (as relevant) it wishes to elect;
 - (d) the chair of the meeting for that Member shall mark the ballot paper with an "X" next to the candidate or candidates (as relevant) that the Member wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" inside the envelope marked "Returning Officer". Before sealing the second envelope the chair must indicate the Member's name on the inside flap of the envelope. The envelope may then be sealed and delivered to the Returning Officer;
 - (e) on receipt of the envelopes the Chief Executive must:
 - (i) open the outer envelope addressed to the "Returning Officer" and record the name of the Member which appears on the inside flap of the envelope on the roll of Member's eligible to vote; and
 - (ii) place the envelope marked "Ballot Paper" unopened into the ballot box;
 - (f) the Chief Executive shall nominate the date, time and place for the counting of votes and shall invite each candidate and a person nominated as the candidate's scrutineer to be present;
 - (g) at the counting of the votes the Chief Executive shall produce unopened envelopes marked "Ballot Paper" and if satisfied that all votes are valid, count the number of votes received by each candidate;
 - (h) in respect of an election for the purposes of clause 4.2.1, the 8 candidates with the most votes shall be deemed elected and the Chief Executive shall declare the candidates elected at the Annual General Meeting.
 - (i) in the case of candidates for membership positions described in clause 4.2.1 receiving the same number of votes, the Chief Executive shall draw lots at the counting of the votes to determine which candidate is elected.



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- 4.4.6. The Chief Executive may, in his or her discretion, appoint a deputy returning officer and delegate any of his or her powers, functions or duties to that person who shall act accordingly



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Nomination Form

GAROC – Casual Vacancy

Nominee's Council	<i>(insert name of council)</i>
Nominee's Name (full name)	<i>(insert title, first name and surname)</i>
Declaration and signature of nominee	<p>I hereby accept such nomination and consent to act as a member of GAROC if so elected.</p> <p>Signature:</p> <p>.....</p>
Signature and name of Nominating Council's CEO	<p>Signature:</p> <p>.....</p> <p><i>(insert name)</i></p>
Dated	<i>(insert date)</i>

This form is to be sent to the LGA Returning Officer
Close of nominations 5:00pm Friday 22 February 2019



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Candidate Information Sheet

GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

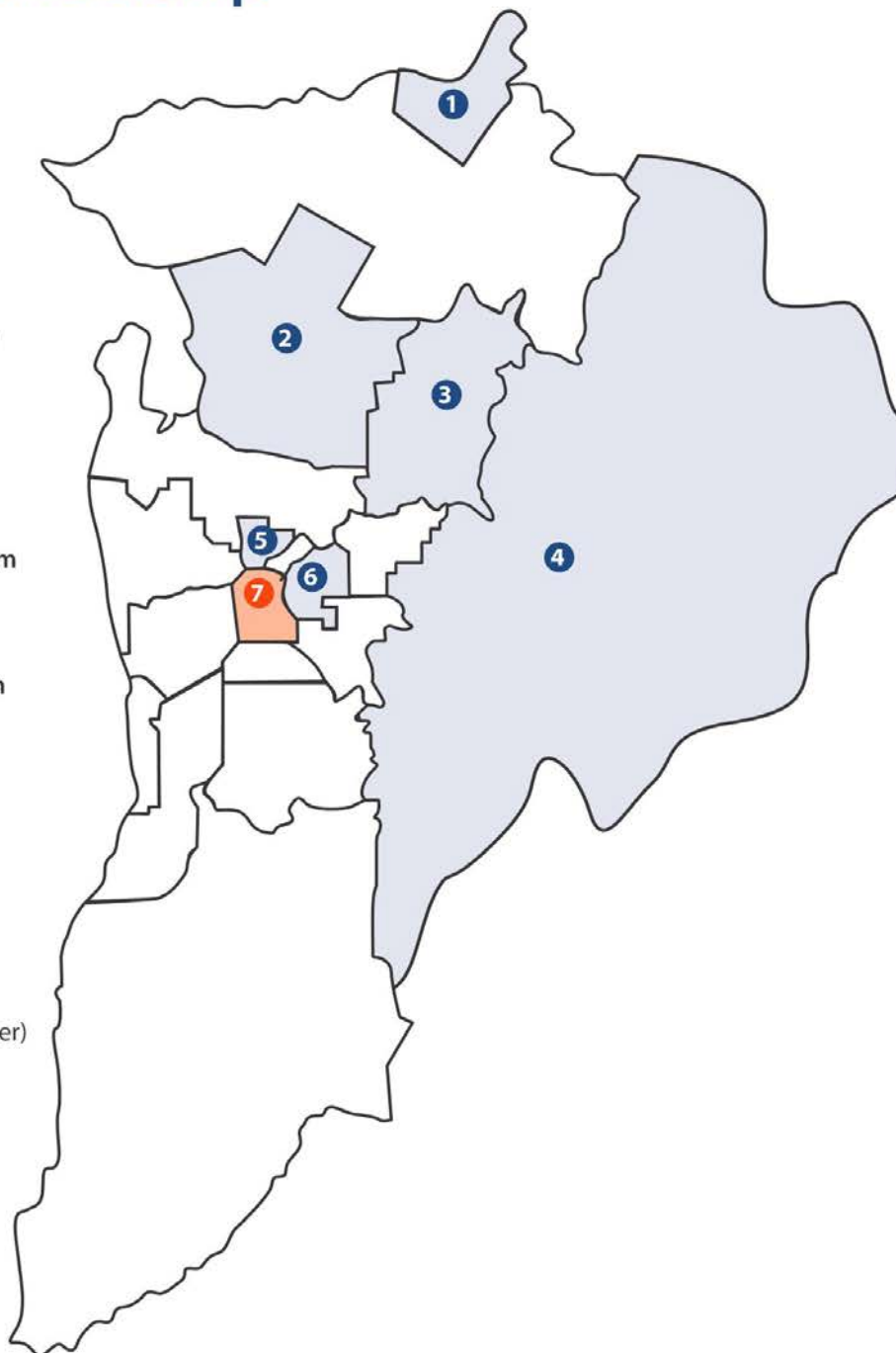
Name:	<i>(insert title, first name and surname)</i>
Council:	<i>(insert council name)</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <i>(insert)</i>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <i>(insert)</i>
Other information	<ul style="list-style-type: none"> <i>(insert details of leadership, board, corporate governance experience etc)</i>

This form must accompany the Nomination Form

This information will be supplied to GAROC member councils in the event that an election is required

January 2019 GAROC Membership

- 1** Mayor Karen Redman
Town of Gawler
(GAROC Chair)
- 2** Mayor Gillian Aldridge
City of Salisbury
(Office of the Immediate
Past President)
- 3** Mayor Kevin Knight
City of Tea Tree Gully
(Board Director)
- 4** Mayor Jan-Claire Wisdom
Adelaide Hills Council
(Board Director)
- 5** Mayor David O'Loughlin
City of Prospect
(Board Director)
- 6** Cr Christel Mex
City of Norwood,
Payneham & St Peters
- 7** Lord Mayor
Sandy Verschoor
City of Adelaide
(GAROC standing member)



17.6 Development Assessment Panel - Replacement Independent Member - Confidential Order Review

Brief

In accordance with the provisions of Section 91(9)(a) of the *Local Government Act 1999*, this report presents the annual review of the confidential order applied to *Item 17.3 'Development Assessment Panel - Replacement Independent Member'* at the 15 March 2011 Meeting of Council.

RECOMMENDATION(S)

It is recommended to Council that:

1. In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 15 March 2011 and reviewed at Council's 6 June 2017 and 1 May 2018 meetings, pursuant to 91(7)(a) and 91(7)(b) of the *Local Government Act 1999*, in respect of confidential *Item 17.3 'Development Assessment Panel - Replacement Independent Member'*, Council orders the information contained in the 'Confidential Interview Report' attached to *Item 17.3 'Development Assessment Panel - Replacement Independent Member'* relating to the appointment of a replacement independent member to Council's Development Assessment Panel which was presented to the 15 March 2011 meeting of Council, continues to be retained in confidence in accordance with section 91(7)(a), 91(7)(b) of the *Local Government Act 1999*, and not be made available for public inspection until 15 March 2021 on the basis the information contained in the 'Confidential Interview Report' contains the applicants' personal information and the premature disclosure of this information would be unreasonable given it could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to those applicants by Council.
2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not to extend it.

Introduction

Section 91(9)(a) of the *Local Government Act 1999* (the Act) requires that any confidential order (the Order) made by Council under sections 91(7)(a) and 91(7)(b) of the Act must be reviewed by Council at least once every twelve months. This order was last reviewed at the 6 June 2017 and 1 May 2018 meetings of Council, at which it was resolved that the confidential order should remain in place.

Discussion

At its 15 March 2011 Meeting, Council ordered that the 'Confidential Interview Report' (Interview Report) relating to the appointment of a replacement independent member to Council's Development Assessment Panel, attached to *Item 17.3 - 'Development Assessment Panel - Replacement Independent Member'* presented to that meeting, be retained in confidence and not made available for public inspection for a period of twenty (20) years from the date of that meeting subject to an annual review. Council also delegated the power to review or revoke the Order in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999* to the Chief Executive Officer (CEO).

While the CEO has reviewed this Order monthly, he has not revoked it given that the information contained in the Interview Report is information that if released would result in the unreasonable disclosure of information concerning the personal affairs of those people named in the Interview Report given it could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to the applicants by Council.

Consequently, on this basis, it is recommended that the Interview Report continues to be retained in confidence.

Conclusion

As the confidential order applied by Council at its 15 March 2011 meeting, in relation to *Item 17.3 - "Development Assessment Panel - Replacement Independent Member*, has been in place for twelve (12) months or more, Council is required to review it and determine whether it should be revoked or remain in situ. As the item contains personal information about applicants for the independent members positions to Council's Development Assessment Panel and the premature disclosure of the information may prejudice their future career aspirations and breach any duty of confidentiality owed to the applicants by Council, it is recommended that the confidential order remains in place until 15 March 2021.

Attachments

Nil

18 LOCAL GOVERNMENT BUSINESS

18.1 Local Government Circulars

Brief

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

RECOMMENDATION

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

Discussion

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

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

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

Attachments

1. Local Government Circulars Weeks 2, 3 and 4



Local Government Association of South Australia

2.2 LG Professionals, SA 2019 Annual State Conference

Early bird promo: Register and pay by 5pm on Wednesday 16 January 2019 to be in the running to secure one of two free registrations for a colleague.

2.3 LG Professionals, SA Leadership Program Pathway

Our suite of leadership programs has been designed to support you at every stage of your career.

2.4 LG Professionals, SA – 18th Annual Leadership Excellence Awards

Nominations for our 18th Annual Leadership Excellence Awards close soon!

2.5 CMS Replacement - Discovery workshops report

The LGA has received the final report that documents the findings of the discovery workshops held in late November and early December 2018. This report documents the workshop outputs and high level requirements as espoused by the 60+ council staff that attended in person or on-line.

2.6 Hold the Date: Active Ageing Forum - Friday 29 March 2019

The LGA, supported by Office for the Ageing - SA Health, will be hosting an Active Ageing Forum on Friday 29 March 2019.

2.7 Boundary reform laws have commenced – Boundaries Commission operational

New laws regarding council boundary change or amalgamation proposals, including the establishment of the Boundaries Commission, came into operation on 1 January 2019.

2.8 Public Libraries South Australia Courier Deliveries

The Libraries Board of South Australia has selected Australia Post to provide the public library network's delivery services from 30th January 2019.

2.9 Understanding Disaster Risk - survey

The National Resilience Taskforce is asking councils to undertake a 30 minute survey on Understanding Disaster Risk.

2.10 Heavy Vehicle Charging Trials - seeking council proposals

The Australian Government's Business Case Program for Location-Specific Heavy Vehicle Charging Trials has opened for a second intake. This Circular has further details.

2.11 Reminder - Joy Baluch Award

A reminder that nominations for the Joy Baluch Award will close Friday 1 March 2019. Further information can be found in this Circular.

2.12 Local Government Service Certificates

Have you worked in local government for 10 or more years? Did you know that the LGA provide service certificates to council staff and council members? Further information can be found in this Circular.

2.13 Nominations for members of GAROC - Casual Vacancies

The LGA has called for nominations for two members of GAROC to fill the casual vacancies arising from the general council elections. Nominations from eligible councils close at 5pm on Friday 22 February 2019.

2.14 Register Now: Emergency Management forums for SA councils

Register now for the upcoming Emergency Management forums for SA councils. The full program is now available.

2.15 SA Water - keep your gardens green this heatwave

SA Water advises to water two days before a heatwave to help your gardens survive.



Local Government Association of South Australia

3.1 Specialised Procurement Training for Councils

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.

3.2 New Award: The South Australian Agricultural Town of the Year Award 2019

We are shining the spotlight on the good news in regional South Australia with the new South Australian Agricultural Town of the Year Award. You are invited to submit nominations for the award. Nominations close at 11.59pm Friday 15 February 2019.

3.3 Network of Procurement Professionals Working Group - Call for Nominations

The Network of Procurement Professionals SA Working Group has recently focused on rebranding this valuable networking and facilitating group in the form of a new logo and Terms of Reference which have been adopted and nominations are now open to become a member of the Working Group.

3.4 Royal Commission into Aged Care Quality and Safety - Public submissions open

Public submissions are now open for the Royal Commission into Aged Care Quality and Safety.

3.5 LG Professionals, SA - Annual State Conference 'Communicate to Captivate: Conversations in Local Government'

This year's Local Government Professionals Annual State Conference will sharpen the lens on the conversations that we have every day—with ourselves, our teams, the community and the government—with eye-opening and inspirational presentations from a stellar line up of speakers.

3.6 LG Professionals, SA - Current Professional Development Programs

LG Professionals, SA, offer a range of professional development programs to support you at every stage of your local government career.

3.7 LG Professionals, SA – 18th Annual Leadership Excellence Awards

Nominations for the LG Professionals, SA 18th Annual Leadership Excellence Awards close soon!

3.8 Planning, Development and Infrastructure (General) (Development Assessment) Variation Regulations 2019 - Consultation

The Planning, Development and Infrastructure (General) (Development Assessment) Variation Regulations 2019 have been released by the State Government for consultation until Friday 1 March 2019.

3.9 2019 LGA Ordinary General Meeting - Request for Proposed Items of Business and Appointment of Delegates

The 2019 Ordinary General Meeting will be held on Friday 12 April at the Adelaide Entertainment Centre. Member councils are invited to submit a proposed item of business by 22 February 2019 to be considered by SAROC, GAROC or the LGA Board of Directors for inclusion on the agenda of the OGM. Councils are also asked to advise of new, or confirm existing voting delegates for the upcoming meeting.

3.10 State Government waste reviews – single use plastics and the Container Deposit Scheme

The State Government is currently conducting reviews on the regulation of single use plastics in SA and the Container Deposit Scheme. The LGA is offering an information session on the morning of Monday, 11 February 2019, to ensure that the local government sector has a strong voice in the review processes.

3.11 Kerbside Performance Plus (Food Waste) Incentives - grant program now open

Green Industries SA (GISA) has released the latest round of the Kerbside Performance Plus (Food Organics) Incentives program. Councils are invited to apply for an incentive grant. Applications must be lodged with GISA by 5pm on Friday, 15 February 2018.

4.1 Minister for Health and Wellbeing – Excellence in Public Health Awards - Now Open!

Does your council have an innovative public health and wellbeing initiative? This award recognises the outstanding contributions made by councils that aim to improve public health outcomes in their communities.



Local Government Association of South Australia

- 4.2 Empowering our Communities (South Australia) Grants now available**
The Country SA Primary Health Network has released its Empowering our Communities SA Grants this week, with funding available for organisations to host community well-being events and other activities in drought affected communities.
- 4.3 Exploring ideas for councils to increase affordable housing provision**
The LGA has developed a discussion paper exploring the key challenges of providing affordable housing and exploring ideas for how councils could increase affordable housing provision.
- 4.4 Public Health update - New State Government resources available**
The State Government have recently released the State Public Health Plan 2019 - 2024 as well as the Chief Public Health Officer's Report July 2016 - June 2018.
- 4.5 Network of Procurement Professionals Forum - 28 February 2019**
The Network of Procurement Professionals Forum is scheduled for Thursday, 28 February 2019 to be held at the City of Playford. Further details can be found in this circular.
- 4.6 Expressions of Interest - South Australian 2015-18 Natural Disaster Resilience Program (Round 3)**
The 2015-18 Natural Disaster Resilience Program (NDRP) Round 3 funding is now open.
- 4.7 REMINDER - Age Friendly SA 2018-19 Grant Round Open**
The Age Friendly SA 2018-19 Grant Round is open until 18 February 2019, and provides funding for local government projects that realise the South Australian Government's vision of creating all-ages-friendly communities that support older South Australians to be involved and active in their communities and contribute to an age friendly South Australia.
- 4.8 Nominations sought for the Local Government Ministerial Advisory Committee**
The Minister for Planning has written to the LGA requesting nominations for a local government member on the Local Government Ministerial Advisory Committee for a term commencing immediately upon appointment. Nominations must be forwarded to the LGA by COB Friday 8 March 2019.
- 4.9 2019 UDIA Federal Leaders Luncheon**
Tickets are available for the 2019 UDIA Federal Leaders Luncheon on 22 February. Further details are available in this circular.
- 4.10 Public Health Update**
The LGA's submission on the Review of the South Australian Public Health Act 2011 is now available on the LGA website.
- 4.11 Wastewater Overflow Incident Reporting Criteria**
SA Water advises a trial change to the environmental wastewater discharge incident reporting criteria.
- 5.1 Nominations sought for the Industrial Relations Consultative Council (IRCC)**
The Treasurer has written to the LGA requesting nominations for the Industrial Relations Consultative Council, for a person suitable to represent the interests of public sector employers or employees, for a term commencing on 17 March 2019. Nominations must be forwarded to the LGA by COB 1 March 2019.
- 5.2 Productivity Commission: Inquiry into the Social and Economic Benefits of Improving Mental Health**
The Productivity Commission is conducting an Inquiry into the Social and Economic Benefits of Improving Mental Health. Councils are invited to provide feedback on this important issue.

19 MEMBER'S BOOKSHELF

Nil

20 CORRESPONDENCE**20.1 The Salvation Army Red Shield Appeal**

Correspondence has been received from the Community Fundraising Manager of the Salvation Army South Australian Division, Duan Kereru, thanking Council for its support of the 2017/18 Red Shield Neighbourhood Appeal and advising that this year's Appeal will be conducted during the months of May and June, with the main Doorknock being the weekend of the 25 and 26 May 2019 (**Attachment 1**).

20.2 Discussion papers for public consultation for Turning the Tide on Single-Use Plastic Products and Improving South Australia's Recycling Makes Cents

Correspondence has been received from the Minister for Environment and Water, David Speirs MP, regarding discussion papers for public consultation for Turning the Tide on Single-Use Plastic Products and Improving South Australia's Recycling Makes Cents (**Attachment 2**).

RECOMMENDATION

That the correspondence be received.

Attachments**20.1 The Salvation Army Red Shield Appeal****20.2 Discussion papers for public consultation for Turning the Tide on Single-Use Plastic Products and Improving South Australia's Recycling Makes Cents**

PUBLIC RELATIONS OFFICE
SOUTH AUSTRALIA & NORTHERN TERRITORY DIVISION



**RED SHIELD
APPEAL**
THANK GOD FOR THE SALVOS

DK:wd:

10 January 2019

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

Dear Mayor Coxon

The Salvation Army has been busier than ever over the last 12 months helping people in need. Without the support of the Councils in our state this would not be possible and we want to say **"Thank You!"**

In the 2017/18 financial year, we raised \$570,064.25 through our Red Shield Neighbourhood Appeal (Doorknock) in South Australia for which we are very thankful to all South Australians.

As a courtesy The Salvation Army would like to advise Council that we will again be conducting this Appeal over the months of May and June, with the main Doorknock being the weekend of the 25th and 26th May, 2019.

This Appeal will benefit many in your local community through various programs conducted by local Salvation Army initiatives.

Again, we thank you for your generous support of The Salvation Army's Neighbourhood Appeal.

Yours sincerely,

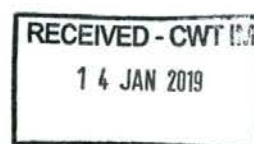
Duan Kereru
RELATIONSHIP MANAGER COMMUNITY FUNDRAISING.

South Australia Office:-

39 Florence Street (PO Box 12), Fullarton, SA, 5063
Telephone 08 8408 6900 Fax 08 8338 3362

William Booth *Founder*
Brian Peddle *General*

Floyd J Tidd *National Commander*



Living **OUR
VISION**

Transforming Lives
Caring for People
Making Disciples
Reforming Society

salvationarmy.org.au

19EW0003540

**Government
of South Australia**Office of the Minister for
Environment and Water81-95 Waymouth Street
Adelaide SA 5000
GPO Box 1047
Adelaide SA 5001Tel 08 8463 5680
minister.speirs@sa.gov.au

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

Dear Mr Buss

As South Australians, we have a proud history of being the national leader when it comes to waste management. We were the first state or territory to introduce the container deposit scheme in 1977 and in 2017-18 we recovered almost 603 million containers (42,913 tonnes) for recycling. Once again leading the nation, in 2009 South Australia became the first state or territory to ban lightweight plastic bags from supermarket checkouts.

The State Government is committed to South Australia continuing to be the national leader in recycling and resource recovery. To do this, yesterday I launched the ***Turning the Tide on Single-Use Plastic Products*** at <http://bit.ly/TurningtheTide> and ***Improving South Australia's Recycling Makes Cents*** at <http://bit.ly/ContainerDepositScheme> discussion papers for public consultation.

This is an opportunity to provide feedback on ways to reduce the environmental impacts of single use plastic items and have your say on what sort of containers should be included in the container deposit scheme and the refund amount.

Consultation is open until 22 February 2019. You can read the discussion papers and have your say at yoursay.sa.gov.au.

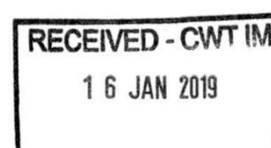
We have done a lot as a state, but there is more to do. I encourage you to have your say on how we can protect our precious natural environment with this next, ambitious step towards further improving waste management in South Australia.

Yours sincerely

A handwritten signature in black ink, appearing to read "David Speirs".

DAVID SPEIRS MP
Minister for Environment and Water

Date: 14 / 01 / 2019



21 CONFIDENTIAL

Nil

22 MEETING CLOSE

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

Cr Daniel Huggett

Cr Elisabeth Papanikolaou

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**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 Additional Compliance Officer - Parking

Brief

This report provides information on the impact of an additional resource being provided for parking enforcement in response to a resolution of Council.

RECOMMENDATION

The Committee recommends to Council that:

1. A new full time contract position be trialled in Compliance until 30 June 2020 in support of parking enforcement in time restricted areas.
2. An adjustment of \$65,000 be made to the 2018/19 budget in the March 2019 budget review.
3. A report be provided to Council at the March meeting in 2020 on the impact of the additional resource being provided.
4. Additional parking enforcement income generated by the new position, net of operational costs, be transferred to the Urban Tree Fund.

Or

The report be received.

Introduction

Information on the impact of the additional resources for parking enforcement is provided in this report in response to a Motion on Notice at the Council meeting on 6 November 2018.

Discussion

The following Motion on Notice which was adopted by Council at its 6 November 2018 meeting:

MOVED Cr J Woodward SECONDED Cr M Farnden that Council provide a report on the cost / benefits of recruiting an additional Compliance Officer with a focus on increased oversight of timed parking areas. The report to also advise on the potential excess revenue being directed to the Urban Tree Fund to allow for improved open space and tree coverage in the City of West Torrens.

A total of 3,694 parking expiations were issued in the Ashford, Keswick, Mile End, Thebarton and Torrensville areas from 1 January 2018 to 31 December 2018 of which 1,875 were issued for exceeding the time limit.

Ashford	483
Keswick	516
Mile End	437
Thebarton	236
Torrensville	203
TOTAL	1,875

If another full time contracted position is introduced, the following costs are expected to be incurred for the remainder of the 2018/19 financial year:

Employee costs	\$30,000
Motor Vehicle	\$25,000
Sundry	\$10,000
TOTAL	\$65,000

It is not unreasonable to expect that the additional parking income will fully offset these additional costs, particularly if the extra resource targets the time limit areas of Keswick/Ashford and Thebarton/Mile End/Torrensvile.

A cost of \$85,000 is estimated for the whole of the 2019/20 financial year.

Additional policing will result in more complaints and requests for infringements to be reviewed. Additional administrative support may be required to deal with this workload, however it is not proposed at this stage, although the situation will be monitored.

Conclusion

Information on the policing of parking restrictions in time limit areas is provided in this report in response to a Council resolution.

Attachments

Nil

11.2 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.

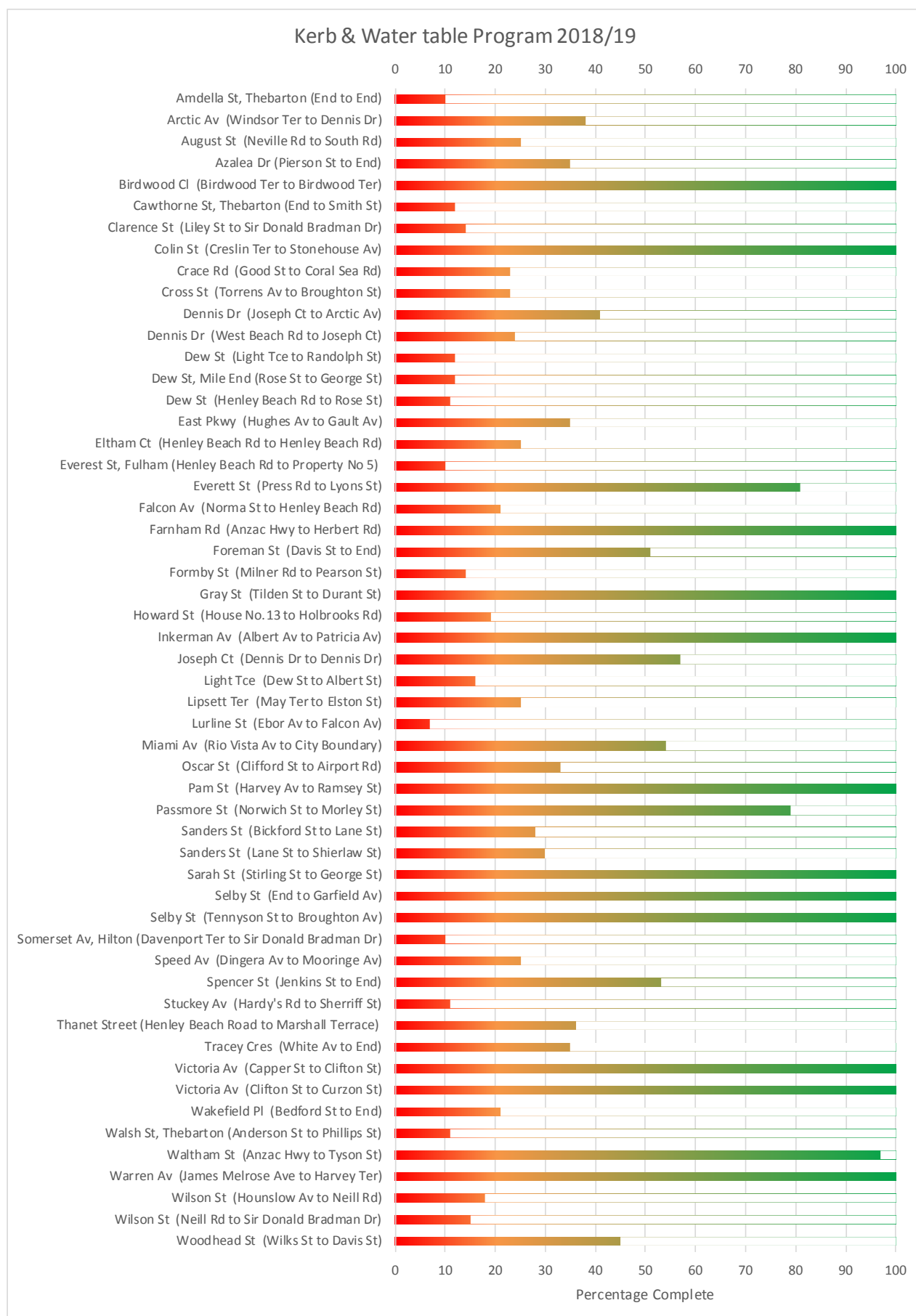
Discussion

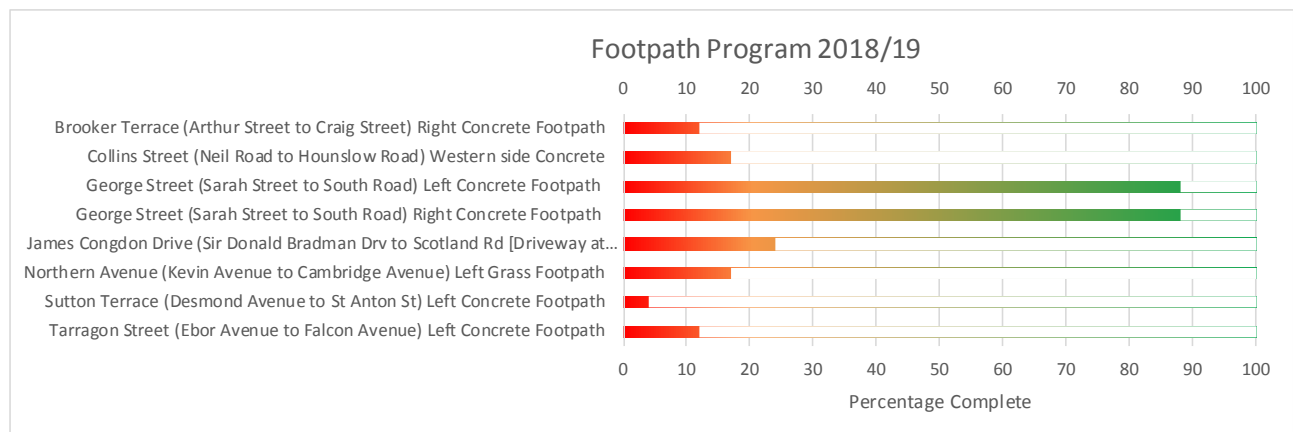
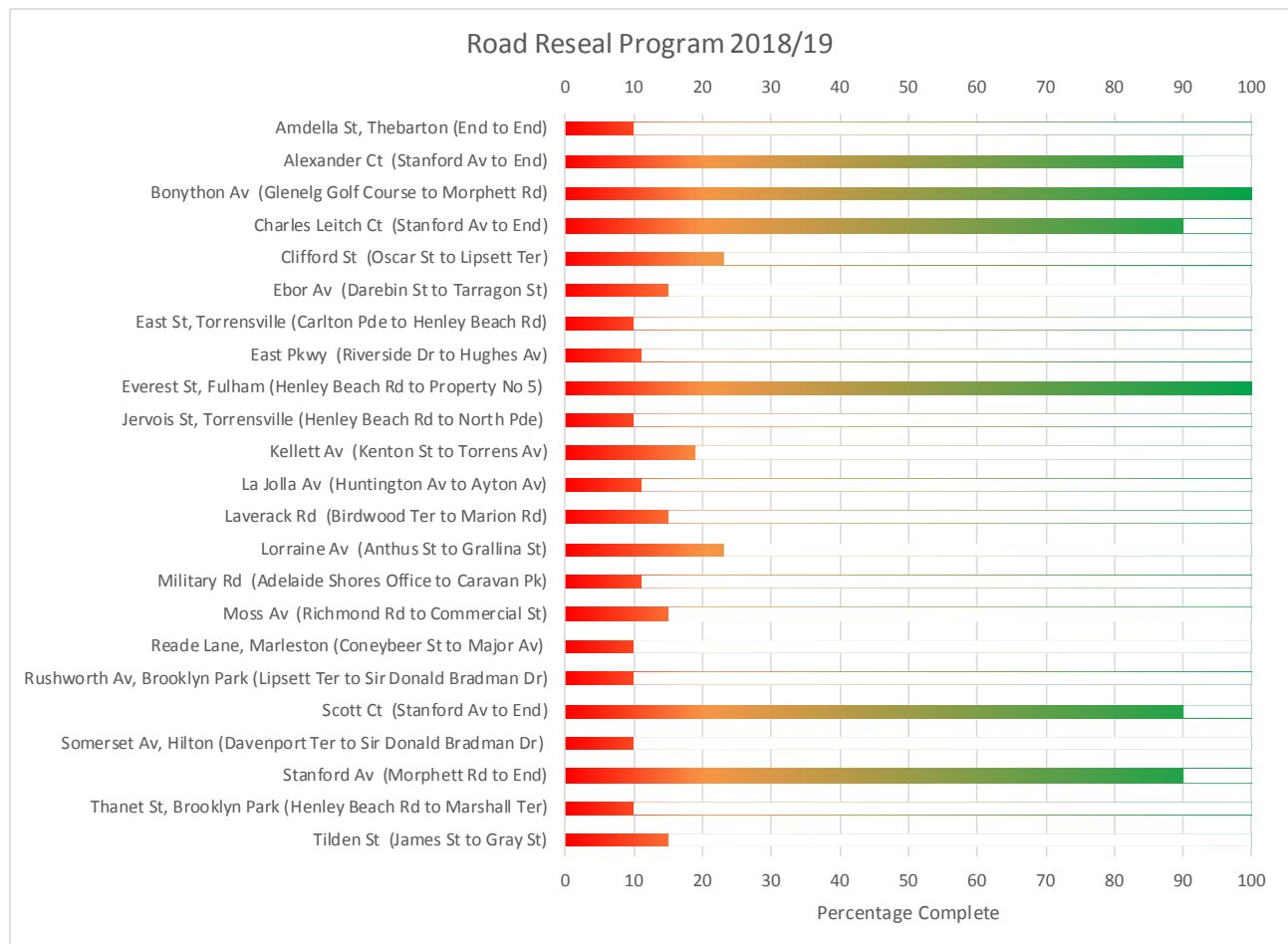
This report details the key activities of the City Assets, City Development, City Operations and City Property departments.

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 completed by March 2019.
Rutland Avenue, Lockleys secondary drainage upgrade	Detailed design is near complete for the upgrade of the surface stormwater drainage including the upgrade of rubber road humps to block paving plateaus. Tenders to be called during February 2019.
Brown Hill and Keswick Creek Maintenance	Design documentation is complete and currently seeking quotations for the construction of works.
Brown Hill Creek Bridge Replacements	Design investigations and concept development for Daly Street, Kurralta Park and Beare Ave, Netley are complete. Cost estimates for future budget considerations are currently being developed.
Shannon Avenue, Glenelg North, Stormwater Pump Station - Upgrade	The project to refurbish and upgrade of the Shannon Avenue stormwater pump station has been awarded and onsite works expected to commence in the second quarter of 2019, due to timeframes with supply/delivery of pump componentry and the back-up power supply for the project.
Westside Bikeway, (Pedestrian Path Lighting Project)	Design works and procurement are continuing for the 2018/2019 staged program of works - along the Bikeway at Long St, Birdwood Tce and Osborn Tce, Plympton. The staged site works are expected to commence in April and continue through to June 2019.

<p>River Torrens Bank Repair Works - SA Water</p>	<p>SA Water major works on the river bank adjacent Azalea Drive were completed in late January 2019. With some additional landscaping of disturbed earth bank areas being held off until Autumn 2019.</p> <p>Now that stability has been returned to the amenity pathway above the bank works, Council contractors will be undertaking fencing upgrade, minor path repairs and vegetation clean-up. These works are anticipated to be complete with the pathway completely reopened by the end of February/beginning of March 2019.</p> <p>SA Water contractors are continuing with major Torrens River bank repair works on the second location within our Council area adjacent to Murray Street, Thebarton.</p> <p>These works are anticipated to include the construction of around 50m of new stabilised bank, and anticipated to take up to 3 months to complete.</p>
<p>Admella Street, Thebarton (George street to Chapel St)</p>	<p>Detail design and documentation is near completion.</p> <p>Cost estimates for future budget considerations are currently being developed.</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, Nova Gardens (Sheoak Ave to Pine Ave) – Broughton Ave, Kurralta Park (Tennyson to Beauchamp St) <p>The following road reconstructions are currently underway:</p> <ul style="list-style-type: none"> – Phillips Street, Thebarton – West Beach Road, West Beach – Stephens Ave, Torrensville (End to Ashley St) – McArthur Ave, Plympton (Urrbrae Tce to Glenburnie Tce) <p>Tendering is complete and construction works are being programmed for the following roads:</p> <ul style="list-style-type: none"> – Delray St, Fulham (Gault Ave to Crispian St) – Ashwin Pde, Torrensville (City Boundary to East St) <p>Roads reconstruction works for the following roads are currently being tendered and construction works are expected to start in February 2019:</p> <ul style="list-style-type: none"> – Wilford Ave, Underdale (Sherriff St to Hardys Rd) – Durant St, Plympton (Gray St to James St) – 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>Design and documentation is currently underway for the following roads:</p> <ul style="list-style-type: none"> – Ashley St, Underdale (Sheriff St to Holbrooks Rd) – Mortimer Street, Kurralta Park (Daly St to Gray St) – School Lane - Taylors Lane to Rose St, Thebarton
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)

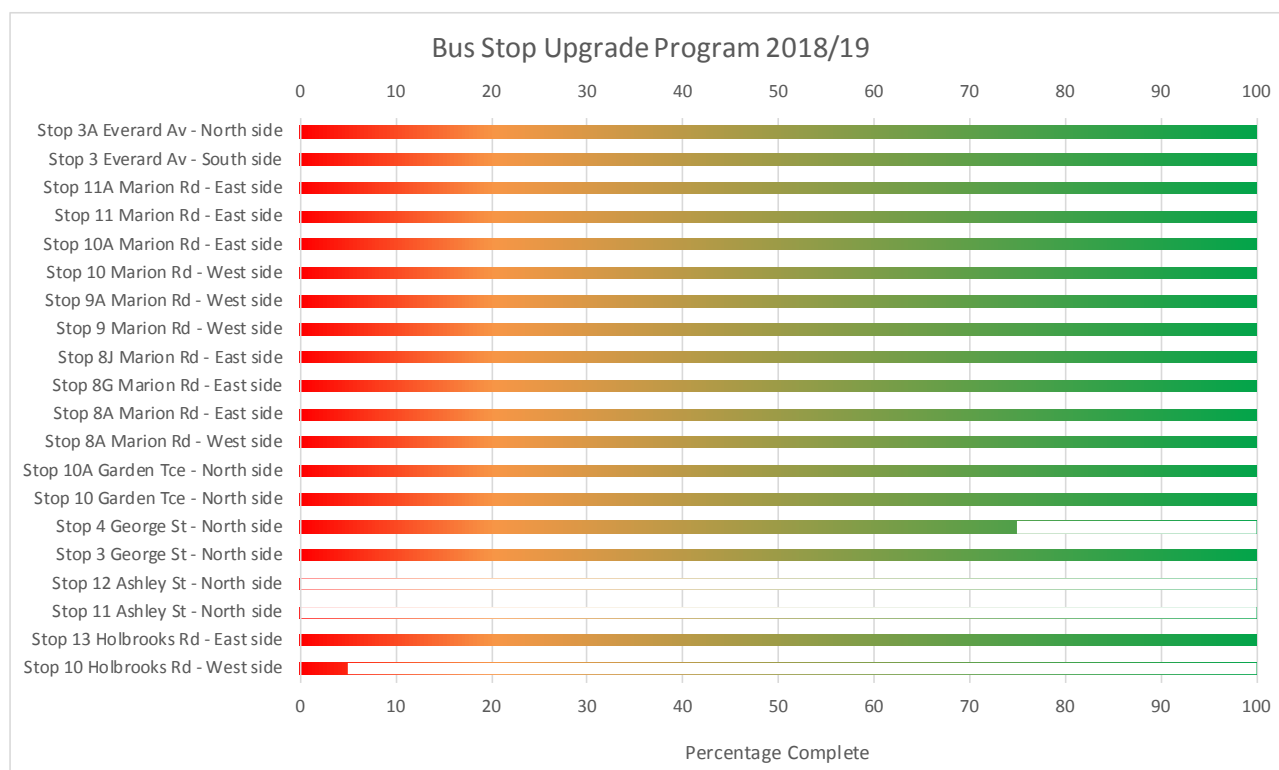
Playground Upgrade 2018/2019	<p>The following is an update on the 2018/2019 replacement program for playgrounds at:</p> <ul style="list-style-type: none"> • Montreal Avenue Reserve, Novar Gardens - Works are currently underway on site. • Cromer Street Reserve, Camden Park - Consultation feedback received from playground users is being reviewed and procurement process is commencing for the replacement of the playground • Mellor Park Reserve, Lockleys - Consultation with playground users to commence in February 2019. • Apex Park Reserve, West Beach (additional equipment/expansion) - Project is included as part of the Apex Park Redevelopment.
Reserve Irrigation Upgrades 2018/2019	<p>The following is an update on the current outstanding program of works:</p> <ul style="list-style-type: none"> • Westside Bikeway, Richmond/Plympton (this project is an ongoing/staged program that is further funded into 2018/2019) - works are continuing on site. <p>The following list is the 2018/2019 upgrade irrigation program for reserves at:</p> <ul style="list-style-type: none"> • Westside Bikeway, Marleston / 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 on the completion of the playground upgrade. • Stirling Street Reserve, Thebarton - Project is on hold until the completion of roadworks.

Traffic Projects and Parking Management

Torrensvile/Thebarton LATM	<p>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 Torrensvile Primary School (including the removal of the "bus only" control) has been developed with consultation to commence in February 2019.</p> <p>A concept plan has been developed for traffic calming in Maria Street with consultation to be undertaken in February 2019.</p>
Novar Gardens/Camden Park LATM	<p>Stage 2 consultation closed on the 14 December 2018.</p> <p>Traffic services are analysing the results of the feedback to determine the appropriate changes to the proposed plan and list of traffic calming devices.</p>

Richmond/Mile End LATM	<p>Traffic data currently being analysed. Stage 1 consultation closed on the 21 December 2018.</p> <p>All feedback received has been reviewed. Preliminary analysis of the feedback has been undertaken and some key issues have been identified.</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"> • Hayward Ave, Torrensville - No Stopping north of Ashwin Parade • Holland St, Thebarton - Loading zone modification • Daringa St, Mile End - 2P zone • Various streets in Torrensville <p>Traffic Requests:</p> <ul style="list-style-type: none"> • Frank Street and Airport Road, Brooklyn Park - DPTI advises that they lack funding to deliver the works. Council to consider possible cost sharing options. • Douglas Street, Lockleys - Concept for traffic and parking control complete. Consultation posted to residents with feedback to be received by 8 February 2019. • Fawnbrake Crescent, West Beach - Additional intersection signage • Traffic counts requested for (1) Light Terrace, Thebarton, (2) Kinkaid Avenue, North Plympton, (3) Gardner Street, Plympton and (4) Glengyle Tce, Plympton - To investigate traffic issues. <p>VMS Board:</p> <ul style="list-style-type: none"> • VMS Board moved to West Beach for use by SAPOL to advise visitors to not leave valuables unattended.

Traffic Projects and Parking Management (*continued*)



Traffic Projects and Parking Management (*continued*)

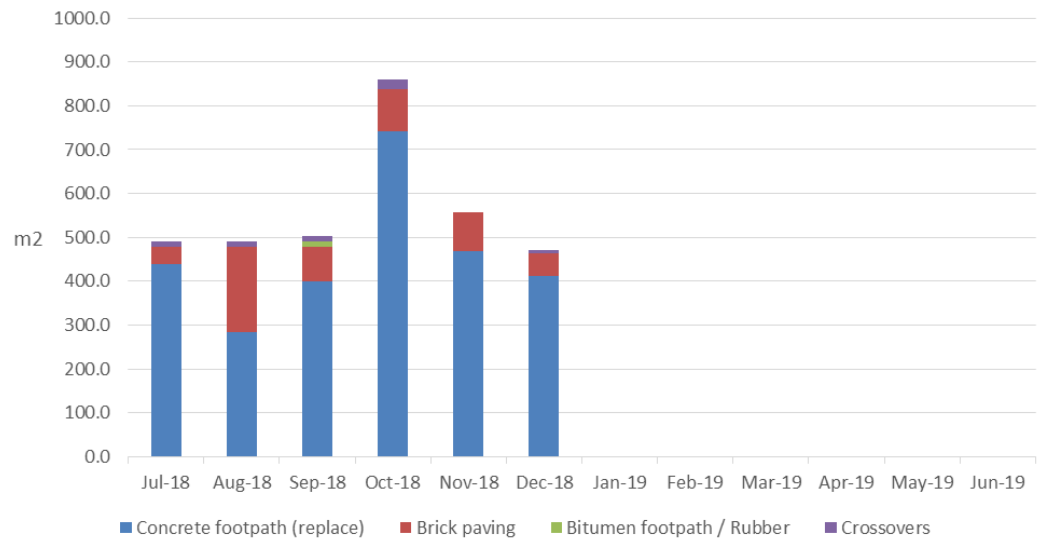
<p>Blackspot project - Albert Street/George Street</p>	<p>Council has been notified that the proposed threshold treatment for the Albert Street/George Street intersection has been successful for funding approval by DPTI under the 2018/19 Blackspot Program.</p> <p>Council has re-developed the concept threshold treatment due to stormwater issues. Council is seeking formal approval for this non-standard intersection treatment from DPTI.</p>
<p>Pine Avenue-Wongala Roundabout Safety Issues</p>	<p>Consultation was completed with regards to relocation of Bus Stop 20 on Pine Ave, Novar Gardens. Based on feedback received Bus Stop 20 will not be relocated to make room for an additional traffic island.</p> <p>Council has developed a new concept which will allow for an additional traffic island without impacting the location of the existing bus stop. Consultation letters have been posted to residents and AdelaideMetro/DPTI with feedback to be received by 15 February 2019.</p>

Property and Facilities	
Weigall Oval Masterplan and Facility Development	<p>The Council Assessment Panel provided planning approval for the development at its meeting of 22 January 2019.</p> <p>The Administration has requested its appointed consultants to progress the Stages 2 and 3 documentation ready for the procurement process to commence. It is anticipated the procurement process for the project will commence in February 2019.</p> <p>The Administration has also surveyed residents and users of the complex in regard to traffic matters in the surrounding streets and will report these findings to a future meeting of Council and/or the City Facilities and Waste Recovery General Committee.</p>
Lockleys Oval Masterplan and Facility Development	<p>The Lockleys Oval upgrade continues to progress. Preparatory works are currently occurring and it is anticipated that the footings for the new shared clubroom building will be poured in early March.</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 early January and the Administration is preparing a response to the (4) submissions received for the consideration of the Council Assessment Panel.</p> <p>It is anticipated that the staged upgrade to Lockleys Oval will be completed by fourth quarter 2019.</p>
Apex Park Masterplan and Facility Development	<p>Site works are continuing for the construction of the new building, horse arena and associate facilities within the reserve.</p> <p>It is anticipated that the upgrade to the reserve will be completed by mid-2019.</p>
Camden Oval Masterplan and Facility Development	<p>The installation of the senior synthetic soccer pitch and the upgrade to soccer (senior) pitch floodlighting are substantially completed and currently operational.</p> <p>The site works for the building and construction projects for the new football clubrooms and soccer change rooms continue to progress and the Clubs affected by the upgrade continue to be updated.</p> <p>It is anticipated that the building and construction projects will be completed by mid-2019.</p> <p>Recreation and landscape upgrades including court resurfacing and oval turf upgrades, will follow the completion of the building and construction project during the third quarter of 2019.</p>

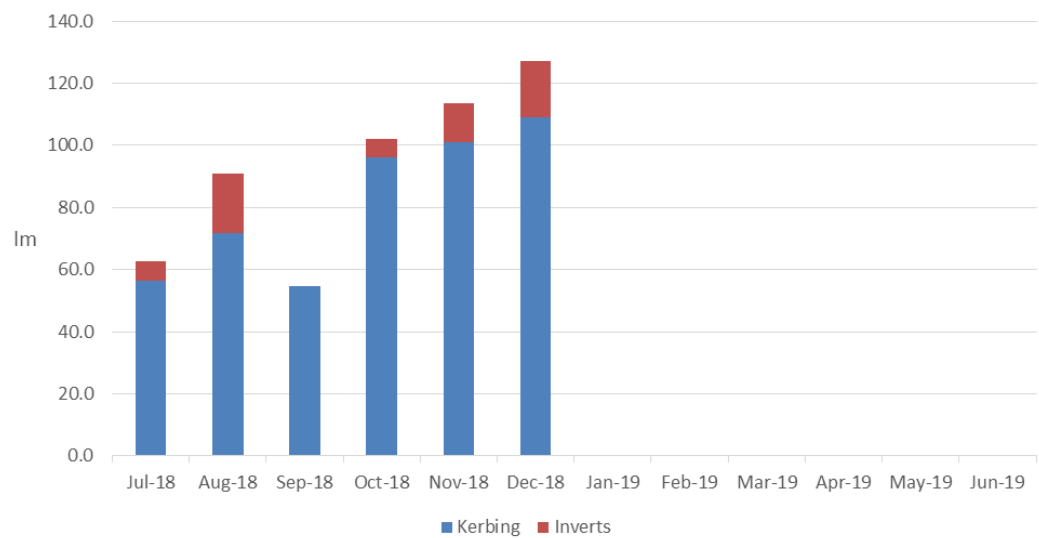
Cummins House	<p>Advice has been received that responsibility for Cummins House has been transferred from Department of Planning Transport and Infrastructure (DPTI) to Department of Environment and Water (DEW).</p> <p>The lease for Cummins House is currently operating under holding over arrangements to enable negotiations between the parties and to allow an offer to be presented by DEW to Council.</p> <p>The Administration met with representatives from DEW and Crown Lands in late January 2019. At the meeting DEW representatives indicated that they wish to present an options paper or similar to the March meeting of the City Facilities and Waste Recovery General Committee.</p>
Torrensvile Bowling Club	<p>Site works for the new synthetic bowling green and covered structure are continuing with an expected completion by mid-2019.</p>
Hilton RSL - potential relocation	<p>At its meeting held 25 September 2018, the Community Facilities Committee resolved that the Administration further investigate two options for the relocation of the Hilton RSL Sub-branch to 173 Sir Donald Bradman Drive.</p> <p>Members of the Hilton RSL Committee, consultants and the Administration have met to progress the scoping of these options and concept drawings have been developed.</p> <p>The concept plans and high level costings for the two options will be presented to City Facilities and Waste Recovery General Committee in March 2019.</p>
Peake Gardens Riverside Tennis Club	<p>The new long term lease has been executed by all parties. The Administration is arranging signage for the courts advising of court availability.</p> <p>The Development Application is currently being assessed for the project to replace the existing clubrooms including car parking, etc.</p> <p>Grant funding is also being sought to assist with costs associated with the upgrade.</p>
Badminton SA, WA Satterley Hall Lockleys Oval	<p>Lease documentation noting the amendment, as detailed and approved in the Council Agenda Report from 15 January 2019, (to vary/widen the scope of operation of the disturbance clause) has been provided to the club for execution by its officers'.</p>

City Operations

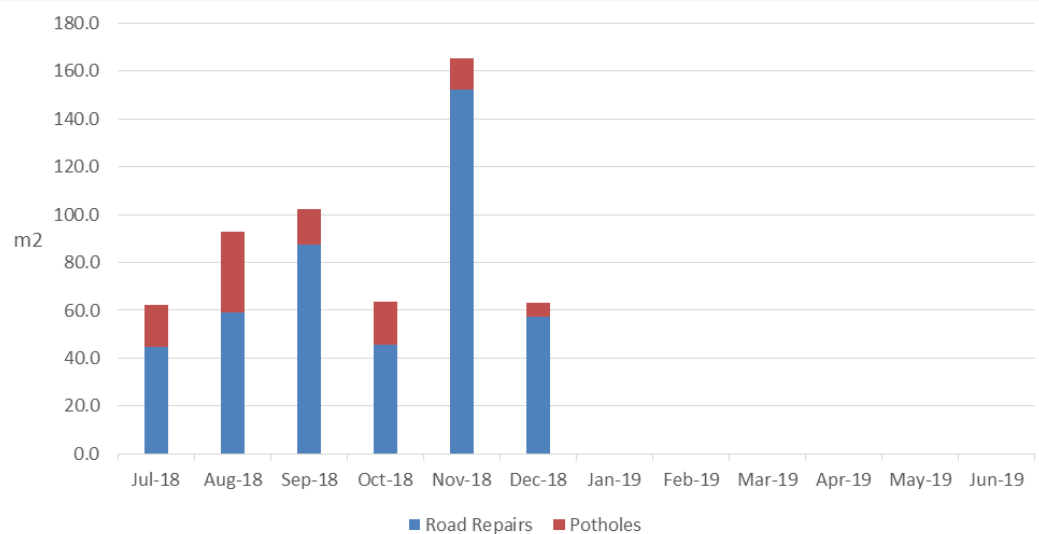
Footpath Reinstatement



Kerb & Watertable / Invert Reinstatement

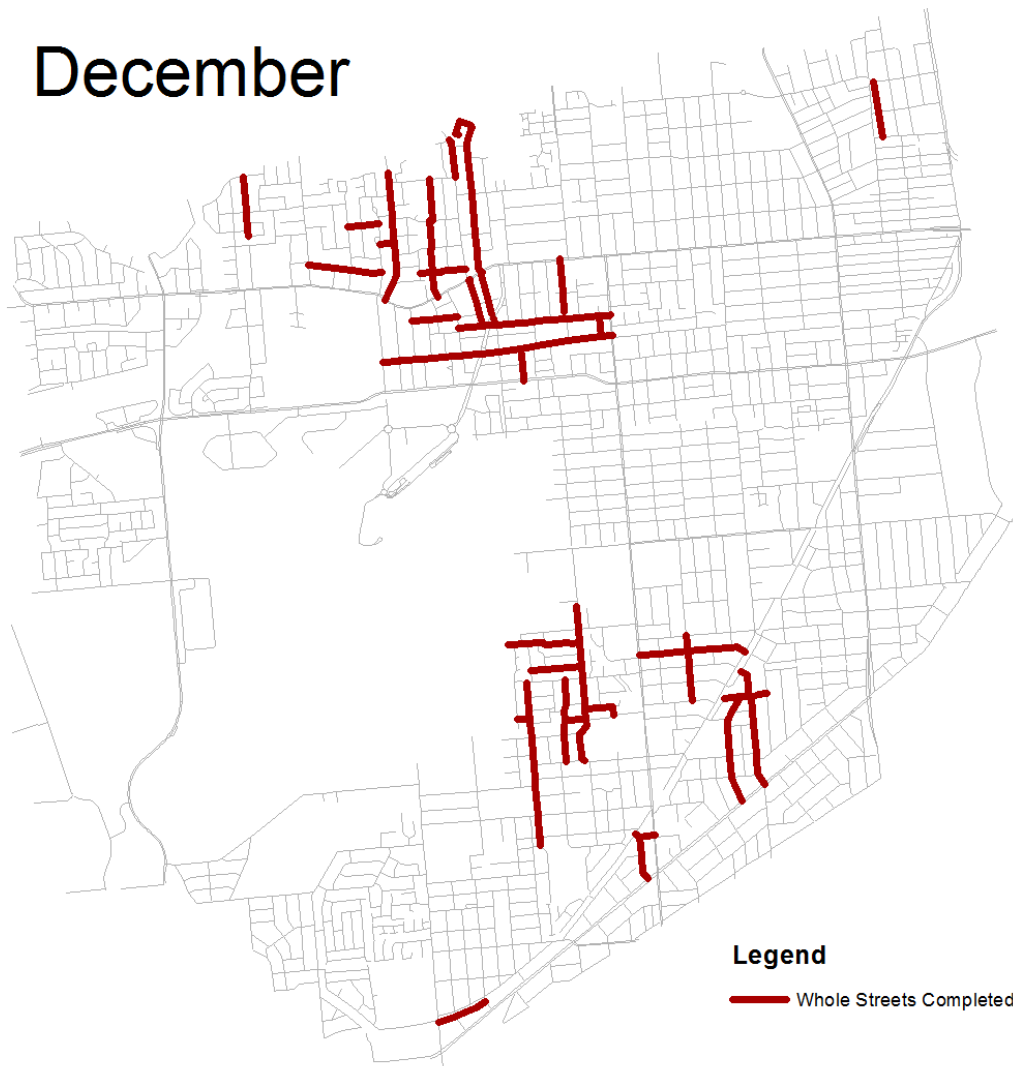
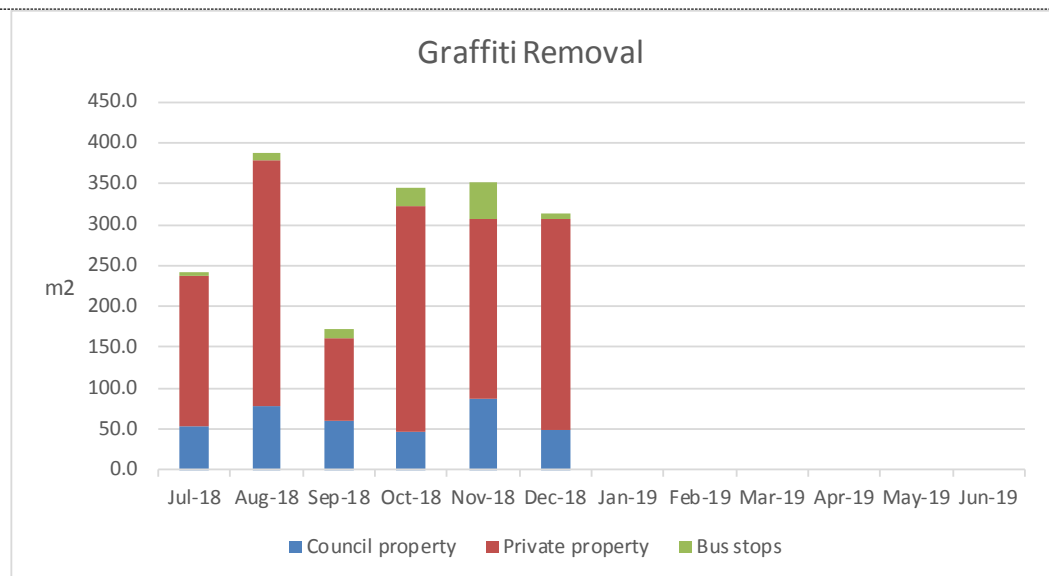


Road Repair and Potholes



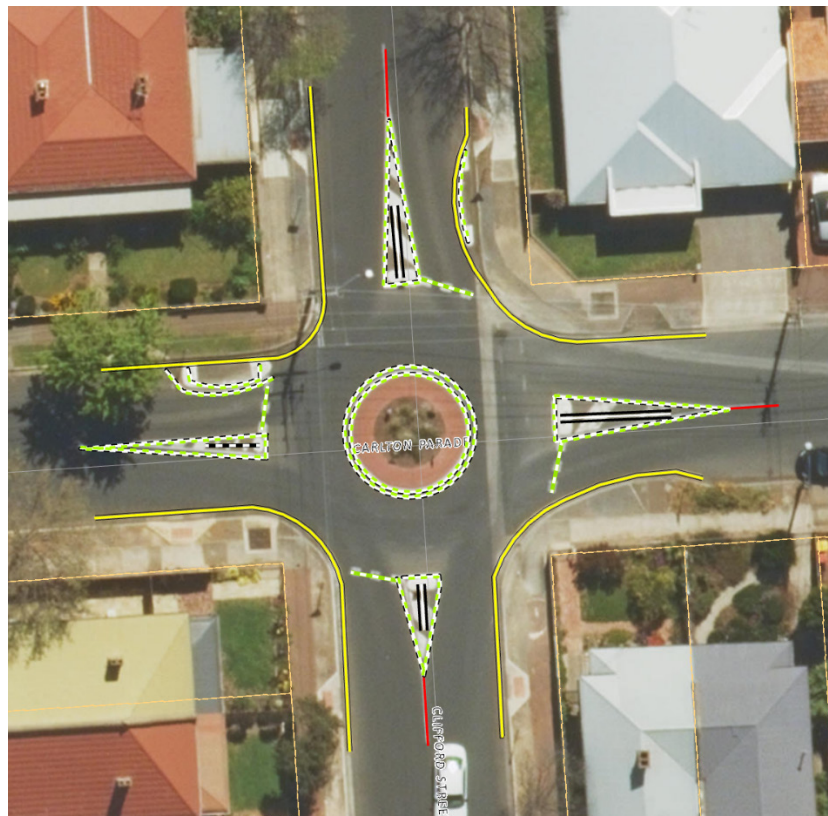
Footpath
Grinding
Program

December

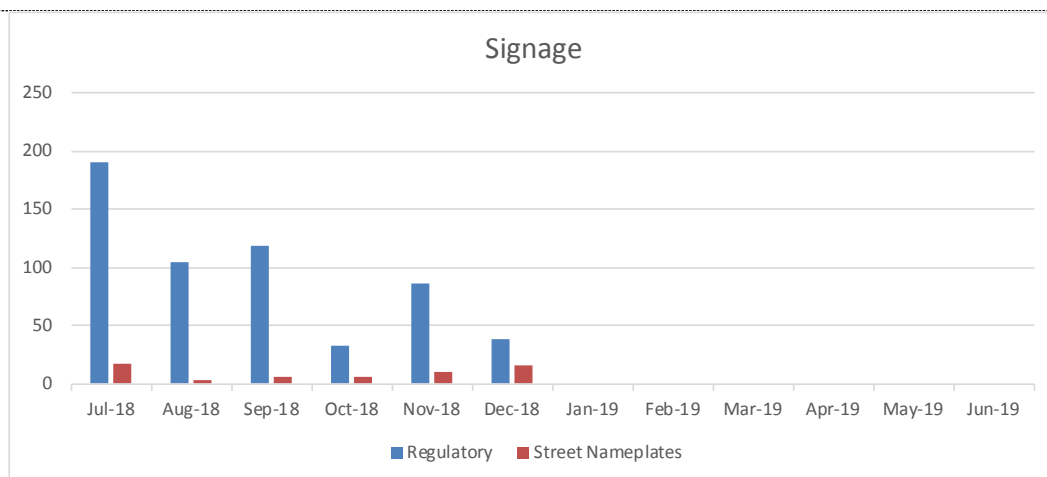
Graffiti
Removal

December

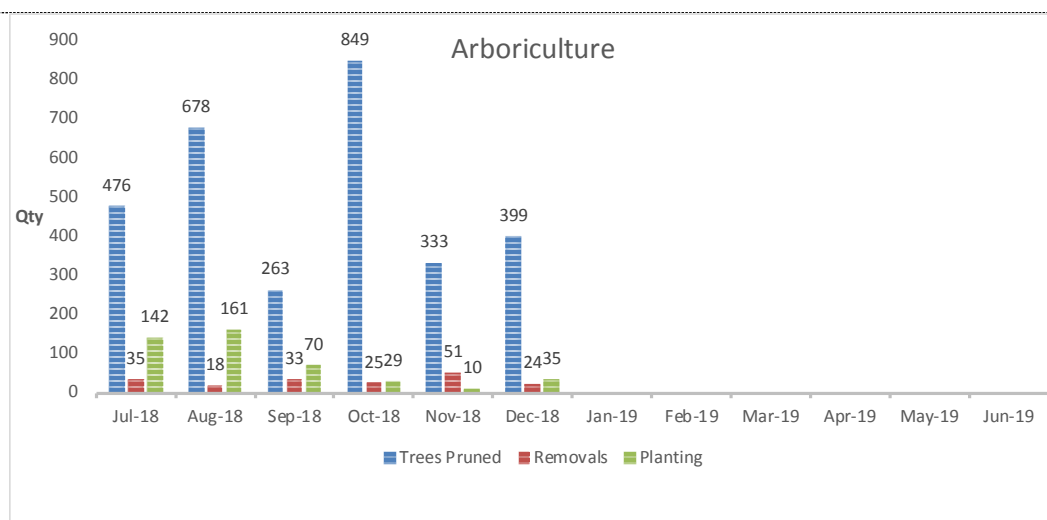
Line Marking



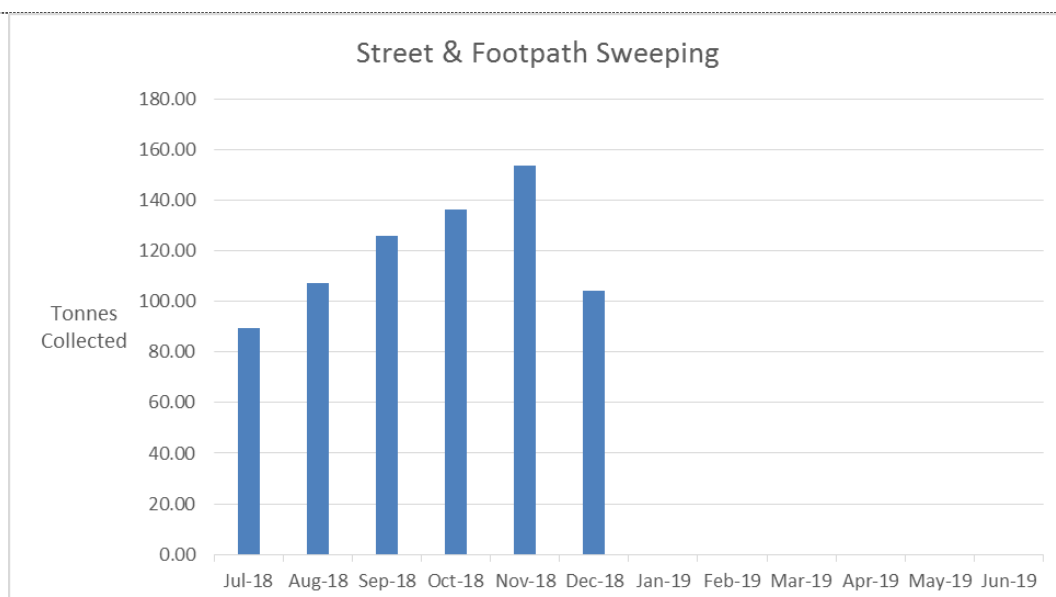
Signage

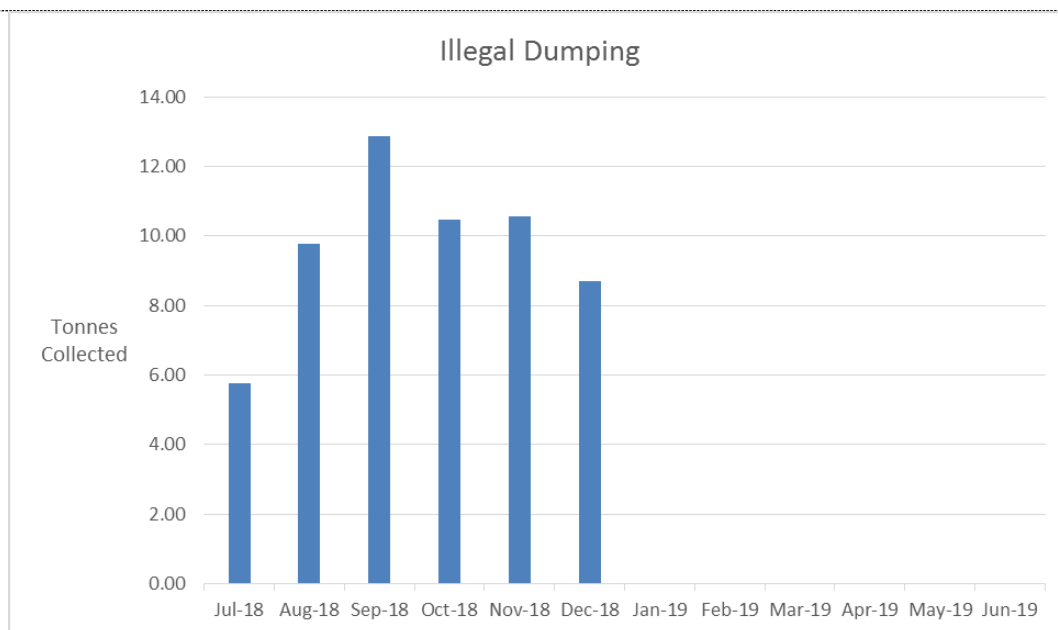


Arboriculture



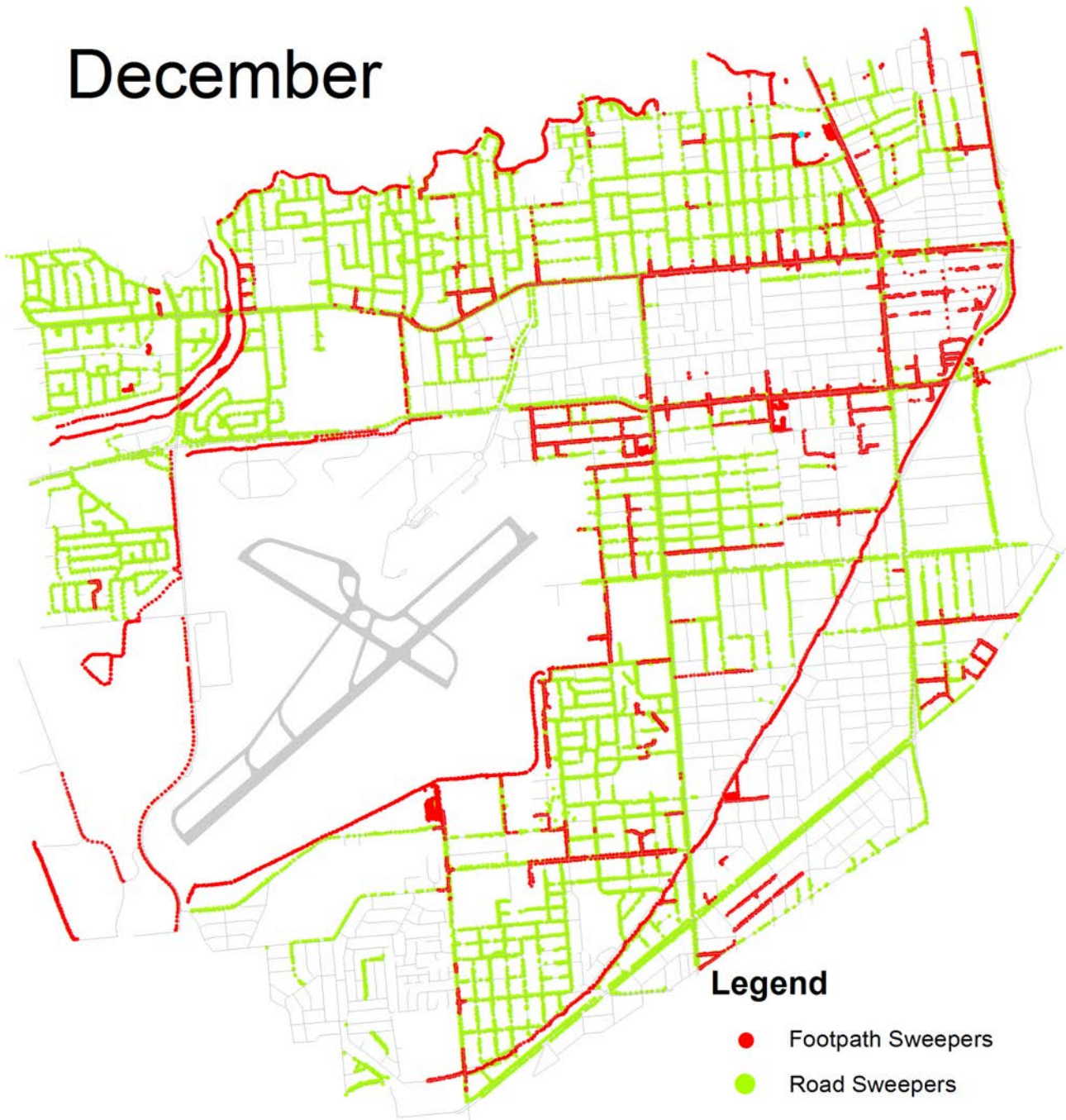
Street Sweeper



**Illegal Rubbish
Collection**

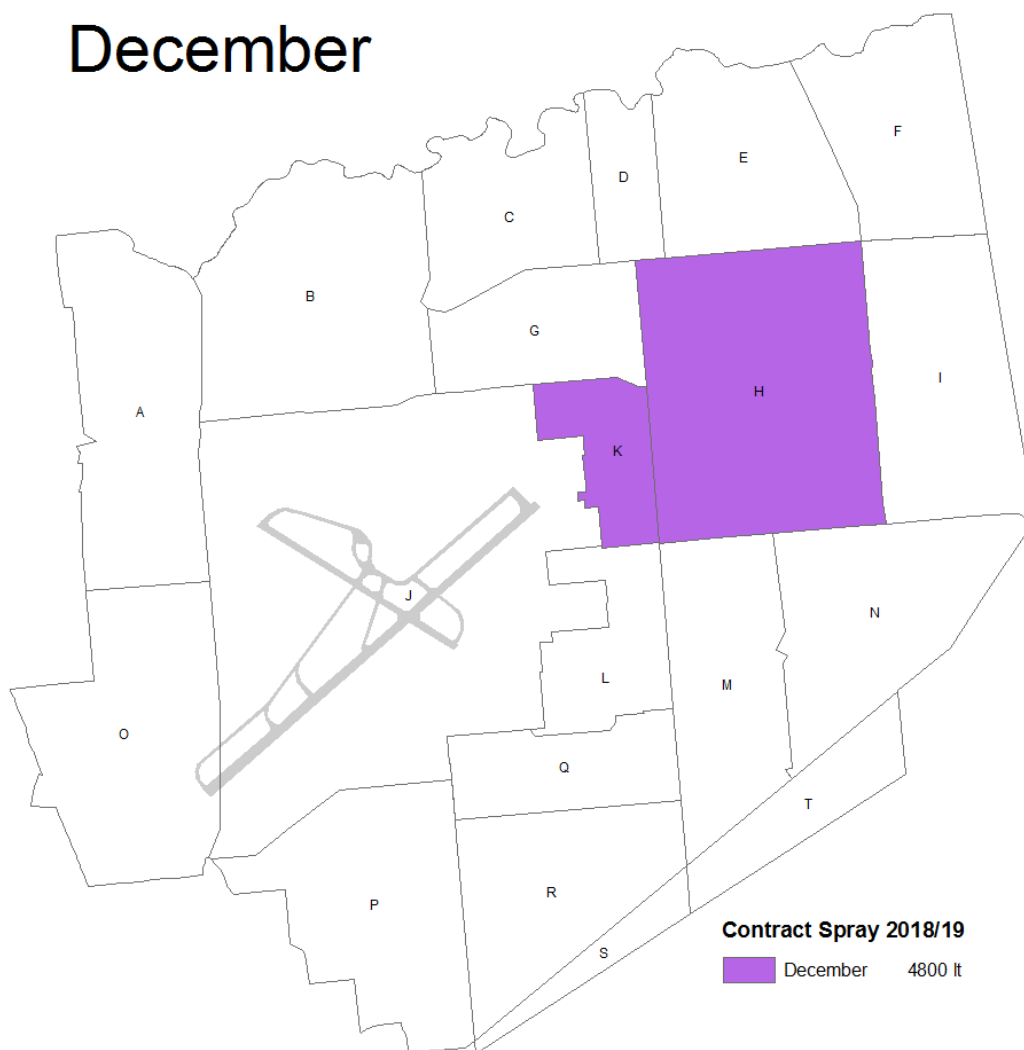
Street and Footpath Sweeper Coverage

December



December

Contract
Weed
Spraying
(2nd Cycle)

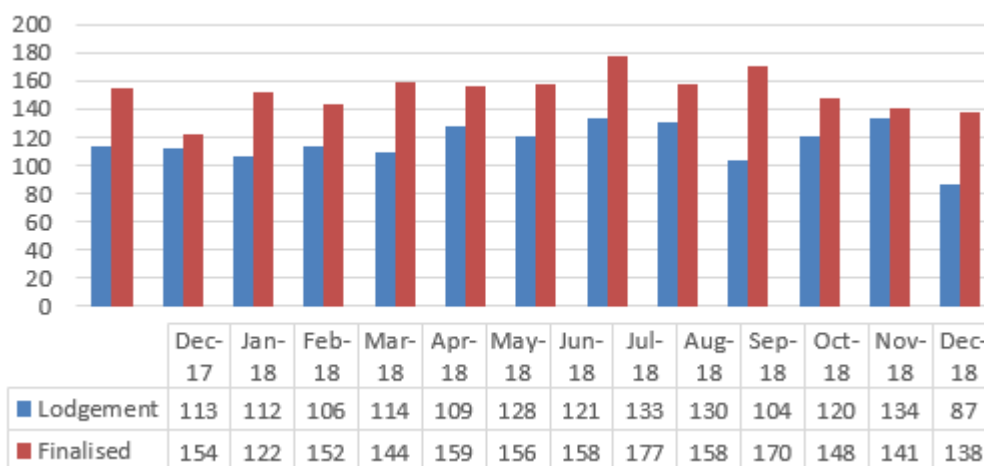


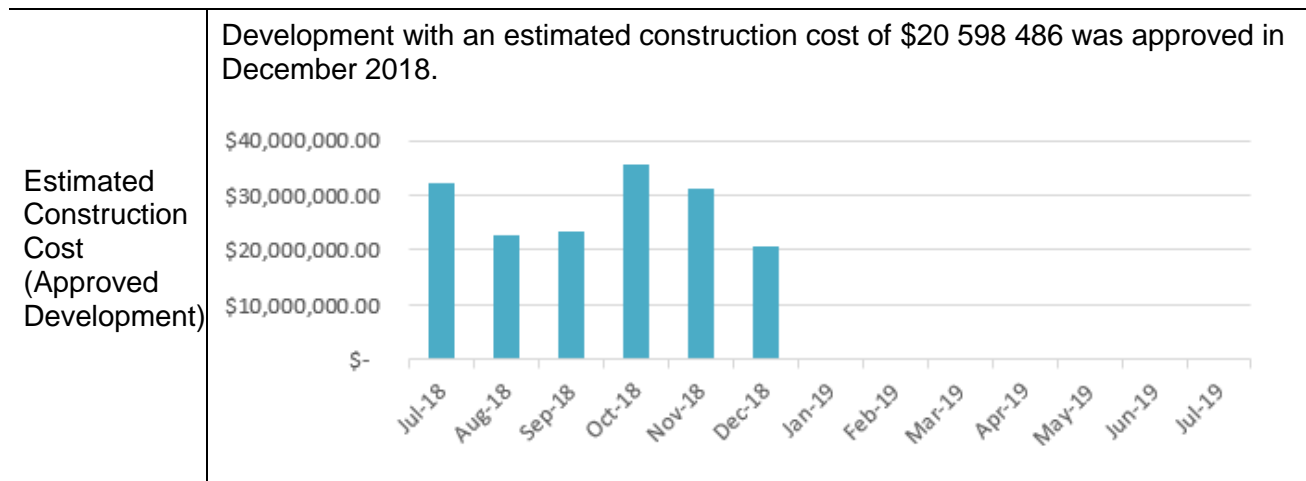
Development Assessment

Development Applications

Eighty-seven (87) applications were lodged and 138 applications were finalised in December 2018.

Lodgments
and
Decisions





Planning Assessment

	2018		2019	
	Sept Qtr. 3	Dec Qtr. 4	Mar Qtr. 1	June Qtr. 2
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		

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.

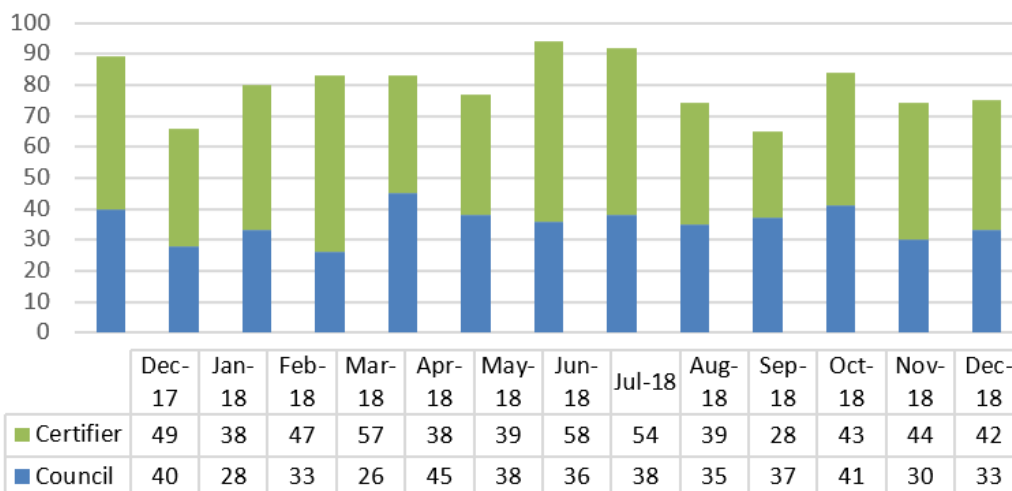
Maximum statutory time frames (excluding additional time for further information requests, statutory agency referrals and SCAP concurrence) are summarised as:
Building Rules Consent only: 4 weeks
Complying Development: 2 weeks for Development Plan Consent only; additional 4 weeks for Building Rules Consent
Category 1-3 Development: 8 weeks for Development Plan Consent only; additional 4 weeks for Building Rules Consent

		2018		2019	
		Sept Qtr. 3	Dec Qtr. 4	Mar Qtr. 1	June Qtr. 2
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> <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></p>					
Assessment Appeals	There were no new, ongoing or finalised appeals against Council's development assessment decisions during December 2018.				

Building Rules Assessment

Building Rules Consent issued By Relevant Authority

Council issued thirty-three (33) building rules consents and private certifiers issued forty-two (42) building rules consents in December 2018.



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 education

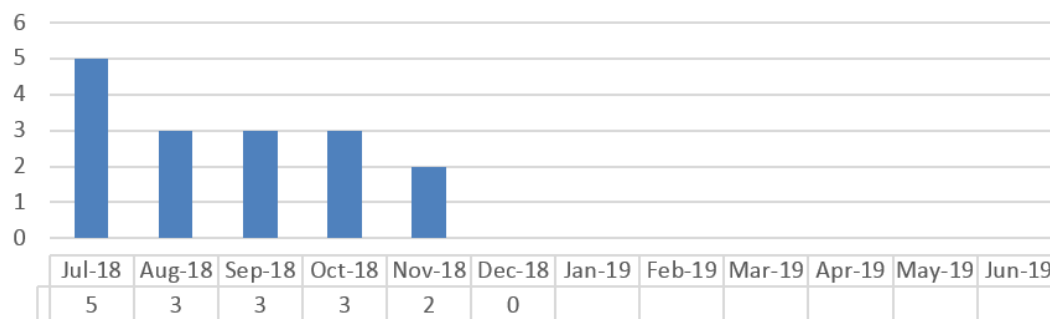
Pre-lodgment advice

Rostered Duty Planner and Duty Building Officers are available to answer preliminary pre-lodgment 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.

Category 3 Public notification

No Category 3 applications were notified in December 2018.



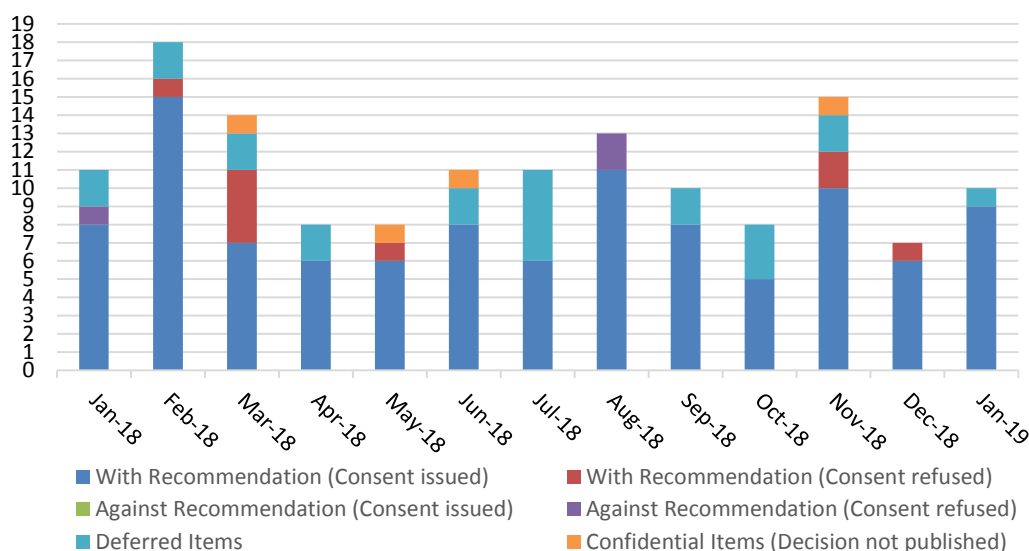
Council Assessment Panel

Meetings

The Council Assessment Panel (CAP) held a meeting on 22 January 2019.

The next CAP meeting will be held on 12 February 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
- Implementing new referral tasks for City Asset referrals
- New processes established for Urban Tree Fund contributions.

Development complianceCompliance
Requests

Fifteen (15) new development compliance requests were received in December 2018. Ten (10) development compliance requests were resolved within the month and one (1) request was resolved from a previous month in December 2018. At the end of December there were fifty-three (53) ongoing development compliance requests.

Month / Year	No of Requests Received	Requests resolved within the month	Requests resolved from previous months	Total Ongoing Actions
Dec 17	24	17	3	50
Jan 18	15	12	2	55
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

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.

Enforcement
Action

One (1) Section 84 enforcement notice was issued in December 2018.

There was one (1) new court matter in December 2018.

- An appeal against Council's enforcement notice relating to the unlawful use of 19-49 Scotland Road, Mile End South for storage and the sale of motor vehicles. A preliminary conference was held 17 December 2018 and a further conference is listed for 9 January 2019.

There was one (1) finalised court matter in December 2018.

- An appeal against Council's enforcement notice relating to the unlawful use of 11 Wilford Avenue, Underdale for a junkyard. The land has been cleared of junk and a court order has been signed to keep the land free of junk.

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

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

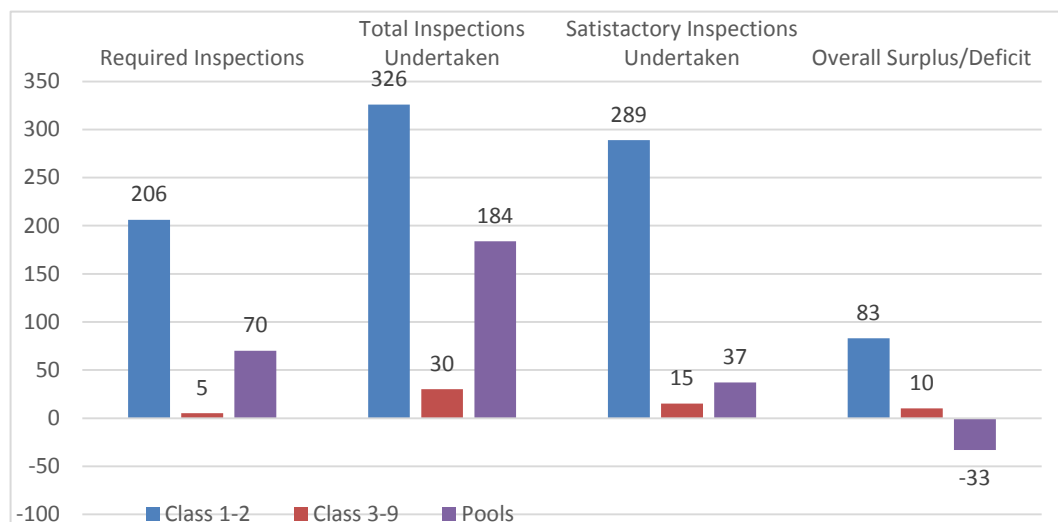
Section 69 emergency orders are the first stage of prosecution for unsafe buildings.

Building compliance inspections

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

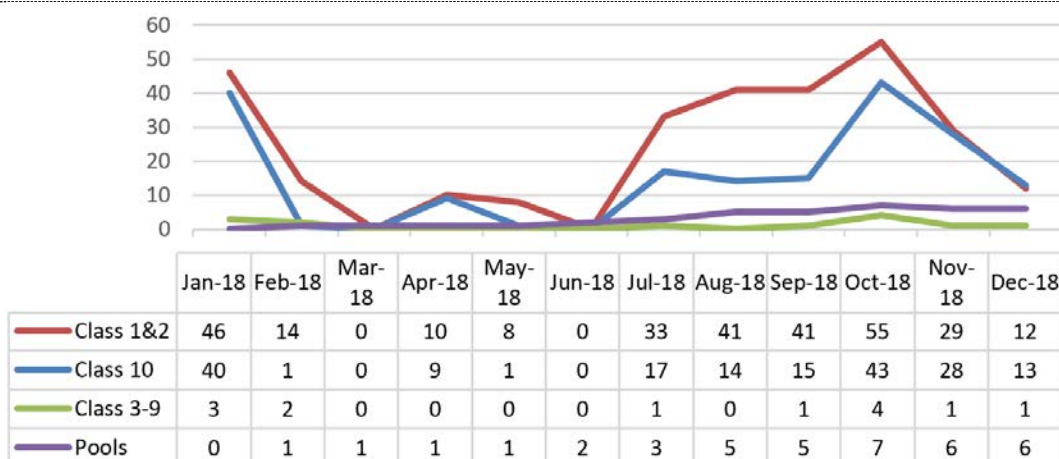
The graph below presented in the January 2019 Urban Services Report for January - December 2018 was incorrect, please find the revised graph below:

Building
Inspections
(January –
December
2018)



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

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

Actual
Satisfactory
Building
Inspections
Undertaken

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

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

City of West Torrens Building Fire Safety Committee

Meetings

A meeting of the Building Fire Safety Committee was held on 29 January 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).

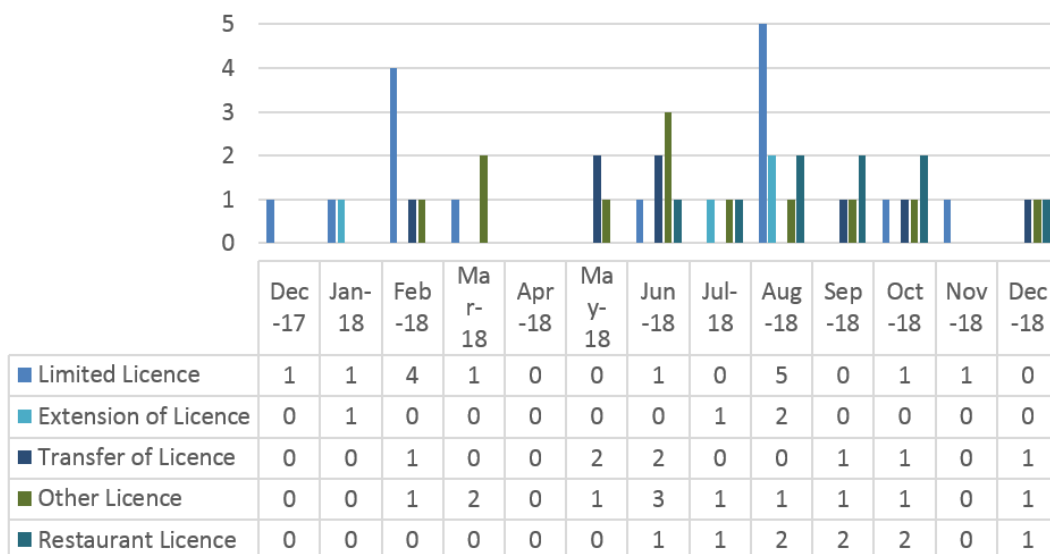
Liquor LicencingLiquor
Licencing
Reform

The State Government are implementing a reform of the liquor licencing system. Stages 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

Three (3) licence applications were referred to Council in December 2018.

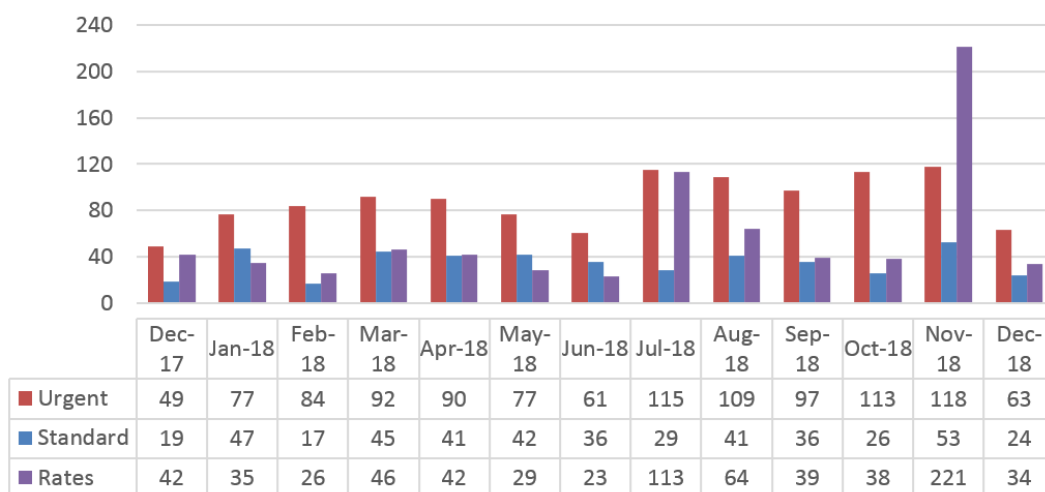


When an application is lodged with the State Government's Consumer and Business Services (CBS), it is also required to be referred to Council for our comment. The proposals are handled in accordance with our Liquor Licensing Policy, and Limited Licence applications are referred to the relevant Ward Councillors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

Property and land information requests

Section 12 Searches

Sixty-three (63) urgent search requests, twenty-four (24) standard search requests and thirty-four (34) rates search requests were received in December 2018.



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

11.3 Regulatory Services Activities Report

Brief

This report provides information on the activities of the Regulatory Services Department for the six months to 31 December 2018

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

Details are provided each quarter on activities of Regulatory Services for the information of Council.

Discussion

Parking Expiations

- 3,645 parking expiation notices were issued in the December quarter, along with 117 warnings / education for parking offences. 437 review requests were received.

Parking Enforcement Report Fines Waived and Warnings Issued 2018/19 Financial Year Report Meeting 5 February 2019				
Grounds	1 July - 30 Sept 2018	1 Oct - 31 Dec 2018	Year to Date Total	%
Parking Fines Waived				
- Compelling humanitarian grounds	10	2	12	2.7
- Unavoidable offence	38	57	95	21.2
- Technical, trivial or petty	127	68	195	43.4
- Defective notice	52	62	114	25.4
- Administrative error	0	3	3	0.7
- Other	13	17	30	6.7
Totals	240	209	449	100.0
Reason	1 July - 30 Sept 2018	1 Oct - 31 Dec 2018	Year to Date Total	%
Warnings Issued				
- Proximity to intersection - minor	5	3	8	1.8
- Not angle/parallel park; Footpath/Verge	26	28	54	12.0
- Part driveway/ramp blocked	7	6	13	2.9
- Permits Incorrectly Displayed	2	8	10	2.2
- Motorist moved on	48	52	100	22.3
- Other	16	20	36	8.0
Totals	104	117	221	100.0

Compliance Update

Fire Danger Season

- To promote the fire danger season which started on 17 November 2018, signs as below were placed around the council area. Compliance staff also carried out fire inspections on 466 properties and this resulted in 65 105F clean up notices being issued



Animal Management

- The doggy door knock is being undertaken, and it has resulted in the initial number of 453 dogs unregistered being reduced to 116
- Acknowledgement



Council's Animal Management Officer received a call in November on her way back from a school patrol accompanied by a Compliance Officer colleague advising of a brown and white dog that was wandering at large.

The dog (Toffee) was followed through Hilton and Marleston, to be detained finally near Weigall Reserve. Toffee was extremely exhausted and in need of water when the officers picked her up.



When a very concerned owner attended Council not long after to collect Toffee, our staff explained to him that she had very sore paws, with both inflamed.

The owner's eyes filled up with tears as he explained that they had been in a car accident two days earlier and Toffee had fled from the scene and he hadn't seen her since.

Needless to say, it was very rewarding to reunite Toffee with her owner.

Waste Management Update

- GISA Market Research and Forward Planning, Wednesday 10 October

This dual presentation was presented by GISA to update waste educators on market research they had undertaken on 'Attitudes to Recycling in SA' and the implications for state wide recycling education in 2019. The 'Recycle Right' campaign is being re-branded to accord with the 'Which bin?' campaign run by East Waste.

- Community group morning tour to 3 sites: Wednesday 24 October

15 members of the Airport Probus Club visited ERA (Underdale), Jeffries (Wingfield) and VISY Recycling (Wingfield).

- Chemical and Paint Drop-Off Day: Saturday, 27 October

780 vehicles presented (208 CWT, 239 Marion, 138 Holdfast Bay) involving 585 residents from the three participating councils. Although advertised to operate from 9am until 3pm, the site opened at 8am and closed at 3.10pm, and processed the last vehicle at approximately 3.45pm.

Despite councils providing more than the usual number of staff to support the event, the throughput of material processed was slower than in previous years and this impacted traffic and waiting times for drop-off.

A comparison with the previous collection indicated increases in vehicle numbers, paint volume and overall tonnages.

Event Year	Vehicle no's	Tonnes Collected	Paint %
April 2015 - CWT	670	17.8	60%
October 2018 - CWT	780 (16.4% inc)	28.9 (62%inc)	78% (30% inc)

- Waste SA Conference

Waste Management staff attended the Waste SA Conference in November 2018, including a walking tour in the City of Adelaide to look at waste initiatives being taken in response to medium / high density and mixed-use residential developments.

Waste Education

- School Education - Lockleys North Primary School, Tuesday 30 October

An education session recently developed by the Waste Educator for early year students was delivered to three classes of reception students (62 students and 3 teachers).



Feedback was received as follows:

'On behalf of the reception teaching team we would like to thank you for your time, energy and enthusiasm yesterday when you visited.

The session was really thorough, informative and interactive for the children. They loved the coloured hats and being able to sort the rubbish into different categories. It all links in very closely with what we are learning at the moment.

We appreciate your efforts and the feedback is all very positive

The school then requested support with resources for its community night on Thursday 8 November. Flyers and a pull-up banner were provided for the year 7 display.

- Food Recycling: Lockleys North Primary School, December 2018

Following educational sessions in October, two year 7 students approached Council for help in promoting caddies to the school community. This was part of the year 7 Economics and Business Unit and involved planning a not-for-profit, war-on-waste campaign - a similar program to that developed for the Richmond Primary School. It involved promotion via the school's digital newsletter and a link to the council website for parents to register their interest. A total of 25 caddies, compostable bags and instruction flyers were delivered to the school for distribution.



The Assistant Principal, the key driver of the program, was disappointed at the low response and suspected it was due to the fact that it coincided with the school reporting period and huge graduation ceremony, and to the poor readership of the digital newsletter. She requested the opportunity to do another program later next year and promote it far more actively in the school and its community.

- Plympton Community Centre: Food recycling promotion, Monday 5 November and Tuesday 20 November
- At the request of Community Development, waste staff attended both lunch sessions at the Community Centre to encourage food scraps recycling. 20 caddies and liner bags were later supplied to participants.
- Food Recycling - Richmond Primary School

Following the food recycling promotion to the school community, caddies, bags and information flyers were delivered to the school. Interest was expressed by the Assistant Principal in follow-up education next year, particularly with JP students.

- Presentation to local business group - Love On Café, Wednesday 7 November

7 small business owners resident in CWT had an opportunity to hear about recycling correctly.
- Community group morning tour to 3 sites: Wednesday 14 November

10 members of the Lockleys Ladies Probus Club visited ERA (Underdale), Jeffries (Wingfield) and VISY Recycling (Wingfield).
- Presentation: The Pines Retirement Village, Southern Cross, Monday 19 November

30 residents attended a presentation on waste and recycling. Due to interest in food scraps recycling and support from management of the village, 50 caddies, bags and print resources were delivered to the village for distribution to residents who are interested in participating.
- Caddy and bags promotions at Pre-schools/Early Learning Centres

12 caddies and bags plus an information flyer were delivered to Lockleys ELC for distribution to parents/caregivers who expressed interest in food recycling following a promotion at the ELC. Caddies and bags were also supplied for use in the Centre.
7 caddies and bags plus an information flyer were delivered to Camden Park CCC for distribution to parents/caregivers who expressed interest in food recycling following a promotion at the ELC. Caddies and bags were also supplied for use in the Centre.

Environmental Health Update

Food Safety

- Food safety inspections were undertaken of food stalls and mobile food vans at two large outdoor events recently. Inspections by Environmental Health Officers at these events are conducted to assess compliance with food safety standards whilst also educating on health and hygiene requirements and expectations at temporary food events.
 - 1) Philippine Fiesta - 18 food stall and mobile food vehicle inspections
 - 2) Dimitria Festival (Pan Macedonian Federation of SA) - 9 food stall and mobile food vehicle inspections

Food Safety Rating Scheme ★★★★★

The Food Safety Rating Scheme page on Council's website has been updated to include all food premises within the city that have achieved a 5 star rating.

The list on the page will be kept current as the data for the page will auto update the businesses every day. Food businesses will either be added to the list, remain on the list or be removed from the list daily depending on the result from their inspection under the food safety rating scheme.

SA Health have informed Council that we are the first in SA to provide this information on their website.

All relevant food businesses in West Torrens are inspected using the star rating system, however participation is voluntary and businesses can choose to display their food safety rating certificate at their business.

Conclusion

Details are provided quarterly on the activities of Regulatory Services for the information of Council.

Attachments**1. Reg Service Data and Graph Report for October - December 2018**

ENVIRONMENTAL HEALTH October - December 2018**Routine Inspections****Total Inspections****YTD**

2018/19 = 513

2017/18 = 380

Quarter

2018/19 = 319

**Environmental Nuisance****Total Inspections:****YTD**

2018/19 = 131

2017/18 = 115

Quarter

2018/19 = 60

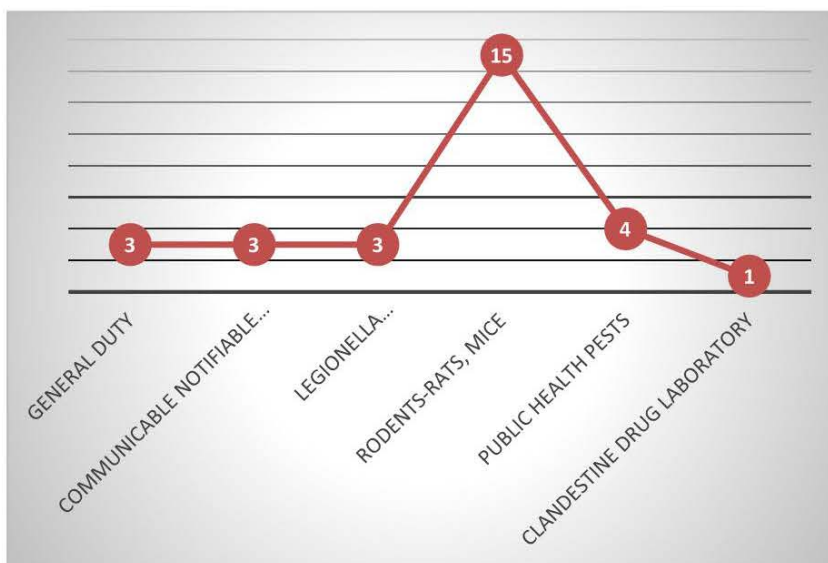
**Public Health****Total Inspections:****YTD**

2018/19 = 39

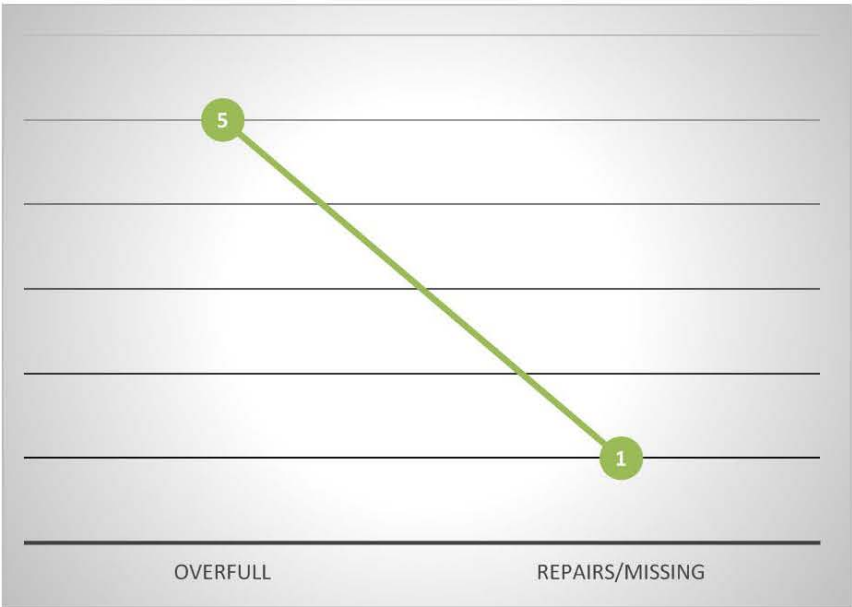


2017/18 = 43

Quarter

2018/19 = 29



<p>Food</p> <p>Total Inspections:</p> <p>YTD 2018/19 = 33 2017/18 = 26</p> <p>Quarter 2018/19 = 18</p>	<table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>FOREIGN MATTER</td> <td>2</td> </tr> <tr> <td>CHEMICAL</td> <td>1</td> </tr> <tr> <td>HYGIENE PREMISES</td> <td>4</td> </tr> <tr> <td>POISONING- ALLEGED AND...</td> <td>4</td> </tr> <tr> <td>STORAGE/TEMP</td> <td>2</td> </tr> <tr> <td>FOOD ACT ADMINISTRATION</td> <td>4</td> </tr> <tr> <td>FOOD PREMISES BINS</td> <td>1</td> </tr> </tbody> </table>	Category	Count	FOREIGN MATTER	2	CHEMICAL	1	HYGIENE PREMISES	4	POISONING- ALLEGED AND...	4	STORAGE/TEMP	2	FOOD ACT ADMINISTRATION	4	FOOD PREMISES BINS	1
Category	Count																
FOREIGN MATTER	2																
CHEMICAL	1																
HYGIENE PREMISES	4																
POISONING- ALLEGED AND...	4																
STORAGE/TEMP	2																
FOOD ACT ADMINISTRATION	4																
FOOD PREMISES BINS	1																
<p>Total Vaccines Administered:</p> <p>YTD 2018/19 = 2348 2017/18 = 1,096</p> <p>Quarter 2018/19 = 953</p>	<table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>VACCINES ADMINISTERED</td> <td>633</td> </tr> <tr> <td>CLIENTS VACCINATED</td> <td>316</td> </tr> <tr> <td>FLU VACCINATIONS</td> <td>4</td> </tr> </tbody> </table>	Category	Count	VACCINES ADMINISTERED	633	CLIENTS VACCINATED	316	FLU VACCINATIONS	4								
Category	Count																
VACCINES ADMINISTERED	633																
CLIENTS VACCINATED	316																
FLU VACCINATIONS	4																
<p>WASTE MANAGEMENT October - December 2018</p>																	
<p>Waste Bins</p> <p>Total Inspections:</p> <p>YTD 2018/19 = 38 2017/18 = 70</p> <p>Quarter 2018/19 = 22</p>	<table border="1"> <thead> <tr> <th>Category</th> <th>Count</th> </tr> </thead> <tbody> <tr> <td>LEFT ON VERGE</td> <td>10</td> </tr> <tr> <td>MISSED</td> <td>1</td> </tr> <tr> <td>CONTAMINATION</td> <td>3</td> </tr> <tr> <td>MISC/OTHER</td> <td>6</td> </tr> <tr> <td>STREET BINS</td> <td>2</td> </tr> </tbody> </table>	Category	Count	LEFT ON VERGE	10	MISSED	1	CONTAMINATION	3	MISC/OTHER	6	STREET BINS	2				
Category	Count																
LEFT ON VERGE	10																
MISSED	1																
CONTAMINATION	3																
MISC/OTHER	6																
STREET BINS	2																

<p>Reserve & Street Bins</p> <p>Total Inspections:</p> <p>Total Inspections:</p> <p>YTD 2018/19 = 11 2017/18 = 21</p> <p>Quarter 2018/19 = 6</p>	 <table border="1"> <thead> <tr> <th>Category</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>OVERFULL</td> <td>5</td> </tr> <tr> <td>REPAIRS/MISSING</td> <td>1</td> </tr> </tbody> </table>	Category	Value	OVERFULL	5	REPAIRS/MISSING	1				
Category	Value										
OVERFULL	5										
REPAIRS/MISSING	1										
<p>Food Waste Program Rebates</p> <p>Quarterly number of rebates = 7</p> <p>Total rebate given \$366.60</p> <p>YTD 2018/19 = 334 2017/18 = 17</p> <p><i>Note: Kitchen Caddy not in 2017/18 figures</i></p>	 <table border="1"> <thead> <tr> <th>Category</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>WORM FARM</td> <td>6</td> </tr> <tr> <td>WORMS</td> <td>6</td> </tr> <tr> <td>COMPOST BINS</td> <td>1</td> </tr> <tr> <td>KITCHEN CADDY</td> <td>313</td> </tr> </tbody> </table>	Category	Value	WORM FARM	6	WORMS	6	COMPOST BINS	1	KITCHEN CADDY	313
Category	Value										
WORM FARM	6										
WORMS	6										
COMPOST BINS	1										
KITCHEN CADDY	313										
<p>Illegal Dumping Program</p> <p>Access to waste disposal options and illegal dumping site inspections</p> <p>YTD 2018/19 = 1275 2017/18 = 1216</p> <p>Quarter 2018/19 = 634</p>	 <table border="1"> <thead> <tr> <th>Category</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>WASTE DISPOSAL VOUCHERS</td> <td>422</td> </tr> <tr> <td>ILLEGAL DUMPING</td> <td>161</td> </tr> <tr> <td>HARD WASTE NON CONFORMING</td> <td>37</td> </tr> <tr> <td>SHOPPING TROLLEYS</td> <td>14</td> </tr> </tbody> </table>	Category	Value	WASTE DISPOSAL VOUCHERS	422	ILLEGAL DUMPING	161	HARD WASTE NON CONFORMING	37	SHOPPING TROLLEYS	14
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WASTE DISPOSAL VOUCHERS	422										
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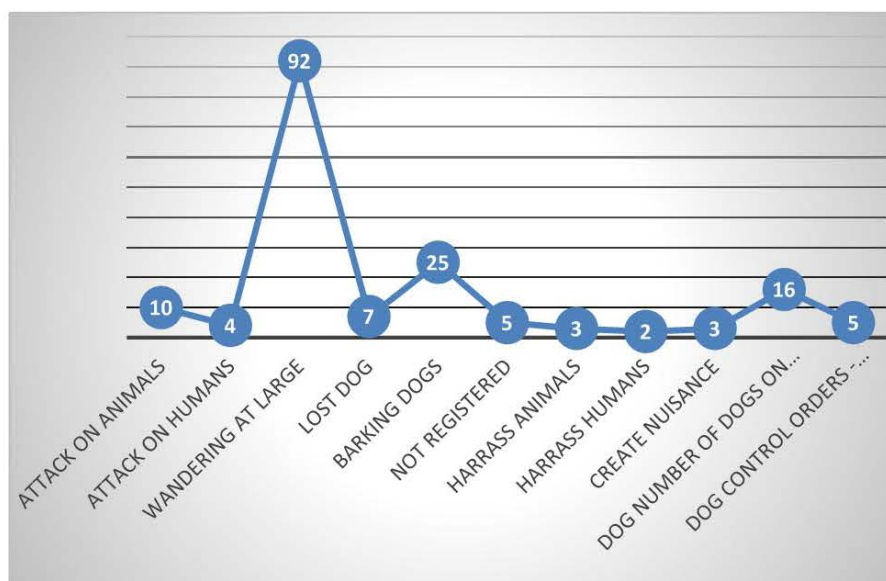
COMPLIANCE**October - December 2018****Dogs****YTD**

2018/19 = 324

2017/18 = 322

Quarter

2018/19 = 172

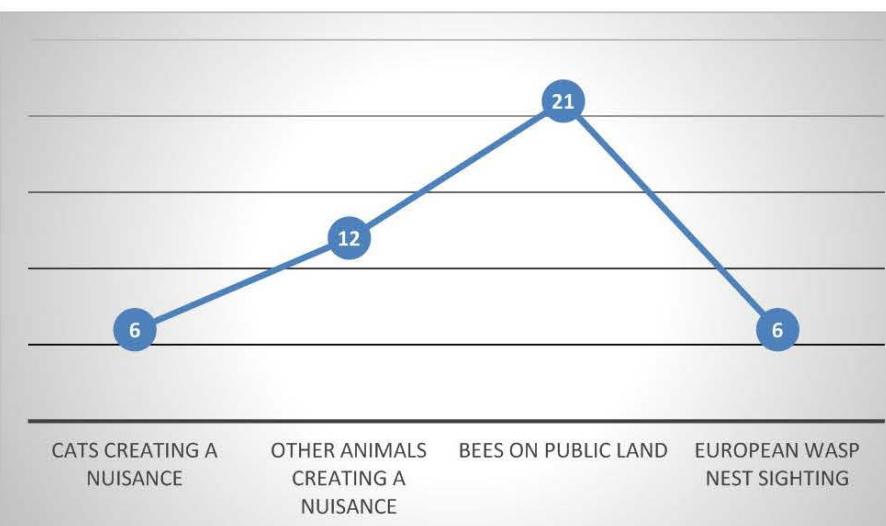
**Other Animals****Total Inspections:****YTD**

2018/19 = 76

2017/18 = 102

Quarter

2018/19 = 45

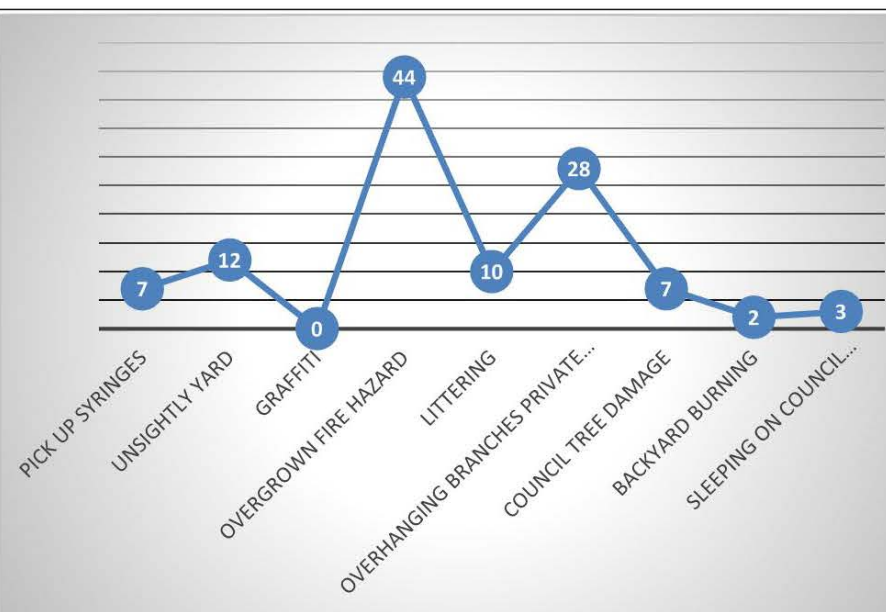
**Environment****Total Inspections:****YTD**

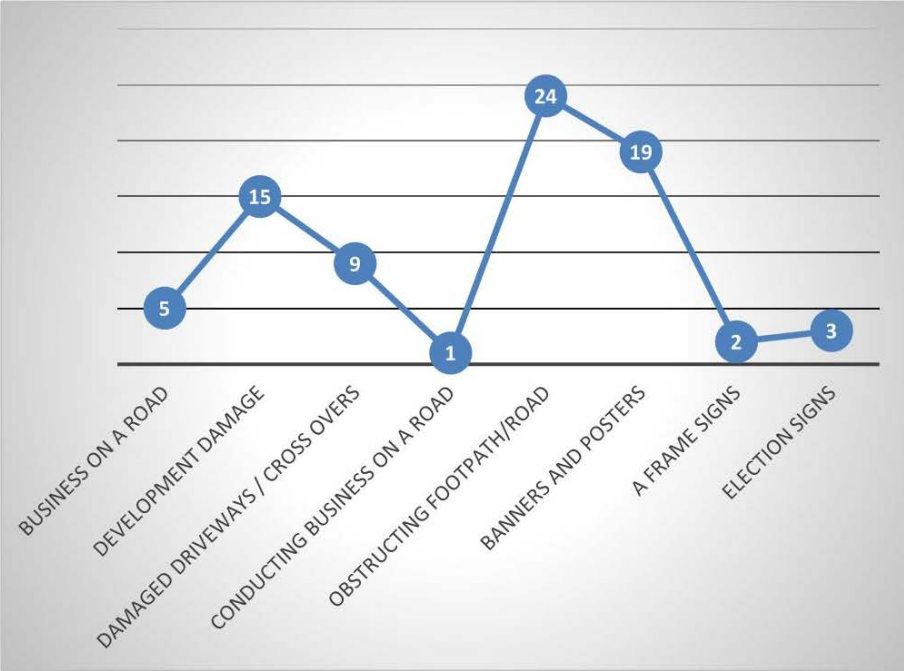

2018/19 = 172

2017/18 = 158

Quarter

2018/19 = 113



Roads & Footpaths Total Inspections: YTD 2018/19 = 129 2017/18 = 144 Quarter 2018/19 = 78	 <table border="1"> <thead> <tr> <th>Category</th> <th>Inspections</th> </tr> </thead> <tbody> <tr> <td>BUSINESS ON A ROAD</td> <td>5</td> </tr> <tr> <td>DEVELOPMENT DAMAGE</td> <td>15</td> </tr> <tr> <td>DAMAGED DRIVEWAYS / CROSS OVERS</td> <td>9</td> </tr> <tr> <td>CONDUCTING BUSINESS ON A ROAD</td> <td>1</td> </tr> <tr> <td>OBSTRUCTING FOOTPATH/ROAD</td> <td>24</td> </tr> <tr> <td>BANNERS AND POSTERS</td> <td>19</td> </tr> <tr> <td>A FRAME SIGNS</td> <td>2</td> </tr> <tr> <td>ELECTION SIGNS</td> <td>3</td> </tr> </tbody> </table>	Category	Inspections	BUSINESS ON A ROAD	5	DEVELOPMENT DAMAGE	15	DAMAGED DRIVEWAYS / CROSS OVERS	9	CONDUCTING BUSINESS ON A ROAD	1	OBSTRUCTING FOOTPATH/ROAD	24	BANNERS AND POSTERS	19	A FRAME SIGNS	2	ELECTION SIGNS	3
Category	Inspections																		
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A FRAME SIGNS	2																		
ELECTION SIGNS	3																		
Parking Total Inspections YTD 2018/19 = 618 2017/18 = 575 Quarter 2018/19 = 288	 <table border="1"> <thead> <tr> <th>Category</th> <th>Inspections</th> </tr> </thead> <tbody> <tr> <td>ABANDONED VEHICLE</td> <td>76</td> </tr> <tr> <td>PARKING COMPLAINT</td> <td>210</td> </tr> <tr> <td>PARKING PERMIT APPLICATION</td> <td>2</td> </tr> </tbody> </table>	Category	Inspections	ABANDONED VEHICLE	76	PARKING COMPLAINT	210	PARKING PERMIT APPLICATION	2										
Category	Inspections																		
ABANDONED VEHICLE	76																		
PARKING COMPLAINT	210																		
PARKING PERMIT APPLICATION	2																		

11.4 Community Services Activities Report

Brief

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

RECOMMENDATION

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

Introduction

The community services department (Department) provides a report to each Strategy and Community 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 January 2019 are as follows:

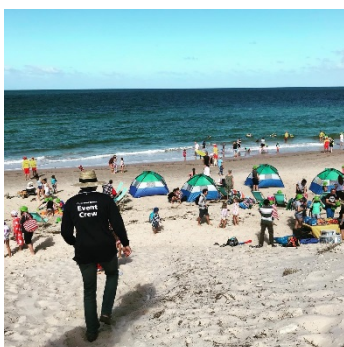
Community Centres

Over the month of January there were a total of 63 groups booked into Thebarton Community Centre and 21 booked into Plympton Community Centre.

Highlights at Thebarton Community Centre included the cultural event hosted by Club India on the first day of January and the Australia Day citizenship ceremony. The weekends were booked out with family celebrations, weddings and birthday parties. Plympton Community Centre hosted the 'Little Day In' school holiday event and welcomed BAPS Indian Community Group a regular hire for the coming year.

School Holiday Program highlights

Little Day Out (LDO) Beach was a major highlight of the school holiday program, with 300 people attending to learn about beach safety and enjoy being active with the resources and activities provided. Free sun hats with LDO branding were given to all participants and the feedback received from doing this was extremely positive. This activity was run at West Beach in partnership with the West Beach Surf Lifesaving Club.



The '3-on-3 Soccer Tournament' at Cowandilla Primary School, in conjunction with local provider *State Soccer*, was a big success with a large cohort of regular youth library patrons competing.

The 'Make a Rainstick' activity was well attended and children and parents learnt about the history of Rainsticks and where they are used around the world, finishing the session by making and decorating their own 'Rainstick' to take home.

Other highlights included Curious Creatures Yoga Classes for children, children's activities at the Summer Festival Movie Nights, the science focussed 'Little Bang Discovery Club' and the 'Little Day In - STEAM' events.

Youth

The partnership with NRM Schools, City of Marion and City of Holdfast Bay will continue this year to deliver 3 more free workshops on food gardening in schools, kindergartens and early childhood sites. These sessions have been running for the last two years and have a strong participation rate.

Planning for the 'Youth Expo' in April has begun. The online registrations system for schools and stallholders is now live. So far 14 organisations have registered as stallholders and 1 school has already signed up. This annual expo is a partnership between the western suburb Councils and is open to all schools in the western suburbs to visit on the day for students to learn about services and opportunities.

The Administration is working with Surf Life Saving SA to plan for another water safety program, to be delivered in term 1 as part of ongoing after-school programming. A new direction for the program was necessitated by a change of management at Thebarton Aquatic Centre, who no longer have capacity to help deliver the program. This new partnership with Surf Life Saving SA has been a great outcome, it enables council to continue the program while also giving it a greater focus on beach safety.

Active Ageing

In conjunction with the Resilience Team, Heat Wave information was posted out to 300 older residents. This information includes ways to cope in a heatwave as well as contact details for Red Cross Telecross service.

A new fortnightly program will begin next month. This program will be called 'Blokies Brekky', it will be a social interaction opportunity for older male residents over breakfast at Plympton Community Centre. Activities will be incorporated based on feedback from the residents who attend.

Attachments

1. Community Services Activities and Events - February 2019

Community Services Activities and Events - February 2019

Date	Time	Activity/Event	Location
Fri 1/2	8.30am	Hilton Shopping Centre Bus Run	Hamra Centre
	10.00am	Orange Tree Quilters	
	10.30am	Story Time: 5 years and under	
	12.00pm	Central Market Bus Run	Kurralta Park
	12.30pm	Kmart Shopping Bus Run	
	1.00pm	One-to-One Tech Help Drop-in session	
Sat 2/2	10.00am	One-to-One Tech Help Drop-in session	Hamra Centre
	1.30-3.30pm	Rewire: Learn about computers	Hamra Centre
	3pm-12.00am	Summer Festival - Thebartonia	Wheatsheaf Hotel - Thebarton
	1pm-6pm	Natural Fabric Dyeing Workshop	Cowandilla Community Room
Sun 3/2			
Mon 4/2	8.00am	NHF Walking Group	Kurralta Park
	10am-12pm	Yarn Knitting Group	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	10.30am	ESL Reading Group: Intermediate	Hamra Centre
	2.00pm	One-to-One Tech Help	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
Tue 5/2	10.30am	Baby Time: 0-18 months	Hamra Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	11am-2pm	Share a Table - Active Ageing	Plympton Community Centre
	1.00pm	ESL class with free creche	Hamra Centre
Wed 6/2	10.30am	ESL Reading Group: Post beginner	Hamra Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	11.00am	Book Club	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
Thu 7/2	8.00am	NHF Walking Group	Kurralta Park
	9.00am	Fulham Shopping Centre Bus Run	Hamra Centre
	10.00am	One-to-One Tech Help	
	10.30am	Baby Time: 0-18 months	
	10.30am	Thursday Senior Citizens	Plympton Community Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	1.00pm	Castle Plaza Shopping Centre Bus Run	Hamra Centre
	6.00pm	Book Club	
Fri 8/2	8.45am	Central Market Bus Run	Plympton Community Centre
	9.00am	Brickworks Shopping Centre Bus Run	
	9.45am-11.30	Movers & Shakers Exercise Group	
	10am	Knitter Knatter Group	Hamra Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	12.30pm	Kmart Shopping Bus Run	Kurralta Park
	1.00pm	One-to-One Tech Help Drop-in session	Hamra Centre
	3.00pm	Book Club	Hamra Centre
Sat 9/2	10.00am	One-to-One Tech Help Drop-in session	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	5pm-10pm	Summer Festival - Take a Fork on the Westside	Kings Reserve
Sun 10/2			

Date	Time	Activity/Event	Location
Mon 11/2	8.00am	NHF Walking Group	Kurralta Park
	10.00am	Yarn Knitting Group	Hamra Centre
	10.30am	ESL Reading Group: Intermediate	Hamra Centre
	2.00pm	One-to-One Tech Help	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
Tue 12/2	9am-11am	Blokes Brekky - Active Ageing	Plympton Community Centre
	10.30am	Baby Time: 0-18 months	Hamra Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	1.00pm	ESL class with free creche	Hamra Centre
	2pm-3pm	Tai Chi for Pain Relief - Active Ageing	Plympton Community Centre
Wed 13/2	10.30am	ESL Reading Group: Post beginner	Hamra Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
Thu 14/2	8.00am	NHF Walking Group	Kurralta 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
	1.00pm	Castle Plaza Shopping Centre Bus Run	
	6.00pm	Financial Counselling	Hamra Centre
Fri 15/2	8.30am	Hilton Shopping Centre Bus Run	
	9.45am-11.30	Movers & Shakers Exercise Group	Plympton Community Centre
	10.00am	Orange Tree Quilters	Hamra Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	12.00pm	Central Market Bus Run	
	12.30pm	Kmart Shopping Bus Run	Kurralta Park
Sat 16/2	1.00pm	One-to-One Tech Help Drop-in session	Hamra Centre
	10.00am 6pm- 9pm	One-to-One Tech Help Drop-in session From Nature - Fringe Exhibiton Opening	Hamra Centre West Torrens Auditorium
Sun 17/2			
Mon 18/2	8.00am	NHF Walking Group	Kurralta Park
	10.00am	Yarn Knitting Group	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	10.30am	ESL Reading Group: Intermediate	Hamra Centre
	2.00pm	One-to-One Tech Help	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
Tue 19/2	10.30am	Baby Time: 0-18 months	Hamra Centre
	10.30am	Local Government Access and Inclusion Network	
	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 creche	Hamra Centre
Wed 20/2	10.30am	ESL Reading Group: Post beginner	Hamra Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre

Date	Time	Activity/Event	Location
Thu 21/2	8.00am	NHF Walking Group	
	9.00am	Fulham Shopping Centre Bus Run	
	10.00am	One-to-One Tech Help	Hamra Centre
	10.30am	Thursday Senior Citizens	Plympton Community Centre
	10.30am	Baby Time: 0-18 months	Hamra Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	1.00pm	Castle Plaza Shopping Centre Bus Run	
	7pm-9pm	Movie Night: The Greatest Showman (PG)	Hamra Centre
Fri 22/2	8.45am	Central Market Bus Run	
	9.00am	Brickworks Shopping Centre Bus Run	
	9.45am-11.30	Movers & Shakers Exercise Group	Plympton Community Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	12.30pm	Kmart Shopping Bus Run	Kurralt Park
	1.00pm	One-to-One Tech Help Drop-in session	Hamra Centre
Sat 23/2	10.00am	One-to-One Tech Help Drop-in session	Hamra Centre
Sun 24/2			
Mon 25/2	8.00am	NHF Walking Group	Kurralt Park
	9am-5pm	Child Safety Environment Training	Hamra Centre
	10.00am	Yarn Knitting Group	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	10.30am	ESL Reading Group: Intermediate	Hamra Centre
	2.00pm	One-to-One Tech Help	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
Tue 26/2	9am - 11am	Blokes Brekky - Active Ageing	Plympton Community Centre
	10.30am	Baby Time: 0-18 months	Hamra Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	1.00pm	ESL class with free creche	Hamra Centre
	2pm-3pm	Tai Chi for Pain Relief - Active Ageing	Plympton Community Centre
Wed 27/2	10.30am	ESL Reading Group: Post beginner	Hamra Centre
	10.30am	Story Time: 5 years and under	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
Thu 28/2	8.00am	NHF Walking Group	Kurralt Park
	9.00am	Fulham Shopping Centre Bus Run	
	10.00am	One-to-One Tech Help	Hamra Centre
	1.00am-1pm	Child Safety Environment Short Course	Hamra Centre
	10.30am	Thursday Senior Citizens	Plympton Community Centre
	10.30am	Baby Time: 0-18 months	Hamra Centre
	11.15am	Toddler Time: 18 months - 3 years	Hamra Centre
	1.00pm	Castle Plaza Shopping Centre Bus Run	
	6.00pm	Financial Counselling	Hamra Centre
	7pm-9pm	Chinese Cultural Night	West Torrens Auditorium

* 6 Week Beach Safety for young people Program - Term 1 - Dates TBC

* CHSP - The Commonwealth Home Support Program funds support services to keep residents independent within their homes including cleaning, maintenance and shopping.

12 MEETING CLOSE