

CITY OF WEST TORRENS



Notice of Committee Meeting

NOTICE IS HEREBY GIVEN in accordance with Sections 87 and 88 of the
Local Government Act 1999, that a meeting of the

CITY ADVANCEMENT AND PROSPERITY GENERAL COMMITTEE

Members: Councillor G Vlahos (Presiding Member), Mayor M Coxon
Councillors: E Papanikolaou, K McKay, S Tsiaparis, D Wilton, G Nitschke, J Wood

of the

CITY OF WEST TORRENS

will be held in the George Robertson Room, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

TUESDAY, 22 FEBRUARY 2022
at 6.00pm

Public access to the meeting will be livestreamed audio only at the following internet
address: <https://www.westtorrens.sa.gov.au/livestream>

Angelo Catinari
Chief Executive Officer (Acting)

City of West Torrens Disclaimer

Please note that the contents of this Committee Agenda have yet to be considered by Council and Committee 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****1.2 Electronic Platform Meeting****2 PRESENT****3 APOLOGIES****Apologies****Committee Member:**

Mayor Michael Coxon

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the City Advancement and Prosperity General Committee held on 26 October 2021 be confirmed as a true and correct record.

6 COMMUNICATION BY THE CHAIRPERSON**7 OUTSTANDING REPORTS / ACTIONS**

Nil

8 REPORTS OF THE CHIEF EXECUTIVE OFFICER

8.1 Draft Public Art Framework Community

Brief

This report presents the final *Draft City of West Torrens Public Art Framework 2022/2032*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. Having taken into consideration the community feedback detailed in this report, it approves the *City of West Torrens Public Art Framework 2022-2032*
2. The Chief Executive Officer be authorised to make any required changes of a minor or formatting nature prior to its public release.

Introduction

The Community Plan (Plan) is Council's overarching strategic plan which outlines its key objectives for the next 10 years. It is deliberately high level as Council has a number of other strategic and corporate plans supported by annual service plans and budget which provide the detail of how each of the objectives in the Community Plan will be met. This allows Council to be flexible in how and when it delivers on its objectives without having to amend the high level plans.

One such corporate plan is the proposed *City of West Torrens Public Art Framework 2022/2032* (Framework) which is designed to formalise Council's strategic approach to developing, acquiring, and maintaining public art or advocating for and encouraging for private developers and other levels of government to include public art as part of their developments in West Torrens.

(Attachment 1).

At its meeting on the 26 October 2021, the Committee determined that:

1. It approves the progression of the Public Art Framework 2022-2032 to public consultation.
2. The outcomes of the public consultation be presented to Council.
3. The Chief Executive Officer be authorised to make changes of a minor or formatting nature.

Discussion

In line with this resolution, the Framework was placed on public consultation via Council's 'Your Say' platform for a period of 4 weeks from 22 November 2021 to 23 December 2021, in accordance with Council's Community Engagement Policy.

The public consultation elicited 23 responses from the community. Of these 23 responses, 21 supported the Framework (either as presented or with some additional commentary) and two did not support it (**Attachment 2**).

The consultation elicited several recommended changes to aspects of the Framework such as broader themes, stobie pole art, art in parks and a residents group to oversee projects.

The Framework is not limited in its application of public art in the community and there will opportunities for all art forms raised in the responses to be included in future projects.

The response that suggested that "*each art project should be examined and passed by the interested group of taxpayers*" is not supported.

The respondent suggests that *"what one or a group of people call art, another protests that it is absolute rubbish and a waste of taxpayers' money"*.

There are several mechanisms built into the framework that will determine themes, where the artwork will be placed as well as mechanisms to propose projects and for each project to undergo community consultation prior to final design.

Ideas such as the following, go beyond the scope of the Framework and would require further consideration by Council as a separate project.

"A local Torrens gallery which is disability friendly more accessible aka a van on street with stacked paintings of dsp artists promoting street to street locally funded by CSI and access2arts 2022"

The responses during the consultation overwhelming indicate a wide support for the Framework in the community and the role and importance public art plays in instilling a sense of pride and community. No amendments have been made, or are proposed, to the Framework as a result of the consultation process and respondents will be provided feedback following endorsement of the Framework by Council.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

The Public Art Framework recognises community interest in climate impact considerations by including *Theme 3, Environment and Sustainability - The Natural Environment*, which aims to reflect West Torrens residents' strong affinity for nature and sustainability. It is intended that public art that is developed in the context of this theme could focus on environmental education, encouraging people to act sustainably and enjoy the natural environment, celebrating what it brings to city life.

Promoting awareness of our changing climate and environmental sustainability through public art provides the opportunity to build greater awareness and encourage individuals to be more mindful in their approach to climate adaptation.

Conclusion

This report presents the final draft of the *City of West Torrens Public Art Framework 2030* which will guide community, artists, Council, developers and other spheres of government when undertaking, acquiring and maintaining public art in West Torrens. It has been developed following dedicated consultation with members of the arts community in West Torrens.

The consultation process elicited 23 responses, of which the vast majority supported the framework either in its current form or with some suggested changes. The suggested changes are either already covered within the document or are outside the scope of the Framework. The Framework has been progressed to a point where it is presented to Committee for its consideration and recommendation to Council for approval.

Attachments

- 1. Draft Public Art Framework**
- 2. Draft Public Art Framework Public Consultation Report**

Public Art Plan 2021 – 2030



City of West Torrens Public Art Strategy



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Disclaimer

While reasonable efforts have been made to ensure the contents of this document are factually correct, the City of West Torrens does not accept responsibility for its accuracy or currency. As information is subject to change, the City of West Torrens shall not be liable for any loss or damage that may occur through the use of, or reliance on, the contents of this document.

Production acknowledgment

This document was produced by the City of West Torrens in conjunction with Maz McGann, Principal Consultant from Play Your Part and members of the West Torrens community who contributed during public consultation.

Kaurna Acknowledgement

The City of West Torrens acknowledges that the Kaurna people and their descendants are still and will always be the first peoples of the land. The City of West Torrens commits to valuing and supporting the Kaurna people's inherent relationship to the land.

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Message from the Mayor and CEO

[Insert text]

What is the Public Art Plan?

The Public Art Plan sets out the vision for public art in our city and outlines the key drivers and aspirations for public art. It conveys our desire to work with a range of partners to develop a distinct identity for West Torrens through public art in key precincts. It also identifies priority themes to be expressed and promoted through public art in West Torrens for the next 10 years as informed by the community engagement process. The City of West Torrens Public Art Strategy is the leading document in our Public Art Framework.

Why does Council need a Public Art Framework?

The City of West Torrens Public Art Framework (Framework) is designed to support the development and management of public art by Council, the broader community and other stakeholders. The Framework consists of three documents: the Public Art Strategy which sets the vision, and the Public Art Policy and Public Art Guide which inform the functional implementation of the Strategy.

Together the three documents in the Framework set out themes and drivers for public art development and provide practical guidance on the procurement, commissioning, management, promotion, governance and regulation of public artworks.

How the Plan was developed

[Include brief overview of the consultation process and stakeholders involved]

Structure of the Plan

[Include description of the structure]

The following structure supports the City's vision for public art:

1. Definition
2. Strategic Alignment
3. Vision
4. Aspirations for Public Art

5. Public Art Themes

Four key themes that align with community expectations have been identified to guide public artworks in the next 10 years.

6. Directions for our City-

Including the Strategic objectives, trends and opportunities and key themes through which our focus areas will be expressed in public art.

7. Key Themes
8. Map of Key Opportunities

1. Definition of public art

Public art is artistic expression presented in two or three-dimensional form and installed in places where the public has regular access. Providing the public has regular and easy access to the artwork, it can be virtually anywhere. For the purpose of our Strategy we are primarily focussed on art in civic centres or libraries; outdoor spaces such as parks, road reserves, car parks, and adjacent pedestrian and cycling corridors; or in key sporting, recreation, tourism or development precincts.

Public art can be permanent, temporary or ephemeral and it can take many forms including murals, sculpture, sound installations, text, photography, projections or involve streetscaping that has been artist designed. It can be of any scale with the size and nature of the artwork often influenced by the surrounding environment.

Creating or developing public art is often referred to as 'commissioning', with an artist or arts organisation 'commissioned' to create a site-specific piece of art. Public art has an intrinsic relationship with its location and both the artwork and the site generally inform each other.

While murals and statues of historic figures are more common traditional forms of public art, other examples include:

- A realist or abstract sculpture.
- Imagery or decoration integrated within a building structure.
- Prose or poetry inscribed in public places such as on footpaths or walls.
- Digital artworks that may include moving or still images and/or sound.
- A memorial plaque, figure or scroll.
- A temporary artwork made from less durable or natural materials such as sand, paper or textile.

The development of public art can be instigated by anyone, but given the public nature of it governments at various levels are often involved, either as a service provider – providing funds or other support, facilitator, owner, custodian and/or regulator. Developers of public, private and commercial infrastructure often choose to include public art as part of new facilities or redevelopments. Other entities such as community organisations, corporations and educational institutions commission public art for a range of different reasons.

2. Vision

Our vision is a commitment to being the best place to live work and enjoy life.

The City of West Torrens will create public art that enhances the aesthetics and connection to our city's neighborhoods and contributes to a distinct identity for our key recreational, residential, commercial and visitor precincts. Public art projects will be developed in partnership with community and private stakeholders and engage people whose culture and identity reflect that of the area.

3. Strategic alignment

The development of public art in a local government environment can contribute to strategic objectives and goals across a range of departments and business units. The Public Art Strategy (and associated Framework) may help to realise the vision, goals, strategic objectives, opportunities and commitments that we have identified in our suite of strategic and corporate documents as listed below.

City of West Torrens Community Plan 2030

Our Vision:	Committed to being the best place to live, work and enjoy life.
Community life focus:	We support diversity, health and wellbeing, community cohesion and connections, and create opportunities to learn and enjoy the local area.
Strategic objectives:	<ul style="list-style-type: none"> • A diverse, inclusive and welcoming community. • A resilient community through community involvement, social connections and life-long learning. • Recognition of our unique local cultural identity and heritage.
Built environment focus:	We ensure housing, urban development and infrastructure contribute to attractive and safe neighbourhoods, and how we travel in and beyond our area.
Strategic objectives:	<ul style="list-style-type: none"> • Place-making and public art which enhance the visitor experience at key destinations. • An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development. • Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility.
Trends and Opportunities:	<ul style="list-style-type: none"> ○ Need for accessible public open space, sport and recreation facilities and social infrastructure to support new and existing residents in denser suburbs. ○ Developing our cycle and walking routes into a fully connected system that encourages active travel.
Prosperity focus:	We support jobs, business and industries to generate local economic growth and activity.

Strategic objectives:

- Optimise the benefits of local activity and key employment precincts
- Economic development through innovation, collaboration and investment and connections between business and the community.

Trends and Opportunities:

- A dynamic, diverse and transforming business community that wants transparency when working with Council and help in forging partnerships.

Environment**& Sustainability focus:**

We protect and conserve the natural environment, reuse and recycle resources, support biodiversity and respond to climate change.

Strategic objectives:

- Prepare for a respond to the challenges of a changing climate
- Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.

Trends and Opportunities:

- Predicted increase in extreme weather events as a result of climate change and forging strong community resilience.

Organisational Strength:

Council ensures its services lead to quality outcomes and exceptional experiences for our community.

Strategic objectives:

- Strong partnerships and working relationships with our community, other organisations and spheres of Government.
- High levels of governance, transparency and integrity.
- Sustainable financial management principles.

Trends and Opportunities:

- Changes to grant allocation or other funding mechanisms and shifting services from State to Local Government.

City of West Torrens Reconciliation Statement

Commitment item 6: Assisting Aboriginal communities with the identification, protection and promotion (where appropriate) of local sites of cultural significance.

City of West Torrens Public Real Design Manual

Objective 1: Describe the key characteristics of the city's urban structure, identifying the physical qualities that makes West Torrens a unique and recognisable place.

Along with the key corporate documents listed above, the Public Art Strategy (and Framework as a whole) may also deliver on or need to consider elements included in the Public Health Plan, Community Land



management plans, Disability Access and Inclusion Plan, Open Space and Public Place Plan, Transport Strategy, Economic Development Plan, and our Asset Management Plans.

The Strategy also contributes to aspects of regional plans such as awareness-raising aspects of the AdaptWest Regional Adaptation Plan, and the Building Western Adelaide Plan and supporting Adelaide Beaches Western Region Tourism Destination Action Plan.

Draft - not final design

4. Aspirations for Public Art

Aspirations for public art provide context and purpose for future public art initiatives. When we and other stakeholders are developing public art within West Torrens, the following aspirations provide guidance as to what we are hoping each artwork to achieve.

- To improve the attractiveness of key urban precincts and pathways, making them more appealing on a community and economic level.
- To connect people on a neighbourhood level and increase cohesion and a sense of belonging.
- To preserve and celebrate local stories and history in unique ways that make them more visible and promote a distinct West Torrens identity.
- To provide opportunities for visitors and local residents to engage with creativity in practical and tangible ways.
- To encourage residents and visitors to linger longer in the public realm, thereby increasing activity and vibrancy.

5. Key themes

Adopting a thematic approach when developing public art in a local government environment ensures artworks are relevant and relate to the place in which they are to be situated and the people who live, work and visit there. The following themes are provided as a foundation for the development of public art projects and can guide artists and organisations involved in the process. They are general in nature and have been identified through research and consultation with members of the West Torrens community.

It is important to note that other themes may also emerge in the coming years or be relevant to particular public art projects, depending on their location and objectives. When considering themes and approaches that vary from those mentioned in this document, understanding how the community will relate to the work and the story it tells is vital.



11 City of West Torrens Public Art Strategy

Theme 1: Community Life expressed through public art that reflects Heritage – People and Place

a. First nations

West Torrens, like much of metropolitan Adelaide, is on the land of the Kurna people, who have lived in the region for many thousands of years. Before European settlement, the area was largely an open grassy plain with patches of trees and shrubs, punctuated by the sea to the west and the River Torrens to the north. The river, which is known as Karrawirra Pari in Kurna language, was not only a rich source of food and water, it was an important camping and meeting place.

From a spiritual perspective, Kurna people recognise the connectedness of people and culture with the living landscape and the stars. Their creation story is part of their 'dreaming' and centres around Tjilbruke, a symbol of renewal who created fresh water with his tears.

West Torrens' residents are eager to recognise the Kurna people and connection to the local landscape through public art.



b. Multiculturalism

Ethnic diversity and multi-culturalism has an important role in shaping the social and economic

fortunes of West Torrens. Based on the most recent Census data, 31 per cent of the area's population was born overseas and the same amount also speak a language other than English at home. The largest migrant group is Indian/Sri Lankan, however migrants from all over the world including China, Italy and the Philippines have made West Torrens their home. Greek orthodoxy is the second largest Christian religion represented in the area.

With this cultural diversity comes a melting pot of stories, traditions, music, cuisines and social values – woven into the fabric of West Torrens. From an artistic perspective this provides a rich foundation for creative development and engagement. Public art offers an opportunity to celebrate diversity, promote community identity, and increase a sense of belonging for the city's migrant population.

Celebrating past and present music, cuisine culture and connection to the land.

Theme 2: Prosperity Expressed through public art that reflects History - industry and innovation.

Public Art developed in the context of this theme could focus on recognising the legacy of outstanding sporting, engineering and innovation contributions to the City.

Since colonisation, West Torrens has experienced multiple transformations and has become a place rich with stories. It was one of the first local government areas formed in Adelaide, established in 1953 as the District Council of West Torrens. It was also one of the first 'country' sections to be surveyed by Colonel William Light, who also took up land in the area.

With the majority of the land occupied by the City of West Torrens taken up by farming, it remained sparsely populated for many decades. The state's first wheat crop is said to have been planted near Hilton and vineyards were established along the River Torrens.

West Torrens has a rich cultural, sporting and engineering history with links to some of the state's great innovations. As the home to Adelaide Airport, the region hosts the Vickers Vimy Plane, which was the first plane to fly from England to Australia within 30 days. Well-known writer and artist Barbara Hanrahan was raised and educated in Thebarton, and the West Torrens area was also the filming location of the early silent feature movie, *'The Woman Suffers'*. There are many stories of both the ordinary and extraordinary that convey the eclectic nature of West Torrens.

From a public art perspective, the stories of the

region can be celebrated and provide an opportunity for West Torrens' history to be more visible and celebrated through public artworks.



Theme 3: Environment and Sustainability

Expressed through public art that promotes The Natural Environment.

West Torrens residents have a strong affinity for nature and sustainability. Local waterways, birdlife and native flora are critical to the quality of life enjoyed by locals. Many are acutely aware of the challenges of maintaining a healthy environment in the context of modern urban life and the need to promote a sustainable lifestyle. Before colonisation, more than 725 species of native plants and 280 species of birds are known to have been in the Adelaide area.

While much of this biodiversity has been lost or irreversibly damaged, the region boasts substantial

green corridors with native plants and birdlife. West Torrens is nestled between Adelaide Central Business District (CBD) and the Gulf St Vincent and has the River Torrens weaving a path through its landscape. The waterways are appreciated and inspire the importance locals place on the natural environment and sustainability.

Public art developed in the context of this theme could focus on environmental education, encouraging people to act sustainably and enjoy the natural environment, celebrating what it brings to city life.



Theme 4: Built Environment
Expressed through public art that
responds to modern urbanism.

Public art as a vehicle for bringing new and old communities together and/or as a way of communities divided by infill or infrastructure projects creating a sense of place where it is in a state of change.

Public Art that helps people belong or relate to place in a changing urban environment.

5. Directions for Our City

The following strategic actions specifically respond to each focus area of our Community Plan, which support the realization of the overall vision for public art in West Torrens.

Community life

We support diversity, health and well-being, community cohesion and connection, and create opportunities to learn and enjoy the local area.

Expressed through the Public Art Theme *Heritage- People and Place (First Nations and Multi-culturalism)*
Public Art that celebrates past and present music, cuisine, culture and connection to the land.

<i>Strategic Objectives</i>	<i>Trends and Opportunities</i>
Recognize and nurture our distinct local cultural identity and heritage through new and existing public art.	An ageing population who increasingly want to stay in their homes with a high quality of life, and have time on their hands after retirement to be involved in community and public art projects.
Public Art that reflects the diverse, inclusive and welcoming community.	Council's existing community focal points- such as library, community centre and other facilities and programs which build community capacity, inclusion and wellbeing which can be leveraged for public art participatory projects.
Public art that inspires community involvement, social connections and life-long learning.	Cultural diversity and its positive influence on the richness and vibrancy of our City.
**Public art that embraces technological change and incorporates elements of interactivity, whether analogue or digital, to encourage a deeper engagement with the artwork. (This may include augmented reality, audio interpretation and/or play related elements.)	A more engaged community of 60,000+ people, many of whom want to work with Council to achieve positive outcomes for public art.
Public art that promotes community health, wellbeing and safety.	31% of West Torrens residents born overseas.
	Increasing number of residents who live alone (currently 30%) and therefore could very much benefit from interactive public artworks which inspire connection.

Built Environment

We ensure housing, urban development and infrastructure contribute to attractive and safe neighbourhoods, and how we travel in and beyond our area.

Expressed through the Public Art Theme : *Infill modern urbanism*

Public Art that helps people belong or relate to place in a changing urban environment.

Strategic Objectives	Trends and Opportunities
Place-making and public art which enhances the visitor experience while celebrating the local history, culture and distinct West Torrens identity.	Increased residential population through infill development and potential adverse impacts on amenity and established vegetation and open space- increasing the pressure for open space to fulfil multiple roles- which requires a coordinated approach to public artwork placement.
An attractive, safe and cohesive urban environment enhanced by public art in key recreational and residential activity nodes and mixed use, economic and visitor destination precincts.	Need for new accessible public open space, sport and recreation facilities and social infrastructure which presents opportunities for public art to be incorporated in the master-planning stage of major developments.
Public art which enhances safe, active travel and strengthens connections and amenity in the City's neighbourhoods without impacting on accessibility.	Developing our cycle and walking routes into a fully connected system that encourages active travel- which provides the opportunity for a trail of public artworks along the travel paths.
A variety of indoor and outdoor sport, recreation and community facilities and open spaces which incorporate public art which reflects the distinct West Torrens identity.	89% of residential properties in West Torrens are within 400 metres of open spaces, which means they are potentially within 400 metres of an existing or future public artwork site.
Development that includes public art as an embedded element or value add.	174 hectares of open space and more than 130 Council-owned buildings which presents opportunities for public art locations.

Prosperity

We support jobs, businesses and industries to generate local economic growth and activity.
Expressed through Public Art that reflects the history of local industry and innovation.

Public Art that inspires by recognizing the legacy of outstanding sporting, engineering and innovation contributions to the local area.

<i>Strategic Objectives</i>	<i>Trends and Opportunities</i>
Maintain a diverse, resilient collection of public art which provides economic and cultural value to the residential and business community, including the visitor economy.	Transparency for artists and developers when working with Council and help forging partnerships with the community.
Optimise the benefits of local activity precincts and enhance vibrancy with public art.	The planned completion of the North-South Road corridor that will better link our City with Greater Adelaide.
	Recognition of the history of The West End Precinct which is a key opportunity site in the Council.
Economic development through collaboration and investment in public art developed through businesses and community collaboration.	Infrastructure spending as a conduit to incorporate public art in the local economy.

Environment and Sustainability

We protect and conserve the natural environment, reuse and recycle resources, support biodiversity and respond to climate change.

Expressed through public art that promotes The Natural Environment.

Public art that educates, and encourages people to act sustainably and celebrate the natural environment.

<i>Strategic Objectives</i>	<i>Trends and Opportunities</i>
Consider the use of sustainable resources and circular economy principles in public artworks for our region.	Innovations in materials and products available for public art, as well as principles of circular economy.
Prepare for and promote the challenges of a changing climate by promoting environmental education through public artworks in the City.	Predicted increased in extreme weather events as a result of climate change forges strong community resilience and an active drive to use public art to deliver community messages.
Open spaces that incorporate public art among the natural environment to encourage people to spend time outdoors.	Lowering levels of car dependency combined with legislated universal access needs, opens greater opportunity for more people to be using active travel and enjoy public artworks in the public realm.

Organisational Strength

Council ensures its services lead to quality outcomes and exceptional public art experiences for our community.

<i>Strategic Objectives</i>	<i>Trends and Opportunities</i>
***Manage and efficiently maintain a collection of public art.	**Reinforce the place-based distinct identity for West Torrens through the inclusion of high quality images of distinctive artworks being used to convey the corporate and community identity in media and communications collateral (including social media).
Strong partnerships and working relationships with our arts community and broader community stakeholders.	Set clear goals and expectations, through the Public Art Framework, for stakeholders who wish to develop public art in West Torrens.
After identifying opportunities to partner with other organisations and spheres of Government, private, commercial, government and community stakeholders are supported to develop public art in partnership with Council.	Changes to Government grant allocation or other funding mechanisms for public art- such as community crowd-sourcing of funds.
Customer experience and community value are at the centre of our considerations for community public art projects.	Regional collaboration to deliver significant coordinated public art projects or public art festivals (such as PAE's Wonderwall festival) to leverage value-add and achieve cost effective and more impactful public art experiences.
Meaningful engagement of community in the development of public art (whether by the artist or prior to setting the art commissioning parameters).	
Inclusive, innovative and collaborative approach to public art projects and inclusion of public art in major projects.	
**Embed a risk management and WHS approach to commissioning and maintaining public art installations in West Torrens.	
**Public art commissioning which considers sustainable ongoing maintenance costs for the artwork.	

6. Key sites

As this is a 10-year strategy, a range of relevant sites will emerge across West Torrens which should be considered in the context of the site and the purpose of the public art project. The following is provided as possible sites to consider when developing public art in the context of the key drivers and strategic actions detailed in this Strategy.

It is not a definitive list, but it has been compiled based on community feedback and provides a good starting point for site selection – particularly within the context of the key drivers.

- Adelaide Airport.
- Adjacent to the Adelaide Parklands – as entry markers.
- Retail strips and industrial precincts – particularly for the development of murals.
- Neighbourhood parks and open green spaces.
- River Torrens Linear Park and Westside bikeway
- Along major transport corridors and at key intersections.
- Significant Aboriginal cultural locations.
- As part of new master-planned housing developments

(insert map- to be created)

[Highlight Opportunities for Key Public Art Sites on the Council Area Map routes such as Linear Park and Westside bikeway (e.g. major development sites and key - to reflect locations identified on pg 22 Matrix)]

Location	Most Relevant Themes						Potential Funding/ Project Partners
	First Nations reflecting recognition of continuing connection to the land.	History of industry and innovation-recognizing sporting, engineering achievements	Multi-culturalism - celebrating past and present music, cuisine, culture and social life	The Natural Environment – educational and thought-provoking awareness raising	Infill Modern Urbanism-art that helps people belong or relate to place in a changing urban environment		
Adelaide Airport	X	X	X	X			AAL / BWA Philanthropy
Adjacent to the Adelaide Parklands as entry markers	X			X			DEW/ CoA
Retail strips		X	X				Mainstreet Associations/ Business Owner Collectives, Philanthropy
Industrial Precincts		X	X		X		Business/Land Owner Collectives
Neighbourhood parks and open space	X	X	X	X			Council, State Government, Philanthropy
River Torrens Linear Park	X			X	X		DEW, neighbouring Councils, possible State Government funding
Westside Bikeway		X			X		Neighbouring Councils, possible State Government funding



Along major transport corridors and at key intersections		X		X	X	DIT, possible State Government funding
Significant Aboriginal cultural locations	X					State/Federal Government funding
As part of new master-planned housing developments		X			X	Renewal SA/ Private Developers
Council major development such as oval and community hub redevelopment s	X	X	X	X	X	Sporting associations and community groups, possible State/Federal Government funding or Philanthropic donations

*** Section 2 ***

City of West Torrens Public Art Guide

What is the Public Art Development Guide?

The Public Art Development Guide (Guide) provides best-practice instructions for developing art in the public realm. It is suitable for use by council and other stakeholders. It details the process of developing public art including basic project planning and management, site selection and commissioning artists to create art work that is fit for purpose. The Guide ensure that public art is developed safely and efficiently and help address issues relating to ownership, insurance and the ongoing maintenance and management of public art.

The Guide cover the following topics:

- Developing an idea.
- Making a plan and funding.
- Commissioning models.
- Alternative project models.
- Documentation.
- Development, construction and installation.
- Evaluation.
- Maintenance and ongoing management.

The Guide are part of the City of West Torrens Public Art Framework and should be read in conjunction with the two documents in the framework, the Public Art Strategy and the Public Art Policy.



Why does council need the Guide?

From idea to installation, public art development incorporates a range of elements and requires a variety of skills to ensure it is done well. Artistic skills are paramount, but community and stakeholder engagement, project management and engineering skills are equally essential. It is vital to identify the purpose of a public art project in the context of the place and the people who live, work and play there. On a creative level, good public art is intrinsically connected to a place and should feel like it belongs there.

These Guide provide step-by-step advice for the design and installation of public art that provides a range of cultural, community and economic outcomes. The Guide are not just for Council; they include information that is useful for any business, group or individual interested in developing public art.

Developing public art – step by step

Step one: It starts with an idea!

Developing an idea is the first important step in a public art project. For some, the idea is easy and may be inspired by a location, story or an event and be centred in creativity. When formulating the idea, it is important to consider a range of practical and thematic elements – it is vital that idea for the artwork is a good fit for the overarching purpose, the site is right and the right people are available to help make it happen. The following checklist will help ensure the idea is well rounded and will result in a good art outcome for the community.

Public art idea checklist

A. Purpose

The purpose represents the primary reason for creating the artwork and indicates the expected outcomes from its development and ongoing existence. Public art provides an artistic focal point in a public space, but it can have social, cultural and economic benefits also, and it is important to ask the 'why?' question.

Question: *'Why are we creating this artwork? What will it achieve/do?'*

Any of the following answers are reasonable, or you may have another good reason. Whatever it is, the purpose of the artwork should be clearly articulated from the beginning. Understanding why the artwork is being created provides a foundation for decision-making throughout the project and ensures relationships with partners and/or stakeholders that are involved are aligned. The purpose will also be a critical component of the artist's brief.

The key drivers outlined on [page 6](#) may help identify the purpose of the artwork, but there are also other possibilities. The following offers some possible answers to the 'Why' question.

Possible Answers for the 'Why?' Question:

- | | |
|---|--|
| <input type="checkbox"/> Improve how the space looks and feels, e.g. safer, more attractive or striking (CWT key driver). | <input type="checkbox"/> Attract people to a particular place. e.g. encourage visitors to stop in a certain place. |
| <input type="checkbox"/> Modify the physical behaviour of people within a place, e.g. encouraging people to walk in a particular direction, sit in certain places or to remain in a space longer. | <input type="checkbox"/> To raise awareness about a particular issue or idea e.g. climate change or reconciliation. |
| <input type="checkbox"/> To preserve and celebrate local stories and history in a unique way that makes them more visible (CWT key driver). | <input type="checkbox"/> To help people connect with each other and feel a stronger sense of belonging (CWT key driver). |
| <input type="checkbox"/> To provide opportunities for people to engage in creative activities in practical ways (CWT key driver). | |

Articulating the purpose is the first important step and writing a brief one-page overview of why the work is being created and what it will achieve in terms of objectives will help guide the project moving forward.

B. The Site

Public art is generally site specific and ultimately the site and the artwork will be connected. When developing the idea for the artwork, the location and nature of the site is fundamental. The following checklist will help think about the site and what needs to be considered.

- | | |
|--|--|
| <p><input type="checkbox"/> Which came first, the site or the artwork?
When building or creating new places either inside or outside, sometimes developers allocate site(s) for public art to be situated. Alternatively, an organisation may have a site that lends itself to public art that they have identified without thinking about the purpose of the work.</p> <p>If the site comes first, it is important to consider what the owners, developers, architects and/or designers were thinking when they allocated the site for public art. They may have a specific purpose in mind.</p> | <p>characteristics should be considered in the overall project budget.</p> <p>Access to the site for the purposes of installation must also be considered and determine if the work is constructed on site or elsewhere and transported.</p> <p>A site selection advice table has been provided in the Appendix. This will help developers of public art to assess a site effectively.</p> |
| <p><input type="checkbox"/> What are the physical characteristics of the site?
An audit of the physical characteristics of the site will help identify constraints - things can't be changed, as well as conditions that might be flexible. For example, the size of the site and adjacent buildings will generally be unchangeable but the landscaping and flora around the site could be changed, moved or enhanced to complement the artwork. Importantly, any changes to the physical</p> | <p><input type="checkbox"/> What happens at the site?
The activities and interactions of people who reside there or visit the site and the nearby surrounds (street, neighbourhood, town etc.) will have an impact on the nature and type of artwork. For example, the site could be a place where people socialise, shop, relax, exercise or work and how they use the site is important to consider. The types of businesses or industries that are nearby and the characteristics of the people who go to the site is also relevant. These people/businesses are the immediate audience for the artwork and will have an interest in the site. When developing the idea, the audience is a key consideration – their interest and support is imperative.</p> |



C. Partners

The majority of public art projects involve multiple partners and the relationships between partners is vital to the success of the project. Partners can be invested in the project in a variety of ways, providing artistic advice, funding, and technical support or perhaps helping with research, community engagement or public relations. As a general rule, the broader the support base in public art projects, the greater the likelihood of it being fully realised.

When conceiving the idea, compile a list of potential partners that may be interested in the project, detailing how the purpose, site and/or idea is relevant to potential partners. For example, nearby businesses/tenants/residents, local arts organisations, historic groups, schools, media outlets and government bodies may be useful partners in a public art project.

[Insert image of Public Art in West Torrens]

Step two: Making a plan

A good project plan ensures the development of the public art will run smoothly and achieve its aims. A successful project means the art will be well-received by its intended audience, that stakeholders and partners expectations are realised and the work is artistically and physically strong, safe and legally and legislatively compliant. A project plan articulates the purpose, project objectives and outlines the actions that need to be undertaken to realise the project. It should also include some timelines and a budget.

A planning template has been included in the Appendix. It is more relevant to public art projects that focus on permanent public art, but it is important to remember that temporary or ephemeral artwork may also be appropriate and the planning template will be helpful for these types of projects too.

When formulating a project plan the following should be considered:

- **Realistic timeframes**
Have realistic timeframes – from idea to installation and launch can take considerable amount of time – sometimes years! Developing partnerships, securing funding and providing an artist with an adequate amount of time to research, design and fabricate the work is important.
- **Funding sources**
Funding public art projects is challenging and securing funds can take some time and may involve multiple partners. Government is a key source of funding for Public Art, but often funds from local, state or federal governments will need to be leveraged to access financial or in-kind support from other sources, which can take time (see realistic timeframes above).
- **Good communication**
The project plan is a key document that informs partners and stakeholders of how the project will proceed and is the foundation for good communication between everyone involved. It will ensure that everyone understands their responsibilities in relation to project milestones.

From a public relations perspective, project communications needs to include regular updates for the community. Key messaging that updates the community builds anticipation and provides an opportunity to deal with any anxiety or issues that might arise about the artwork. Public art can create controversy and it is better to be on the front foot if people are worried that the artwork won't be to their liking. It is good to identify any potential backlash and manage this accordingly, using positive messages and potential ambassadors to tell the story.

Step three: Funding

Sourcing funding for public art is challenging, but there are a variety of options to consider and it is recommended that multiple sources of funding be considered when raising funds for the project. As outlined in Step two, including a plan for the funding is critical and the following will help to consider funding needs and opportunities fully.

- **Multiple funding partners**

Most public art funding projects require multiple funding partners, providing both cash and in-kind support. A list of potential funding sources is detailed in the Appendix with funding from government, private/commercial sources through sponsorship and crowd funding up for consideration.

- **In-kind support**

Some partners may not be able to provide cash funding but they may be able to offer products or services that can contribute to public art projects. For example:

- The site preparation or installation may require heavy machinery which a partner or sponsor may be able to provide in-kind.
- Local suppliers or tradespeople may be able to provide materials or expertise in-kind or at a reduced rate, e.g. concreting or construction materials.
- Local/community media outlets may sponsor the project and provide free publicity.
- Local community groups may provide in-kind support such as gardening group providing planting advice or an historical society helping with research.

- **Staged funding**

Funding for the whole project may not be needed up-front and many funding bodies recommend a staged funding process for a larger public artwork project.

For example, Arts SA may provide a small amount of funding for the development of concepts from a number of artists. After a preferred artist/artwork has been identified then further funding can be sought from them or other funding bodies or sponsors. It may be easier to secure funding if a tangible concept is available to show potential supporters of the project.

- **Funding responsibilities**

It is important to note that some funding bodies will have specific requirements in relation to the process for commissioning the artwork and selection of an artist. For example, Arts South Australia will prefer the use of artists who live and work in the state. Sponsors and other contributors may also have expectations that should be factored into the project plan and partnership / funding agreements.

Step four: Public art acquisition

There are several ways to acquire public art, with a variety of processes that will result in a great piece of art. An artist can be commissioned to create a work according to specific details provided in an artistic brief, a ready-made work can be purchased from an artist or their representative, or an acquisitive prize can be presented with the 'winning' artwork acquired and installed at a site.

The following provides an overview of a variety of options that can be employed to acquire/create a piece of public art. It is important to consider them all and appreciate what is the best approach for the project and the desired outcomes.

- **Open competition commission**

An open call is made for artists to submit proposals expressing interest in the project. A shortlisting process is then undertaken with a small group of artists (three - five) chosen to create detailed designs. From the designs, an artist is contracted to create the work including finalising the design, fabrication and installation. This option provides more choice and greater diversity in the proposals, but depending on the quantity of submissions received, it can take longer to review, and the quality of the proposals is not assured.

In the context of Local Government, this approach is preferred and is often aligned with the expectations of funding bodies. Some of the other approaches detailed are variations of this approach and are also reasonable in the context of community-based outcomes.

- **Limited competition commission**

This is the same process as an open competition, but a select number of artists are contacted and invited to develop proposals. This limits the number of artists competing for the project. This option provides less choice but there is a greater chance of quality if reputable artists are specifically invited and it takes less time to review proposals.

- **Direct invitation commission**

A specific artist or arts organisation is contracted to respond to the 'artist brief' and create an artwork on behalf of the contractor. This option can provide limited options, however an artist with a reputation for a specific type of work or an association with the site can be chosen with quality and relevance maintained. Although there is only one artist, they can be asked to provide multiple designs and contracted based on their previous experience of creating work of a particular nature. If government partners are involved this process may go against procurement or tender processes that require greater competition and it therefore it may not be an option.



- **Direct purchase**

The developing party purchases an existing artwork for installation in the public realm. This option can reduce the timeline for the installation but there is a risk of the work not being authentic to the site or the audience if it has been made previously outside of the project. This option is generally only employed in a corporate environment.

- **Acquisitive prize**

An acquisitive prize involves a competitive exhibition where artists enter artworks to be considered for the prize. The winning artwork is then acquired to be installed at a site that may or may not have been determined before the competition. This option is the riskiest public art acquisition process, but it does offer other advantages, including opportunities to engage with the public. The quality of the artwork cannot be guaranteed and it may not be ideal for the site or the intended audience. While judging criteria can be developed, the winning artwork is dependent on the judge's preferences and tastes.

- **Community Arts and Cultural Development (CACD)**

CACD projects can involve any art form and if desirable they can incorporate the development of a piece of public art. These projects are community-based and central to their implementation is the idea of community participation – which can be advantageous for a variety of reasons. The project should still be led by professional practicing artist(s) and focus on strong creative outcomes, but the community can also feel more connected and empowered in the context of this approach.

A CACD approach to public art could be particularly useful if the purpose of the project is to encourage participation, improve health and wellbeing or increase community pride. Details of how you would include a CACD element into an open competition commission are outlined in this document.

- **Mentoring and training program**

Nurturing the skills of new and emerging artists is a positive and rewarding exercise. Generally the nature of commissioning processes includes a requirement for artists to have previous experience in developing public art, which ultimately impacts on the number of experienced artists who are available to create work.

An alternative project model for the development of public art, which sees the up-skilling of artists so they are better equipped to enter the field of public art, involves a training and mentoring model. The elements of the process include:

- The commissioning process is similar to the open or limited competition, but emerging artists are targeted in the advertising and when selected they are mentored through the process.
- The appointment of a lead artist who is experienced in public art projects and capable of delivering training and development.

- Emerging artists apply to be part of the process and those selected participate in a training program with the lead artist to develop a public art proposal.
- All participating artists present a proposal to a selection panel.
- An emerging artist is selected and commissioned to develop the artwork under the guidance and mentoring of the lead artist.

Commissioning actions

The following outlines the key actions when commissioning an artist to develop a public art work.

a) Develop an artist brief

An artist brief should be developed for all of the approaches detailed above except 'direct purchase' and even in that instance it would not be unreasonable to forward a brief to artists who have work available to purchase.

Action: Prepare an artist brief that outlines:

- Purpose of the project including key objectives and what you hope to achieve in terms of short and long-term outcomes.
- Background information including relevant history and culture of the site, the community, other stakeholders and the commissioning organisation.
- What you want from the artist in terms of consultation, research, fabrication, installation, insurances, milestones, artistic approaches and themes etc.
- Parameters for the project including timeframes, themes and budget.
- The selection process and evaluation criteria.
- Site maps and other relevant imagery.
- Contact information and links to any reference material.
- How long the art work is expected to last outdoors.

b) Assessment panel

An assessment panel can be appointed in all of the approaches detailed above, with the exception of the acquisitive prize, where a single or panel of judges is usually appointed to adjudicate the competition.

Action: Appoint and brief a panel of appropriately qualified people to assess the applications and select the artist. Simple terms of reference should also be established outlining the role of the panel, how the final decision will be made e.g. does the panel need to reach a consensus or is a majority satisfactory. Consideration should also be given to the payment of sitting fees depending on the circumstances and the inclusion of representatives from stakeholders on the panel may also be useful.

Which personnel to include on an assessment panel largely depends on the project. For example, if the project has a specific heritage element someone with expertise in this area should be included. As a general rule, an arts professional and someone with engineering knowledge is mandatory, however, engineering may not be necessary for mural artworks.

c) Advertising for Expressions of Interest (EOIs)

Advertising for Expressions of Interest (EOIs) would only be sought if it is an open process. Not all of the approaches require an open call for EOIs. For example a limited competition process sees specific artists targeted and no advertising is necessary.

Action: Invite artists to submit an EOI. Advertise broadly using networks where artists are likely to read information about the project. Arts funding bodies will have databases of artists they can distribute information to, specialist websites such as ArtsHub and the use of social media may also be useful. Keep in mind any specific criteria, such as the artist needs to be Aboriginal or South Australian, as this may also determine where you advertise.

The advertisement needs to outline what is required in the proposals from submitting artists. In general, this includes the following, which will be received either online or via the post:

- CV outlining their experience in developing public art.
- Details of past projects.
- References.
- Response to the brief – not a detailed concept but some indication about how the artist might approach the project and the preliminary ideas they have to offer on an interpretive and artistic level.

d) Shortlisting

Shortlisting is required for many of the above approaches depending on how the process is structured.

Action: From the EOIs received, a shortlist of artists is chosen – usually between three and six. Keep in mind that all of the short-listed artists will be asked to develop a concept and design and will need to be paid a development fee for undertaking this work. For example you may receive 20 EOIs; from this group you choose four artists to develop concept designs that respond to the brief including drawings, imagery and/or a maquette. Standard practice is for the four shortlisted artists to be paid a concept development fee which covers their time and material costs to develop the concept. Depending on the overall scale of the project, this fee could be between \$1,500 and \$2,500 and ensures quality concepts are provided.

e) Briefing

Action: The shortlisted artists are offered a briefing that may include further conversations with key members of the project team or other stakeholders, plus a site visit.

f) Presentations

This is not essential but can be useful if the selection panel is struggling to decide on which artist to choose. It should be articulated in the brief that artists may need to make a presentation.

Action: The short-listed artists present their concept proposal to the assessment panel. While not essential, the presentation preference is for an in person interview style meeting. This provides the artist with an opportunity to speak to the proposal and answer questions from the panel directly.

g) Assessment, selection and commissioning (contracting)

Action: After the presentations, the assessment panel reviews each proposal against the criteria outlined in the artist brief and selects the preferred artist. From here the artist is officially 'commissioned' to create the work and a contract is formulated between the commissioning body and the artist which confirms all the details. The artist then proceeds with the development of the final design, which includes engineering specifications, materials, scale and an installation plan.

h) Concept refinement and approval

Action: Before developing the final concept, the artist may undertake further research and consultation with stakeholders and the community – depending on the requirements detailed in the original brief and what has been agreed in the contract. This part of the process is generally collaborative with the artist and the commissioning body engaged in an ongoing conversation that includes:

- Further consultation and research as required.
- Changes or re-designs of the concept by the artist based on feedback, consultation and research.
- Further site visits if required.
- Finalisation of a design that is agreed upon by the artist and the commissioning body's project team.
- Approvals from specialists as required e.g. engineers, building and planning, relevant stakeholders such as Aboriginal consultants etc.
- The development of a detailed project plan developed by the artist with timeframes.

i) Artwork development and installation

The artist commences with the fabrication/construction and installation of the artwork. More information about this component of public art development is detailed later.

It should be noted that acquiring public art is not an 'exact science' and variations in the approaches and the actions outlined can occur in a different sequence, depending on the nature of the project, the structure of the commissioning organisation and the desired outcomes. Key points to remember when acquiring public art include:

- Permanent public art is designed to have a relationship with the place and the people who interact with that place, so it is important to factor in the culture and identity of the place and people involved.
- When multiple artists are being considered, a fair, transparent and equitable process should be undertaken.
- Quality detailed documentation and strong supportive relationships are vital.



Step five: Documentation

Getting the documentation right as part of the commissioning process is important and will help ensure the project stays on track and that there are no surprises in relation to the development of the art.

a) Artist brief

The following elements should be included in the artist brief:

Draft - not final design

- **Background:** A brief history of the project and how it developed, including information about partners and funding. It should be no more than three to four paragraphs.
- **Project overview:** This is a succinct description of the project summarising the key elements. This to ensure people have an immediate sense of the project before reading the detailed information. Approximately two to three paragraphs.
- **Project aims and objectives:** A dot point list which articulates the aims and objectives of the project.
- **Lead artist role:** A description of the role for the lead artist and what is expected of them. It should be written in plain language. Some projects may involve consultation and if the lead artist is expected to undertake this work or engage particular partners or stakeholders, these requirements should be outlined in the Brief. For example, it may be a requirement for the lead artist to consult with local Aboriginal groups or people who use the proposed site, to inform the design and development of the artwork.

The lead artist will generally organise and manage installation, which will most likely require consultation with a variety of people. For example the installation process may temporarily impact on others including blocking access or interrupting power supplies. The artist, in discussion with the project team and those impacted, should implement strategies to minimise impact wherever possible. If issues have been identified during the planning stage and the project team has specific expectations in relation to how the artist will handle these issues, this information should be included in the brief.

- **Artistic and design themes:** This section describes any key themes for the project – particularly if the project has specific objectives relating to a theme or idea. For example if the project is designed to recognise the history of the site this would be articulated in this section of the document along with some information about the history and where the artist might locate additional information. Other preferences such as a desire for the work to be contemporary, traditional or interactive would also be included in this section of the document.
- **Artwork requirements:** This section details the physical and conceptual requirements of the artwork including the period of time the artwork is expected to last and that it needs to be created from materials that are durable and suitable for outdoor installation. Other requirements should also be listed, for example if the work is to be located by the sea or in an area that has a high risk of vandalism including specifications about rust resistance or graffiti proofing could be listed.



Requirements regarding specific materials should also be included in the artist brief, for example if the artwork is being installed in an area known for its timber production, you could nominate that timber features in the artwork.

- **Project site details:** The physical attributes of the site should be listed in this section, including size and any characteristics such as the ground type and surrounding features including buildings and flora. A map and some images are also useful. The heritage of the site is also useful – particularly if the site is historically significant.
- **Key stakeholders:** A list of the key stakeholders and their relevance should be included in the document. Artists will naturally wish to consult with stakeholders, and it is important they are aware of who they are and how they are connected to the site and the project.
- **Selection process and criteria:** For an open or limited competition, the brief should include details about the assessment of the proposals and what criteria will be used for evaluation and how these will be weighted. Information about who will assess the applications should be included, although this does not need to be specific names but where these people are being sourced from e.g. two Council staff, two community members, a practicing artist and a representative from the funding body.

Where the brief is for a direct invitation, the process of approval for the final design should be included. Typical areas for evaluation include artistic merit, track record and experience, relevance, capacity of the artist in terms of access to studio space and/or specialist fabricators and relevance and appropriateness of the concept.

- **Required submission materials:** This is a list of materials required as part of the EOI and the full proposals from shortlisted artists. It will include specific requirements in relation to the length and detail of the CV, the number of images, how materials will be supplied (hard-copy or electronically) and if expectations in relation to interviews and presentations.
- **Project budget:** Details of the project budget including the fees provided to the short-listed artists and the commission fee. Some commissioning bodies will allocate funds separately for the construction of footings or preparing the site and landscaping following the installation, if this is the case this should be indicated in the budget. If the artist is responsible for footings and site preparation this should be outlined in the brief.
- **Time frame:** The anticipated deadlines including when EOIs are due, when shortlisted artists will be notified, when presentations will be expected and when the project needs to be completed should all be included. When scoping the project time frame, ensure that artists

have adequate time to undertake the work, for example a month to get EOIs submitted and four to six weeks for shortlisted artists is reasonable.

- **Commissioning body and personnel:** Details about the commissioning body and the personnel who will be involved in the project should be listed along with details of where further information can be obtained.
- **Other information:** This includes any specific details pertaining to the project including CACD elements or community engagement needs.

b) The contract

Whenever an artist is engaged to undertake an activity, a contract should be agreed to between the contracting body and the artist. The contract is a legally binding document and should be prepared by someone with experience in developing and negotiating contracts. In addition to standard contract information it is recommended that the following items are included in a public art commission contract:

- Insurance requirements.
- Workplace Health and Safety expectations.
- Delivery and installation details.
- Project milestones that are aligned with the project schedule.
- Copyright arrangements.
- Conditions relating to the display of the work in a public place.
- Conditions relating to the process in relation to damage, alterations and maintenance.
- Details regarding the disposal of the work e.g. if the work is damaged beyond repair and right of repair obligations.
- A release date, which is the date the commissioning body agrees to display the work until or the basis for de-accession on other grounds as outlined by any relevant policies

Sample contracts are available through Arts Law (artslaw.com.au), National Association of Visual Artists (NAVA) (visualarts.net.au), Arts South Australia (arts.sa.gov.au) or the Local Government Association of SA (lga.sa.gov.au).

c) Management/ownership agreement

The ongoing ownership and management of the artwork needs to be put in place at the beginning of the project. This outlines who is responsible for the artwork long-term and what they are expected to do in terms of insurance, copyright, ongoing maintenance and any repairs that may be required. If Council is the commissioning party, this is not necessary as the art work will be automatically



included on our asset register. If the work is developed by us and other partners or by separate organisation(s) then an agreement needs to be put in place detailing who is responsible for the work from a legal perspective.

For example if a community organisation creates an art work but would like Council to take care of it long-term, then an agreement with them will need to be reached with us. Another common situation where an agreement is vital is when murals are created on private property. Agreements with the property owner, the commissioning agent and the artist should be put in place to clarify who owns the work, when/if it can be removed, how it might be used from a PR perspective and who is responsible for insuring it and maintaining it – and for how long.

These agreements can be formal contracts, memorandums of understanding or ground leases but it is imperative that they be put in place to avoid conflict and issues with insurance and disrepair later on.

Step Six: Development, construction and installation

Development, construction and installation of a public art work can take several months, depending on the artwork's size, materials and the condition of the site. During this phase of the project the milestones will provide an important guide to ensure the project remains on track. The contract should include milestones and deadlines when these are expected to be reached, along with any reporting requirements. Regular meetings between the project team, the artist and other specialist personnel should be scheduled at regular intervals. It is imperative that there is a good working relationship between all parties and that issues are reported and addressed as they arise.

The project should be photographically documented from start to finish. This will provide imagery for historic reasons but also for reporting to funding bodies and promotional opportunities. It is recommended that a representative from the project team conduct one or two studio visits to monitor the development of the artwork and document the project.

The following outlines the key components of the development, construction and installation phase of a public art development project.

a) Construction

How the artwork will be constructed will be agreed during the commissioning stage of the project and detailed in the contract. For a standard commission, the artist will be responsible for the construction and installation of the art work, but this may vary from project to project, depending on the circumstances. For example if the public art is part of a CACD project, construction may involve a range of community members or groups who are participating in the 'making' of the artwork. Some artworks are constructed off site and installed as a whole piece and others may be constructed on site or be a combination of the two. Regardless of the process, the project team should monitor the construction and ensure the art work is developing as per expectations. This might include studio visits and or meetings with the artist and any other stakeholder involved in the construction/fabrication of the artwork.

b) Promote the project

Promoting the project is important, both among project stakeholders, partners and participants but also more broadly through media outlets, including social media. This part of the project should be well mapped out in the project plan. This stage of the project is a prime time to promote the project and while it is good not to reveal the final artwork until it is installed, capturing the progress of the artwork's development and construction and promoting it in the media builds anticipation.

c) Site preparation

It is imperative to ensure that the site is ready for the artist to construct on site or install. The preparation of the site is usually the responsibility of the project team, but the artist may have specific needs such as footings or excavation that have been included as part of the proposal and detailed in the contract. Depending on the site, various tasks may need to be completed including the digging of holes for footings, the pouring of concrete, leveling the site or installation of power cables for irrigation or lighting.

The allocation of these responsibilities should be outlined during the design, development and contracting stage and the project team must monitor progress and ensure these works are completed according to agreed deadlines.

d) Installation

The installation is an exciting time and generally the artist will take the lead at this stage but there is usually a team of people involved and it is important to make sure everyone is prepared and a plan has been provided and communicated to all involved. The project team may be directly involved in the installation or merely supervising the task – either way it is important to be prepared.

Things to consider during the installation include:

- **Weather**
Pouring of concrete, transportation of the art work and installation may all be affected by weather and it is important to have a contingency plan and ensure deadlines can accommodate weather conditions. Checking the forecast before the install is important and scheduling an installation during anticipated periods of inclement weather is not recommended.
- **Traffic management**
Depending on the size and nature of the artwork and the site, transport and installation may impact on traffic. A traffic management plan may need to be implemented, which will involve Council and/or the local Police. This will need to be organised well in advance of the installation and can be the responsibility of the artist, the project team or both depending on what is included in the project plan and contract.
- **Workplace Health and Safety (WHS) and risk management plans**
WHS and risk plans should be developed and implemented in a way that satisfies the policies and procedures of all stakeholders and any legislative requirements. Artists should be across their responsibilities in this area, but the project team will ultimately be responsible for ensuring the site is safe and that all risks have been accounted for. Good collaboration



between the artist and the project team will ensure this can be addressed without issue. If the site is in a particularly public place, the safety of the public who move through the site will be imperative and this should be a key part of the project plan.

- **Keeping things under wraps**

After the work is installed, it may be sensible to cover it up, (depending on its size) and reveal it at a launch. This helps build excitement for the art work and also provides time to add other finishing touches such as lighting, signage, landscaping etc.

e) Signage/plaque

Signage is important for a number of reasons including the recognition of the artist, the time that it was installed, the title of the work and any key themes or ideas that will help people enjoy the art work. Signage could include full interpretation or a simple plaque near or adjacent to the art work. The type and position of any signage and the information included should be discussed with the artist. Any sponsor or funding body obligations will also need to be included on the signage and acknowledged according to any funding or sponsorship agreements that are in place. It is important that the signage is positioned appropriately so that it does not detract from the artwork and that members of the public can find it easily. It may also link in with other signage in the region for other public art works that are all part of the same collection.

Some artists prefer not to include signage that offers explanation of the artwork and expect that the actual piece will speak for itself. The public generally enjoy signage and can learn a great deal about the art work, the background and the themes, culture or history that it represents. The nature and quantity of the information included on signage is a balance and should be installed as soon as possible after the completion of the work. It is generally the responsibility of the project team to manage and install signage.

Step Seven: Management, maintenance and project completion

Unless specific arrangements have been made with a third party, the management and maintenance of the artwork is the responsibility of the owner. Ongoing maintenance for most outdoor sculptures is minimal but this depends on the nature of the artwork and the materials it is made from. A maintenance schedule should be put in place that may include cleaning, re-coating of painted surfaces, and replacement of globes for any lighting, mowing or weeding around the work as applicable. The artist should outline any special maintenance requirements during the concept development and design stage. These, along with any usual maintenance requirements, should be documented and handed off to the owner that will be managing the artwork long term.

If the ownership of the art work is going to be transferred to a third party for the purposes of long-term care and management, this should be confirmed during the planning stages of the project.

a) Project completion

To complete the project the following tasks will need to be undertaken:

- Any documentation regarding ownership, management and maintenance should be put in place.
- The artwork should be insured.
- The owner should include it on their asset register.
- A project evaluation should be undertaken that includes a de-brief with the artist and project team.
- Reporting and acquittals should be prepared and submitted to funding bodies.
- Ongoing promotion opportunities should be put in place – depending on the purpose of the project For example, it could be included on regional tourism websites, as part of walking or visitor trails or include the establishment of 'selfie' hashtags.
- A maintenance plan should be implemented by the owner.



An overview of public art

What is public art?

The following is the definition of public art as provided by South Australia's state arts agency.

'Public art is regarded as the artistic expression of a contemporary art practitioner presented within the public arena, outside the traditional gallery system, where it is accessible to a broad audience.'

Contemporary public art practice involves a diverse range of activities and outcomes. ... The term 'public art' includes 'design', where the elements have been designed by an artist, or design team involving the creative input of an artist.

The public arena refers to both indoor and outdoor spaces that are accessible to a wide public and includes parks, open plazas, road reserves, civic centres and library foyers. Works of art in the public arena may take on many forms; including paintings, prints, murals, photography, sculpture, earthworks, details in streetscapes, performance, installation, sound works, text, audio or multimedia. They may be permanent, temporary or ephemeral.'

Appendix 1: Types of public art

As suggested in the definition, public art is diverse in size, type and location. Artists can interpret a range of ideas and concepts through artwork, which can be quite literal and obvious or sometimes more subtle or abstract. There are many ways to describe public art; the following provides an overview of public art types. Artworks can fit into more than one category.

Intended 'lifespan' of the artwork:

Permanent

Artwork that is designed to last for a long period of time – usually a minimum of 20 years but generally for much longer. Permanent public artwork is often made of stone or bronze with location and installation of the artwork important considerations. Memorials and commemorative artworks are common examples of permanent public artwork.

Temporary

Artwork that is positioned in, or created within, public place for a short time. Unlike ephemeral artwork it would need to be packed up or moved at the completion of a short timeframe from a few minutes to a few months. It may be made from less durable materials or be a performance or installation of several elements that link together.

Ephemeral

Artwork that has a brief lifespan and is often designed to break down in the environment with little intervention required for clean-up. For example, sand sculptures at the beach or mandalas made from natural fibre could be created in-situ, enjoyed for a few days and then disperse naturally back into their environment.

Intended 'function' of the artwork:

Integrated

Artwork that is incorporated into the fabric of a building or place such as an artistically designed façade, landscaping or specially commissioned fittings for the floor or ceiling. This type of public art usually involves an artist working in collaboration with architects, interior designers and builders for new or redeveloped facilities.

Functional

Artwork that is created with an alternative complementary function in mind such as somewhere to sit or to add light. Often developed for playgrounds, parks and in main street, functional public artwork such as uniquely designed bollards, interpretive signage boards or furniture gives environments a unique flavor.

Commemorative

Artwork that is designed to memorialise or commemorate a person, place, event or thing. These often involve figurative forms that incorporate some explanatory text with names and/or stories. Traditionally these are permanent and although many are statues some can be abstract oriented.

The purpose and value of public art

The role of public art in the community is very diverse and artworks can be created by different groups for many different reasons. It can be to mark an occasion or acknowledge a historic figure or event or it can be instigated to enhance the landscape and provide a focal point for a large open space. While art has an intrinsic value in its own right, on an instrumental level, public art can have positive impact on a variety of things including the way people move around in a space, health and wellbeing, tourism, community pride and ownership and education.

The purpose of public art can be any of the following:

- To beautify or enhance a public space.
- To influence how people move through a space; such as pedestrians taking a particular route through a reserve or vehicular traffic slowing down at a particular point.
- To celebrate or acknowledge a historically significant event or place.
- To encourage visitation and enhance visitor experiences.
- To individualise a particular site and create a recognisable icon which can be used in conjunction with place-based branding and promotion.
- To raise awareness or educate on a particular issue or theme such as multiculturalism, the environment, children and young people or civic responsibility.
- To reflect and celebrate the identity and values of the people and the places they live, work or visit – conveying characteristics and/or stories that are relevant to the local community.
- To provide function – such as seating or climbing equipment or providing directional information.

Appendix 2:

Site selection advice table

When selecting or assessing a site, this table will provide some guidance as to the various considerations of the site and the people around the site in terms of their priorities and culture.

REGULATORY & LEGAL REQUIREMENTS	<input type="checkbox"/> Council & State Planning and Development Strategies and Regulations <input type="checkbox"/> Environmental (EPA) Guidelines <input type="checkbox"/> Land ownership and land use caveats (e.g. Crown Land) <input type="checkbox"/> Specific zoning (and in some cases required development approvals) <input type="checkbox"/> Disability access
FUNCTIONALITY	<input type="checkbox"/> Industry clusters <input type="checkbox"/> Day and/or night use <input type="checkbox"/> Public activity <input type="checkbox"/> Transport routes and pedestrian movement & interactions <input type="checkbox"/> Future potential use
SOCIAL / HISTORIC PROFILE	<input type="checkbox"/> Safety, security & comfort <input type="checkbox"/> Sense of community ownership / informal ownership <input type="checkbox"/> Accessibility <input type="checkbox"/> Cultural meanings & ethics <input type="checkbox"/> History / heritage of the site <input type="checkbox"/> Distinctive features
ENVIRONMENT	<input type="checkbox"/> Energy efficiency – install and ongoing use <input type="checkbox"/> Recycling and rehabilitation
VISUAL QUALITY	<input type="checkbox"/> Built / man-made surroundings – style and age of architecture & natural surfaces <input type="checkbox"/> Landscaping and natural features <input type="checkbox"/> Ground coverings and soil types <input type="checkbox"/> Aesthetics – colour, texture, tone & the senses e.g. <input type="checkbox"/> Other nature features e.g. cliff faces, creeks, lakes, fields etc.
SITE SPECIFIC	<input type="checkbox"/> Access to power / water <input type="checkbox"/> Lighting <input type="checkbox"/> Patterns – layout, scale & space <input type="checkbox"/> Vistas <input type="checkbox"/> Boundaries <input type="checkbox"/> Other relevant artworks in local vicinity

Appendix 3: Project plan template

The blue italics details what information should be included in the project plan.

PROJECT OVERVIEW:

This should be no longer than a paragraph and give a brief description of the project and what the end result will be.

PROJECT OBJECTIVES:

1. *Objectives should be straight to the point and convey the purpose of the project and what you want to achieve.*
2. *E.G. Create an Artwork in the Public Park that acknowledges the Aboriginal heritage of the town.*
3. *E.G Beautify the Public Park and encourage visitors to stop and use the Park.*

TIMEFRAME: <<Insert start and finish dates of the project>>

TASK LIST:

Complete the table below and remember to keep it simple and review it regularly because things can change. Several tasks can happen simultaneously.

TASK	DETAILS	PERSONNEL	SCHEDULE
Prepare a 1-page overview	<i>Keep it simple – this can be used as the basis for a 'pitch' to potential partners and others that will be involved.</i>		
Identify and Secure Partners	<i>List potential partners and how you might encourage them to be involved.</i>		
Develop the Project Team	<i>These are the people who are going to be involved in the project development from a practical level. It may include partners and other relevant people who can provide advice and expertise. For example an Engineer will be able to help with ensuring the artwork will be sound from an engineering and construction perspective.</i>		
Prepare Detailed Budget	<i>The project plan should include a detailed budget but in the first instance an indicative high-level budget will suffice.</i>		
Develop a Communications Plan	<i>Keep people informed about project progress and be prepared to promote positively in the media. Keep in mind that not everyone loves the idea of spending money on public art so work out how you might handle any negative media.</i>		
Secure Funding	<i>This can be one of the more time-consuming elements of the project, depending on the size of the project, parties involved and how it is being initiated. Do some research and list the funding opportunities that are relevant here in the plan – and identify who is going to write the funding applications.</i>		
Select and assess the Site	<i>As suggested in the Guide – the site might have come first but an assessment needs to be undertaken to help with the artists brief and determine any issues that might need to be addressed.</i>		
Nominate the Owner / Manager	<i>Who will ultimately own the artwork and who will manage it needs to be resolved during the planning stage. The owner of the artwork will be responsible for its maintenance, repair and insurance requirements. A group that is developing the artwork may not be in a position to own the artwork or the site might belong to a third party.</i>		
Consultation	<i>The amount and nature of consultation undertaken will depend on a few different things including the objectives of the project, the site and who the partners and stakeholders are. Including an element of consultation for the artist to undertake as part of the Artist Brief can also be part of the consultation process.</i>		



TASK	DETAILS	PERSONNEL	SCHEDULE
Develop the Artists Brief	<i>An artist brief template is included below. This is the key document that explains what you want from the artist.</i>		
Undertake the Commissioning Process	<i>Commissioning is the process for selecting an artist to create the work and how it will be created – like choosing which builder you would like to build your house. There are several different ways this can happen which are detailed in the guide above. Further details might need to be added to the plan depending on which Commissioning process you select.</i>		
Appoint Artist	<i>A legally binding contract is required and will be signed by both parties. The contract will detail expectations, milestones, reporting and insurance requirements. Insurance requirements should also be documented. This is a great opportunity to get some publicity for the project.</i>		
Apply for Planning Approval	<i>Depending on the site, the nature of the work and Council's planning rules, planning approval may be required. This may be required prior to the commissioning process with further approvals required after the artwork is designed with engineering specifications identified. Consult with Council's planning team and determine the best course of action regarding planning approvals and building requirements</i>		
Site Preparation	<i>Preparations to the site as agreed with the site owner / manager and the artist should be documented and undertaken in collaboration with all relevant parties.</i>		
Installation	<i>The installation of the artwork is often the responsibility of the Artist, but this should be closely monitored by the Project Team / Manager and ensure it is being undertaken according to expectations – artistically, legislatively (WHS) and according to required engineering standards.</i>		
Launch	<i>Celebrate the artwork with an official launch – invite partners, sponsors, funders, the artist, community members and the media to launch the work and promote its value and purpose widely.</i>		
Evaluate	<i>Evaluate the project against expectations, including the objectives and the milestones in the plan. Partners, the project team and the artist will be part of the evaluation and can provide feedback that can help inform the next project.</i>		
Implement Management Plan	<i>The management plan should be developed early on in the planning process, but it is good to review at the conclusion of the project and that it will be implemented accordingly.</i>		

BUDGET:

An indicative high-level budget is important in the first instance with a more detailed budget prepared as the plan is fleshed out.

Public art costs can vary in cost from a few thousand dollars for a small one-dimensional mural to a few million dollars for a large scale / high profile artwork. In the artist brief a fixed budget will be included with the artist developing an artwork within the budget provided but other costs including landscaping, security, lighting etc. will also have costs.

All public art projects cost money and it will be important to have actual cash to pay the artist it is also good to consider the potential for partners and sponsors to provide in-kind support in relation to materials, site preparations and installation.

Considerations when estimating the project costs include:

- *Project Management – this may be voluntary, in-kind or managed by a partner or project leader such as Council.*
- *Site Costs – site preparation, purchase etc.*
- *Artist Fees – this may include fees for multiple artists during the concept development and design phase as well as the commissioning fee for the artist.*
- *Expert Advice – this may include advice from engineers, architects or trades people.*
- *Media – Depending on any relevant advertising costs associated with consultation, artist recruitment and promotion of the project.*
- *Launch – It doesn't need to be huge but an event with light refreshments is nice.*
- *Materials – If you have some specifications regarding materials this may impact on the cost. For example: bronze, whilst it is extremely hard wearing it is very expensive.*

Appendix 4:

Funding organisations and resources

- **The Australia Council for the Arts**
www.australiacouncil.gov.au
The Australia Council is the Federal Government's independent arts agency and it has a variety of funding programs that can support public art projects.
- **Arts South Australia**
arts.sa.gov.au
Arts South Australia is the State Government's arts agency and it has a variety of funding programs that can support public art projects.
- **Creative Partnerships Australia and the Australia Cultural Fund**
creativepartnershipsaustralia.org.au
australianculturalfund.org.au
Creative Partnerships Australia has been established by the Federal Government to help foster public and private relationships in the arts. It can help with advice and support to develop philanthropic support. The Australian Cultural Fund is a crowd-sourcing platform specifically for arts and cultural projects and offers 'Deductible Gift Recipient' status for donors.
- **City of West Torrens**
westtorrens.sa.gov.au
The City of West Torrens offers community grants that may support public art projects as part of the community grants program.
- **Sponsorship**
Sponsors come in all shapes and sizes and it is important to approach sponsors who align with your objectives or that have a relationship with the site and/or place where the artwork will be. When developing a list of possible sponsors, consider what the relationship will cost in terms of management. For example you may agree to erect a plaque adjacent to the artwork that includes their logo and explains their support. The cost of installing this plaque should be factored into the budget.
- **Planning and Development Fund**
Through the State Government's Plan SA, grants are offered to councils to support projects that improve the way our public spaces function, making them more sustainable, more accessible, safer and healthier. Councils would need to be a key partner and driver of the project to access



this funding. These grants also rely on the project fitting in with a broader plan or strategy for a place making and urban renewal and development.

- **Crowd-sourcing**

Crowd sourcing, or crowd funding, involves registering a project with one of the many crowding websites currently available and inviting people to contribute financially to your project. It is a great way of getting some funds and it reflects the support the project has in the community. It is difficult to rely on crowd funding to fund the entire project, but it is good for part-support or to fund a specific component. There are many different platforms such as Pozzible or Kickstarter and it is important to choose the right platform as some are more geared towards arts projects than others. You should also fully understand the conditions of each site in terms of accessing the donations, commission and promotion of the project. The Australia Council provides an overview of arts crowd-funding in this short video <https://vimeo.com/50604156>

- **Non-arts funding bodies**

There are a range of funding programs through non-arts agencies that still may support public art, depending on the overall theme or goal of the artwork. For example, if the project was specifically designed to engage young people then the Department of Youth may contribute funds as part of youth week. Or if the project is designed to raise awareness about climate change, you may partner with Landcare, which may have funds to contribute. Think about the potential partners and their capacity to bring funds that will help support the project.

- **Community funds and philanthropy**

Many big corporates have community funds and there are a large number of philanthropic trusts in Australia that will fund arts-based initiatives. Philanthropy Australia is a peak body that provides support to philanthropic individuals or organisations. It has an extensive list of philanthropic bodies and details the types of projects it funds, however a paid subscription is necessary in order to access this information. Well-known philanthropic arts funders include the Gordon Darling Foundation, the James and Diana Ramsay Foundation and the Sidney Myer Foundation. More information can be found on the Philanthropy Australia website philanthropy.org.au.

- **Funding resources**

There are a range of web-based resources that can offer information about funding.

- Our Community – A great website with a regular funding newsletter but there is a charge to subscribe. www.ourcommunity.com.au
- Grant Connect – An online government website that details grants nationally. grants.gov.au



Public Art Policy???

What is the Public Art Policy?

The Public Art Policy outlines how we deal with public art from governance and regulatory perspectives. It provides parameters for the development of public art by council and the regulation of public art projects by commercial, private and community-based stakeholders. It is one of three components that make up the Public Art Framework (the Framework) alongside the Public Art Guide and the overarching Public Art Plan which sets the vision for Public Art in West Torrens.



This document has been developed by
Maz McGann
Principal Consultant
Play Your Part
In conjunction with staff and
community members from the City of West Torrens

Draft Public Art Framework

SURVEY RESPONSE REPORT

22 November 2021 - 23 December 2021

PROJECT NAME:

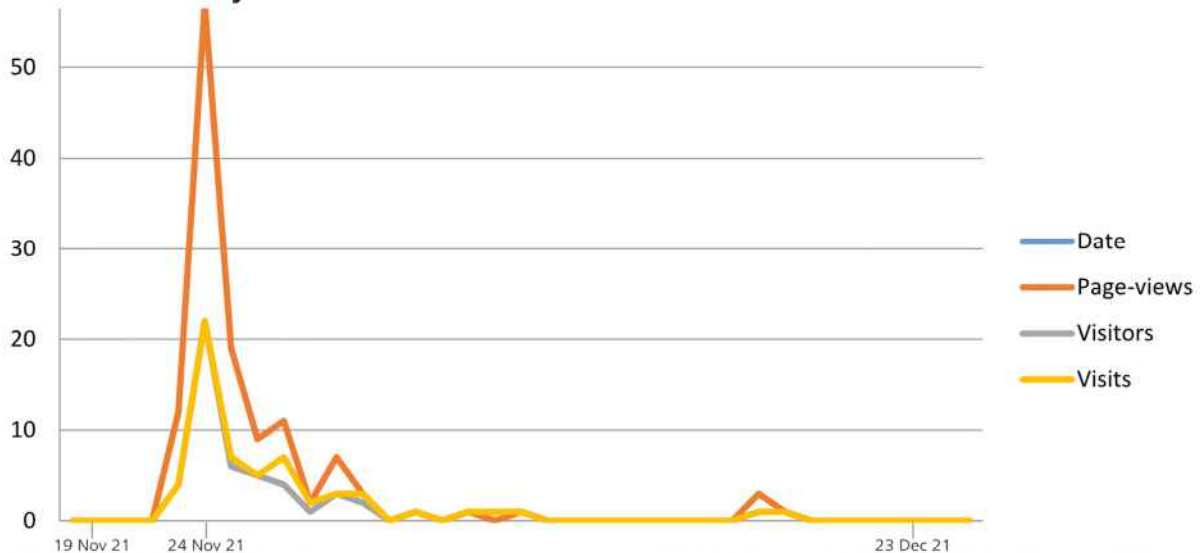
Draft Public Art Framework



Draft Public Art Framework

Project overview

Visitor Summary



Engaged participants		22
Someone who has actively participated in the project (ie asked a question or completed a survey).		
Actions performed	No. of participants	
Participated in submissions	22	
Asked questions	0	
Informed participants		35
Someone who has taken steps to learn more about the project (ie download documents).		
Actions performed	No. of participants	
Downloaded a document	21	
Visited multiple project pages	10	
Contributed to a tool (engaged)	22	
Aware participants		56
Someone who has visited the page but taken no further steps.		
Actions performed	No. of participants	
Visited at least one page	56	

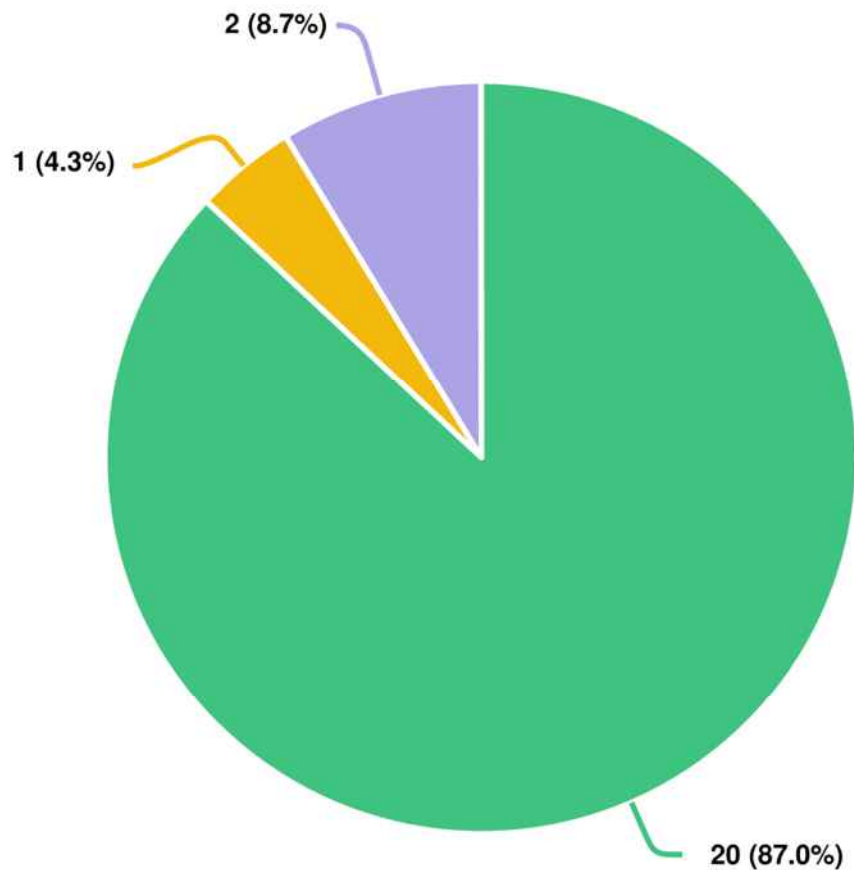
Project highlights

Total page views	66
New Your Say Registrations	1
Document downloads	28
Engagement tools included in project	
Survey/submission form	1
Q&A	1

Submission form

Visitors to survey	38	Contributors	22	Contributions	23
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Draft Public Art Framework : Survey Report for 22 November 2021 to 23 December 2021

Q1 Do you support the adoption of the Draft Public Art Framework?**Question options**

- ☒ Yes, I fully support the adoption of the Draft Public Art Framework.
- ☐ Somewhat, I would support the adoption of the Draft Public Art Framework with some changes (please specify in below).
- ☐ No, I do not support the adoption of the Draft Public Art Framework (please specify below).

Mandatory Question (23 response(s))

Question type: Radio Button Question

Draft Public Art Framework : Survey Report for 22 November 2021 to 23 December 2021

Q2 Do you have any comments to add about the Framework?

Anonymous

11/23/2021 09:36 AM

I find the Themes quite restrictive Often art just needs to be Art for art's sake Examples such as the pigs in Rundle Mall. The Malls Balls, as well as Blue Poles by Jackson Pollock would not be allowed under the Theme criteria It needs to loosen up and at least have an abstract theme

Anonymous

11/24/2021 11:27 AM

The more public art the better - improves the mood and provides a certain ambiance to the area.

Anonymous

11/24/2021 11:48 AM

Painting stobie polls around the neighbourhood would be a good initiative to incorporating artwork in the community.

Anonymous

11/24/2021 12:03 PM

No it would just be nice to see artwork in public places

Anonymous

11/24/2021 12:43 PM

Excellent themes - especially beginning with acknowledgement of Kaurna and multicultural groups and the history of the area; support environmental theme.

jrjack

11/24/2021 02:02 PM

What one or a group of people call art, another protests that it is absolute rubbish and a waste of taxpayers' money. Each art project should be examined and passed by the interested group of taxpayers.

Anonymous

11/24/2021 03:00 PM

It sounds fantastic and I really look forward to seeing some great public art. A city/country like Singapore has such wonderful street art and murals that celebrate the multiculturalism and history of the place. I'd love to see something similar - dream big! Also for what it's worth I would love if we could avoid those temporary public 'art' pieces that exist purely for someone to just take a photo and post on social media. I don't feel they add much to a public space but understand they are probably very popular.

Anonymous

11/24/2021 03:19 PM

The Framework is a very comprehensive document outlining what can be achieved. It is user friendly and provides a great blue print for any Public Art installations. Public Art can really enhance neighbourhoods and give local artists an opportunity to display their works. The impact of the Brighton Sculpture Festival is testament to how art can bring people to a location and generate considerable

Draft Public Art Framework : Survey Report for 22 November 2021 to 23 December 2021

12/05/2021 05:44 PM

community cohesion. Even small scale art works like those found on the Stobie poles in Jervois Street Torrensville bring joy and interest while improving public amenity. Also, the mural along the Linear Park on Holbrooks Bridge is another great example of how art can improve our local places. Keep up the good work.

Optional question (15 response(s), 8 skipped)**Question type:** Essay Question

MJ

11/24/2021 03:21 PM

Would love to see the area look similar to Bowden Brompton with art featuring everywhere

Pierre

11/24/2021 05:32 PM

Fix footpaths, replace dead trees, fix holes in the roads, then start thinking of "art".

Anonymous

11/25/2021 08:52 AM

A local torrens gallery which is disability friendly more accessible aka a van on street with stacked paintings of dsp artists promoting street to street locally funded by CSI and access2arts 2022

VictoriaRM

11/25/2021 10:26 AM

more colours would be great & sculptures

Anonymous

11/26/2021 11:55 AM

Our council area needs more parks and the framework can be rolled out in these areas too. Retirement villages and home care centres can also have some form of art to include the elderly.

Anonymous

11/29/2021 03:55 PM

I think the framework just about covers all bases however I thought about some experiential activities(may or may not)be considered art in itself as a way to integrate all cultures.for example:craft and art markets during the year-at home creators possibly from other countries can gather together and share their wares and ideas.other activities could include cuisine(shared food,demonstrations,chats about ingredients,etc. Stories from other cultures in a organised manner.People tend to feel more included if we are interested in each other and encourages active listening.Perhaps even craft groups getting together outdoors in our parks will/can inform and attract visitors to stop and have a chat.I think we need more covered tables with shade as our park table is in high demand(weigall oval).The clubrooms' outside terrace is a great place to have more tables for chatting and a great place for markets and food discussions/chats or even crafting Bee"s.Some of this may come under the umbrella of art and it may not but its reflective and indirect of a need that may be inclusive.

sarinoz

12/05/2021 05:44 PM

Anything to promote art, brightening dull spaces, creating intrigue and thought as long as we don't loose any public green space

Optional question (15 response(s), 8 skipped)**Question type:** Essay Question

Draft Public Art Framework : Survey Report for 22 November 2021 to 23 December 2021



Individual responses

**Respondent No:** 1**Login:** Anonymous**Email:** n/a**Responded At:** Nov 23, 2021 09:36:33 am**Last Seen:** Nov 23, 2021 09:36:33 am**IP Address:** n/a

Q1. Do you support the adoption of the Draft Public Art Framework?

Somewhat, I would support the adoption of the Draft Public Art Framework with some changes (please specify in below).

Q2. Do you have any comments to add about the Framework?

I find the Themes quite restrictive Often art just needs to be Art for art's sake Examples such as the pigs in Rundle Mall. The Malls Balls, as well as Blue Poles by Jackson Pollock would not be allowed under the Theme criteria It needs to loosen up and at least have an abstract theme

**Respondent No:** 2**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 11:27:21 am**Last Seen:** Nov 24, 2021 11:27:21 am**IP Address:** n/a

Q1. Do you support the adoption of the Draft Public Art Framework?

Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

The more public art the better - improves the mood and provides a certain ambiance to the area.

**Respondent No:** 3**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 11:48:59 am**Last Seen:** Nov 24, 2021 11:48:59 am**IP Address:** n/a

Q1. Do you support the adoption of the Draft Public Art Framework?

Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

Painting stobie polls around the neighbourhood would be a good initiative to incorporating artwork in the community.

**Respondent No:** 4**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 12:03:42 pm**Last Seen:** Nov 24, 2021 12:03:42 pm**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

No it would just be nice to see artwork in public places

**Respondent No:** 5**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 12:43:57 pm**Last Seen:** Nov 24, 2021 12:43:57 pm**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

Excellent themes - especially beginning with acknowledgement of Kaurna and multicultural groups and the history of the area; support environmental theme.

**Respondent No:** 6**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 13:00:42 pm**Last Seen:** Nov 24, 2021 13:00:42 pm**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

not answered

**Respondent No:** 7**Login:** Snaiem666**Email:****Responded At:** Nov 24, 2021 15:25:36 pm**Last Seen:** Nov 24, 2021 03:38:58 am**IP Address:**

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

not answered

**Respondent No:** 8**Login:** jrjack**Email:****Responded At:** Nov 24, 2021 14:02:20 pm**Last Seen:** Nov 24, 2021 03:26:26 am**IP Address:**

Q1. Do you support the adoption of the Draft Public Art Framework? No, I do not support the adoption of the Draft Public Art Framework (please specify below).

Q2. Do you have any comments to add about the Framework?

What one or a group of people call art, another protests that it is absolute rubbish and a waste of taxpayers' money. Each art project should be examined and passed by the interested group of taxpayers.

**Respondent No:** 9**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 15:00:59 pm**Last Seen:** Nov 24, 2021 15:00:59 pm**IP Address:** n/a

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

It sounds fantastic and I really look forward to seeing some great public art. A city/country like Singapore has such wonderful street art and murals that celebrate the multiculturalism and history of the place. I'd love to see something similar - dream big! Also for what it's worth I would love if the we could avoid those temporary public 'art' pieces that exist purely for someone to just take a photo and post on social media. I don't feel they add much to a public space but understand they are probably very popular.

**Respondent No:** 10**Login:** Anonymous**Email:** n/a**Responded At:** Nov 24, 2021 15:19:25 pm**Last Seen:** Nov 24, 2021 15:19:25 pm**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

The Framework is a very comprehensive document outlining what can be achieved. It is user friendly and provides a great blue print for any Public Art installations. Public Art can really enhance neighbourhoods and give local artists an opportunity to display their works. The impact of the Brighton Sculpture Festival is testament to how art can bring people to a location and generate considerable community cohesion. Even small scale art works like those found on the Stobie poles in Jervois Street Torrensville bring joy and interest while improving public amenity. Also, the mural along the Linear Park on Holbrooks Bridge is another great example of how art can improve our local places. Keep up the good work.

**Respondent No:** 11**Login:** MJ**Email:****Responded At:** Nov 24, 2021 15:21:17 pm**Last Seen:** Nov 24, 2021 04:47:50 am**IP Address:**

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

Would love to see the area look similar to Bowden Brompton with art featuring everywhere

**Respondent No:** 12**Login:** Monica**Email:****Responded At:** Nov 24, 2021 17:19:07 pm**Last Seen:** Nov 24, 2021 05:18:39 am**IP Address:**

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

not answered

**Respondent No:** 13**Login:** Pierre**Email:****Responded At:** Nov 24, 2021 17:32:11 pm**Last Seen:** Nov 24, 2021 05:23:47 am**IP Address:**

Q1. **Do you support the adoption of the Draft Public Art Framework?** No, I do not support the adoption of the Draft Public Art Framework (please specify below).

Q2. **Do you have any comments to add about the Framework?**

Fix footpaths, replace dead trees, fix holes in the roads, then start thinking of "art".

**Respondent No:** 14**Login:** Anonymous**Email:** n/a**Responded At:** Nov 25, 2021 08:52:34 am**Last Seen:** Nov 25, 2021 08:52:34 am**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

A local torrens gallery which is disability friendly more accessible aka a van on street with stacked paintings of dsp artists promoting street to street locally funded by CSI and access2arts 2022

**Respondent No:** 15**Login:** VictoriaRM**Email:****Responded At:** Nov 25, 2021 10:26:54 am**Last Seen:** Nov 24, 2021 22:57:39 pm**IP Address:**

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

more colours would be great & sculptures

**Respondent No:** 16**Login:** manjaviss**Email:****Responded At:** Nov 25, 2021 11:07:45 am**Last Seen:** Nov 25, 2021 00:26:06 am**IP Address:**

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

not answered

**Respondent No:** 17**Login:** MarkB**Email:****Responded At:** Nov 25, 2021 23:12:57 pm**Last Seen:** Nov 25, 2021 12:34:19 pm**IP Address:**

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

not answered

**Respondent No:** 18**Login:** Anonymous**Email:** n/a**Responded At:** Nov 26, 2021 09:41:40 am**Last Seen:** Nov 26, 2021 09:41:40 am**IP Address:** n/a

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

not answered

**Respondent No:** 19**Login:** Anonymous**Email:** n/a**Responded At:** Nov 26, 2021 09:42:32 am**Last Seen:** Nov 26, 2021 09:42:32 am**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

not answered

**Respondent No:** 20**Login:** Anonymous**Email:** n/a**Responded At:** Nov 26, 2021 11:55:41 am**Last Seen:** Nov 26, 2021 11:55:41 am**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

Our council area needs more parks and the framework can be rolled out in these areas too. Retirement villages and home care centres can also have some form of art to include the elderly.

**Respondent No:** 21**Login:** Anonymous**Email:** n/a**Responded At:** Nov 29, 2021 15:55:52 pm**Last Seen:** Nov 29, 2021 15:55:52 pm**IP Address:** n/a

Q1. **Do you support the adoption of the Draft Public Art Framework?** Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. **Do you have any comments to add about the Framework?**

I think the framework just about covers all bases however I thought about some experiential activities(may or may not)be considered art in itself as a way to integrate all cultures.for example:craft and art markets during the year-at home creators possibly from other countries can gather together and share their wares and ideas.other activities could include cuisine(shared food,demonstrations,chats about ingredients,etc. Stories from other cultures in a organised manner.People tend to feel more included if we are interested in each other and encourages active listening.Perhaps even craft groups getting together outdoors in our parks will/can inform and attract visitors to stop and have a chat.I think we need more covered tables with shade as our park table is in high demand(weigall oval).The clubrooms' outside terrace is a great place to have more tables for chatting and a great place for markets and food discussions/chats or even crafting Bee"s.Some of this may come under the umbrella of art and it may not but its reflective and indirect of a need that may be inclusive.

**Respondent No:** 22**Login:** Anonymous**Email:** n/a**Responded At:** Dec 01, 2021 16:07:07 pm**Last Seen:** Dec 01, 2021 16:07:07 pm**IP Address:** n/a

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

not answered

**Respondent No:** 23**Login:** sarinoz**Email:****Responded At:** Dec 05, 2021 17:44:00 pm**Last Seen:** Dec 05, 2021 06:35:44 am**IP Address:** [REDACTED]

Q1. Do you support the adoption of the Draft Public Art Framework? Yes, I fully support the adoption of the Draft Public Art Framework.

Q2. Do you have any comments to add about the Framework?

Anything to promote art, brightening dull spaces, creating intrigue and thought as long as we don't lose any public green space

8.2 Mendelson Foundation Support Policy

Brief

This report presents the *Council Policy: Mendelson Foundation Support Policy*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The reviewed *Council Policy: Mendelson Foundation Support* be approved.
2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy: Mendelson Foundation Support*.

Introduction

The current Council Policy: Mendelson Foundation Support was first approved by Council at its 21 July 1998 meeting and establishes a clear distinction between support that is provided by the Mendelson Foundation and support provided by the City of West Torrens (**Attachment 1**).

This Policy last underwent a review in 2017 and has been subjected to a scheduled review.

Discussion

The Max and Bette Mendelson Foundation (Foundation) is a charitable fund (Trust Fund), established under a Deed of Charitable Trust (Deed), that is dedicated in perpetuity to the promotion and encouragement of education of eligible residents of the City of West Torrens (CWT) in conjunction with South Australian universities.

CWT is the legal trustee of the Foundation, which was established with the significant generosity and resolute public spirit of the late Max and Bette Mendelson.

The CWT is empowered, under the Deed, to fund all costs and disbursements associated with the gaining or production of gross income and the administration of the Trust Fund, along with expenditure related to the promotion and encouragement of university education from the Trust Fund.

The Policy outlines which costs are to be borne by the CWT and which are borne by the trust fund.

Two versions of the reviewed Policy are attached (**Attachment 2 - Track Changes Marked Attachment 3 - Track Changes Accepted**).

Minor administrative amendments have been made throughout this document to bring the Policy in line with current practice which include ensuring links are correct, amending titles, document names, formatting and ensuring consistency with the relevant legislation. No further amendments are proposed at this time.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

The *Council Policy: Mendelson Foundation Support* does not present any direct climate impact considerations in relation to this report.

Conclusion

The *Council Policy: Mendelson Foundation Support* has undergone a scheduled review and is presented to the Committee for its consideration and recommendation to Council.

Attachments

- 1. Mendelson Foundation Support Policy - Current**
- 2. Mendelson Foundation Support Policy - Tracked Changes Marked**
- 3. Mendelson Foundation Support Policy - Tracked Changes Accepted**

City of West Torrens Council Policy – Mendelson Foundation Support

CITY OF WEST TORRENS



Council Policy: Mendelson Foundation Support

Classification:	Council Policy
First Issued:	21 July 1998
Dates of Review:	18 January 2000, 19 April 2005, 4 March 2008, 30 November 2011, 6 March 2017
Version Number:	5
Objective ID:	A4883
Applicable Legislation:	N/A
Related Policies or Corporate Documents:	Mendelson Foundation Investment Policy
Associated Forms:	Local Government Act 1999
Note:	Formerly policy number A.13.
Responsible Manager:	General Manager, Corporate and Regulatory
Confirmed by General Manager:	Bill Ross Date 07/03/2017
Approved by Council:	Date 21/03/2017

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City of West Torrens Policy – Mendelson Foundation Support

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City of West Torrens Council Policy – Mendelson Foundation Support

COUNCIL POLICY – Mendelson Foundation Support**1. Preamble**

- 1.1 The Max and Bette Mendelson Foundation (the foundation) is a charitable fund established under a Deed of Charitable Trust (the deed), and it is dedicated in perpetuity to the promotion and encouragement of education of City of West Torrens eligible residents in conjunction with South Australian universities.
- 1.2 The City of West Torrens (CWT) is the legal trustee of the foundation, which was established with the unobtrusive generosity and resolute public spirit of the late Max and Bette Mendelson.

2. Purpose

- 2.1 The CWT is not only proud of its association with such an outstanding foundation; it is also committed to providing a level of support in keeping with the foundation's character and standing. It recognises the clear and prominent value of its association and for this to be promoted appropriately to the residents of the city.
- 2.2 It is on this basis that this policy establishes a clear distinction between support that is provided by the foundation and support that is provided by the CWT.

3. Scope

- 3.1 Staff and Elected Members of the CWT and Mendelson Committee Members are bound by the requirements of this policy.

4. Definitions

- 4.1 Nil

5. Policy Statement

- 5.1 The trustee is empowered under the deed to pay from the Mendelson trust fund all costs and disbursements associated with the gaining or production of gross income and the administration of the fund, along with expenditure related to the promotion and encouragement of university education.
- 5.2 All costs and disbursements covered by the trust deed are to be paid from the trust fund. However, this policy recognises that the following costs and disbursements are to be met by the CWT:
 - Catering, refreshments, entertainment, staff time and the use of Civic Centre facilities for the annual presentation of scholarships and also the receiving of distinguished scholars conferred with a Mendelson title;

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City of West Torrens Council Policy – Mendelson Foundation Support

- Recording in perpetuity the names of all Mendelson fellows and scholars on a dedicated page on Council's website ;
 - Framing of certificates which are to be signed by the Mayor and chairperson of the Mendelson Management Committee (the committee) and bear the arms and logo of the City;
 - Purchase and engraving of scholarship medals and Mendelson fellow medals;
 - Printing and stationery associated with Mendelson events;
 - Reasonable catering, refreshments, staff time and use of Civic Centre facilities, as determined by the Chief Executive Officer, to conduct monthly meetings of the committee;
 - Administrative support, as determined by the Chief Executive Officer, associated with meeting the needs of both the committee and the foundation; and
 - Finance support, as determined by the Chief Executive Officer, in budgeting, maintaining accounting records, auditing and the provision of monthly and year end financial statements.
- 5.3 The CWT may in addition contribute funds to the foundation as a contribution to the cost of scholarships awarded.
- 5.4 Costs and disbursements to be paid out of the trust fund rather than by the CWT include the following:
- Promotion, assistance and support of visits to a university by a distinguished scholar;
 - Promotion, assistance and support of Mendelson lectures, including any costs to publish and disseminate lecture material;
 - Promotion, assistance and support of scholarly co-operation between Mendelson fellows and scholars;
 - Management of funds invested by the trustee;
 - Scholarship payments to Mendelson scholars and the cost of "Mendelson prizes" awarded for exceptional scholarship; and
 - Allowances paid to members of the committee.
- 5.5 The amount of annual remuneration is to be reviewed in conjunction with the annual review of Elected Member allowances. Any decision to vary the amount of remuneration rests with the Council as trustee in accordance with the conditions of clause 5.7 of the deed, and under section 44 of the *Local Government Act 1999* (the Act) cannot be delegated.

City of West Torrens Council Policy – Mendelson Foundation Support

- 5.6 While the remuneration is not an allowance under Chapter 5 of the Act, in the promotion of best practice in governance, the amount and source of the remuneration should be noted in the register of allowances and benefits prepared pursuant to section 79 of the Act.

CITY OF WEST TORRENS



Council Policy: Mendelson Foundation Support

Classification:	Council Policy
First Issued:	21 July 1998
Dates of Review:	18 January 2000, 19 April 2005, 4 March 2008, 30 November 2011, 6 March 2017, 2021
Version Number:	7-5
<u>Next Review Due:</u>	2026
Objective ID:	A4883
Applicable Legislation:	Local Government Act 1999 NIA
Related Policies or Corporate Documents:	Mendelson Foundation Investment Policy
Associated Forms:	Local Government Act 1999
Note:	Formerly policy number A-13.
Responsible Manager:	General Manager, Corporate and Regulatory
Confirmed by General Manager:	General Manager, Corporate and Regulatory Bill Ross Date 07/03/2017
<u>Approved by Executive</u>	<u>Date</u>
<u>Approved/Endorsed</u> by Council:	Date 21/03/2017

City of West Torrens Council Policy – Mendelson Foundation Support

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City of West Torrens Council Policy – Mendelson Foundation Support

COUNCIL POLICY – Mendelson Foundation Support**1. Preamble**

- 1.1 The Max and Bette Mendelson Foundation (the foundation) is a charitable fund established under a Deed of Charitable Trust (the deed), and it is dedicated in perpetuity to the promotion and encouragement of education of City of West Torrens eligible residents in conjunction with South Australian universities.
- 1.2 The City of West Torrens (CWT) is the legal trustee of the foundation, which was established with the unobtrusive generosity and resolute public spirit of the late Max and Bette Mendelson.

2. Purpose

- 2.1 The CWT is not only proud of its association with such an outstanding foundation; it is also committed to providing a level of support in keeping with the foundation's character and standing. It recognises the clear and prominent value of its association and for this to be promoted appropriately to the residents of the city.
- 2.2 It is on this basis that this policy establishes a clear distinction between support that is provided by the foundation and support that is provided by the CWT.

3. Scope

- 3.1 Staff and Elected Members of the CWT and Mendelson Committee Members are bound by the requirements of this policy.

4. Definitions

- 4.1 Nil

5. Policy Statement

- 5.1 The trustee is empowered under the deed to pay from the Mendelson trust fund all costs and disbursements associated with the gaining or production of gross income and the administration of the fund, along with expenditure related to the promotion and encouragement of university education.
- 5.2 All costs and disbursements covered by the trust deed are to be paid from the trust fund. However, this policy recognises that the following costs and disbursements are to be met by the CWT:
 - Catering, refreshments, entertainment, staff time and the use of Civic Centre facilities for the annual presentation of scholarships and also the receiving of distinguished scholars conferred with a Mendelson title;
 - Recording in perpetuity the names of all Mendelson fellows and scholars on a dedicated page on Council's website ;

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City of West Torrens Council Policy – Mendelson Foundation Support

- Framing of certificates which are to be signed by the Mayor and chairperson of the Mendelson Management Committee (the committee) and bear the arms and logo of the City;
 - Purchase and engraving of scholarship medals and Mendelson fellow medals;
 - Printing and stationery associated with Mendelson events;
 - Reasonable catering, refreshments, staff time and use of Civic Centre facilities, as determined by the Chief Executive Officer, to conduct monthly meetings of the committee;
 - Administrative support, as determined by the Chief Executive Officer, associated with meeting the needs of both the committee and the foundation; and
 - Finance support, as determined by the Chief Executive Officer, in budgeting, maintaining accounting records, auditing and the provision of monthly and year end financial statements.
- 5.3 The CWT may in addition contribute funds to the foundation as a contribution to the cost of scholarships awarded.
- 5.4 Costs and disbursements to be paid out of the trust fund rather than by the CWT include the following:
- Promotion, assistance and support of visits to a university by a distinguished scholar;
 - Promotion, assistance and support of Mendelson lectures, including any costs to publish and disseminate lecture material;
 - Promotion, assistance and support of scholarly co-operation between Mendelson fellows and scholars;
 - Management of funds invested by the trustee;
 - Scholarship payments to Mendelson scholars and the cost of "Mendelson prizes" awarded for exceptional scholarship; and
 - Allowances paid to members of the committee.
- 5.5 The amount of annual remuneration is to be reviewed in conjunction with the annual review of Elected Member allowances. Any decision to vary the amount of remuneration rests with the Council as trustee in accordance with the conditions of clause 5.7 of the deed, and under section 44 of the *Local Government Act 1999* (the Act) cannot be delegated.
- 5.6 While the remuneration is not an allowance under Chapter 5 of the Act, in the promotion of best practice in governance, the amount and source of the remuneration should be noted in the register of allowances and benefits prepared pursuant to section 79 of the Act.

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**Council Policy:
Mendelson Foundation Support**

Classification:	Council Policy	
First Issued:	21 July 1998	
Dates of Review:	2000, 2005, 2008, 2011, 2017, 2021	
Version Number:	7	
Next Review Due:	2026	
Objective ID:	A4883	
Applicable Legislation:	Local Government Act 1999	
Related Policies or Corporate Documents:	Mendelson Foundation Investment Policy	
Associated Forms:		
Note:		
Responsible Manager:	General Manager, Corporate and Regulatory	
Confirmed by General Manager:	General Manager, Corporate and Regulatory	Date
Approved by Executive		Date
Endorsed by Council:		Date

City of West Torrens Council Policy – Mendelson Foundation Support

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City of West Torrens Council Policy – Mendelson Foundation Support

COUNCIL POLICY – Mendelson Foundation Support

1. Preamble

- 1.1 The Max and Bette Mendelson Foundation (the foundation) is a charitable fund established under a Deed of Charitable Trust (the deed), and it is dedicated in perpetuity to the promotion and encouragement of education of City of West Torrens (CWT) eligible residents in conjunction with South Australian universities.
- 1.2 The CWT is the legal trustee of the foundation, which was established with the unobtrusive generosity and resolute public spirit of the late Max and Bette Mendelson.

2. Purpose

- 2.1 The CWT is not only proud of its association with such an outstanding foundation; it is also committed to providing a level of support in keeping with the foundation's character and standing. It recognises the clear and prominent value of its association and for this to be promoted appropriately to the residents of the city.
- 2.2 It is on this basis that this policy establishes a clear distinction between support that is provided by the foundation and support that is provided by the CWT.

3. Scope

- 3.1 Staff and Elected Members of the CWT and Mendelson Committee Members are bound by the requirements of this policy.

4. Definitions

- 4.1 Nil

5. Policy Statement

- 5.1 The trustee is empowered under the deed to pay from the Mendelson trust fund all costs and disbursements associated with the gaining or production of gross income and the administration of the fund, along with expenditure related to the promotion and encouragement of university education.
- 5.2 All costs and disbursements covered by the trust deed are to be paid from the trust fund. However, this policy recognises that the following costs and disbursements are to be met by the CWT:
 - Catering, refreshments, entertainment, staff time and the use of Civic Centre facilities for the annual presentation of scholarships and also the receiving of distinguished scholars conferred with a Mendelson title
 - Recording in perpetuity the names of all Mendelson fellows and scholars on a dedicated page on Council's website

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City of West Torrens Council Policy – Mendelson Foundation Support

- Framing of certificates which are to be signed by the Mayor and chairperson of the Mendelson Management Committee (the committee) and bear the arms and logo of the City
 - Purchase and engraving of scholarship medals and Mendelson fellow medals
 - Printing and stationery associated with Mendelson events
 - Reasonable catering, refreshments, staff time and use of Civic Centre facilities, as determined by the Chief Executive Officer, to conduct monthly meetings of the committee
 - Administrative support, as determined by the Chief Executive Officer, associated with meeting the needs of both the committee and the foundation
 - Finance support, as determined by the Chief Executive Officer, in budgeting, maintaining accounting records, auditing and the provision of monthly and year end financial statements.
- 5.3 The CWT may in addition contribute funds to the foundation as a contribution to the cost of scholarships awarded.
- 5.4 Costs and disbursements to be paid out of the trust fund rather than by the CWT include the following:
- Promotion, assistance and support of visits to a university by a distinguished scholar
 - Promotion, assistance and support of Mendelson lectures, including any costs to publish and disseminate lecture material
 - Promotion, assistance and support of scholarly co-operation between Mendelson fellows and scholars
 - Management of funds invested by the trustee
 - Scholarship payments to Mendelson scholars and the cost of "Mendelson prizes" awarded for exceptional scholarship
 - Allowances paid to members of the committee.
- 5.5 The amount of annual remuneration is to be reviewed in conjunction with the annual review of Elected Member allowances. Any decision to vary the amount of remuneration rests with the Council as trustee in accordance with the conditions of clause 5.7 of the deed, and under section 44 of the *Local Government Act 1999* (the Act) cannot be delegated.
- 5.6 While the remuneration is not an allowance under Chapter 5 of the Act, in the promotion of best practice in governance, the amount and source of the remuneration should be noted in the register of allowances and benefits prepared pursuant to section 79 of the Act.

8.3 Mendelson Foundation Investments Policy

Brief

This report presents the reviewed *Council Policy - Mendelson Foundation Investments Policy*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The reviewed *Council Policy - Mendelson Foundation Investments* be approved.
2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy - Mendelson Foundation Investments*.

Introduction

The current *Council Policy - Mendelson Foundation Investments* (Policy) was first issued on 17 December 2002 and provides the framework for managing the investments of the Max and Bette Mendelson Foundation (**Attachment 1**).

This Policy last underwent a review in 2014 and has been subjected to a scheduled review.

Discussion

The Max and Bette Mendelson Foundation (Foundation) is a charitable fund (Trust Fund), established under a Deed of Charitable Trust (Deed) that is dedicated in perpetuity to the promotion and encouragement of education of eligible residents of the City of West Torrens (CWT) in conjunction with South Australian universities.

The CWT is the legal trustee of the Foundation, which was established with the significant generosity and resolute public spirit of the late Max and Bette Mendelson.

The Policy provides the following framework to ensure Council:

- Complies with its trust law responsibilities as the sole trustee under the deed of charitable trust dated 14 December 1994;
- Complies with its legislative responsibilities, including provisions of the *Local Government Act 1999* and the *Trustee Act 1936 (SA)*, as amended by the *Trustee (Investment Powers) Amendment Act 1995 (SA)*;
- Maximises the return on Mendelson Foundation funds, taking into consideration the levels of risk;
- Has appropriate risk management strategies in place to protect Mendelson Foundation investments; and
- Ensures that the real value of Mendelson Foundation funds invested is preserved.

Two versions of the reviewed Policy are attached (**Attachment 2 - Track Changes Marked** **Attachment 3 - Track Changes Accepted**).

Minor administrative amendments have been made throughout the Policy to bring it in line with current practice. Minor amendments include ensuring links are correct, amending titles, document names, formatting and ensuring consistency with the relevant legislation. No further amendments are proposed at this time.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

The Policy does not present any direct climate impact considerations in relation to this report.

Conclusion

The *Council Policy: Mendelson Foundation Investments* has undergone a scheduled review and is presented to the Committee for its consideration and recommendation to Council.

Attachments

- 1. Mendelson Foundation Investments Policy - Current**
- 2. Mendelson Foundation Investments Policy - Track Changes Marked**
- 3. Mendelson Foundation Investments Policy - Track Changes Accepted**

CITY OF WEST TORRENS



Council Policy: Mendelson Foundation Investments

Classification:	Council Policy		
First Issued:	17 December 2002		
Dates of Review:	2008, 2009, 2011, 2014, 2014		
Version Number:	6		
Objective ID:	A4432		
Applicable Legislation:	<ul style="list-style-type: none"> • Trustee Act 1936 (SA) • Local Government Act 1999 (SA) 		
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> • Mendelson Foundation Support Policy • Investment Policy 		
Associated Forms:			
Note:	Formerly policy F.8.		
Responsible Manager:	Financial Services		
Confirmed by General Manager:	Corporate and Regulatory	Date	17 October 2014
Approved by Executive		Date	17 October 2014
Endorsed by Council			4 November 2014

City of West Torrens Council Policy - Mendelson Foundation Investments

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City of West Torrens Council Policy - Mendelson Foundation Investments

COUNCIL POLICY - Mendelson Foundation Investments**1. Preamble**

- 1.1 This policy provides the framework within which the City of West Torrens will operate in managing the investments of the Max and Bette Mendelson Foundation.

2. Purpose

- 2.1 The purpose of this policy is to ensure that:

- The City of West Torrens complies with its trust law responsibilities as the sole trustee under the deed of charitable trust dated 14 December, 1994;
- The City of West Torrens complies with its legislative responsibilities, including provisions of the *Local Government Act 1999* and the Trustee Act 1936 (SA), as amended by the Trustee (Investment Powers) Amendment Act 1995 (SA);
- The City of West Torrens maximises the return on Mendelson Foundation funds, taking into consideration the levels of risk;
- Risk management strategies are in place to protect Mendelson Foundation investments; and
- The real value of Mendelson Foundation funds invested is preserved.

3. Scope

- 3.1 This policy applies to all investments of the Max and Bette Mendelson Foundation established under a Deed of Charitable Trust dated 14 December 1994.

4. Definitions

Nil

5. Policy Statement**5.1 Investment Powers**

- 5.1.1 Powers of the City of West Torrens are described in clause 9 of the trust deed and Section 139 of the *Local Government Act 1999*.

5.2 Legislative Obligations

- 5.2.1 All investments are to be made exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons, having particular regard to the avoidance of investments that are speculative or hazardous in nature.

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City of West Torrens Council Policy - Mendelson Foundation Investments

5.3 Legislative Requirements

5.3.1 All investments are to be made in accordance with the provisions of the trust deed and the *Local Government Act 1999*, with particular regard to the following:

- The purposes of the investment;
- The desirability of diversifying investments;
- The nature of and risk associated with existing investments;
- The desirability of maintaining the real value of the capital and income of the investment;
- The risk of capital or income loss or depreciation;
- The potential for capital appreciation;
- The likely income return and the timing of income return;
- The length of the term of a proposed investment;
- The period for which the investment is likely to be required;
- The liquidity and marketability of a proposed investment during, and on the determination of, the term of the investment;
- The aggregate value of trust fund under the trust deed;
- The likelihood of inflation affecting the value of the proposed investment;
- The costs of making a proposed investment;
- The results of any review of existing investments.

5.4 Independent Advice

5.4.1 The City of West Torrens is empowered under Section 9(2) of the *Trustee Act 1936* (SA) and Section 139(5) of the *Local Government Act 1999* to obtain and consider independent and impartial advice about the investment and management of its investments from a person whom the Council reasonably believes to be competent to give the advice.

5.4.2 A licensed securities dealer will be appointed as investment adviser to the City of West Torrens in relation to the Mendelson Foundation.

5.4.3 Should any circumstances arise that require a change of investment adviser, tenders should be considered. Tenders should also be considered at least once each 5 year period.

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City of West Torrens Council Policy - Mendelson Foundation Investments

5.5 Asset Allocations

5.5.1 Investments of the Mendelson Foundation shall be as follows:

Sector	Indicative Range %	Approved Target %
Growth Assets	50 to 75	No more than 75
Australian Shares	20 to 65	
International Shares	0 to 30	
Property & Infrastructure	0 to 20	
Alternative Assets	0 to 30	
Income Assets	25 to 50	No less than 25
Australian Fixed Interest	10 to 40	
International Fixed Interest	0 to 20	
Cash	0 to 30	

5.5.2 Actual portfolio weightings within these ranges at any point in time will be governed primarily by an assessment of the then economic conditions and financial markets. Adjustments will be made progressively to the balance of the portfolio to ensure the portfolio is not overweight to a particular sector at a time when economic conditions may become unfavourable for that sector.

5.5.3 Diversification will also be applied when considering the weightings toward various industries (banking, retail, etc) and companies within the equities sector. Diversification will ensure that the risks associated with any one industry or company are minimised.

5.6 Australian Equities Exposure

5.6.1 A reasonable range of industry sectors must be used in order to minimise the risks inherent in any given sector. Actual equity investments must be selected with regard to the following criteria:

- Conservative debt levels;
- Sound management;
- Quality of business; and
- Recurring earnings.

5.6.2 Unless otherwise approved by Council or its delegate, all direct share investments are to be restricted to companies in the top 200 on the Australian Stock Exchange by market capitalisation, with a preference towards the top 50.

5.6.3 Further consideration can be given to listed investment companies or managed funds that specialise in Australian equities and have been researched and approved by the investment committee of the appointed investment adviser to Council. This will give consideration to the research rating, previous track-record and investment approach of the company and / or managed fund.

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City of West Torrens Council Policy - Mendelson Foundation Investments

5.7 Fixed Interest and Cash Exposure

- 5.7.1 The value of fixed interest investments in offering a consistent and reliable income flow and in reducing overall portfolio risk, albeit at the expense of long term capital growth, will be taken into consideration in deciding the overall investment portfolio of the foundation.
- 5.7.2 Cash and fixed term investments will be restricted to government and semi-government backed products, bank accounts, term deposits, bank bills and ASX-listed hybrid securities with a 'recommended' rating from research house Lonsec.

5.8 Property and Infrastructure Exposure

- 5.8.1 Property investments will be via listed property trusts and managed funds where lower levels of risk and volatility are achieved through the wide diversification of properties within the arrangement.
- 5.8.2 Unless otherwise approved by Council or its delegate, all property investments are to be restricted to companies in the top 200 on the Australian Stock Exchange by market capitalisation, with a preference towards the top 50.
- 5.8.3 Infrastructure investments will be via Australian and international managed funds in order to have sufficient diversification and limited project risk.
- 5.8.4 Any investment made in a non-listed property trust, or property or infrastructure managed fund must be supported by a rating of 'approved', 'recommended' or 'highly recommended' with Zenith Investment Partners and/or a rating of 'approved', 'investment grade', 'recommended' or 'highly recommended' by Lonsec.

5.9 International Equities Exposure

- 5.9.1 A level of investment in international equities provides diversification and allows participation in the growth of foreign economies. It ensures that portfolios are cushioned against the adverse effects of unfavourable economic conditions in Australia.
- 5.9.2 Investments will be via managed funds in order to maximise investment diversification and to gain the diversification and potential return benefits of currency exposure.
- 5.9.3 The greater relative risk and volatility of international investments will be taken into consideration when deciding on the overall balance of the investment portfolio.

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City of West Torrens Council Policy - Mendelson Foundation Investments

5.10 Alternative Investment Exposure

- 5.10.1 A level of exposure to alternative assets may be included in the portfolio to provide diversification away from traditional asset classes.
- 5.10.2 Alternative assets are investments that do not fall within the traditional assets classes of cash, fixed interest, property, infrastructure and equities, and may include (without being limited to) hedge funds, currency trading strategies, commodities, derivatives, and long / short equity and private equity investments. All alternative investments must be researched and approved by the investment committee of the appointed investment adviser to Council.
- 5.10.3 Any alternative assets selected should have a low to negative correlation to equity markets. Asset correlation is a measure of how and when investments move in relation to one another. Low or negative correlated alternative assets are therefore expected to provide additional diversification to the portfolio and assist in reducing the volatility of investment returns.
- 5.10.4 Any Investment made in an alternative investment must be supported by a rating of 'approved', 'recommended' or 'highly recommended' with Zenith Investment Partners and/or a rating of 'approved', 'investment grade', 'recommended' or 'highly recommended' by Lonsec.

5.11 Reporting

- 5.11.1 All end of year reports are to account for investments in accordance with Australian Accounting Standards.

5.12 Annual Review

- 5.12.1 Investment performance will be reviewed at the end of each financial year and the outcome will be reported to Council.

**Council Policy:
Mendelson Foundation Investments**

Classification:	Council Policy		
First Issued:	17 December 2002		
Dates of Review:	2008, 2009, 2011, 2014, 2014, <u>2021</u>		
Version Number:	<u>76</u>		
Objective ID:	A4432		
Applicable Legislation:	<ul style="list-style-type: none"> • <u>Trustee Act 1936 (SA)</u> • <u>Local Government Act 1999 (SA)</u> 		
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> • <u>Mendelson Foundation Support Policy</u> • <u>Investment Policy</u> 		
Associated Forms:			
Note:	Formerly policy F-8.		
Responsible Manager:	<u>Manager</u> Financial Services		
Confirmed by General Manager:	<u>General Manager</u> Corporate and Regulatory	Date	<u>17-October 2014</u>
Approved by Executive		Date	<u>17-October 2014</u>
Endorsed by Council			<u>4-November 2014</u>

City of West Torrens Council Policy - Mendelson Foundation Investments

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City of West Torrens Council Policy - Mendelson Foundation Investments

COUNCIL POLICY - Mendelson Foundation Investments

1. Preamble

- 1.1 This policy provides the framework within which the City of West Torrens ~~(CWT)~~ will operate in managing the investments of the Max and Bette Mendelson Foundation.

2. Purpose

- 2.1 The purpose of this policy is to ensure that:

- The ~~City of West Torrens~~CWT complies with its trust law responsibilities as the sole trustee under the deed of charitable trust dated 14 December, 1994;
- The ~~City of West Torrens~~CWT complies with its legislative responsibilities, including provisions of the *Local Government Act 1999* ~~(Act)~~ and the *Trustee Act 1936* ~~(SA)~~, as amended by the *Trustee (Investment Powers) Amendment Act 1995*; ~~(SA)~~;
- The ~~City of West Torrens~~CWT maximises the return on Mendelson Foundation funds, taking into consideration the levels of risk;
- Risk management strategies are in place to protect Mendelson Foundation investments; and
- The real value of Mendelson Foundation funds invested is preserved.

3. Scope

- 3.1 This policy applies to all investments of the Max and Bette Mendelson Foundation established under a Deed of Charitable Trust dated 14 December 1994.

4. Definitions

Nil

5. Policy Statement

5.1 Investment Powers

- 5.1.1 Powers of the ~~City of West Torrens~~CWT are described in clause 9 of the trust deed and Section 139 of the ~~Local Government Act 1999~~Act.

5.2 Legislative Obligations

- 5.2.1 All investments are to be made exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons, having particular regard to the avoidance of investments that are speculative or hazardous in nature.

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City of West Torrens Council Policy - Mendelson Foundation Investments

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Mendelson Foundation Investments**

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Associated Forms:		
Note:		
Responsible Manager:	Manager Financial Services	
Confirmed by General Manager:	General Manager Corporate and Regulatory	Date
Approved by Executive		Date
Endorsed by Council		

City of West Torrens Council Policy - Mendelson Foundation Investments

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City of West Torrens Council Policy - Mendelson Foundation Investments

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City of West Torrens Council Policy - Mendelson Foundation Investments

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City of West Torrens Council Policy - Mendelson Foundation Investments

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City of West Torrens Council Policy - Mendelson Foundation Investments

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5.11 Reporting

- 5.11.1 All end of year reports are to account for investments in accordance with Australian Accounting Standards.

5.12 Annual Review

- 5.12.1 Investment performance will be reviewed at the end of each financial year and the outcome will be reported to Council.

8.4 Elected Member Recognition of Service Policy

Brief

This report presents the reviewed *Council Policy - Elected Member Recognition of Service*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The reviewed *Council Policy - Elected Member Recognition of Service* be approved.
2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the *Council Policy - Elected Member Recognition of Service*.

Introduction

The Local Government Association (LGA) provides certificates for the recognition of service to Elected Members through a 'merit, service and recognition awards program'. In addition, the City of West Torrens also recognises the service of Elected Members through local arrangements outlined in the *Council Policy: Elected Member Recognition of Service* (Policy).

The Policy was first issued on 1 November 2002 (**Attachment 1**) and provides for the suitable recognition of an Elected Member at the achievement of service milestones and at the completion of their service.

This Policy last underwent a review in May 2016 and has been subject to its scheduled review.

Discussion

Two versions of the reviewed Policy are attached (**Attachment 2 - Track Changes Marked and Attachment 3 - Track Changes Accepted**).

The key change to this Policy has been an inclusion at clause 1.3 in consideration of Elected Members' reporting obligations to the Office for Public Integrity with regard to all matters reasonably suspected of involving corruption, or serious or systemic misconduct or maladministration in South Australian public administration.

Minor administrative amendments have also been made throughout this Policy to bring it in line with current practice including ensuring the links are correct, amending titles, document names, formatting and ensuring consistency with the relevant legislation.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

There are no direct environmental impacts as a result of this report.

Conclusion

The *Council Policy - Elected Member Recognition of Service* has undergone a scheduled review and is presented to Committee for its consideration and recommendation to Council.

Attachments

1. Elected Member Recognition of Service Policy - Current
2. Elected Member Recognition of Service Policy - Track Changes Marked
3. Elected Member Recognition of Service Policy - Track Changes Accepted

CITY OF WEST TORRENS



Council Policy: Elected Member - Recognition of Service

Classification:	Council Policy		
First Issued:	1 November 2011		
Dates of Review:	2016		
Version Number:	2		
Next Review Date:	2021		
Objective ID:	A8031		
Applicable Legislation:			
Related Policies or Corporate Documents:			
Associated Forms:			
Note:			
Responsible Manager:	Chief Executive Officer		
Confirmed by General Manager:	Chief Executive Officer	Date	23 May 2016
Approved by Executive:		Date	23 May 2016
Approved by Council		Date	19 July 2016

City of West Torrens Council Policy - Elected Member - Recognition of Service

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Objective ID - A8031

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City of West Torrens Council Policy - Elected Member - Recognition of Service

COUNCIL POLICY - Elected Member - Recognition of Service

1. Preamble

- 1.1 The Local Government Association (LGA) provides certificates for the recognition of service to Elected Members through a 'Merit, Service and Recognition Awards Program'.
- 1.2 The City of West Torrens (CWT) also recognises the service of Elected Members through local arrangements outlined in this policy.

2. Purpose

- 2.1 This policy provides for the suitable recognition of an Elected Member at the achievement of service milestones and at the completion of their service.

3. Scope

- 3.1 This policy applies to Elected Members.
- 3.2 This policy does not apply to Independent Members of Council Committees or the Development Assessment Panel.

4. Definitions

- 4.1 **City of West Torrens Service** refers to the period of time during which the Elected Member has served as a representative on the Council of the CWT and/or the former Town of Thebarton.
- 4.2 **LGA Service** refers to the period of time during which the Elected Member has served as a representative on any council within South Australia.
- 4.3 **LGA Combined Service** refers to the period of time during which the Elected Member has served on any council as an Elected Member and as a member of staff with any council within South Australia.

5. Policy Statement

5.1 City of West Torrens Recognition of Service

- 5.1.1 On the completion of service by a Mayor, Council will show its appreciation by adding the Mayor's name to the relevant service board.
- 5.1.2 On the completion of service by an Elected Member, CWT will show its appreciation through a certificate of service presented at a Council meeting.
- 5.1.3 On the achievement of 10 years of service by an Elected Member, Council will show its appreciation by presenting the member with a CWT Civic Award.

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City of West Torrens Council Policy - Elected Member - Recognition of Service

- 5.1.4 On the achievement of 25 years of service by an Elected Member, Council will show its appreciation by:

- presenting the Elected Member with a certificate of service;
- providing a luncheon hosted by the Mayor and the Chief Executive Officer; and
- adding the Elected Member's name to the '25 Years of Service Board'

In addition, Elected Members with 25 years of Service may choose to accept either:

- a) a gift to the value of \$750; or
- b) a \$750 donation to a charity of their choice; or
- c) a combination of points a) and b) to the value of \$750.

5.2 **LGA Recognition of Service**

- 5.2.1 On the achievement of 10 years of service as an Elected Member, an Elected Member is eligible to receive a Local Government Service Award through the LGA 'Merit, Service and Recognition Awards Program'.

5.2.1.1 The award is also available at 5 year intervals thereafter.

5.2.1.2 The Office of the CEO and Mayor will notify the LGA of the service milestones.

- 5.2.2 On the achievement of 20 years of combined service, an Elected Member is eligible to receive a Local Government Certificate of Service Award through the LGA 'Merit, Service and Recognition Awards Program.'

5.2.2.1 It is the responsibility of the Elected Member to notify CWT Administration when they have reached a combined service milestone. The CWT Administration will then contact the LGA on their behalf.

CITY OF WEST TORRENS



Council Policy: Elected Member - Recognition of Service

Classification:	Council Policy		
First Issued:	1 November 2011		
Dates of Review:	2016, 2021		
Version Number:	32		
Next Review Date:	2026 ⁴		
Objective ID:	A8031		
Applicable Legislation:			
Related Policies or Corporate Documents:			
Associated Forms:			
Note:			
Responsible Manager:	Chief Executive Officer		
Confirmed by General Manager:	Chief Executive Officer	Date	23 May 2016
Approved by Executive:		Date	23 May 2016
Approved by Council		Date	19 July 2016

City of West Torrens Council Policy - Elected Member - Recognition of Service

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City of West Torrens Council Policy - Elected Member - Recognition of Service

COUNCIL POLICY - Elected Member - Recognition of Service**1. Preamble**

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- 1.2 The City of West Torrens (CWT) also recognises the service of Elected Members through local arrangements outlined in this policy.
- 1.3 [Consideration must be given in the administration of this Policy, to obligations as a public officers under the *Independent Commissioner Against Corruption Act 2012*.](#)

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City of West Torrens Council Policy - Elected Member - Recognition of Service

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- providing a luncheon hosted by the Mayor and the Chief Executive Officer; ~~and~~
- adding the Elected Member's name to the '25 Years of Service Board'.

In addition, Elected Members with 25 years of Service may choose to accept either:

- a) a gift to the value of \$~~7250~~~~750~~; ~~or~~
- b) a \$~~7250~~~~750~~ donation to a charity of their choice; ~~or~~
- c) a combination of points a) and b) to the value of \$~~750~~~~2750~~.

5.2 LGA Recognition of Service

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5.2.1 On the achievement of 10 years of service as an Elected Member, an Elected Member is eligible to receive a Local Government Service Award through the LGA 'Merit, Service and Recognition Awards Program'.

5.2.1.1 The award is also available at ~~five~~~~5~~ year intervals thereafter.

5.2.1.2 The Office of the CEO and Mayor will notify the LGA of the service milestones.

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CITY OF WEST TORRENS



Council Policy: Elected Member - Recognition of Service

Classification:	Council Policy	
First Issued:	1 November 2011	
Dates of Review:	2016, 2021	
Version Number:	3	
Next Review Date:	2026	
Objective ID:	A8031	
Applicable Legislation:		
Related Policies or Corporate Documents:		
Associated Forms:		
Note:		
Responsible Manager:	Chief Executive Officer	
Confirmed by General Manager:	Chief Executive Officer	Date
Approved by Executive:		Date
Approved by Council		Date

City of West Torrens Council Policy - Elected Member - Recognition of Service

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City of West Torrens Council Policy - Elected Member - Recognition of Service

COUNCIL POLICY - Elected Member - Recognition of Service

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City of West Torrens Council Policy - Elected Member - Recognition of Service

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8.5 Expiation Notice Decision Review Policy

Brief

This report presents the reviewed *Council Policy - Expiation Notice Decision Review*.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The reviewed *Council Policy - Expiation Notice Decision Review* be approved.
2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the reviewed *Council Policy - Expiation Notice Decision Review*.

Introduction

The current *Council Policy - Expiation Notice Decision Review* (Policy) was first issued on 17 April 2001 (**Attachment 1**).

The Policy details the steps for managing an application for review against a Council issued expiation notice of which there were 1,114 were received by Council in the last financial year.

This Policy last underwent a review in 2016 and is subject to its scheduled review. However, the recent amendments to *the Local Government Act 1999* (Act), including a new requirement that applicants seeking an internal review of a council decision be charged a prescribed \$20 application fee from 10 November 2021, has required amendments to this Policy.

Discussion

As part of the review of the Policy, and in readiness for the amendment to the Act, legal advice was sought and received in October 2021 with regard to the application of the new provisions to requests for the review of an expiation notices. The legal opinion, albeit contrary to advice received in 2016 and which was supported by the Ombudsman, advised that reviews of an expiation notice should be dealt with under the *Expiation of Offences Act 1996* rather than under s270 of the Act.

The results of this review, shown as tracked changes, are presented for consideration by the Committee and subsequent recommendation to Council (**Attachment 2**). For convenience and to allow for additional ease of review, a version with track changes accepted has also been attached (**Attachment 3**).

Key Changes:

- The Policy details the review of an expiation notice will be deal with under the *Expiation of Offences Act 1996*.
- The six week timeframe to review an expiation notice decision has been removed and so the reviewed Policy no longer stipulates a prescribed timeframe (the Policy states the review process will be conducted as promptly as possible).
- Clause 6 has been removed in its entirety as the clause no longer has any purpose.

In addition, minor administrative amendments have also been made throughout this document to bring the Policy in line with current practice. Other minor amendments include ensuring links are correct, amending titles, document names, formatting and ensuring consistency with the relevant legislation.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

The Expiation Notice Decision Review Policy does not present any direct climate impact considerations in relation to this report.

Conclusion

The Policy has undergone a scheduled review and is presented to the Committee for its consideration and subsequent recommendation to Council.

Attachments

- 1. Expiation Notice Decision Review Policy - Current**
- 2. Expiation Notice Decision Review Policy - Track Changes Marked**
- 3. Expiation Notice Decision Review Policy - Track Changes Accepted**

CITY OF WEST TORRENS



Council Policy: Expiation Notice Decision Review

Classification:	Council Policy
First Issued:	17 April 2001
Dates of Review:	2009, 2012, 2016
Version Number:	4
Next Review Due:	2021
Objective ID:	A4984
Applicable Legislation:	Expiation of Offences Act 1996 (SA) Development Act 1993 (SA) Dog and Cat Management Act 1995 (SA) Environment Protection Act 1993 (SA) Fire and Emergency Services Act 2005 (SA) South Australian Public Health Act 2011 (SA) Food Act 2001 (SA) Local Government Act 1999 (SA) Supported Residential Facilities Act 1992 (SA) Road Traffic Act 1961 (SA) Private Parking Areas Act 1986 (SA) Road Traffic (Miscellaneous) Regulations 2014 (SA) Youth Court Act 1993 (SA) Australian Road Rules
Related Policies or Corporate Documents:	Parking Permits and Exemptions Policy Correspondence Administration Policy Internal Review of Council Decisions Policy By-laws No. 1 - Permits and Penalties By-law No. 2 - Local Government Land By-law No. 3 - Roads By-law No. 4 - Moveable Signs By-law No. 5 - Dogs
Associated Forms:	Review of a Council Decision (To Expiate - Parking and Stopping Offences) Form
Note:	Formerly Policy A.20-1 - Waive of Infringement (Expiation of Offence) Notice Policy

City of West Torrens Council Policy - Expiation Notice Decision Review

Responsible Managers:	Manager Regulatory Services	
	Manager City Development	
	Manager City Assets	
Confirmed by General Manager:	General Manager Urban Services	Date
	General Manager Corporate and Regulatory	Date
Endorsed by Council:		Date 15 March 2016

City of West Torrens Council Policy - Expiation Notice Decision Review

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City of West Torrens Council Policy - Expiation Notice Decision Review

COUNCIL POLICY - Expiation Notice Decision Review**1. Preamble**

- 1.1 This policy provides an avenue for the review of a decision to issue an expiation notice pursuant to provisions of the *Expiation Offences Act 1996* and the requirements of Section 270 of the *Local Government Act 1999*.
- 1.2 This policy acknowledges the right of a person who has been issued with an expiation notice by the Council to request a review of that decision.
- 1.3 This policy is to ensure that all review requests are dealt with consistently, equitably, fairly, and impartially. In all situations, the principles of natural justice will be applied.

2. Scope

- 2.1 The policy clarifies the responsible officer for the management of an application for review against a Council issued expiation notice.
- 2.2 This policy outlines the appropriate matters to be considered in the process of review against a Council issued expiation notice.
- 2.3 This policy is relevant to all expiation notices issued by Authorised Officers on behalf of the Council.
- 2.4 The review mechanism set out in this policy provides a cost effective, just and flexible alternative for both Council and those persons issued with a notice by allowing the matter to be considered and resolved before it is escalated to the courts.

3. Legislation

- 3.1 Expiation notices may be issued by authorised Council officers under the provisions of the *Expiation of Offences Act 1996* for alleged offences under the:
 - *Local Government Act 1999*
 - *Development Act 1993*
 - *Dog and Cat Management Act 1995*
 - *Environment Protection Act 1993*
 - *Fire and Emergency Services Act 2005*
 - *South Australian Public Health Act 2011*
 - *Food Act 2001*
 - *Supported Residential Facilities Act 1992*
 - *Road Traffic (Miscellaneous) Regulations 2014*
 - *Private Parking Areas Act 1986*
 - *Australian Road Rules*
 - Council's By-laws
- 3.2 The *Expiation of Offences Act 1996* provides details on the procedure to be followed after an expiation notice is issued.

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City of West Torrens Council Policy - Expiation Notice Decision Review

4. Definitions

4.1 Expiation Notice

Expiation notice refers to a ticket issued for an alleged offence against one of the Acts listed above. An expiation notice provides the alleged offender with the opportunity to deal with an alleged offence by payment of a fee set by legislation to Council, without having to be summonsed to Court, where they risk a fine and conviction. An expiation notice alleging non-compliance with an Act may only be issued by an Authorised Officer who has been provided the relevant authority to do so under either the *Expiation of Offences Act 1996* or the relevant Act.

4.2 Responsible Officer

Responsible Officer refers to:

- In respect of the Regulatory Services Department, a team leader, manager or general manager; or
- In respect of the City Assets and City Development Departments, a manager or general manager.

4.3 Trifling

An offence will be regarded as trifling for the purposes of an expiation notice issued under the *Expiation of Offences Act 1996* if, and only if, the circumstances surrounding the commission of an offence were such that the alleged offender ought to be excused from being given an expiation notice on the ground that:

- There were compelling humanitarian or safety reasons for the conduct that allegedly constituted the offence; or
- The alleged offender could not, in all the circumstances, reasonably have averted committing the offence; or
- The conduct allegedly constituting the offence was merely a technical, trivial or petty instance of a breach of the relevant enactment.

5. Policy Statement

5.1 Responsibilities and Authority

- 5.1.1 In the interests of transparency and accountability, neither Elected Members nor independent members of a Section 41 Committee will become involved in the consideration of review against the decision to issue an expiation notice or hear deputations regarding expiation notices.
- 5.1.2 A request to review an expiation decision is considered to be a request under Section 270 of the *Local Government Act 1999*.
- 5.1.3 Only those officers with the relevant authority will be able to withdraw or waive an expiation notice.
- 5.1.4 Unless the CEO directs otherwise, reviewing and responding to expiation complaints and requests from Members of Parliament will be the responsibility of the CEO, consistent with the requirements of Council's *Correspondence Administration Policy*.

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- 5.1.5 An application for review will otherwise be the responsibility of a Responsible Officer.
- 5.1.6 A Responsible Officer may refuse to consider an application for review if it appears that the application is frivolous or vexatious.
- 5.1.7 Records will be maintained to meet reporting obligations under Section 270(8) of the *Local Government Act 1999*.
- 5.1.8 No fees will be charged for the application for review.

5.2 Review Process

- 5.2.1 If a person believes an expiation notice should not have been issued, or was issued without relevant or adequate evaluation of the circumstances surrounding the alleged offence, a written application for review of the decision to issue an expiation notice must be submitted to Council on the appropriate form. A person may seek to have the expiation notice withdrawn or set aside on the basis that:
- they did not commit the offence the subject of the notice;
 - an expiation notice should not have been given with respect to the offence;
 - they were not (in the case of motor vehicle related offences) the owner or driver of the vehicle at the time of the alleged offence;
 - the expiation notice is defective; or
 - the alleged offence to which the notice relates is trifling.

- 5.2.2 The applicant will be asked to provide all written or pictorial evidence which may be useful in support of their review application. In certain circumstances, a statutory declaration may be required to accompany the review request.

NB: If a person seeks review of the expiation notice on the grounds that the offence to which the notice relates is trifling, Council may *require* the application, or information supporting the application, to be verified on statutory declaration. Council may also *require* the applicant to provide further information to assist it in undertaking the review.

In the case of motor vehicle related offences, a person who was not the driver or owner of a vehicle at the time the notice was issued is invited to submit a statutory declaration nominating the new owner or the driver (as the case may be).

- 5.2.3 The following review process will be conducted as promptly as possible and be finalised within six weeks from the date of the receipt of the application:
- For parking and related expiations, a written request will only be submitted on the *Review of a Council Decision (To Expiate - Parking and Stopping Offences) Form*. Requests will not be considered without a form being completed, and a separate form is required for each expiation for which review is requested.
 - For all other expiations, review requests must be submitted in writing which may be in letter or email form.
 - A review request must be submitted by the expiated person or organisation, or a person acting with the consent of the expiated party.

City of West Torrens Council Policy - Expiation Notice Decision Review

Consent so provided must be evidenced in writing and accompany the review request.

- The Responsible Officer will 'stop the clock' in relation to the fee and any reminder fees until such time as the review request is completed. If the notice is to stand, extra time will be allowed to pay the expiation fee, any other prescribed fee (being a reminder or enforcement warning notice fee) and/or associated levies.
- The Responsible Officer will examine Council records which relate to the issue of the expiation notice and may contact the officer who issued the notice to request an account (if possible) of any events or the circumstances surrounding the alleged offence.
- The Responsible Officer will make a determination based on this evidence as to the removal, waiving or reinstatement of the expiation notice.
- The Responsible Officer must advise the applicant in writing of the results of the review and the subsequent decision.
- Only one review will be considered with Council's determination final. The applicant will be advised that if they are unhappy with the outcome of the review, they may elect to be prosecuted in accordance with clause 5.2.5.

5.2.4 If at any time the Administration discovers a processing or procedural error, a review will be instigated. If a systematic error is detected, a hold on the issuing and processing of all expiation notices of that class (e.g. parking) will be implemented until the process is adequately reviewed to ensure that no further fees are incurred or enforcement action is taken.

5.2.5 The recipient of an expiation notice may elect to be prosecuted under Section 8 of the *Expiation of Offences Act 1996*. If this election is made, a summons may be issued setting out when and where the person is required to attend court to answer the allegation.

5.2.6 Nothing in this policy prevents a person from making a complaint to the Ombudsman at any time under the *Ombudsman Act 1972*.

5.3 Circumstances for Review

5.3.1 Each application for review will be assessed on its own merits and considered on an individual basis.

5.3.2 An authorised Council officer may consider withdrawing an expiation notice in the following circumstances:

- If a reviewing officer is of the opinion that the alleged offender did not commit the offence(s), or that the notice should not have been given with respect to the offence(s);
- A processing error, including an oversight of the facts or a procedural error has occurred and the notice is rendered defective;

City of West Torrens Council Policy - Expiation Notice Decision Review

- The alleged offender was not (in the case of a motor vehicle related offence) the owner or driver of the vehicle at the time of the alleged offence and has provided Council with a statutory declaration nominating the new owner or driver (in such cases, the expiation notice will be reissued to the nominated owner/driver who will be advised of the receipt of the statutory declaration by Council);
- It is decided that the alleged offender should be prosecuted for the offence(s); or
- If a reviewing officer is satisfied that the offence is trifling.

5.3.3 A person's inattention to their circumstances, or ignorance of the law, will not be considered sufficient reason to withdraw an expiation notice.

5.3.4 A declaration of financial hardship is not sufficient grounds for the expiation to be waived by Council. However, in these circumstances, the applicant can apply to the Fines Enforcement and Recovery Unit of the Attorney General's Department to enter into a payment plan in respect of the notice.

5.3.5 With the exception of Council By-laws, expiation fees, together with any prescribed fee and associated levies are set by the State Parliament under legislation and/or the State Government under Regulation, and not by Council. Council is required to issue expiation notices containing the fees prescribed by State law, and cannot reduce the fee payable.

5.4 Completion of Review

5.4.1 If the result of a review is that the expiation should stand, the applicant will be required to either:

- Pay in full the prescribed fee and any associated levies, in accordance with the procedures outlined in the *Expiation of Offences Act 1996*;
- Enter into a payment plan with the Fines Enforcement and Recovery Unit; or
- Elect to be prosecuted, and have the matter determined by a court.

5.4.2 Failure by the alleged offender to take any action will result in the expiation notice being referred to the Fines Enforcement and Recovery Unit for enforcement.

6. **Commencement**

6.1 This policy will apply to any expiation for review of an expiation notice that is received by Council on or after 16 March 2016.

6.2 Completion of the form referred to in clause 5.2.3 will be optional up to and including 15 April 2016.

CITY OF WEST TORRENS



Council Policy: Expiation Notice Decision Review

Classification:	Council Policy
First Issued:	17 April 2001
Dates of Review:	2009, 2012, 2016, <u>2021</u>
Version Number:	<u>54</u>
Next Review Due:	202 <u>6</u> <u>1</u>
Objective ID:	A4984
Applicable Legislation:	Expiation of Offences Act 1996 (SA) Development Act 1993 (SA) Planning, Development and Infrastructure Act 2016 Dog and Cat Management Act 1995 (SA) Environment Protection Act 1993 (SA) Fire and Emergency Services Act 2005 (SA) South Australian Public Health Act 2011 (SA) Food Act 2001 (SA) Local Government Act 1999 (SA) Supported Residential Facilities Act 1992 (SA) Road Traffic Act 1961 (SA) Private Parking Areas Act 1986 (SA) Road Traffic (Miscellaneous) Regulations 2014 (SA) (SA) Local Nuisance and Litter Control Act 2016 Australian Road Rules
Related Policies or Corporate Documents:	Parking Permits and Exemptions Policy Correspondence Administration Policy Internal Review of Council Decisions Policy By-laws No. 1 - Permits and Penalties By-law No. 2 - Local Government Land By-law No. 3 - Roads By-law No. 4 - Moveable Signs By-law No. 5 - Dogs
Associated Forms:	Review of a Council Decision (To Expiate - Parking and Stopping Offences) Form
Note:	Formerly Policy A.20-1 – Waive of Infringement (Expiation of Offence) Notice Policy

City of West Torrens Council Policy - Expiation Notice Decision Review

Responsible Managers:	Manager Regulatory Services	
	Manager City Development	
	Manager City Assets	
Confirmed by General Manager:	General Manager Urban Services	Date
	General Manager Corporate and Regulatory	Date
Endorsed by Council:		Date 15 March 2016

Objective ID - A4984

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| City of West Torrens Council Policy - Expiation Notice Decision Review

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COUNCIL POLICY - Expiation Notice Decision Review

1. Preamble

- 1.1 This policy provides an avenue for the review of a decision to issue an expiation notice pursuant to provisions of the *Expiation Offences Act 1996* and the requirements of Section 270 of the *Local Government Act 1999*.
- 1.2 This policy acknowledges the right of a person who has been issued with an expiation notice by the Council to request a review of that decision.
- 1.3 This policy is to ensure that all review requests are dealt with consistently, equitably, fairly, and impartially. In all situations, the principles of natural justice will be applied.

2. Scope

- 2.1 The policy clarifies the responsible officer for the management of an application for review against a Council issued expiation notice.
- 2.2 This policy outlines the appropriate matters to be considered in the process of review against a Council issued expiation notice.
- 2.3 This policy is relevant to all expiation notices issued by Authorised Officers on behalf of the Council.
- 2.4 The review mechanism set out in this policy provides a cost effective, just and flexible alternative for both Council and those persons issued with a notice by allowing the matter to be considered and resolved before it is escalated to the courts.

3. Legislation

- 3.1 Expiation notices may be issued by authorised Council officers under the provisions of the *Expiation of Offences Act 1996* for alleged offences under the:
 - *Local Government Act 1999*
 - *Development Act 1993* [Planning, Development and Infrastructure Act 2016](#) *PD!*
 - *Local Nuisance and Litter Control Act 2016*
 - *Dog and Cat Management Act 1995*
 - *Environment Protection Act 1993*
 - *Fire and Emergency Services Act 2005*
 - *South Australian Public Health Act 2011*
 - *Food Act 2001*
 - *Supported Residential Facilities Act 1992*
 - *Road Traffic (Miscellaneous) Regulations 2014*
 - *Private Parking Areas Act 1986*
 - *Australian Road Rules*
 - Council's By-laws
- 3.2 The *Expiation of Offences Act 1996* provides details on the procedure to be followed after an expiation notice is issued.

City of West Torrens Council Policy - Expiation Notice Decision Review

4. Definitions

4.1 Expiation Notice

Expiation notice refers to a ~~notice ticket~~ issued for an alleged offence against one of the Acts listed above. An expiation notice provides the alleged offender with the opportunity to deal with an alleged offence by payment of a fee set by legislation to Council, without having to be summonsed to Court, where they risk a fine and conviction. An expiation notice alleging non-compliance with an Act may only be issued by an Authorised Officer who has been provided the relevant authority to do so under either the *Expiation of Offences Act 1996* or the relevant Act.

4.2 Responsible Officer

Responsible Officer refers to:

- In respect of the Regulatory Services Department, a team leader, manager or general manager; or
- In respect of the City Assets and City Development Departments, a manager or general manager.

4.3 Trifling

An offence will be regarded as trifling for the purposes of an expiation notice issued under the *Expiation of Offences Act 1996* if, and only if, the circumstances surrounding the commission of an offence were such that the alleged offender ought to be excused from being given an expiation notice on the ground that:

- There were compelling humanitarian or safety reasons for the conduct that allegedly constituted the offence; or
- The alleged offender could not, in all the circumstances, reasonably have averted committing the offence; or
- The conduct allegedly constituting the offence was merely a technical, trivial or petty instance of a breach of the relevant enactment.

5. Policy Statement

5.1 Responsibilities and Authority

5.1.1 In the interests of transparency and accountability, neither Elected Members nor independent members of a Section 41 Committee will become involved in the consideration of review against the decision to issue an expiation notice or hear deputations regarding expiation notices.

~~5.1.2 A request to review an expiation decision is considered to be a request under Section 270 of the Local Government Act 1999.~~

5.1.23 Only those officers with the relevant authority will be able to withdraw or waive an expiation notice.

5.1.43 Unless the CEO directs otherwise, reviewing and responding to expiation complaints and requests from Members of Parliament will be the responsibility of the CEO, consistent with the requirements of Council's *Correspondence Administration Policy*.

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- 5.1.54 An application for review will otherwise be the responsibility of a Responsible Officer.
- 5.1.56 A Responsible Officer may refuse to consider an application for review if it appears that the application is frivolous or vexatious.
- 5.1.67 Records will be maintained to meet reporting obligations under Section 270(8) of the *Local Government Act 1999*.
- 5.1.78 No fees will be charged for the application for review.

5.2 Review Process

- 5.2.1 If a person believes an expiation notice should not have been issued, or was issued without relevant or adequate evaluation of the circumstances surrounding the alleged offence, a written application for review of the decision to issue an expiation notice must be submitted to Council on the appropriate form. A person may seek to have the expiation notice withdrawn or set aside on the basis that:

- they did not commit the offence the subject of the notice;
- an expiation notice should not have been given with respect to the offence;
- they were not (in the case of motor vehicle related offences) the owner or driver of the vehicle at the time of the alleged offence;
- the expiation notice is defective; or
- the alleged offence to which the notice relates is trifling.

- 5.2.2 The applicant will be asked to provide all written or pictorial evidence which may be useful in support of their review application. In certain circumstances, a statutory declaration may be required to accompany the review request.

NB: If a person seeks review of the expiation notice on the grounds that the offence to which the notice relates is trifling, Council may *require* the application, or information supporting the application, to be verified on statutory declaration. Council may also *require* the applicant to provide further information to assist it in undertaking the review.

In the case of motor vehicle related offences, a person who was not the driver or owner of a vehicle at the time the notice was issued is invited to submit a statutory declaration nominating the new owner or the driver (as the case may be).

- 5.2.3 The following review process will be conducted as promptly as possible ~~and be finalised within six weeks from the date of the receipt of the application:~~

- ~~For parking and related expiations, a written request will only be submitted on the *Review of a Council Decision (To Expiate - Parking and Stopping Offences) Form*. Requests will not be considered without a form being completed, and a separate form is required for each expiation for which review is requested.~~
- For all other expiations, review requests must be submitted in writing which may be in letter or email form.
- A review request must be submitted by the expiated person or organisation, or a person acting with the consent of the expiated party.

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Consent so provided must be evidenced in writing and accompany the review request.

- The Responsible Officer will ~~'stop the clock'~~ place the expiation notice on hold in relation to the fee and any reminder fees until such time as the review request is completed. If the notice is to stand, ~~extra-suitable~~ time will be allowed to pay the expiation fee, any other prescribed fee (being a reminder or enforcement warning notice fee) and/or associated levies.
- The Responsible Officer will examine Council records which relate to the issue of the expiation notice and may contact the officer who issued the notice to request an account (if possible) of any events or the circumstances surrounding the alleged offence.
- The Responsible Officer will make a determination based on this evidence as to the removal, waiving or reinstatement of the expiation notice.
- The Responsible Officer must advise the applicant in writing of the results of the review and the subsequent decision.
- Only one review will be considered with Council's determination final. The applicant will be advised that if they are unhappy with the outcome of the review, they may elect to be prosecuted in accordance with clause 5.2.5, seek legal advice or contact the Ombudsman.

5.2.4 If at any time the Administration discovers a processing or procedural error, a review will be instigated. If a systematic error is detected, a hold on the issuing and processing of all expiation notices of that class (e.g. parking) will be implemented until the process is adequately reviewed to ensure that no further fees are incurred or enforcement action is taken.

5.2.5 The recipient of an expiation notice may elect to be prosecuted under Section 8 of the *Expiation of Offences Act 1996*. If this election is made, a summons may be issued setting out when and where the person is required to attend court to answer the allegation.

5.2.6 Nothing in this policy prevents a person from making a complaint to the Ombudsman at any time under the *Ombudsman Act 1972*.

5.3 Circumstances for Review

5.3.1 Each application for review will be assessed on its own merits and considered on an individual basis.

5.3.2 An authorised Council officer may consider withdrawing an expiation notice in the following circumstances:

- If a reviewing officer is of the opinion that the alleged offender did not commit the offence(s), or that the notice should not have been given with respect to the offence(s);
- A processing error, including an oversight of the facts or a procedural error has occurred and the notice is rendered defective;

City of West Torrens Council Policy - Expiation Notice Decision Review

- The alleged offender was not (in the case of a motor vehicle related offence) the owner or driver of the vehicle at the time of the alleged offence and has provided Council with a statutory declaration nominating the new owner or driver (in such cases, the expiation notice will be reissued to the nominated owner/driver who will be advised of the receipt of the statutory declaration by Council);
- It is decided that the alleged offender should be prosecuted for the offence(s); or
- If a reviewing officer is satisfied that the offence is trifling.

5.3.3 A person's inattention to their circumstances, or ignorance of the law, will not be considered sufficient reason to withdraw an expiation notice.

5.3.4 A declaration of financial hardship is not sufficient grounds for the expiation to be waived by Council. However, in these circumstances, the applicant can apply to the Fines Enforcement and Recovery Unit of the ~~Attorney General's~~ Department of Treasury and Finance to enter into a payment plan in respect of the notice.

5.3.5 With the exception of Council By-laws, expiation fees, together with any prescribed fee and associated levies are set by the State Parliament under legislation and/or the State Government under Regulation, and not by Council. Council is required to issue expiation notices containing the fees prescribed by State law, and cannot reduce the fee payable.

5.4 Completion of Review

5.4.1 If the result of a review is that the expiation should stand, the applicant will be required to either:

- Pay in full the prescribed fee and any associated levies, in accordance with the procedures outlined in the *Expiation of Offences Act 1996*;
- Enter into a payment plan with the Fines Enforcement and Recovery Unit;
- Contact the Ombudsman;
- Seek legal advice; or
- Elect to be prosecuted, and have the matter determined by a court.

5.4.2 Failure by the alleged offender to take any action will result in the expiation notice being referred to the Fines Enforcement and Recovery Unit for enforcement.

~~6. Commencement~~

~~6.1 This policy will apply to any expiation for review of an expiation notice that is received by Council on or after 16 March 2016.~~

~~6.2 Completion of the form referred to in clause 5.2.3 will be optional up to and including 15 April 2016.~~

CITY OF WEST TORRENS



Council Policy: Expiation Notice Decision Review

Classification:	Council Policy
First Issued:	17 April 2001
Dates of Review:	2009, 2012, 2016, 2021
Version Number:	5
Next Review Due:	2026
Objective ID:	A4984
Applicable Legislation:	Expiation of Offences Act 1996 (SA) Planning, Development and Infrastructure Act 2016 Dog and Cat Management Act 1995 (SA) Environment Protection Act 1993 (SA) Fire and Emergency Services Act 2005 (SA) South Australian Public Health Act 2011 (SA) Food Act 2001 (SA) Local Government Act 1999 (SA) Supported Residential Facilities Act 1992 (SA) Road Traffic Act 1961 (SA) Private Parking Areas Act 1986 (SA) Road Traffic (Miscellaneous) Regulations 2014 (SA) Local Nuisance and Litter Control Act 2016 Australian Road Rules
Related Policies or Corporate Documents:	Parking Permits and Exemptions Policy Correspondence Administration Policy Internal Review of Council Decisions Policy By-laws No. 1 - Permits and Penalties By-law No. 2 - Local Government Land By-law No. 3 - Roads By-law No. 4 - Moveable Signs By-law No. 5 - Dogs
Associated Forms:	Review of a Council Decision (To Expiate - Parking and Stopping Offences) Form
Note:	

City of West Torrens Council Policy - Expiation Notice Decision Review

Responsible Managers:	Manager Regulatory Services	
	Manager City Development	
	Manager City Assets	
Confirmed by General Manager:	General Manager Urban Services	Date
	General Manager Corporate and Regulatory	Date
Endorsed by Council:	Date	

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City of West Torrens Council Policy - Expiation Notice Decision Review

COUNCIL POLICY - Expiation Notice Decision Review**1. Preamble**

- 1.1 This policy provides an avenue for the review of a decision to issue an expiation notice pursuant to provisions of the *Expiation Offences Act 1996* and the requirements of Section 270 of the *Local Government Act 1999*.
- 1.2 This policy acknowledges the right of a person who has been issued with an expiation notice by the Council to request a review of that decision.
- 1.3 This policy is to ensure that all review requests are dealt with consistently, equitably, fairly, and impartially. In all situations, the principles of natural justice will be applied.

2. Scope

- 2.1 The policy clarifies the responsible officer for the management of an application for review against a Council issued expiation notice.
- 2.2 This policy outlines the appropriate matters to be considered in the process of review against a Council issued expiation notice.
- 2.3 This policy is relevant to all expiation notices issued by Authorised Officers on behalf of the Council.
- 2.4 The review mechanism set out in this policy provides a cost effective, just and flexible alternative for both Council and those persons issued with a notice by allowing the matter to be considered and resolved before it is escalated to the courts.

3. Legislation

- 3.1 Expiation notices may be issued by authorised Council officers under the provisions of the *Expiation of Offences Act 1996* for alleged offences under the:
 - *Local Government Act 1999*
 - *Planning, Development and Infrastructure Act 2016*
 - *Local Nuisance and Litter Control Act 2016*
 - *Dog and Cat Management Act 1995*
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 - *Fire and Emergency Services Act 2005*
 - *South Australian Public Health Act 2011*
 - *Food Act 2001*
 - *Supported Residential Facilities Act 1992*
 - *Road Traffic (Miscellaneous) Regulations 2014*
 - *Private Parking Areas Act 1986*
 - *Australian Road Rules*
 - Council's By-laws
- 3.2 The *Expiation of Offences Act 1996* provides details on the procedure to be followed after an expiation notice is issued.

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City of West Torrens Council Policy - Expiation Notice Decision Review

4. Definitions

4.1 Expiation Notice

Expiation notice refers to a notice issued for an alleged offence against one of the Acts listed above. An expiation notice provides the alleged offender with the opportunity to deal with an alleged offence by payment of a fee set by legislation to Council, without having to be summonsed to Court, where they risk a fine and conviction. An expiation notice alleging non-compliance with an Act may only be issued by an Authorised Officer who has been provided the relevant authority to do so under either the *Expiation of Offences Act 1996* or the relevant Act.

4.2 Responsible Officer

Responsible Officer refers to:

- In respect of the Regulatory Services Department, a team leader, manager or general manager; or
- In respect of the City Assets and City Development Departments, a manager or general manager.

4.3 Trifling

An offence will be regarded as trifling for the purposes of an expiation notice issued under the *Expiation of Offences Act 1996* if, and only if, the circumstances surrounding the commission of an offence were such that the alleged offender ought to be excused from being given an expiation notice on the ground that:

- There were compelling humanitarian or safety reasons for the conduct that allegedly constituted the offence; or
- The alleged offender could not, in all the circumstances, reasonably have averted committing the offence; or
- The conduct allegedly constituting the offence was merely a technical, trivial or petty instance of a breach of the relevant enactment.

5. Policy Statement

5.1 Responsibilities and Authority

- 5.1.1 In the interests of transparency and accountability, neither Elected Members nor independent members of a Section 41 Committee will become involved in the consideration of review against the decision to issue an expiation notice or hear deputations regarding expiation notices.
- 5.1.2 Only those officers with the relevant authority will be able to withdraw or waive an expiation notice.
- 5.1.3 Unless the CEO directs otherwise, reviewing and responding to expiation complaints and requests from Members of Parliament will be the responsibility of the CEO, consistent with the requirements of Council's *Correspondence Administration Policy*.
- 5.1.4 An application for review will otherwise be the responsibility of a Responsible Officer.

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City of West Torrens Council Policy - Expiation Notice Decision Review

- 5.1.5 A Responsible Officer may refuse to consider an application for review if it appears that the application is frivolous or vexatious.
- 5.1.6 Records will be maintained to meet reporting obligations under Section 270(8) of the *Local Government Act 1999*.
- 5.1.7 No fees will be charged for the application for review.

5.2 Review Process

- 5.2.1 If a person believes an expiation notice should not have been issued, or was issued without relevant or adequate evaluation of the circumstances surrounding the alleged offence, a written application for review of the decision to issue an expiation notice must be submitted to Council on the appropriate form. A person may seek to have the expiation notice withdrawn or set aside on the basis that:

- they did not commit the offence the subject of the notice;
- an expiation notice should not have been given with respect to the offence;
- they were not (in the case of motor vehicle related offences) the owner or driver of the vehicle at the time of the alleged offence;
- the expiation notice is defective; or
- the alleged offence to which the notice relates is trifling.

- 5.2.2 The applicant will be asked to provide all written or pictorial evidence which may be useful in support of their review application. In certain circumstances, a statutory declaration may be required to accompany the review request.

NB: If a person seeks review of the expiation notice on the grounds that the offence to which the notice relates is trifling, Council may *require* the application, or information supporting the application, to be verified on statutory declaration. Council may also *require* the applicant to provide further information to assist it in undertaking the review.

In the case of motor vehicle related offences, a person who was not the driver or owner of a vehicle at the time the notice was issued is invited to submit a statutory declaration nominating the new owner or the driver (as the case may be).

- 5.2.3 The following review process will be conducted as promptly as possible:

For parking and related expiations, a written request will only be submitted on the *Review of a Council Decision (To Expiate - Parking and Stopping Offences) Form*.

- For all other expiations, review requests must be submitted in writing which may be in letter or email form.
- A review request must be submitted by the expiated person or organisation, or a person acting with the consent of the expiated party. Consent so provided must be evidenced in writing and accompany the review request.
- The Responsible Officer will place the expiation notice on hold in relation to the fee and any reminder fees until such time as the review request is completed. If the notice is to stand, suitable time will be allowed to pay the expiation fee, any other prescribed fee (being a reminder or enforcement warning notice fee) and/or associated levies.

City of West Torrens Council Policy - Expiation Notice Decision Review

- The Responsible Officer will examine Council records which relate to the issue of the expiation notice and may contact the officer who issued the notice to request an account (if possible) of any events or the circumstances surrounding the alleged offence.
- The Responsible Officer will make a determination based on this evidence as to the removal, waiving or reinstatement of the expiation notice.
- The Responsible Officer must advise the applicant in writing of the results of the review and the subsequent decision.
- Only one review will be considered with Council's determination final. The applicant will be advised that if they are unhappy with the outcome of the review, they may elect to be prosecuted in accordance with clause 5.2.5, seek legal advice or contact the Ombudsman.

5.2.4 If at any time the Administration discovers a processing or procedural error, a review will be instigated. If a systematic error is detected, a hold on the issuing and processing of all expiation notices of that class (e.g. parking) will be implemented until the process is adequately reviewed to ensure that no further fees are incurred or enforcement action is taken.

5.2.5 The recipient of an expiation notice may elect to be prosecuted under Section 8 of the *Expiation of Offences Act 1996*. If this election is made, a summons may be issued setting out when and where the person is required to attend court to answer the allegation.

5.2.6 Nothing in this policy prevents a person from making a complaint to the Ombudsman at any time under the *Ombudsman Act 1972*.

5.3 Circumstances for Review

5.3.1 Each application for review will be assessed on its own merits and considered on an individual basis.

5.3.2 An authorised Council officer may consider withdrawing an expiation notice in the following circumstances:

- If a reviewing officer is of the opinion that the alleged offender did not commit the offence(s), or that the notice should not have been given with respect to the offence(s);
- A processing error, including an oversight of the facts or a procedural error has occurred and the notice is rendered defective;
- The alleged offender was not (in the case of a motor vehicle related offence) the owner or driver of the vehicle at the time of the alleged offence and has provided Council with a statutory declaration nominating the new owner or driver (in such cases, the expiation notice will be reissued to the nominated owner/driver who will be advised of the receipt of the statutory declaration by Council);
- It is decided that the alleged offender should be prosecuted for the offence(s); or
- If a reviewing officer is satisfied that the offence is trifling.

City of West Torrens Council Policy - Expiation Notice Decision Review

- 5.3.3 A person's inattention to their circumstances, or ignorance of the law, will not be considered sufficient reason to withdraw an expiation notice.
- 5.3.4 A declaration of financial hardship is not sufficient grounds for the expiation to be waived by Council. However, in these circumstances, the applicant can apply to the Fines Enforcement and Recovery Unit of the Department of Treasury and Finance to enter into a payment plan in respect of the notice.
- 5.3.5 With the exception of Council By-laws, expiation fees, together with any prescribed fee and associated levies are set by the State Parliament under legislation and/or the State Government under Regulation, and not by Council. Council is required to issue expiation notices containing the fees prescribed by State law, and cannot reduce the fee payable.

5.4 Completion of Review

- 5.4.1 If the result of a review is that the expiation should stand, the applicant will be required to either:
- Pay in full the prescribed fee and any associated levies, in accordance with the procedures outlined in the *Expiation of Offences Act 1996*; Enter into a payment plan with the Fines Enforcement and Recovery Unit;
 - Contact the Ombudsman;
 - Seek legal advice; or
 - Elect to be prosecuted, and have the matter determined by a court.
- 5.4.2 Failure by the alleged offender to take any action will result in the expiation notice being referred to the Fines Enforcement and Recovery Unit for enforcement.

8.6 Revocation of Council Policy: Ombudsman Enquiries and Investigations

Brief

This report seeks the revocation of *Council Policy: Ombudsman Enquiries and Investigations*.

RECOMMENDATION

The Committee recommends to Council that the *Council Policy: Ombudsman Enquiries and Investigations* be revoked.

Introduction

The *Council Policy: Ombudsman Enquiries and Investigations Policy* (Policy) was first issued on 21 July 1998 (**Attachment 1**).

The policy explains the Ombudsman's role and powers under the *Ombudsman Act 1972* (Act) in addition to setting out the organisation's process in the instance of formal investigations.

Discussion

Pursuant to the Act, the South Australian Ombudsman (Ombudsman) is appointed by the Governor of South Australia to investigate the exercise of administrative powers of certain agencies and allegations of misconduct and/or maladministration in public administration.

As an independent officer the functions of the Ombudsman deals are:

- to receive, assess and investigate or otherwise deal with complaints made or referred to the Ombudsman about public administration;
- to receive, assess and investigate or otherwise deal with reports about misconduct and maladministration in public administration made or referred to the Ombudsman;
- to assist agencies to identify and deal with inappropriate or improper administrative acts;
- to give directions or guidance to public authorities in dealing with misconduct and maladministration in public administration, as the Ombudsman considers appropriate;
- to evaluate the practices, policies and procedures of public authorities with a view to advancing comprehensive and effective systems for preventing or minimising misconduct and maladministration in public administration; and
- to conduct or facilitate the conduct of educational programs or the publication or distribution of educational materials designed to prevent or minimise misconduct and maladministration in public administration,

Consequently, the Ombudsman deals with:

- complaints about South Australian government agencies and councils
- complaints and reports regarding misconduct and maladministration in public administration
- confidential reports of public interest information about South Australian government agencies and councils
- complaints about prescribed child protection matters

- complaints under the Return to Work Act about:
 - claims agents
 - self-insured employers
 - the Return to Work Corporation
- requests to review Freedom of Information decisions
- audits of South Australian public agencies.

Since the inception of the Policy, the role of the Ombudsman has changed significantly along with the way the Ombudsman is required to, or chooses, to handle complaints and investigations.

Unlike previously, the Ombudsman now refers complaints back to councils to deal with. In addition, it is he, not Council, who determines whom he engages with on a particular matter. In the event an investigation is warranted, the process of the investigation is generally prescribed and/or guided by various pieces of legislation which may include the *Independent Commission Against Corruption Act 2012*. In many instances, this includes an inability by the Administration to advise Council of any investigation until such time as the Ombudsman directs a matter be put before a council or allows a council to be informed of a matter.

Given the above, Council's Ombudsman Policy is deemed redundant and so it is recommended that *Council Policy: Ombudsman Enquiries and Investigations Policy* be revoked.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

There is no direct climate impact in relation this report.

Conclusion

A review of the Policy and the statutory scheme have identified that the Policy is redundant given the change in role and focus of the Ombudsman. As such, it is recommended that the *Council Policy - Ombudsman Enquiries and Investigations* be revoked.

Attachments

1. Council Policy: Ombudsman Enquiries and Investigations

**Council Policy:
Ombudsman Enquiries and Investigations**

Classification:	Council Policy		
First Issued:	21 July 1998		
Dates of Review:	2000, 2002, 2007, 2012, 2016		
Version Number:	6		
Objective ID:	A4920		
Next Review Date:	2021		
Applicable Legislation:	<ul style="list-style-type: none"> • Ombudsman Act 1972 (SA) • Local Government Act 1999 (SA) 		
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> • Mandatory Code of Conduct for Council (Elected) Members • Mandatory Code of Conduct for Council Employees 		
Associated Forms:			
Note:			
Responsible Manager:	Manager Strategy and Business		
Confirmed by General Manager:	General Manager Business and Community Services	Date	22 August 2016
Approved by Executive:		Date	23 August 2016
Endorsed by Council:		Date	20 September 2016

City of West Torrens Council Policy - Ombudsman Enquiries and Investigations

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COUNCIL POLICY - Ombudsman Enquiries and Investigations

1. Preamble

1.1 The Ombudsman's role is to:

- investigate complaints about South Australian government and local government agencies,
- review freedom of information determinations of these agencies;
- conduct audits of these agencies, and
- receive information about these agencies confidentially from whistleblowers.

1.2 The Ombudsman derives powers primarily from the *Ombudsman Act 1972* (Act).

2. Purpose

2.1 The purpose of this policy is to detail the process for managing general enquiries from the Office of the Ombudsman and reporting formal investigations undertaken at the City of West Torrens (CWT) by the Ombudsman.

3. Scope

3.1 This policy relates to all contact between the Office of the Ombudsman and the CWT.

4. Definitions

4.1 A **Formal Investigation** (also referred to as a full investigation under s18 of the Act) relates to a request by the Ombudsman for information from the Council relating to an administrative act about which the Office of the Ombudsman has received a complaint.

4.2 **Enquiries** refer to mail, email, fax and telephone enquiries from the Office of the Ombudsman.

4.3 The **Ombudsman** refers to the person holding the position of the South Australian Ombudsman, appointed under the Act, or a representative or delegate from the Office of the Ombudsman acting on their behalf.

4.4 The **Principal Officer** of the Council is the Mayor, as detailed in Section 3 of the Act.

5. Policy Statement

5.1 General Enquiries

5.1.1 A written enquiry, i.e. email, or an enquiry received by telephone from the Office of the Ombudsman is to be directed to the Manager of the respective area by the officer. If the Manager is unavailable, the call can be redirected to the Governance Unit or the officer can take a message and advise the caller that their call will be returned within 24 hours.

5.1.2 Managers must ensure that details of the conversation are forwarded to the Governance Unit via the Governance Mailbox within 1 working day of providing the information so that the details can be recorded in the register.

5.2 Formal Investigations

- 5.2.1 If the Ombudsman receives a complaint and determines that it warrants a formal investigation, the Ombudsman will forward notification of the complaint and investigation to the Principal Officer in accordance with s18(1a) of the Act.
 - 5.2.1.1 The notification of a formal investigation will be provided to Council by the Chief Executive Officer (CEO) with a covering report at the next available Council meeting unless the Ombudsman protects that information.
 - 5.2.1.2 Any subsequent correspondence from the Ombudsman addressed to the Council or the Principal Officer will be tabled for information at the next available Council meeting unless the Ombudsman protects the content of his correspondence.
- 5.2.2 Correspondence regarding formal investigations will be considered in confidence in accordance with s90 of the *Local Government Act 1999* (LG Act) or other relevant legislation when the Ombudsman has directed that Council do so.
 - 5.2.2.1 Notwithstanding an Ombudsman direction in relation to a specific investigation, it is the responsibility of the CEO to determine if correspondence relating to any matter (including a formal Ombudsman investigation) is otherwise confidential in nature, in accordance with s83(5) of the LG Act.
- 5.2.3 Both Council and the CEO will ensure that all matters are dealt with as discreetly as possible and the information obtained will only be used for the purposes of the investigation.
- 5.2.4 The Ombudsman may call on any officer within the CWT or an Elected Member to assist in the investigation.
 - 5.2.4.1 The CEO is able to provide assistance to Elected Members with any requests from the Ombudsman unless the Ombudsman has otherwise directed the CEO or any other officer not to do so.
 - a) It is an offence to obstruct, hinder or resist the Ombudsman in the exercise of his or her powers (Section 24 of the Act).
- 5.2.5 When the Ombudsman advises the Principal Officer, in writing, of any evidence obtained during a formal investigation that might constitute a breach of the Code of Conduct for Council Members or the Code of Conduct for Council Employees, the matter will be handled under the relevant Code.

8.7 Community Grants - October 2021 to January 2022

Brief

This report presents the community, equipment and sponsorship grant applications received between 11 October 2021 and 31 January 2022.

RECOMMENDATION(S)

The Committee recommends to Council that the following grants applications be approved:

- a) Equipment grant of \$3,000 to Adelaide Omonia Cobras Football Club for the purchase of an ice machine.
- b) Equipment grant of \$3,000 to Thebarton Aquatic Centre for the purchase of safety equipment.
- c) Sponsorship grant of \$5,000 to Adelaide Sailing Club towards the cost of running the Australian Hansa Class Championship.
- d) Sponsorship grant of \$5,000 to Adelaide Bangladeshi Cultural Club towards the cost of running the Eid festival.
- e) Sponsorship grant of \$3,000 to Mexican Social and Cultural Association SA towards the cost of running the Mexican Independence Day event.
- f) Community Grant of \$5,000 to Coptic Orthodox Church SA - "St Mary's" towards the cost of the New Arrival Families Awareness program.
- g) Community Grant of \$500 to Nunga Kids towards the cost of the NAIDOC Week 2022 activities.

Introduction

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

\$100,000 was approved for community grants in the 2021/22 budget.

Prior to 2019, the grants program was run twice per year but recognising that this didn't always fit within community projects timeframes, the program is open all year round and grant application recommendations presented each meeting of the Committee and, dependent on timeframes pressures, occasionally to Council.

This report presents those seven (7) grant applications received since the meeting of the City Advancement and Prosperity Committee on 26 October 2021 for the Committee's consideration and recommendation to Council.

Discussion

The maximum funding amounts per each grant of the program are as follows:

Community Grant	\$5,000
Sponsorships	\$5,000
Community Equipment Grants	\$3,000
Women in Sports Grants	\$3,000

The table below details a summary of the seven (7) grant applications received since the last Committee meeting along with:

- The name of the group/organisation seeking a grant or sponsorship;
- The amount requested;
- Grant applications previously approved by Council; and
- The assessment recommendations of the Administration

The full applications are included in **Attachment 1** - Equipment Grant Applications, **Attachment 2** - Sponsorship Grant Applications, and **Attachment 3** - Community Grant Applications.

EQUIPMENT GRANTS (Maximum \$3,000)				
Organisation/Group	Grant request:	Amount requested:	Previous Applications:	Recommendation that:
a) Adelaide Omonia Cobras Football Club <i>Sports Club located in Plympton</i>	Funds towards the cost of purchasing an Ice Machine for injury management. Total cost of purchase is \$4,389	\$4,389	Nil	\$3,000 equipment grant be approved on the basis that the club is located within CWT and open to CWT community. <i>\$3,000 is the maximum amount for equipment grants.</i>
b) Thebarton Aquatic Centre <i>Not-for-profit swim centre and Sports Club located in Thebarton.</i>	Funds towards the cost of updating/upgrading safety equipment. Total cost of purchase is \$5,000	\$5,000	Nil	\$3,000 equipment grant be approved on the basis that the club is located within CWT and open to CWT community. <i>\$3,000 is the maximum amount for equipment grants.</i>
Total \$ Equipment Grants Recommended for Approval				\$6,000
SPONSORSHIP GRANTS (Maximum \$5,000)				
Organisation/Group	Grant request:	Amount requested:	Previous Applications:	Recommendation that:
c) Adelaide Sailing Club <i>National sailing event held in Glenelg North, open to CWT community.</i>	Funds towards Australian Hansa Class Championship being held in April 2022. Total cost of event is \$10,000	\$5,000	2020/21 - \$3,500 sponsorship grant	\$5,000 sponsorship grant be approved on the basis that the event is located within CWT and open to CWT community.
d) Adelaide Bangladeshi Cultural Club <i>Cultural group holding cultural festival at Thebarton Community Centre, open to CWT community.</i>	Funds towards cost Cultural event (Eid Festival 2022) being held in May 2022. Total cost of event is \$13,900.	\$5,000	2020/21 - \$3,000 equipment grant	\$5,000 sponsorship grant be approved on the basis that the event is located within CWT and open to CWT community.

e) Mexican Social and Cultural Association SA <i>Community/cultural group holding event in Thebarton.</i>	Funds towards cost Cultural event (Mexican Independence Day Celebration) being held in September 2022. Total cost of event is \$6,583.	\$3,000	Nil	\$3,000 sponsorship grant be approved on the basis that the event is located within CWT and open to CWT community.
Total \$ Sponsorship Grants Recommended for Approval				\$13,000
COMMUNITY GRANTS (Maximum \$5,000)				
Organisation/Group	Grant request:	Amount requested:	Previous Applications:	Recommendation that:
f) Coptic Orthodox Church SA - "St Mary's" <i>Church group based in Cowandilla.</i>	Funds towards New Arrival Families Awareness program. Total cost of program is \$13,000.	\$5,000	2020/21 - \$5,000 community grant	\$5,000 community grant be approved on the basis that the group and program is based within CWT and is open to and includes the CWT community.
g) Nunga Kids Community organisation organising initiatives for schools children during Nunga Week 2022.	Funds towards printing and distribution of NAIDOC Weeks activities to school children in WTC area.	\$500	2020/21 - \$500 community grant	\$500 community grant be approved on the basis that the group and program is based within CWT and is open to and includes the CWT community.
Total \$ Community Grants Recommended for Approval				\$5,500
Total \$ grants recommended for February 2022				\$24,500

Community Grant Budget Status

Council included \$100,000 in its 2021/22 budget. There have been fourteen (14) community grants and four (4) Junior Development Grants approved in this financial year so far totalling \$56,339.95. **(Attachment 4).**

The above grant applications recommended for approval total \$24,500. This will leave a total of \$18,960.05 for the remainder of the financial year.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

There is no direct climate impact in relation to this report.

Conclusion

This report presents the community grant applications, totalling \$24,500, received since October 2021, for Council's consideration and approval.

Attachments

- 1. Equipment Grant Applications - February 2022**
- 2. Sponsorship Applications - February 2022**
- 3. Community Grant Applications - February 2022**
- 4. Community Grants Summary February 2022**

Equipment Grants 2021-22
Equipment Grants application
Application EQG000052022 From Adelaide Omonia Cobras Football Club
Form Submitted 22 Nov 2021, 10:13am ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy Notice

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

Applicant Organisation Details

Applicant organisation name *

Adelaide Omonia Cobras Football Club

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

Primary (physical) address *

Urrbrae Ter

Plympton SA 5038 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

Australia

Applicant website

<http://www.adelaidecobrasfc.com.au>

If available. Must be a URL

Primary contact person *

Mr Simon Panayi

This is the person we will correspond with about this grant

Position held in organisation *

President

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Back-up phone number

Equipment Grants 2021-22
Equipment Grants application
 Application EQG000052022 From Adelaide Omonia Cobras Football Club
 Form Submitted 22 Nov 2021, 10:13am ACDT

Fax number

If applicable

Primary contact person's email address *

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

Organisation Details

* indicates a required field.

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

The Adelaide Omonia Cobras Football Club has a rich history in the City of West Torrens. The Club was founded in 1972 and has grown to include 3 senior squads; 3 Amateur senior teams and over 200 juniors registered for junior football, including a number of female junior teams.
 Must be no more than 100 words.

Does your organisation have an ABN? *☒ Yes ☐ No**ABN ***

45 244 662 287

Information from the Australian Business Register	
ABN	45 244 662 287
Entity name	Adelaide Omonia Soccer Club Incorporated
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5038 SA
Information retrieved at 12:39am today	

Must be an ABN

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

Equipment Grants 2021-22**Equipment Grants application****Application EQG000052022 From Adelaide Omonia Cobras Football Club**

Form Submitted 22 Nov 2021, 10:13am ACDT

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Equipment Details*** indicates a required field****How does the purchase of this equipment align to the strategic priorities of Council as outlined by the Community Plan? ***

The equipment will support the soccer club, especially the senior players. This aligns with the community plan by promoting active and healthy lifestyles for all ages and abilities and also facilitating health, well-being and safety of our players and potential players.

Must be no more than 150 words.

To refer to the City of West Torrens Community Plan go to <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>**Does this application respond to one or more of the program priority areas? ***

Yes, this grant will add-value to the club which encourages and provides sporting and recreational programs for all ages and capabilities.

Equipment Grants 2021-22**Equipment Grants application**

Application EQG000052022 From Adelaide Omonia Cobras Football Club

Form Submitted 22 Nov 2021, 10:13am ACDT

Must be no more than 150 words.

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

How does the purchase of this equipment demonstrate innovation? *

This project demonstrates innovation as it supports the prevention of injury through sport. This will ensure and contribute to the healthy and active lifestyles of those who engage with the club.

Must be no more than 150 words.

How do you plan to engage the target groups this equipment is for? *

We will market that the equipment is available through coaches, members, social media and families who support the club.

Must be no more than 150 words.

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

Yes, the equipment will be used for ice-baths for players in order to aid in existing and prevent future injuries. The baths and ice machine will be managed by experienced coaches and team support volunteers who have knowledge in the use and operation of the equipment.

Must be no more than 150 words.

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

The machine is purchased and operating as intended.

Must be no more than 150 words.

Will the project be carried out in partnership with other relevant organisations? *☐ Yes☒ No**What will the grant funds be spent on?****Equipment (specify)**

Brema CB955A Ice Machine

What is the total cost of the proposed purchases? *

\$4,389.00

Must be a dollar amount.

What is the amount sought from Council? *

Equipment Grants 2021-22
Equipment Grants application
Application EQG000052022 From Adelaide Omonia Cobras Football Club
Form Submitted 22 Nov 2021, 10:13am ACDT

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

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

I agree *

☒ Yes ☐ No

Name of authorised person *

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

Position *

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

Contact phone number *

Must be an Australian phone number.

Mobile number

Contact Email *

Must be an email address.

Date *

21/10/2021
Must be a date

Applicant Feedback

You are nearing the end of the application process.

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

This section is not mandatory

Please indicate how you found the online application process:

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

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

Equipment Grants 2021-22**Equipment Grants application****Application EQG000052022 From Adelaide Omonia Cobras Football Club**

Form Submitted 22 Nov 2021, 10:13am ACDT

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

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

I agree *☒ Yes ☐ No**Name of authorised person ***

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

Position *

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

Contact phone number *

Must be an Australian phone number.

Mobile number**Contact Email ***

Must be an email address.

Date *

21/10/2021
Must be a date

Applicant Feedback

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

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Please indicate how you found the online application process:

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

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



Brema's flagship CB range offers self-contained ice machines for bench top, under bench or free-standing installation. These machines produce attractive, crystalline cubes weighing 13g which rapidly chill and enhance the appearance of any beverage.

The Brema CB955A is a free-standing ice cube machine that produces 95kg of ice per 24 hours and has storage capacity of 55kg.

The CB range of self-contained ice cube machines is the perfect fit for cafes, restaurants, hotels, bars and nightclubs.

STANDARD FEATURES

- 95kg production per 24 hours
- 55kg storage capacity
- Produces crystalline 13g cubes
- Production rated at 21°C air and 15°C water
- Hospital grade stainless steel outer
- Fully insulated internal storage bin
- Disappearing insulated door
- Electromechanical operation
- Stainless steel spray arm

STANDARD ACCESSORIES

- Water inlet hose
- Drainage hose
- External water filter
- Pressure limiting valve
- Plastic ice scoop
- Adjustable stainless steel legs (4)

DIMENSIONS

738W x 600D x 1020H mm *add 110-150mm for adjustable legs

Clearances: Rear: 100mm Sides: 100mm

POWER SUPPLY

240V 50Hz 10A single phase (plugged)

CONNECTIONS

3/4" Water inlet, 24mm Water outlet & Electrical connection

	W	H
Water inlet	116 mm	285 mm
Water outlet	54 mm	245 mm
Electrical connection	161 mm	321 mm

TECHNICAL DATA

Energy Consumption:	850W
Production 24h:	95kg
Storage Capacity:	55kg
Cooling System:	Air
Cube:	13g
Refrigerant:	R452A
Weight:	89kg
WaterMark:	Yes



OUTSTANDING SERVICE AND ADVICE SINCE 1989

MARIANNE STORER
Sales Consultant

304 South Road, Hilton SA 5033

AN 38 163 025 385

m 0409 986 495

p (08) 8352 8484

e mariannestorer@cfe.com.au

CB955A

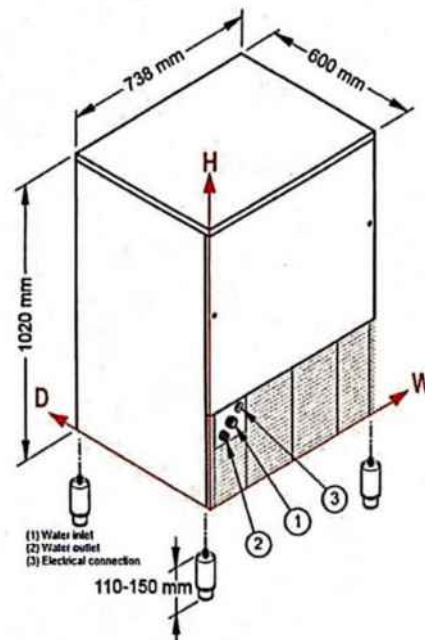
SELF-CONTAINED ICE CUBE MACHINE



13g Cubes



\$3990 + GST.



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69 4600
99 1299

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Fax: +61 2 9648 4762

Brisbane
1/62 Borthwick Avenue
Murarie QLD 4172
Tel: +61 7 3399 3122
Fax: +61 7 3399 5311

Perth
Unit 16, 7 Abrams Street
Balcatta, WA 6021
Tel: +61 8 6217 0700
Fax: +61 8 6217 0799

[from the world of Comcater!]

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info@caterlink.com.au

Mon-Fri 8:30am-5pm WA

MENU

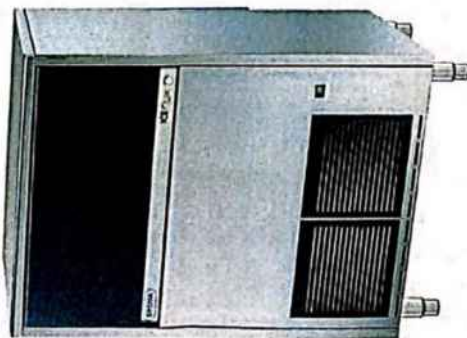
SEARCH

CART

Wishlist

St

SHOP > ICE MACHINES > SELF CONTAINED > BREMA CB955A ICE MACHINE



Brema CB955A Ice Machine

\$4,115.00 ex GST

Brand: Brema SKU: CB955A

All items on the website will be available within 7-10 business days unless otherwise specified

Images are indicative only.

Add to Compare

Add to Quote

1

ADD TO CART

PRICE MATCH PROMISE

Rent-it-Today: \$5.99/day

APPLY NOW

*Based on a 36-month contract *Minimum rental value may apply

Description	Specifications	Downloads	Reviews (0)
Brema CB Series Self-Contained 90kg/Day Free-standing 13g Ice Cube Machine with			

Visit our Perth Trade Showroom or Retail Outlet to see our products. Call for availability on 08 9285 3400



INFORMATION



OUR STORES



CONTACT US

FIND US ON FACEBOOK

FOLLOW US ON INSTAGRAM

(08) 9285 3400

hisco
HOSPITALITY SUPPLIER OF CHOICE

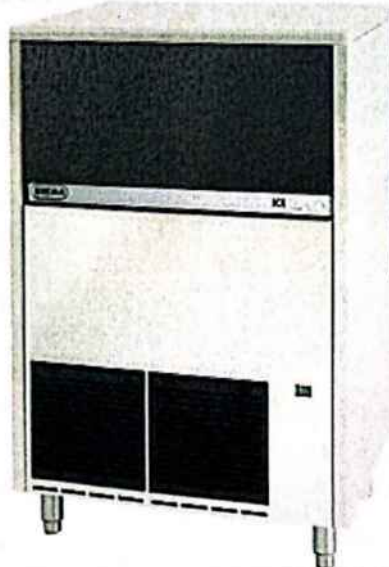
Menu

YOU ARE HERE: HOME / BREMA CB955A ICE CUBE MACHINE SELF CONTAINED

BREMA CB955A ICE CUBE MACHINE SELF CONTAINED

SKU: 26CB955A

Brema CB955A Ice Cube Machine Self Contained



- 55kg storage capacity.
- Produces up to 95kg in one day at temperatures of 21°C air and 15°C water.
- This machine operates electromagnetically and contains a disappearing door and spray arm made from stainless steel.
- It is made from hospital-grade stainless steel and contains an internal storage bin that is fully insulated.
- 1020mm (H) 600mm (W) 640mm (D)
- 89kg weight.
- 850watt.

****All commercial prices exclude shipping, please call for a quote on 08 92853400****

Silverchef Weekly Rental **\$57.93 per week** | Find out more

Please write to us here or call us on (08) 9285 3400 to confirm availability and price.

Add to Wishlist | Add to Compare

Description

Additional Information

Description

Brema CB955A Ice Cube Machine Self Contained

Additional Information

UNIT OF MEASURE

No

COUNT PER UNIT	No
----------------	----

INFORMATION

ABOUT US
PROJECTS & FIT-OUTS
CUSTOMER SERVICE
PRIVACY POLICY
SHIPPING & DELIVERY
RETURNS POLICY
SILVER CHEF RENT-TRY-BUY
BLOG

QUICK LINKS

SITE MAP

ACCOUNT

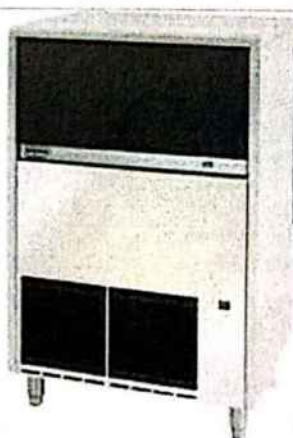
MY ACCOUNT
ORDERS AND RETURNS

NEWSLETTER

SUBSCRIBE

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by Circle56.



Brema CB955A Ice Cube
Machine Self Contained

\$4,563.86

Hisconfe

\$125.00 delivery

EQUIPMENT.**Community Grants 2021-22****Community Grants****Application CG000082022 From Thebarton Aquatic Centre**

Form Submitted 28 Oct 2021, 1:21pm ACDT

Eligibility and Contact Details*** indicates a required field****Applicants: please note**

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

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

Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. You can view our Privacy Statement at <https://www.westtorrens.sa.gov.au/Council/Information/Privacy>

Applicant Organisation Details**Applicant organisation name ***

Thebarton Aquatic Centre

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

Primary (physical) address *

1 Meyer Street

Torrensville SA 5031 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

1 Meyer Street

Torrensville SA 5031 Australia

Applicant website<http://www.thebartonaquatic.com>

If available. Must be a URL

Primary contact person *

Mrs Jodie Mensforth

This is the person we will correspond with about this grant

Position held in organisation *

Finance and HR Manager

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

THEBARTON AQUATIC CENTRE

Community Grants 2021-22
Community Grants
Application CG000082022 From Thebarton Aquatic Centre
 Form Submitted 28 Oct 2021, 1:21pm ACDT

Back-up phone number
 (08) 8352 1912

Fax number

If applicable

Primary contact person's email address *
 accounts@thebartonaquatic.com
 This is the address we will use to correspond with you about this grant.

Organisation Details

*** indicates a required field**

Describe why your organisation exists, what does it aim to achieve and how? *
 We are a non for profit swim center located in Torrensville. Our aim is to provide a learning space for the all important life skills of swimming to schools and the general public of all ages and abilities. As a community based Centre we also offer programs and accessibility to the disability and inclusive sport sector, different community groups, various sporting clubs and the broader community.
 Must be no more than 100 words.

Does your organisation have an ABN? *
☒ Yes ☐ No

ABN *
 43 559 749 438

Information from the Australian Business Register	
ABN	43 559 749 438
Entity name	Henley & Grange Swimming Club
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5031 SA
Information retrieved at 2:16am yesterday	
Must be an ABN	

Community Grants 2021-22**Community Grants****Application CG000082022 From Thebarton Aquatic Centre**

Form Submitted 28 Oct 2021, 1:21pm ACDT

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

- ☐ Less than \$50,000
- ☐ \$50,000 or more, but less than \$250,000
- ☒ \$250,000 or more, but less than \$1 million
- ☐ \$1 million or more, but less than \$10 million
- ☐ \$10 million or more, but less than \$100 million
- ☐ \$100 million or more

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

What is your organisation's legal structure?

- ☐ Unincorporated association
- ☒ Incorporated association
- ☐ Cooperative
- ☐ Company limited by guarantee
- ☐ Indigenous corporation, association or cooperative
- ☐ Organisation established through specific legislation
- ☐ Trust
- ☐ Unknown
- ☐ Other:

If your organisation is unincorporated it must have an auspice organisation

Project Details*** indicates a required field****Project title: ***

Safety and accessibility Equipment Update

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

Anticipated start date *

01/10/2021

Anticipated end date

30/06/2022

If unknown, provide your best guess or leave blank If unknown, provide your best guess or leave blank

Community Grants 2021-22**Community Grants****Application CG000082022 From Thebarton Aquatic Centre**

Form Submitted 28 Oct 2021, 1:21pm ACDT

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

We would like to use this grant to go towards new equipment for the centre. This would include New aquatic safety and water rescue equipment for our lifeguards, updated equipment like pool accessible wheel chair and possible lifter for our hydrotherapy pool to help assist people with disabilities and our special education schools that visit. New swimming equipment to replace our old equipment for our learn to swim and CALD program that we have. Possible new uniforms for our swim instructors that are better suited for water use. Also walkie talkies for use by different departments in the centre that are located at different ends or needed for immediate emergencies and being able to communicate quickly and efficiently.

Must be no more than 150 words.

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

It aligns to the community plan as it will help the centre in being able to deliver the best service to our community with updated equipment to create a safe environment for everyone that visits the swimming centre. This will allow for a better functioning centre for all staff and patrons.

Must be no more than 150 words.

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

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

Yes this does respond to several of the funding priorities in the guidelines for the City of West Torrens including offering activities and programs that encourage a diverse, inclusive and welcoming community. A resilient community through community involvement, social connections and life long learning. Sporting, recreation programs and facilities that facilitate active and healthy lifestyles for all ages and abilities. Facilitation of community health, wellbeing and water safety.

Must be no more than 150 words.

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

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

Our project aims to help the greater community to raise water safety awareness, teach swimming skills, inclusion swimming for the disabled, CALD communities. Also acquiring the knowledge of survival swimming and basic water safety skills thus enhancing community safety and build resilience is all who attend.

Must be no more than 150 words.

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

We have strong relationship with our local community such as inclusive sport, Thebarton Senior College and department of education. We are also partnering with Surf Life Saving SA to run seasonal swim school in October to deliver a program for CALD community in City of West Torrens.

Must be no more than 150 words.

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

We are actively looking into replacing and repairing out current equipment that would be required to conduct these programs and or help with them. This grant will help us greatly to

Community Grants 2021-22**Community Grants****Application CG000082022 From Thebarton Aquatic Centre**

Form Submitted 28 Oct 2021, 1:21pm ACDT

deliver the program better and more enjoyable, plus be very beneficial to our employees in delivering the best programs and safety to our community.
Must be no more than 150 words.

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

We will be able to update and replace our current equipment. We will actively communicate with the patrons and employees for their suggestions and opinions on the new equipment and how it has helped their experience at the centre. We can also conduct feedback surveys with our DECS swim school instructors and teachers plus teachers from Thebarton Senior College and Inclusion swimming.
Must be no more than 150 words.

Will the project be carried out in partnership with other relevant organisations? *☐ Yes☒ No**What will the grant funds be spent on?**

Equipment (specify)	Materials (specify)	Other (specify)
Walkie talkie	Water proof	Motorola/Icom
Lifter		Water accessible
Wheel Chair		Water accessible
Rescue Equipment		Surf life saving Australia
Swim instructor Swim top	Rashie	Sports Centre

What is the total cost of the proposed purchases? *

\$5,000.00

Must be a dollar amount.

What is the amount sought from Council? *

\$5,000.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Publicity and Promotion**How will you promote your project, initiative or resource? ***☒ Signage☒ Email distribution☐ Network Meetings☐ Official Launch☐ Flyers☒ Social Media☒ Newsletters☐ Letterbox Drop☒ Other: website

Community Grants 2021-22**Community Grants****Application CG000082022 From Thebarton Aquatic Centre**

Form Submitted 28 Oct 2021, 1:21pm ACDT

Documentation checklist and further information**Attached is:****Supporting documents that may be appropriate (maximum of two pages)**

Filename: CSE Radio Quote - ICOM.pdf

File size: 777.4 kB

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: Short Sleeve Rashie Sports Centre.pdf

File size: 589.6 kB

Filename: Uniforms.png

File size: 32.8 kB

Maximum 25mb, recommended size no bigger than 5mb

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

Amount	Date received	Project, initiative or resource

Certification and Feedback*** indicates a required field****Certification**

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

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

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

I agree *☒ Yes ☐ No**Name of authorised person ***

Mrs Jodie Mensforth

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

Community Grants 2021-22**Community Grants****Application CG000082022 From Thebarton Aquatic Centre**

Form Submitted 28 Oct 2021, 1:21pm ACDT

Position * Finance and HR Coordinator
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number * (08) 8352 1912
Must be an Australian phone number.

Mobile number

Contact Email * accounts@thebartonaquatic.com
Must be an email address.

Date * 28/10/2021
Must be a date

Applicant Feedback

You are nearing the end of the application process.

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

This section is not mandatory

Please indicate how you found the online application process:

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

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



Client Name: Thebarton Aquatic Centre

Ph:

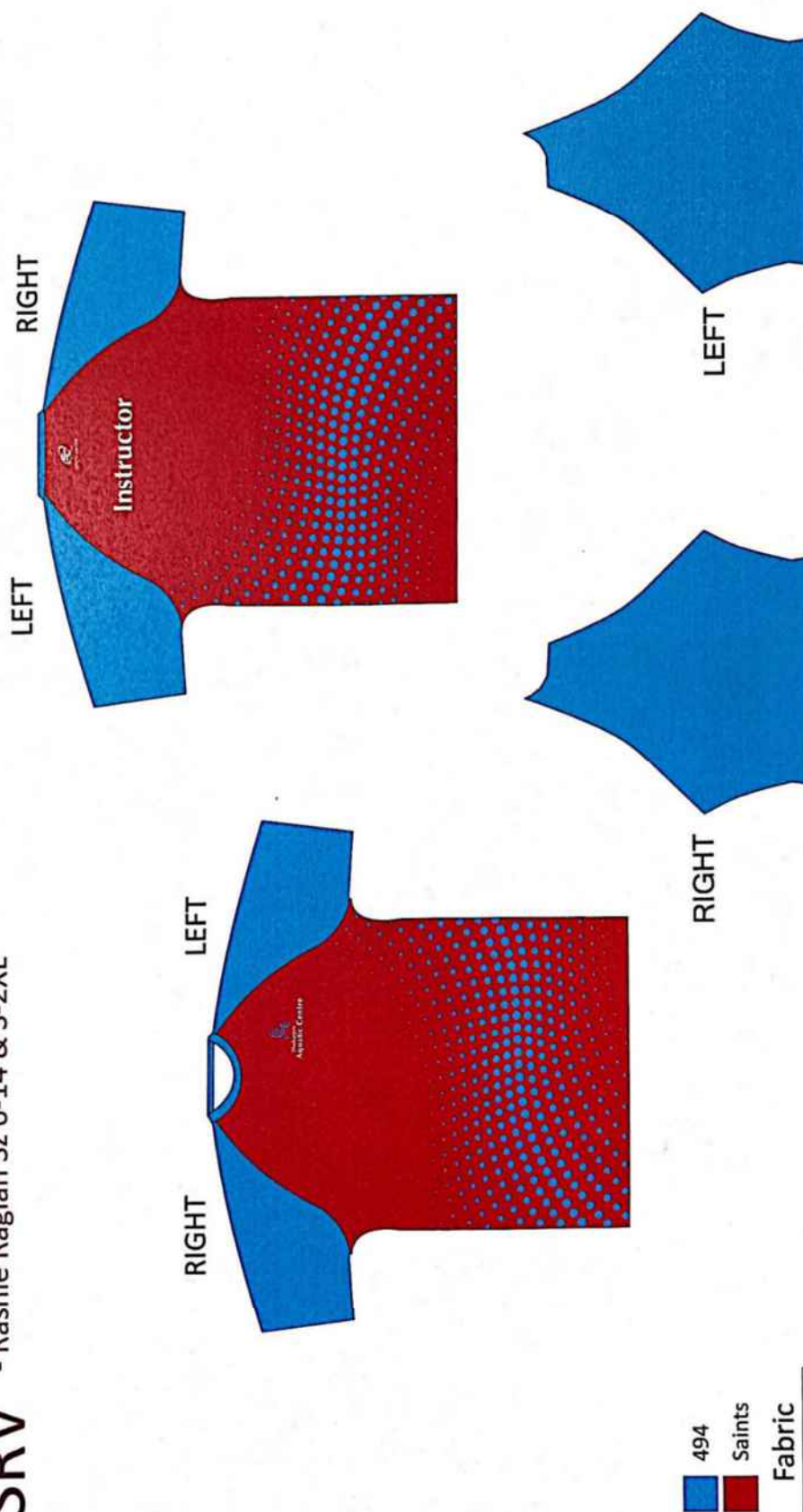
sports centre Email:

ORDER NO:

Date: 06/08/21 IC

Y:\Swim Clubs\Thebarton Aquatic Centre\2021 08 Thebarton Aquatic Centre SRV.cdr*

SRV - Rashie Raglan Sz 6-14 & S-2XL



VISUAL

VISUAL REPRESENTATION OF PRODUCT ONLY

142 Port Road, HINDMARSH SA 5007

P: 08 8346 3411 F: 08 83401620

E: sports@sportscentre.com.au

Sublimated Price List		prices inc GST									
		OS MADE (6-8 weeks)					AUST MADE (2-4 weeks)				
PRODUCTS	Item Codes	23-Jun									
		One to Four Unit	five to Twenty four	twenty five to forty nine	fifty to one ninety nine	one hundred to one hundred and ninety nine	One to Four Unit	five to Twenty four	twenty five to fourty nine	fifty to one hundred and ninety nine	one hundred to one hundred and ninety nine
Polo Shirt	SP1 - SP2 - SP3 - SP4 + WOMENS FIT SP1W - SP2W - SP3W - SP4W	\$ 60.00	\$ 40.00	\$36.00	\$34.00	\$32.00	\$ 76.00	\$ 56.00	\$54.32	\$72.64	\$50.40
Polo Shirt 3/4-LS	SP1 - SP2 - SP3 - SP4 + WOMENS FIT SP1W - SP2W - SP3W - SP4W excluding Bowls Australia Clients	\$ 60.00	\$ 40.00	\$36.00	\$34.00	\$32.00	\$ 86.00	\$ 66.00	\$64.02	\$62.04	\$59.40



Tuesday, 21 September 2021

Cash Sale

ATT: Caroline

Quotation No : Q000004291

Dear Caroline

Thank you for your enquiry. Please see the following quotation as requested.

QUOTATION

Qty	Item	Price (ea)	Subtotal
6	Portable Icom IC-F2000H-S LCD 4 key & S/U Charger	\$311.03	\$1,866.15
3	Speaker Microphone Icom HM159LA Noise Cancelling (non waterproof)	\$78.30	\$234.90
3	Ear Piece PMLN4620B D Hanger 3.5mm	\$12.99	\$38.97
1	Land Mobile System (Low Power)	\$404.00	\$404.00
1	ACMA Licence Issue Fee	\$101.00	\$101.00
1	ACMA Licence Tax (1yr)	\$67.00	\$67.00
1	Labour	\$120.00	\$120.00
5	Program with existing profile	\$30.00	\$150.00
Subtotal			\$2,982.02
Freight & Handling			\$0.00
GST			\$298.20
Total			\$3,280.22

PRICING

All prices quoted are exclusive of freight and GST (unless otherwise stated) and are valid for 30 days from date of quotation.

DELIVERY

The typical delivery time for these items is 2-3 weeks from receipt of order but is subject to final confirmation at time of order.

WARRANTY

All radio transceiver equipment quoted has a full 60 month warranty when returned to CSE Crosscom with proof of purchase.

Warranty on batteries and accessories is 12 months.

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
Form Submitted 8 Nov 2021, 4:55pm ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy Notice

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

Applicant Organisation Details

Applicant organisation name *

Adelaide Sailing Club

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

Primary (physical) address *

9 Barcoo Rd

Glenelg North SA 5045 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

9 Barcoo Rd

Glenelg North SA 5045 Australia

Applicant website

<https://www.revolutionise.com.au/adelaidesailing/home/>

If available. Must be a URL.

Primary contact person *

Mrs Deirdre Schahinger

This is the person we will correspond with about this grant

Position held in organisation *

Committee of Management, Life member

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
 Form Submitted 8 Nov 2021 4:55pm ACDT

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

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

Organisation Details

* indicates a required field

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

Adelaide Sailing Club supports and promotes sailing as a sport for men and women of all ages, including programs for people with disability 'Sailability'.

We are a community sporting club and participate in community based activities highlighting the diversity of our club.

At the Adelaide Sailing Club, we believe sailing is a sport for life, that is exhilarating, fun and connects families, friends and our community.

Must be no more than 100 words.

Does your organisation have an ABN? *

☒ Yes ☐ No

ABN *

83 244 137 669

Information from the Australian Business Register	
ABN	83 244 137 669
Entity name	Adelaide Sailing Club Inc
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5024 SA
Information retrieved at 3:13pm today	

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
 Form Submitted 8 Nov 2021, 4:56pm ACDT

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Event Details

* indicates a required field

Event title: *

Australian Hansa Class Championships

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

Location of event *

Adelaide Sailing Club, 9 Barcoo Road, Glenelg North SA 5045

Please provide the address.

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Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
 Form Submitted 8 Nov 2021, 4:55pm ACDT

Event start date *

15/04/2022

Event end date *

18/04/2022

Type of event:

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> Education | <input type="checkbox"/> Community | <input type="checkbox"/> Environment |
| <input type="checkbox"/> Entertainment | <input checked="" type="checkbox"/> Sports | <input type="checkbox"/> Business |
| <input type="checkbox"/> Arts / Culture | <input type="checkbox"/> Charity | <input type="checkbox"/> Other: |

You may select more than one option

Event attendees expected age range:

- | | | |
|--|--|--|
| <input type="checkbox"/> Under 18 | <input checked="" type="checkbox"/> 31 to 40 | <input checked="" type="checkbox"/> 51 to 60 |
| <input checked="" type="checkbox"/> 18 to 30 | <input checked="" type="checkbox"/> 41 to 50 | <input checked="" type="checkbox"/> 60+ |

You may select more than one option

Where will the attendees be travelling from?

- | | | |
|---|---|---|
| <input type="checkbox"/> City of West Torrens | <input type="checkbox"/> Adelaide metropolitan area | <input checked="" type="checkbox"/> Other: WA, NSW, VIC, TAS, QLD |
| <input type="checkbox"/> Western suburbs | <input checked="" type="checkbox"/> SA generally | |

What is the estimated total attendance?

90

Must be a number.

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

This sporting event links to the Community Life, Community Diversity and City Prosperity aspirations of the CWT Community Plan by: bringing up to 90 people (mainly families and support workers) from all states and territories of Australia into the local area and the City of West Torrens. These families and friends will be spending time and money in SA and the City of West Torrens and will provide economic benefit to many businesses in the area (accommodation, travel, car hire, food, shopping, entertainment and general 'tourism' while they are here before and for the event.

This type of inclusive sporting event for sailors with a disability encourages community activation and has well-being outcomes for the participants and the local community supporting the event 'active and healthy communities' as well as attendance and participation in community events.

Must be no more than 150 words.

Refer to the City of West Torrens Community Plan at <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

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

This application responds to the following program priority areas:

Sporting and recreational programs and facilities that provide a range of activities for all ages and capabilities

Community Life: Active, healthy and learning communities

City Prosperity: Thriving business environment and a vibrant city

Must be no more than 150 words.

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
 Form Submitted 8 Nov 2021, 4:55pm ACDT

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

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

The Adelaide Sailing Club (Australian Sailing SA's Club of the Year 2020 and 2021) regularly hosts/

conducts National level regattas to meet the needs of a wide variety of sailing 'classes' each year. In 2007 Adelaide Sailing Club conducted a very successful national championships for the Access Class and are returning as Australian Hansa Class Association (AHCA) to hold championships at Easter 2022.

Adelaide Sailing Club as a highly reputable, geographically central sailing club that can deliver a National level regatta understanding the needs of sailors with mobility issues and other disabilities. This reputation clearly demonstrates a clear reason and evidence for AHCA to approach the Adelaide Sailing Club to deliver this important event, with minimal planning and risk.

Must be no more than 150 words.

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

The AHCA holds national championships on a state rotation each year at Easter. The event was well publicized at the nationals in Canberra last Easter. The event is on the AHCA website and will include information such as accommodation, Notice of Race as soon as it is developed encouraging participation. The Sailability groups are engaged at a local and state level and Adelaide Sailing Club will be engaging with the wider group via social media, AHCA and Adelaide Sailing Club websites etc.

Must be no more than 150 words.

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

Adelaide Sailing Club develops individual plans for each event/regatta as each sailing 'class' (type of sailing boat) has different requirements both on and off the water. Our Committee of Management through the Commodore and Vice Commodore are accountable for all aspects of the event including but not limited to event: communication, registration, safety and compliance, social and fundraising, on water race management, budgeting, costing and accounting for the event.

Our key partner organisation (AHCA) are invited to be part of our planning team to ensure their expectations are met and that the competitors are satisfied with the event outcomes. As hosts, the Adelaide Sailing Club have specific risk management plans in place including but not limited to emergency management, on water safety, hot weather policies, disability safe requirements being met by volunteers and supporters during the event.

We do this regularly - we are good at what we do.

Must be no more than 150 words.

Reporting your success

How will you evaluate the effectiveness of your event? *

The effectiveness of the event will ultimately be measured by the number of races achieved during the regatta and the fairness and quality of the event/racing provided by the Adelaide Sailing Club (weather permitting). As our partner and client, AHCA will feed back any

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
 Form Submitted 8 Nov 2021, 4:55pm AGDT

relevant areas for improvement during and after the event.

The effectiveness can/will also be measured by the participation levels (competitor registration numbers) and the total number of people (families, friends and support workers) attending the event and engaging in the local community, including City of West Torrens
 Must be no more than 150 words.

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

☐ Yes

☒ No

What will the grant funds be spent on?

Equipment (specify)	Materials (specify)	Other (specify)
NA	volunteer shirts	NA
	participant/volunteer reusable water bottles	
	participant/volunteer dry bag	
	disability portable toilet	
	night security	

What is the total cost of the proposed purchases? *

\$5,000.00

Must be a dollar amount.

total event cost = \$10,000

What is the amount sought from Council? *

\$5,000.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Publicity and Promotion

How will you promote your event? *

☒ Advertorials

☐ Television

☒ Web site

☐ Advertising - newspaper

☐ Signage

☒ Social Media

☐ Radio

☐ Letterbox Drop

☐ Other:

Provide details of the level of coverage anticipated:

This event will attract significant interest in the Australian Sailing Community plan We plan to communicate daily results and updates including images via social media and popular national readership websites

Documentation checklist and further information

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
 Form Submitted 8 Nov 2021, 4:55pm ACDT

Attached is:

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

No files have been uploaded

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: 1300DunnysQuoteDeirdre.pdf

File size: 230,3 kB

Filename: PromotionProducts_Quote_39425.pdf

File size: 2.2 MB

Filename: t-shirts quote.pdf

File size: 309.8 kB

Filename: Weslo Staff security.pdf

File size: 126.5 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Amount	Date received	Project, initiative or resource
5000	April 2021	Adelaide Optimist Dinghy Championships 2021

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree *

☒ Yes ☐ No

Sponsorship Program 2021-22
Sponsorship program application
Application SP000042022 From Adelaide Sailing Club
Form Submitted 8 Nov 2021 4:55pm ACDT

Name of authorised person * Mrs Deirdre Schahinger
Must be a senior staff member, board member or appropriately authorised volunteer

Position * Member Committee Management; Life Member
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *
Must be an Australian phone number.

Mobile number

Contact Email *
Must be an email address.

Date * 08/11/2021
Must be a date

Applicant Feedback

You are nearing the end of the application process.

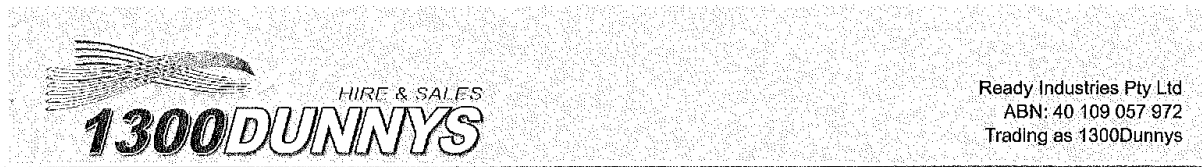
Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Please indicate how you found the online application process:

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

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



To:	Deirdre Schahinger - Deirdre Schahinger	From:	Adam at 1300Dunnys
Fax/Email:	sahobie@bigpond.net.au	Pages:	2
Ph:	0404 033 327	Date:	3/09/2021
Re:	QUOTE - PORTABLE TOILET HIRE (NO. D724400001)	Site:	West Beach

Dear Deirdre,

Welcome to 1300Dunnys, your **specialist Portable Toilet Hire** company in Adelaide & surrounding areas.

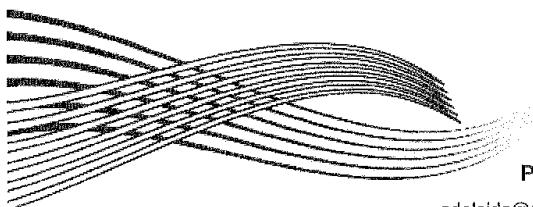
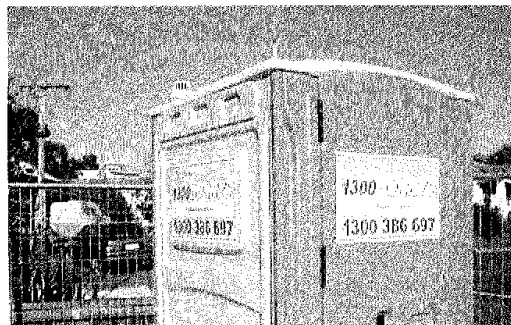
We provide **professional & reliable** service & hire **top quality** Portable Toilets.

Whether it's one toilet you are after for a **Building Site** or **Party**, or 40 toilets for a **Major Construction Site, Special Event** or **Festival**, you have come to the right place.

1300Dunnys will provide you with the **most modern & hygienic** Portable Toilets on the market,

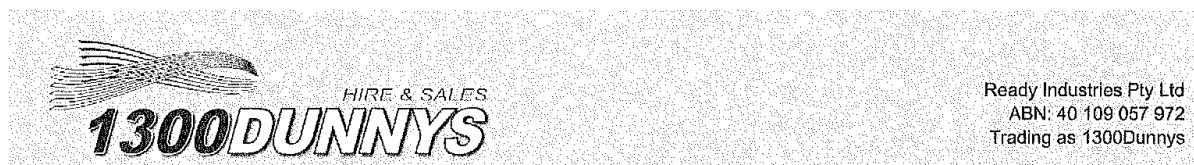
Benefits of Hiring from 1300Dunnys:

- Free Delivery and Pickup
- Regular Servicing on Request
- Latest & Most Modern Toilets
- Cleanest & Most Hygienic Toilets
- Quality & Reliable Servicing
- Great Value Rates
- Servicing Adelaide & surrounding areas
- We can provide your Temp Fence too !!!



Phone: 1300 386 697
adelaide@1300dunnys.com.au

Fax: (08) 8125 6580
www.1300TempFence.com.au



As requested, please view the following quote for Portable Toilet Hire.

Qty	Task	Item	Months	Days	Unit Price/Rate	Total
1	Install/Hire	Disabled Portable Toilet	0	5	Minimum Charge	\$440.00
Total:						\$440.00

- Disabled Portable Toilet Rehire rate will be charged at \$100.00 per toilet per week billed four weekly
- Rehire rates will apply after the initial hire period.
- Additional Products will also incur Rehire charges.
- This price includes one delivery and one pickup within the standard delivery area.** Further charges will be incurred if outside the standard delivery area

GST: Is extra, charged @ 10%.

Price quoted for pump outs are scheduled pump outs only. If unscheduled pump outs are required, a higher rate applies.

Full Up Front payment is required in accordance with your account terms.

No Refunds for unused hire periods.

Chosen Hire Period cannot be changed after the hire commences.

Quote based on assumed site access. Labour Charges may apply depending on site conditions.

This Quote includes Delivery, Servicing & Pick Up in normal business hours. Outside of normal business hours will incur extra charges.*

**Delivery & Pick Up not included on Sub Hire products, Sewer Connects & Trailer Toilets unless quoted separately.*

For full Terms & Conditions please visit www.1300dunnys.com.au

If you have any further questions or would like to place an order please give me a call on

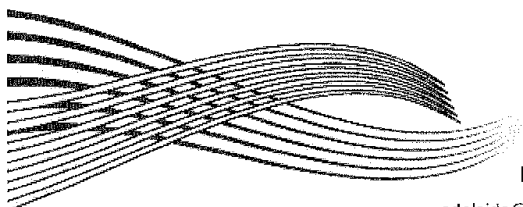
1300 386 697.



Kind Regards

Adam McCoy

1300 386 697 / mob 0448 988 962 / adamm@1300Dunnys.com.au



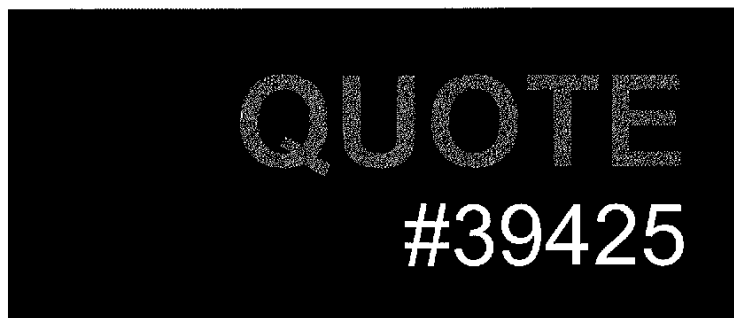
Phone: 1300 386 697

adelaide@1300dunnys.com.au

Fax: (08) 8125 6580

www.1300TempFence.com.au

1



Date: 04 Nov 2021
Quote Number: #39425

Prepared For: Deldre Schahinger
Company/Org: AHCA

PP Account Manager: Anthony Patching
T: 1300 303 717 EXT:102
anthony@promotionproducts.com.au

Official Quote - Scroll Down To Next Page/s

Hi again Deidre,

Promotion Product's quotes include everything to make your order happen - product, your branding decoration, set up costs and delivery. You can be certain that there are no surprises!

We believe in **Creating Enduring Connections**. This means giving you great value, personal service and a product and decoration guarantee that allows you to create longer lasting, more enduring connections with *your* clients!

Are you ready to order?

Scroll down past the pricing/quote to the page 'Placing Your Order'

Any questions? I'm here to answer them!



Anthony Patching
Account Manager

☎ 1300 303 717 | Ext: 102
📧 [promotionproducts.com.au](mailto:anthony@promotionproducts.com.au)

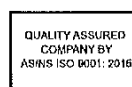
ISO 9001 Certified – APPA & PPAI Member



💖 **PromotionProducts**

T: 1300 303 717 Ext: 102
anthony@promotionproducts.com.au

Promotion Products Pty Ltd
ABN: 67 108 269 585
T: 1300 303 717



2



10L Dry Bags 2 Colour Print

A custom printed 10 litre dry bag with your logo or message



[Click for website view](#)

Date: 04 Nov 2021
Quote Number: #39425

Prepared For: Deldre Schahinger
Company/Org: AHCA

PP Account Manager: Anthony Patching
Phone: 1300 303 717 EXT:102
Email: anthony@promotionproducts.com.au

QTY	UNIT PRICE	TOTAL
60	\$10.94	\$656.40
PRODUCT SUBTOTAL (Ex GST)		\$656.40
Freight Australia Wide (Ex GST)		\$32.00
TOTAL (Ex GST)		\$688.40
GST (10%)		\$68.84
Total		\$757.24

PRODUCT SPECIFICATIONS

PRODUCT COLOURS

Black, Blue, Bright Green, Orange, Red, White, Yellow

AVAILABLE DECORATION (See chosen decoration above)

Digital Transfer, Screen Print

MATERIAL

210T Laminated Nylon Grid Cloth

PRODUCT SIZE

Dia 205mm x H 480mm

STANDARD PRODUCTION TIME

10-12 Days

EXPRESS PRODUCTION

Most of our items can be rushed to you fast - there are many variables that increase this cost - please call us and tell us your needs.

3



Sugarcane Bottles 600mL 2 Colour Print

These 600mL sugarcane bottles are a favourite Eco friendly choice



[Click for website view](#)

Date: 04 Nov 2021
Quote Number: #39425

Prepared For: Deidre Schahinger
Company/Org: AHCA

PP Account Manager: Anthony Patching
Phone: 1300 303 717 EXT:102
Email: anthony@promotionproducts.com.au

QTY	UNIT PRICE	TOTAL
60	\$10.75	\$645.00
PRODUCT SUBTOTAL (Ex GST)		\$645.00
Freight Australia Wide (Ex GST)		\$28.00
TOTAL (Ex GST)		\$673.00
GST (10%)		\$67.30
Total		\$740.30

QTY	UNIT PRICE	TOTAL
100	\$8.10	\$810.00
PRODUCT SUBTOTAL (Ex GST)		\$810.00
Freight Australia Wide (Ex GST)		\$28.00
TOTAL (Ex GST)		\$838.00
GST (10%)		\$83.80
Total		\$921.80

PRODUCT SPECIFICATIONS

PRODUCT COLOURS

Clear

MATERIAL

Sugarcane Material

STANDARD PRODUCTION TIME

10-15 Days

AVAILABLE DECORATION (See chosen decoration above)

Screen Print

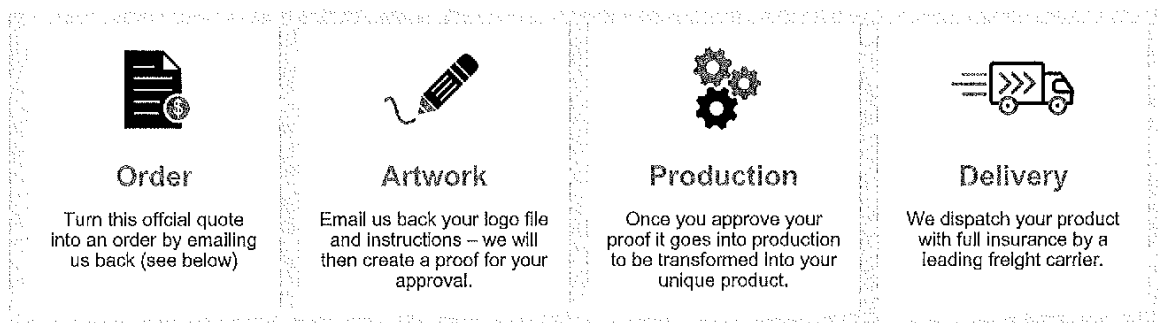
PRODUCT SIZE

600mL Capacity

EXPRESS PRODUCTION

Most of our items can be rushed to you fast - there are many variables that increase this cost - please call us and tell us your needs.

How To Order



PLACE YOUR ORDER

We are ready when you are! Get your order underway by simply replying to the email that this quote was attached to. We need to confirm:

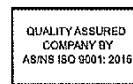
- The product
- The quantity
- The date you require the products by
- Delivery and invoice address
- Your artwork*
- Pantone reference(s) if applicable

*Ideally we require logo files in 'vector' format (saved as .eps, .ai or .pdf file) with fonts outlined. If that makes about as much sense to you as ancient Greek do not worry! Email us the files you have and we will take care of them!

ONCE YOU HAVE APPROVED YOUR PROOF, WE WILL SEND YOU AN INVOICE FOR PAYMENT PRIOR TO PRODUCTION.

 <p><i>"Honest and transparent with what the customer gets - no sneaky hidden costs. Prompt response. Professional service. Good product."</i></p> <p>If you find a lower cost for a similar product but want our service and straight shooting take advantage of our Value Guarantee here.</p>  <p>Be Certain: Australia's Best Value</p>	 <p><i>"Michelle's support, care and advice with my promotional projects has been incredible. She always tears out my crazy ideas and very tight deadlines and never disappoints!"</i></p> <p>No idea is too crazy, deadlines are challenges that we meet.</p>  <p>Be Certain: Customer Service</p>	 <p><i>"Just thought I'd send through some photos, we are happy with the final outcome. Thank you for rectifying the issues in a timely manner"</i></p> <p>We are human and sometime errors happen, about 1 in 634 jobs to be exact. We fix them quickly, each product is covered by our 2-way guarantee here.</p>  <p>Be Certain: We Get It Right</p>
---	--	---

Promotion Products Pty Ltd
 ABN: 67 108 269 585
 T: 1300 333 717



**2K Embroidery Pty Ltd**

2/400 Grand Junction Road

Mansfield Park SA 5012

Australia

Phone: 08 8445 9718

www.2kembroidery.com.au

ABN: 80 122 897 876

Quote: 7**Quote****Quote date: 03/11/2021****Bill to:**

AHCA Vice President Championships

Expiry:

03/12/2021

ITEM	DESCRIPTION	UNITS	UNIT PRICE (inc GST)	TAX TYPE	AMOUNT (inc GST)
	FRONT CHEST EMBROIDERY	Qty 70	8.00	GST	560.00
CLOTHING	Tipping Polo 2CT NAVY AND RED	Qty 70	16.90	GST	1,183.00
GST:					\$158.45
TOTAL (inc GST):					\$1,743.00

Notes



QUOTE

ABN 31 070 363 352

ISL 123488

New/Existing client:
Schedule: 8

Site Contact: Deirdre Schahinger
Site Contact Phone:

Purchase order No: _____
Uniform: Weslo Gold

Site Contact Email:
Billing Contact:
Billing Phone:
Billing email:

Venue Type: Outdoor
Liquor Licence: TBA
Number of patrons: TBA
Guard/Patron ratio: TBA

Rates quoted do not include GST.									
Date	# roles	Status	Start time	Finish time	Total Hours	Rate (per hour)	Total per shift	Role	Location

0	Welso Electronic Counters
0	Accomodation
0	Food allownace

Per gate	\$150.00	\$0.00
Estimate	\$200.00	\$0.00
	\$36.50	\$0.00
		\$0.00

SUBTOTAL: \$1,686.00

GST: \$168.60

TOTAL: \$1,854.60

Deposit: \$0.00

Balance: **\$1,854.60**

Comments:

Adelaide Sailing Club (West Beach) is hosting a dinghy championship at Easter 2022. there will be 30 boats in the harbour and 20 on the lawn all three nights. please give a quotation on one patrol for three nights Friday 15th - Sunday 17th April 10pm - 6pm.

Quotation prepared by: - Christian Whamond | 0408 322176

This is a quotation on the goods named, subject to any conditions noted:

To accept this quotation, sign here and return: _____

Banking details:

BSB No: 065 000 | Acct No: 280 04 223

Acct Name: Weslo Staff Pty Ltd

PLEASE NOTE :- the vast amount of the quoted fee relates to payment of staff wages and their on-costs - PAYMENT TERMS -- STRICTLY 7 DAYS

Sponsorship Program 2021-22
Sponsorship program application
Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated
Form Submitted 26 Dec 2021 - 5:29am ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy Notice

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

Applicant Organisation Details

Applicant organisation name *

Adelaide Bangladeshi Cultural Club Incorporated

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

Primary (physical) address *

1 Banksia Cres

Parafield Gardens SA 5107 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

1 Banksia Cres

Parafield Gardens SA 5107 Australia

Applicant website

<http://www.abacc.com.au>

If available. Must be a URL

Primary contact person *

Mr Md Masudur Rahman

This is the person we will correspond with about this grant

Position held in organisation *

President

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021 5:29am ACDT

Back-up phone number**Fax number**

If applicable

Primary contact person's email address *

contact.abacc@gmail.com

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

Organisation Details*** indicates a required field****Describe why your organisation exists, what does it aim to achieve and how? ***

Merge two countries culture; Australia and Bangladesh by

1. Providing free training on language (Bengali and Arabic) to children
 2. Provide free training on cultural activities such as Music, Dance, drama etc. as well as lesson on musical instruments; Guitar, keyboard harmonica etc.
 3. Organise cultural events in different places of City of west Torrens since 2013 in order to display multicultural strength of Bangladesh and Australia
 4. Bring new ideas and cultural taste in council area
 5. Capacity building of new migrants by providing different cultural fusions
 6. Work together with council to strengthen the living standard of local communities.
- Must be no more than 100 words.

Does your organisation have an ABN? *☒ Yes ☐ No**ABN ***

11 718 289 978

Information from the Australian Business Register	
ABN	11 718 289 978
Entity name	Adelaide Bangladeshi Cultural Club
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021 5:29am ACDT

Main business location 5033 SA

Information retrieved at 11:31pm yesterday

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

- ☒ Less than \$50,000
 ☐ \$1 million or more, but less than \$10 million
- ☐ \$50,000 or more, but less than \$250,000
 ☐ \$10 million or more, but less than \$100 million
- ☐ \$250,000 or more, but less than \$1 million
 ☐ \$100 million or more

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

What is your organisation's legal structure?

- ☐ Unincorporated association
 ☐ Organisation established through specific legislation
- ☒ Incorporated association
 ☐ Trust
- ☐ Cooperative
 ☐ Unknown
- ☐ Company limited by guarantee
 ☐ Other:
- ☐ Indigenous corporation, association or cooperative

If your organisation is unincorporated it must have an auspice organisation

Event Details*** indicates a required field****Event title: ***

Eid Festival 2022

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

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021, 5:29am ACDT

Location of event *

Thebarton Community Centre ✓

Please provide the address.

Event start date *

14/05/2022

Event end date *

14/05/2022

Type of event:☐ Education☒ Community☐ Environment☐ Entertainment☐ Sports☐ Business☐ Arts / Culture☐ Charity☐ Other:

You may select more than one option

Event attendees expected age range:☒ Under 18☒ 31 to 40☒ 51 to 60☒ 18 to 30☒ 41 to 50☒ 60+

You may select more than one option

Where will the attendees be travelling from?☐ City of West Torrens☒ Adelaide metropolitan area ☐ Other:☐ Western suburbs☐ SA generally**What is the estimated total attendance?**

300

Must be a number.

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

The event directly linked with the community strategic plan of the Council; as we focusing to encourage people to live in this area with multicultural environment. As per our last few years outcomes of the event we got huge support from the local inhabitants and new migrants that this city is most liveable place in Adelaide. The people who are living in this area are covered by our services, their kids can get scope to engage themselves in multicultural activities which is our main focus. Through this event children get huge scope to display their learnings which they learn throughout the year provided by the association.

Eid ul Fitre is the Biggest Festival for Muslim people were everyone is welcome to join.

This is the festival for share; share your foods, culture and exchange your love and care to others. So local residents will be joining warmly.

Must be no more than 150 words.

Refer to the City of West Torrens Community Plan at <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>

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

As our proposed event is open to all and mainly to attract the local resident of the council which is directly linked with the two program priority areas;

-Local events, activities and programs that celebrate multicultural and

-Connections between neighbours, older and young people, and the capacity for ageing in

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021, 5:29am ACDT

place.

So it is obvious that this Festival will make the multicultural festival in order to satisfy the local residents. The Live Music, cultural show will help them to kick off the Pandemic distress.

Local small entrepreneurs will get scope to display their capacity for free and there people coming from different locations will enjoy with the tastes and amusement.

A refreshing vibe will create through this multicultural event. People will get scope to get rid off the Covid pandemic distress. There will be music, dance and foods for all.

Proposed \$5000 will be spend for Sound and Costumes Only.

Must be no more than 150 words.

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

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

1400 years old Bengali culture has its root in Bengali music, Bengali cinema and Bengali literature. The delicious Bengali cuisine also forms an important constituent of the state's cultural heritage. The purpose of the Festival to showcase these thousands years old in South Australia ignorer to add value to the multicultural nation.

-Promote Local Artists who have talents and expertise to exercise and explore their skills and knowledge

-Connect Bengali Culture with other local communities and their cultures.

-Promote new Small and Medium Enterprises (SME) to explore their businesses among Local people through this Multicultural Event. We will invite entrepreneurs to have their stalls to sell and display their new ventures.

-Engage new migrants by supporting their children by promoting their talents and expertise

- The COVID-19 pandemic situation distress among people will be eliminating through this festival. This event has design in special consideration of this.

Must be no more than 150 words.

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

-Banners, leaflets, posters: we will disseminate hand leaflets to people at mass gathering places such as Shopping malls, community events day, religious gatherings days. Posters will be places in most shows, community boards, business entry notice boards ect. Some banner will also be placed at most important intersections.

Our volunteers will do these like they did before.

-Facebook and youtube advertisements: ABACC have its own youtube and facebook page where we have few thousands followers/subscribers. We will do massive promotion on these.

-Newspaper and radio promotions: Like other years will put newspapers ads and will do some shows at local radio channels to promote the event. This live shows helps a lot to connect better.

-We will officially invite all local business owners to come and support

-We will officially invite all other community organisations to come and participate to make it multicultural festival.

Must be no more than 150 words.

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

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021, 5:29am ACDT

his event is designed to keep open to all; no entry fees. So people of every ages, class or group are welcome.

Its a win win strategy; participants, visitors, performers , council all will be benefited directly and indirectly without any doubt.

We have our own community school under the direction of association. The school is located in Plympton Primary School, which is registered under Ethnic School Association will be our only partner to support to organise the whole event. Nobody else will be our partner. But we will invite other community groups like we do in our previous event to participate in stalls and cultural show. This will help to engage more wider community and add value to the event.

Our own Musical team and seasoned volunteers will put their maximum effort in practice for 3 months period time to make it a huge success. Our other dedicated volunteers too.

Must be no more than 150 words.

Reporting your success**How will you evaluate the effectiveness of your event? ***

We observed last years there have a good number of other nationalities participated. The interests coming from more other groups to join our event.

We are getting more performers/participants to our community school which is also located in Plympton area to get our free services. Our association facebook page gets plenty of positive comments just after the event. Government officials , local leaders give us acknowledgements through emails, phone calls, and direct appreciations.

When we see our children are becoming multicultural talents which definitely a evaluation of the effectiveness of the event. Direct feedbacks.

Like other years the business people who come to display and sell their goods, keep us asking to keep doing same event every year as they get a good number of success from the event for no cost. The local inhabitants get highly motivated by the event engagements which they tell us directly at the event.

Must be no more than 150 words.

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

☐ Yes

☒ No

What will the grant funds be spent on?

Equipment (specify)	Materials (specify)	Other (specify)
Sound Hire	Hire sound system, Technician fees	2500
Costumes Purchase	Purchase different costumes for the performers from overseas	3250
Foods and Others	Purchase foods items for guests	5900
Gifts for children	Purchase gift for the Children performers	2250

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021, 5:29am ACDT

What is the total cost of the proposed purchases? *

\$13,900.00

Must be a dollar amount.

What is the amount sought from Council? *

\$5,000.00

Must be a dollar amount.

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

\$8,900.00

Must be a dollar amount.

Publicity and Promotion**How will you promote your event? ***

- | | | |
|--|--|--|
| <input type="checkbox"/> Advertorials | <input type="checkbox"/> Television | <input checked="" type="checkbox"/> Web site |
| <input type="checkbox"/> Advertising - newspaper | <input type="checkbox"/> Signage | <input checked="" type="checkbox"/> Social Media |
| <input type="checkbox"/> Radio | <input checked="" type="checkbox"/> Letterbox Drop | <input type="checkbox"/> Other: |

Provide details of the level of coverage anticipated:

We will use the name and logo of the city of west Torrens in every single media coverage; social media ads, video promo, poster and banners. We will put the council name as event proud sponsor. Hon Mayor will be invited along with local councillors and will allow to provide speech on behalf of the Council.

Documentation checklist and further information**Attached is:****Supporting documents that may be appropriate (maximum of two pages)***No files have been uploaded*

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: Quote_Costumes_Eid Fest22.pdf.png

File size: 181.0 kB

Filename: Quote_Sound_Hire-Eid_Fest_2022.PDF

File size: 106.8 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Sponsorship Program 2021-22
Sponsorship program application
Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated
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Amount	Date received	Project, initiative or resource
3000	27 oct 2020	Purchase equipment
5000	March 2019	Bengali New Year celebration 2019
500	March 2018	Bengali New Year celebration 2018

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree *

☒ Yes ☐ No

Name of authorised person *

Mr Md Masudur Rahman
 Must be a senior staff member, board member or appropriately authorised volunteer

Position *

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

Contact phone number *

Must be an Australian phone number.

Mobile number

Contact Email *

contact.abacc@gmail.com
 Must be an email address.

Date *

24/12/2021
 Must be a date

Applicant Feedback

You are nearing the end of the application process.

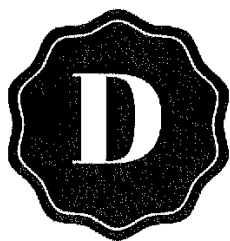
Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Sponsorship Program 2021-22**Sponsorship program application****Application SP000052022 From Adelaide Bangladeshi Cultural Club Incorporated**

Form Submitted 26 Dec 2021, 5:29am ACDT

Please indicate how you found the online application process:☐ Very easy ☒ Easy ☐ Neutral ☐ Difficult ☐ Very difficult**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**
all good so far



DIAMOND COSTUMES HOUSE

Your custom made costumes, ornaments & event decoration world....

126/1 Mostafa Road, Green Road, Dhaka, BANGLADESH

M : +8801516-036281 E : diamondcostumeshouse@gmail.com

QUOTATION

#AUST/032/2021

BILLED TO

Adelaide Bangladeshi Cultural Club

1 Banksia Crescent, Parafield Gardens, SA5107, Australia

12 DECEMBER 2021

DESCRIPTION	QTY	AMOUNT AUS\$
Classical Dance Lehenga	12	2,100
Classical Dance Ornaments	12	900
Postage Cost	--	250
Total Amount:		\$3,250.00

THANK YOU VERY MUCH!



Quotation

Adelaide Bangladeshi Cultural Club Inc

20 Dec 2021

Quote Date

Enterprises

Contradistinctive

Quote Number

Quote-0477

ABN

31 209 878 416

T/A BenFx Lighting

Rear warehouse 408

Goodwood Rd

CUMBERLAND

PARK SA 5041

(enter via Avenue Rd

laneway)

Ph: 0418 497 491

eMail:

ben@benfx.com.au

Item	Description	Quantity	Unit Price	Amount AUD
	Saturday 14 th May 2022	1.00	2,500.00	2,500.00
	Eid Festival 2022			
	Event production, sound lighting			
	[Agreed Package amount]			
			Subtotal	2,500.00
			TOTAL GST 10%	250.00
			TOTAL AUD	2,500.00

Due Date: 05 May 2022

BANKING DETAILS FOR DIRECT DEPOSIT:

Account Name - Contradistinctive Enterprises T/A- BenFX Lighting

BSB - 105-011

Acc - 115 637 840

-----X-----

PAYMENT ADVICE

To: Contradistinctive Enterprises
T/A BenFx Lighting
Rear warehouse 408 Goodwood Rd
CUMBERLAND PARK SA 5041
(enter via Avenue Rd laneway)
Ph: 0418 497 491

Customer Adelaide Bangladeshi
Cultural Club Inc

Quote Number Quote-0477

Amount Due 2,500.00

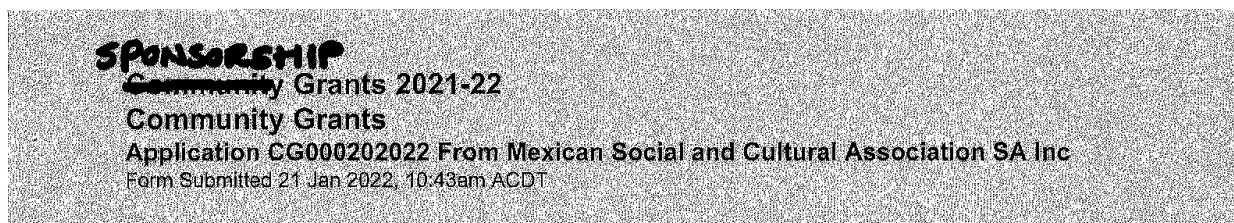
Due Date 05 May 2022

Amount

Enclosed

Enter the amount you are paying above

ABN: 31 209 878 416 eMail: Registeredben@benfxOffice: Attention:com.au Ben Phillips, 8 Avenue Road, CUMBERLAND PARK, SA, 5041, Australia.



Eligibility and Contact Details

* indicates a required field

Applicants: please note

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Applicant Organisation Details

Applicant organisation name *

Mexican Social and Cultural Association SA Inc

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

Primary (physical) address *

6/195 Young Street

Unley SA 5061 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

6/195 Young Street

Unley SA 5061 Australia

Applicant website

If available. Must be a URL

Primary contact person *

Mr Rodrigo Gomez Camacho

This is the person we will correspond with about this grant

Position held in organisation *

President

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

91122024092
91122024092

Community Grants 2021-22
Community Grants
Application CG000202022 From Mexican Social and Cultural Association SA Inc
 Form Submitted 21 Jan 2022, 10:43am ACDT

Back-up phone number

Fax number

If applicable

Primary contact email address *

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

Organisation Details

* indicates a required field

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

The Mexican association was created to support Mexican migrants, preserve our identity and make our culture known to Australian society.
 Must be no more than 100 words.

Does your organisation have an ABN? *

☒ Yes ☐ No

ABN *

99 419 524 428

Information from the Australian Business Register	
ABN	99 419 524 428
Entity name	Mexican Social and Cultural Association of South Australia Incorporated
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5070 SA
Information retrieved at 5:39am today	

Must be an ABN

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

Community Grants 2021-22**Community Grants****Application CG000202022 From Mexican Social and Cultural Association SA Inc**

Form Submitted 21 Jan 2022, 10:43am ACDT

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Project Details

* indicates a required field

Project title: *

Mexican independence day celebration

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

Anticipated start date *

10/09/2022

If unknown, provide your best guess or leave blank

Anticipated end date

11/09/2022

If unknown, provide your best guess or leave blank

Community Grants 2021-22**Community Grants****Application CG000202022 From Mexican Social and Cultural Association SA Inc**

Form Submitted 21 Jan 2022, 10:43am ACDT

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

Use them to make the celebration of the Independence of Mexico

Must be no more than 150 words.

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

Well, we believe that our project to show cultural diversity is within the guidelines of the community plan.

Must be no more than 150 words.

To refer to the City of West Torrens Community Plan go to <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>**Does this application respond to one or more of the program priority areas? ***

Yes definitely, because we are showing the cultural diversity that exists in our community

Must be no more than 150 words.

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

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

The project is based on the presentation of one of our most emblematic days for the Mexican community, so it tries to keep our roots alive

Must be no more than 150 words.

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

With this presentation we consider making known to the community in general a bit of gastronomy, culture and typical dances of our country.

Must be no more than 150 words.

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

Our project definitely has a low risk, so we will work with the required requirements. We will have the participation of some organizations that will help us reduce the risks

Must be no more than 150 words.

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

We generally do random qualitative measurements as an interview to find out how the event seemed to them.

Must be no more than 150 words.

Will the project be carried out in partnership with other relevant organisations? *☐ Yes☒ No**What will the grant funds be spent on?**

Equipment (specify)	Materials (specify)	Other (specify)
0	1,650.00	4,933.00
	Tickets	Hall Hire

Community Grants 2021-22**Community Grants****Application CG000202022 From Mexican Social and Cultural Association SA Inc**

Form Submitted 21 Jan 2022, 10:43am ACDT

	Decorations	Security
	Drinks	Music
		Insurance

What is the total cost of the proposed purchases? *

\$6,583.00

Must be a dollar amount.

What is the amount sought from Council? *

\$3,000.00

Must be a dollar amount.

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

\$3,583.00

Must be a dollar amount.

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

- | | | |
|--|--|--|
| <input type="checkbox"/> Signage | <input checked="" type="checkbox"/> Email distribution | <input type="checkbox"/> Network Meetings |
| <input type="checkbox"/> Official Launch | <input checked="" type="checkbox"/> Flyers | <input checked="" type="checkbox"/> Social Media |
| <input type="checkbox"/> Newsletters | <input type="checkbox"/> Letterbox Drop | <input type="checkbox"/> Other: |

Documentation checklist and further information**Attached is:****Supporting documents that may be appropriate (maximum of two pages)**

Filename: Tax invoice bono.pdf

File size: 244.5 kB

Filename: Tax Invoice Hall.pdf

File size: 248.0 kB

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.*No files have been uploaded*

Maximum 25mb, recommended size no bigger than 5mb

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

Community Grants 2021-22**Community Grants****Application CG000202022 From Mexican Social and Cultural Association SA Inc**

Form Submitted 21 Jan 2022, 10:43am ACDT

Amount	Date received	Project, initiative or resource
\$ 1,500.00	11.09.2019	Mexican independence day

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree *☒ Yes ☐ No**Name of authorised person ***

Mr Rodrigo Gomez Camacho
Must be a senior staff member, board member or appropriately authorised volunteer

Position *

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

Contact phone number *

Must be an Australian phone number.

Mobile number**Contact Email ***

Must be an email address.

Date *

21/01/2022
Must be a date

Applicant Feedback

You are nearing the end of the application process.

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

This section is not mandatory

Community Grants 2021-22**Community Grants****Application CG000202022 From Mexican Social and Cultural Association SA Inc**

Form Submitted 21 Jan 2022, 10:43am ACDT

Please indicate how you found the online application process:☐ Very easy ☒ Easy ☐ Neutral ☐ Difficult ☐ Very difficult**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

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



TAX INVOICE

ABN: 16 346 877 634

MEXICAN SOCIAL & CULTURAL ASSOCIATION OF
SA INC
6/195 Young St
UNLEY SA 5061

Date

06/01/2022

Invoice No

513890

Customer No

71365 1

Invoice No	Description	GST	Total
513890	Thebarton Community Centre - Booking ID: 4673 Mexican Social and Cultural Association SA Inc Contact Name: R Camacho		
	Booking Date: 10 September 2022	\$0.00	\$1000.00
	Refundable Bond / Deposit (High Risk booking)		

Invoice Total \$0.00 \$1000.00

Customer No	Invoice No	Invoice Date	Amount Payable
713651	513890	06/01/2022	\$1000.00

 <p>Bill Code: 128173 Ref: 713651</p> <p>Telephone & Internet Banking – BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au</p>	<p>Internet Payments www.westtorrens.sa.gov.au</p> <p>Phone Payments Phone: 08 84166333 8.30am - 5.00pm Monday to Friday</p>	<p>In Person / Post City of West Torrens 165 Sir Donald Bradman Drive HILTON SA 5033</p> <p></p> <p>Cheques / Money Orders should be made payable to the "City of West Torrens"</p>
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Civic Centre
165 Sir Donald Bradman Drive
Hilton, SA 5033
Tel: 08 8416 6333
Email: csu@wtcc.sa.gov.au
Web: westtorrens.sa.gov.au



TAX INVOICE

ABN: 16 346 877 634

MEXICAN SOCIAL & CULTURAL ASSOCIATION OF
SA INC
6/195 Young St
UNLEY SA 5061

Date

06/01/2022

Invoice No

513891

Customer No

71365 1

Invoice No	Description	GST	Total
513891	Thebarton Community Centre - Booking ID: 4673 Mexican Social and Cultural Association SA Inc Contact Name: R Camacho		

Invoice Total			\$79.08	\$870.00
Customer No	Invoice No	Invoice Date	Amount Payable	
713651	513891	06/01/2022	\$870.00	

BPAY
Bill Code: 128173
Ref: 713651

Telephone & Internet Banking – BPAY®
 Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au

Internet Payments
www.westtorrens.sa.gov.au

Phone Payments
 Phone: 08 84166333
 8.30am - 5.00pm Monday to Friday

In Person / Post
 City of West Torrens
 165 Sir Donald Bradman Drive
 HILTON SA 5033

Cheques / Money Orders should be made payable to the "City of West Torrens"

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



TAX INVOICE

ABN: 16 346 877 634

**MEXICAN SOCIAL & CULTURAL ASSOCIATION OF
SA INC**
6/195 Young St
UNLEY SA 5061

Date

06/01/2022

Invoice No

513891

Customer No

71365 1

Invoice No	Description	GST	Total
513891	Thebarton Community Centre - Booking ID: 4673 Mexican Social and Cultural Association SA Inc Contact Name: R Camacho		
	Booking Date: 10 September 2022 Hall A - with Kitchen - (Category C)	\$40.00	\$440.00
	Booking Date: 10 September 2022 Hall B - with Kitchen - (Category C)	\$32.50	\$357.50
	Booking Date: 11 September 2022 Hall A - with Kitchen - (Category C)	\$3.63	\$40.00
	Booking Date: 11 September 2022 Hall B - with Kitchen - (Category C)	\$2.95	\$32.50

Invoice Total \$79.08 \$870.00

Customer No	Invoice No	Invoice Date	Amount Payable
713651	513891	06/01/2022	\$870.00

 <p>Bill Code: 128173 Ref: 713651</p> <p>Telephone & Internet Banking – BPAY® Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au</p>	<p>Internet Payments www.westtorrens.sa.gov.au</p> <p>Phone Payments Phone: 08 84166333 8.30am - 5.00pm Monday to Friday</p>	<p>In Person / Post City of West Torrens 165 Sir Donald Bradman Drive HILTON SA 5033</p> <p>Cheques / Money Orders should be made payable to the "City of West Torrens"</p>
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Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

Form Submitted 15 Oct 2021, 12:51pm ACDT

Eligibility and Contact Details*** indicates a required field****Applicants: please note**

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

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

Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. You can view our Privacy Statement at <https://www.westtorrens.sa.gov.au/Council/Information/Privacy>

Applicant Organisation Details**Applicant organisation name ***

Coptic Orthodox Church SA Aust Inc "St Mary Church"

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

Primary (physical) address *

18-20 Goldfinch Ave

Cowandilla SA 5033 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

18-20 Goldfinch Ave

Cowandilla SA 5033 Australia

Applicant website<http://www.sacopts.org.au/>

If available. Must be a URL

Primary contact person *

Mr Maged (Mac) ASSAAD

This is the person we will correspond with about this grant

Position held in organisation *

Service Coordinator

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

Form Submitted 15 Oct 2021, 12:51pm AGDT

Back-up phone number**Fax number**

If applicable

Primary contact person's email address *

magedawadie@hotmail.com

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

Organisation Details*** indicates a required field****Describe why your organisation exists, what does it aim to achieve and how? ***

The Good Shepherd New Arrival Services is an initiative run by volunteers of St Mary's Coptic Orthodox Church. The services serving new to enable them to understand and integrate into the Australian society and way of living and to be active members of the community. The services include information on learning English, public transport, driving, schools, employment and social support as they are away from their families. We arrange speakers from SAPOL, ATO, .. Also we need to continue serving the Kids using new way using Games and Activities. Our group has 147 reside in City West Torrens.

Must be no more than 100 words.

Does your organisation have an ABN? *☒ Yes ☐ No**ABN ***

13 549 115 505

Information from the Australian Business Register	
ABN	13 549 115 505
Entity name	Coptic Orthodox Church SA Aust Inc
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	5033 SA

Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"
Form Submitted 15 Oct 2021, 12:51pm AGDT

Information retrieved at 12:33pm today

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Project Details

* indicates a required field

Project title: *

New Arrival Families Awareness

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

Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

Form Submitted 15 Oct 2021, 12:51pm ACDT

Anticipated start date *

01/07/2021

Anticipated end date

30/06/2022

If unknown, provide your best guess or leave blank If unknown, provide your best guess or leave blank

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

The grant will be used to cover for the following:

- Hall hire fee
- Purchase toys and games for kids program such as PlayStations, Xbox, Basketball System and Shed to store such equipment.
- Catering needs for weekly meeting dinner, we provide a hot meal every week.
- Food supplying for Families, Homeless and Elder Community Members.
- Even within COVID-19 we support other communities, like New Arrivals from Iraq, Ethiopia, Qatar, Dubai and UK

In addition, we prepared one container went to South Sudan contains food, cloths and school equipment to continue the school we already start last year.
Must be no more than 150 words.

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

We have approx. 147 of our members who reside in the City of West Torrens. Our services enables them to be active members and engage with the local community.

Using the awareness programs they become on a good level of English, able to use transportation, able to shop by themselves, understand and know how to read the bills, know where to buy and serve cars, join a GP for the whole Family, On the other hand we invite Kids and Family Counsellors to maintain the Family relation as one unity.

Also we run "Let us do it together program" to walk or ride bicycle as a group together. All the above and more will let the New Arrivals Participate, attend and do volunteer services for the community.

Must be no more than 150 words.

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

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

The services include information on how best to utilize local community services such as public transport, living within City of West Torrens and using its various services and even becoming volunteers within the City. The services also include information on attending many schools located within the City of West Torrens.

Even with COVID-19 period we succeed to keep provide a good fruits of the service that all members became a volunteers in SALVOS Program to feed more than 120 Homeless every Wednesday night, usually the group leaders together with one or two families attend every week to help and support.

Also, our group installed a fridge located on 198 Sir Donald Bradman Drive and fill it three times a day to serve Homeless around the area.

In addition we support our Community Little Kids and targeting to create unique Program for

Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

Form Submitted 15 Oct 2021, 12:51pm ACDT

them running every Friday night.

Must be no more than 150 words.

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

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

The services have been developed as they are critical to ensuring that new arrivals can integrate well into the local community and become active members of that community. This is a small initiative which assists local, state and indeed federal governments with one of the key issues facing new arrivals - that is, integrating into our society.

On the other hand, Last year we succeed to prepared two containers went to Yirol, South Sudan

contains food, cloths and school equipment to start new school for the street kids, targeting this year to do one more for South Sudan.

Must be no more than 150 words.

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

The Church serves as the point of contact for new arrivals and once the details are known, new arrivals will be introduced into the program. The initiative began 9-years ago and started with approx. 30 members and has now grown to include approx. 160 members. The program and services are planned quarterly and reviewed annually to ensure that the services provided are best fit-for-purpose.

Must be no more than 150 words.

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

The services being delivered are for information purposes only and are provided by members of the local community (e.g. SAPOL, TAFE SA, ATO, Telstra, AGL Electric and Gas, .. etc) and as such is considered no risk. We have and provided WTCC Public Liability Insurance

in the amount of \$20m as required for the use of its facilities.

Must be no more than 150 words.

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

The members provide regular and ongoing feedback about the great help this program provides.

We can clearly see that the members involved in the community services and start to join services as volunteers, visit the elder houses and do support, join library and kids start sport and swimming programs ..., etc

Must be no more than 150 words.

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

☐ Yes

☒ No

What will the grant funds be spent on?

Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"
Form Submitted 15 Oct 2021, 12:51pm ACDT

Equipment (specify)	Materials (specify)	Other (specify)
Halls for hire	Catering for weekly dinner	Food suppliers
	Purchase Kids PlayStation	
	Purchase Storage Shed	
	Purchase Xbox	
	Purchase Basketball System x 2	

What is the total cost of the proposed purchases? *

\$13,000.00

Must be a dollar amount.

What is the amount sought from Council? *

\$5,000.00

Must be a dollar amount.

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

\$8,000.00

Must be a dollar amount.

Publicity and Promotion

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

- | | | |
|--|--|--|
| <input type="checkbox"/> Signage | <input checked="" type="checkbox"/> Email distribution | <input type="checkbox"/> Network Meetings |
| <input type="checkbox"/> Official Launch | <input type="checkbox"/> Flyers | <input checked="" type="checkbox"/> Social Media |
| <input type="checkbox"/> Newsletters | <input type="checkbox"/> Letterbox Drop | <input type="checkbox"/> Other: |

Documentation checklist and further information

Attached is:

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

Filename: Salvos Letter to Support.pdf

File size: 283.6 kB

Filename: To Whom It May Concern Mixer.pdf

File size: 779.1 kB

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

No files have been uploaded

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

Community Grants 2021-22**Community Grants**

Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"

Form Submitted 15 Oct 2021, 12:51pm ACDT

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

Amount	Date received	Project, initiative or resource
5000.00	2018	New Arrival Families Awareness
5000.00	2019	New Arrival Families Awareness
5000.00	2020	New Arrival Families Awareness

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree *

☒ Yes ☐ No

Name of authorised person *

Mr Maged (Mac) ASSAAD

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

Position *

Service Coordinator

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

Contact phone number *

Must be an Australian phone number.

Mobile number

Contact Email *

Must be an email address.

Date *

19/08/2021

Must be a date

Applicant Feedback

Community Grants 2021-22**Community Grants****Application CG000062022 From Coptic Orthodox Church SA Aust Inc "St Mary Church"**

Form Submitted 15 Oct 2021, 12:51pm AGDT

You are nearing the end of the application process.
Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Please indicate how you found the online application process:

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

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

Service was great, well done.

Thanks

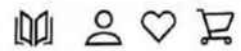
Thank you so much for your below email and trust all good at your end.

Please find hereunder the links for the equipment and toys, shed we are planning to buy:

1. Two PlayStation 5 Console each for \$749.00 for the total of \$1,500.00, available at BigW and Target for the same price:
2. <https://www.bigw.com.au/product/playstation-5-console/p/124625>
3. <https://www.target.com.au/playstation-5>
- 4.
5. Eight to ten Games for PlayStation each between \$90.00 to \$120.00 each for the total Budget of \$1000.00.
6. <https://www.bigw.com.au/product/spider-man-miles-morales-ps5/p/121792>
7. <https://www.bigw.com.au/product/fifa-22-ps5/p/175654>
- 3.
4. Accessories for PlayStation for a total Budget of \$400.00
5. <https://www.target.com.au/p/playstation-reg-5-dualsense-wireless-controller-white/64226194>
6. <https://www.target.com.au/p/playstation-reg-5-media-remote/64226224>
- 7.
8. One of Costco Lifetime 2.05 x 3.44m Outdoor Storage Shed for the budget of \$1,800.00
9. <https://www.costco.com.au/BBQs-Outdoor-Living/Lawn-Garden/Garden-Sheds/Lifetime-205-x-344m-Outdoor-Storage>
- 10.
11. Two of The Beast® 60 Inch Glass Portable each for \$1,999.99 for the Total Budget of \$
12. <https://www.spalding.com.au/the-beast-60-inch-glass-portable.html>
- 13.
14. In addition to the Hall Hire, Weekly Food Supplying and Catering we provide for New Families, Homeless, Street Fridge,

10/01/2022, 16:36

PlayStation 5 Console | BIG W

The logo for BIG W, featuring a blue icon of three horizontal bars to the left of the text "BIG W" in a bold, blue, sans-serif font.

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\$59
\$59
\$109

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1/2

10/01/2022, 16:47

Spider-Man: Miles Morales - PS5 | BIG W

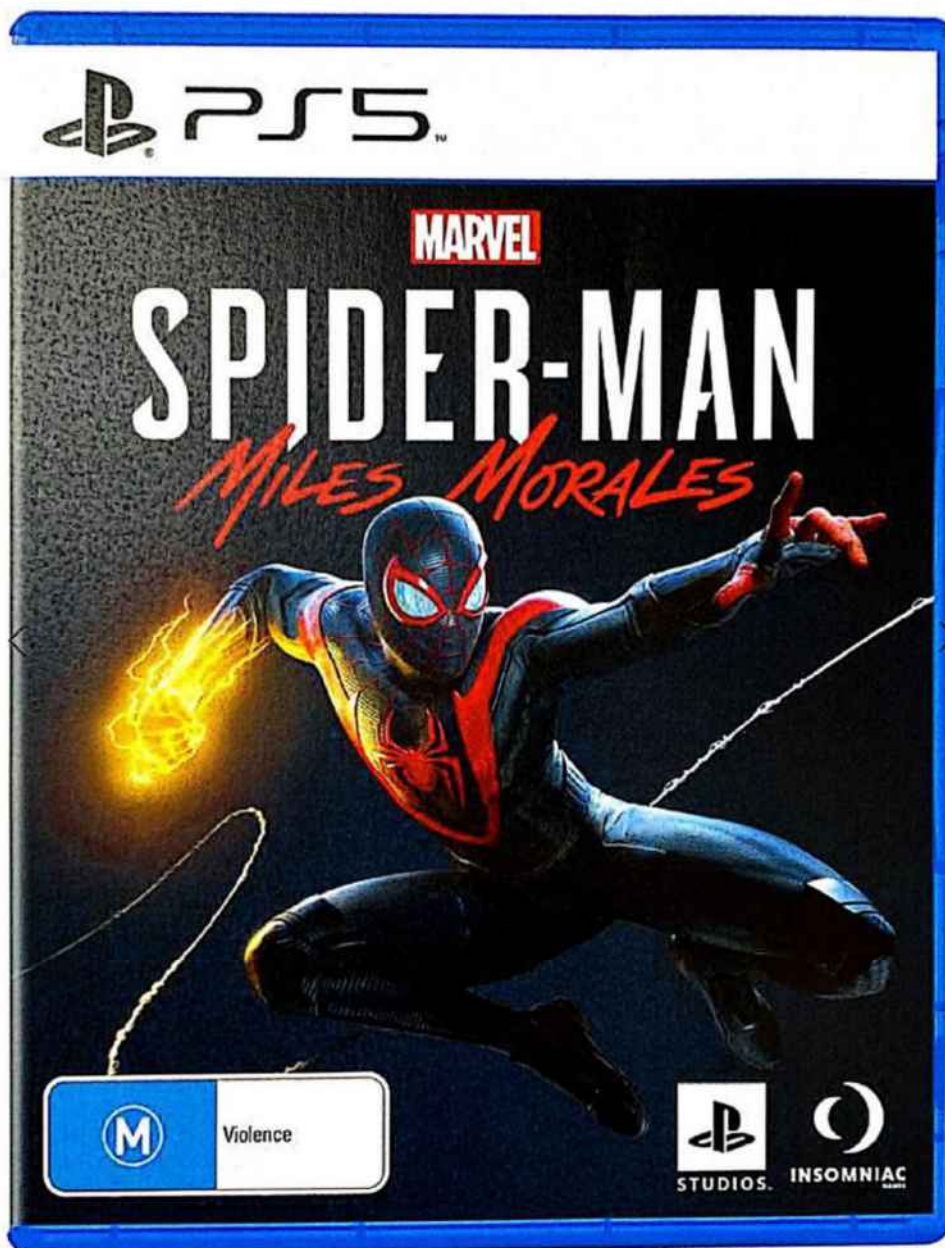


All

Search...



Spider-Man: Miles Morales - PS5



★★★★★ (0)

10/01/2022, 16:47

Spider-Man: Miles Morales - PS5 | BIG W

\$89

You could collect **89** points
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Consumer Advice and Game Ratings



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Product details

Be Greater. Be Yourself.

In the latest adventure in the Marvel's Spider-Man universe, teenager Miles Morales is adjusting to his new home while following in the footsteps of his mentor, Peter Parker, as a new Spider-Man. But when a fierce power struggle threatens to destroy his new home, the aspiring hero realizes that with great power, there must also come great responsibility. To save all of Marvel's New York, Miles must take up the mantle of Spider-Man and own it.

Product Features:

- The Rise of Miles Morales
- Miles Morales discovers explosive powers that set him apart from his mentor, Peter Parker. Master his unique, bio-electric venom blast attacks and covert camouflage power alongside spectacular web-slinging acrobatics, gadgets and skills.
- A War for Power
- A war for control of Marvel's New York has broken out between a devious energy corporation and a high-tech criminal army. With his new home at the heart of the battle, Miles must learn the cost of becoming a hero and decide what he must sacrifice for the greater good.
- A Vibrant New Home
- Traverse the snowy streets of his new, vibrant and bustling neighborhood as Miles searches for a sense of belonging. When the lines blur between his personal and crime-fighting lives, he discovers who he can trust, and what it feels like to truly be home.

Specification



2/5

Home | Entertainment | Gaming | Game Accessories

Video



PlayStation®5

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★★★★★ 4.6

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adaptive triggers
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Video



PlayStation®5 DualSense Wireless Controller - White

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★★★★★ 4.8 (27) V

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 Home delivery to
Richmond South
Estimated to arrive in 3-5 business days
Change delivery location

Item 00

Product Details

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Discover a deeper, haptic feedback experience* that brings the palms of your hands to life.

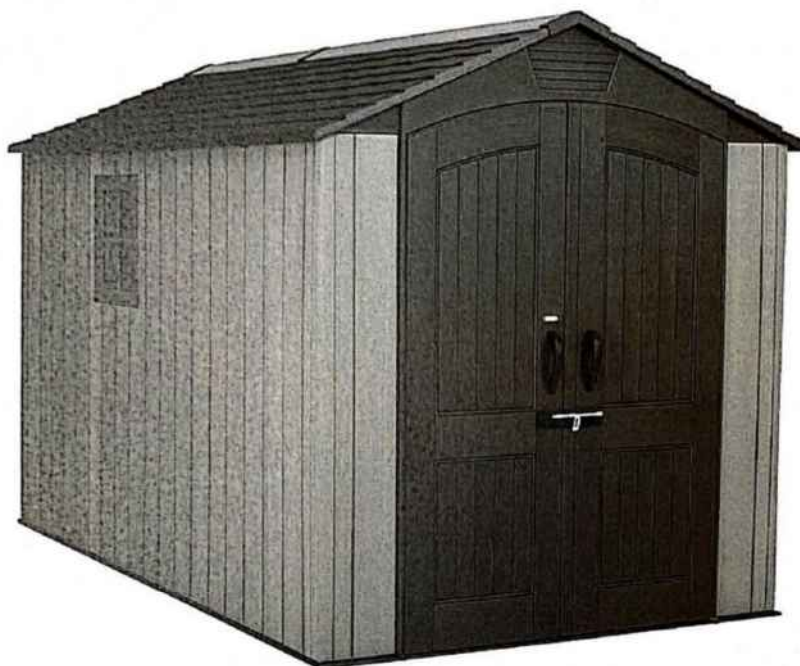
11/01/2022, 08:45

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COVID-19 Delayed deliveries and reduced home service for online deliveries.
Click here to see COVID updates

Lifetime 2.05 x 3.44m Outdoor Storage Shed

Item #274022



\$1,799.99

Features

Price includes delivery

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Share   

Support

<https://www.costco.com.au/BBQs-Outdoor-Living/Lawn-Garden/Garden-Sheds/Lifetime-205-x-344m-Outdoor-Storage-Shed/p/274022>

1/2



The Beast® 60


★★★★★ (7) **feefo**™

\$1,999.99

or 4 interest-free payments

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QTY: 1

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The Beast 60 Inch Glass Portable Basketball Hoop is an in-ground, but with a wheelbarrow, making it easy to move. The 60" glass backboard giving you a Pro Image® Breakaway Rim. The Screw Jack lift system makes it easy to adjust anywhere between 7.5 feet and 10.5 feet. The base is equipped with 4 wheels, making it easy to move the driveway without having to





NAIDOC WEEK 2022 School Initiatives

PROPOSAL DOCUMENT

Dylan Williams
Executive Director

Thank you for your continued support



Australian Government
Department of Infrastructure,
Regional Development and Cities



Australian Government
Department of Health



Australian Government
Department of Education,
Skills and Employment



Australian Government
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Government of South Australia
Department for Education



NAIDOC WEEK 2022 – 3RD – 10TH July

Firstly, we would like to convey our appreciation for the support that has been provided the initiatives in previous years. It is only through the dedicated partnerships that we can receive such a vast and creative response to the initiatives from students across the LGA.

The initiatives annually bring out the best creativity of school students. We are taking the opportunity through our *secondary creative initiative this year to ask students to design a poster for a NAIDOC event in their own community, that could involve either their local council, Aboriginal Land Council, or other Indigenous organisation.*

The NAIDOC Week School Initiative Competitions bring a coordinated educational component to the week-long celebrations. The competitions have been overwhelmingly successful and last year was no exception which produced over 64,027 entries from schools who participated in a variety of competitions, and we are delighted to announce the “2022 NAIDOC Week” Colouring-in/short story and Creative art/Essay writing Competitions. Entry is open to all primary and secondary school students in communities.



The ultimate aim of these initiatives is to provide our kids with a greater understanding on the importance of friendship and cultural diversity. The competitions reflect Aboriginal ancestry and promote the growth of positive attitudes in all students towards Aboriginal people. They are broadly based around each year's national NAIDOC theme. The colouring-in/ Short-Story competitions are open to all primary school students and the creative Art/ Essay Writing competition are open to all secondary students. **The winning students are each year awarded prizes from our major sponsors.**

As part of National NAIDOC Week celebrations Nunga Kids coordinates, with the support of various government departments and local councils an educational component to provide a link of cultural diversity to our kids with the NAIDOC Week School Initiative Competitions. These competitions have been a successful part of NAIDOC Week and to date we have received over 650,000 entries which include colouring-in, short story, creative art, and essay writing. As a result, we have awarded over 560 major prizes including Computers, Televisions, Mountain Bikes, PlayStation consoles, DVD Players, MP3 Players, Mini Stereos, and Encyclopedia's. We have also presented encouragement awards including CDS, DVDS, Movie Tickets and certificates to all participants

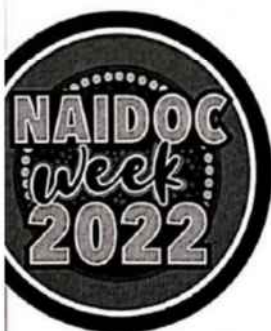
This year our highlighted Indigenous role models include a broader spectre recognising Indigenous talent in entertainment and sport and their contribution to the national identity **Jessica Mauboy (Indigenous Singer) and Josh Ado Carr**

(Indigenous sportsman). Our message this year is that education is knowledge and knowledge is **GOLD**

The logistics of the initiatives involve packages being sent to all school principals inviting students to participate in the competitions. Prizes will be awarded to the winning students along with the "NAIDOC Medal of Excellence" The Prime Minister has annually provided a message of support for the initiatives encouraging students to participate. "The wonderful work of student winners – and indeed all entrants – gives me great confidence for the future and our ability to forge a more united, harmonious and respectful future together in the spirit of reconciliation. We can draw inspiration from their idealism and creativity, and their instinctive sense of possibility and openness to change. That is why I am so delighted to be associated with the successful NAIDOC Week School Initiatives"

The judging of entries last year was adjudicated by a panel including our patron, Aboriginal Elders and Sponsoring agency delegates. The judging this year will take a similar precedent. At an awards presentation held during NAIDOC Week the Minister praised the competitions and their purpose *"The initiative we are here to celebrate today provides a perfect illustration of how public awareness has been raised around these issues in recent times. The NAIDOC School Initiative competitions are a perfect opportunity to bring Australians together. They have clearly done so".*

We acknowledge and appreciate the support of the council last year and seek your involvement again to maintain this year's competitions. **We are asking that you assist this year by preparing a report to council and continuing your support to the initiative with a \$500.00 contribution towards printing and distribution for students within councils LGA.** Support last year was recognised by the Prime Minister and Minister – Indigenous Affairs at the NAIDOC Awards presentation held during NAIDOC Week. Logo was displayed on all materials sent to both principals and students across council's LGA and a proof of the 2022 competition entry forms for your information is attached. Support was also recognised in all media which included the Advertiser, National Indigenous Times, ABC Radio, Local media and ABC TV's Message Sticks.

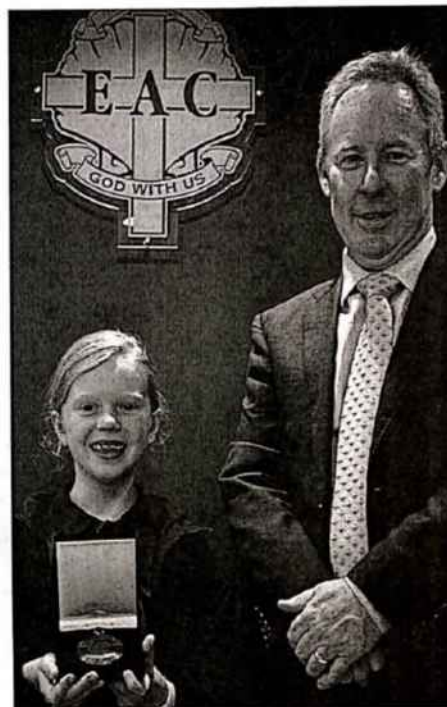


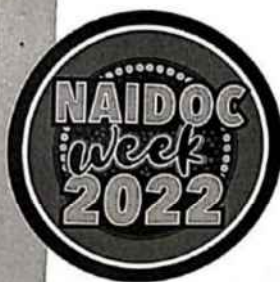
Presentation of prizes and or NAIDOC Medals of Excellence were presented to winning students at special school assemblies with Elders, Mayors and Mayoral representatives.

Without support these initiatives would not have been an overwhelming success and we hope that you will be able to assist us with this small community contribution. For further please contact the co-ordinator on (08) 8311-3910 or send an Email to nungakids@koorikids.com

Warm Regards

Dylan Williams
Executive Director
NAIDOC Week 2022





ANNEXURE

NAIDOC Week 2022 School Initiatives

Nunga Kids – Request for financial partnership

Mayor,
Chief Executive Officer
CC: Director: Community Services

REPORT IN BRIEF

Nunga Kids is a community organisation that engages young people in a range of school initiatives to promote education and awareness of Aboriginal & Torres Strait Islander culture. Each year Nunga Kids conducts the NAIDOC Week School Initiative Competitions for school aged children. This is broken up into primary and secondary school categories being colouring-in, short story writing and creative and essay writing. Nunga Kids is seeking continued support from council and request consideration of council to be an associate partner with a \$500 towards the program

Purpose

The purpose of this annexure to the proposal is to inform council of the Nunga Kids 2022 School Initiatives program. The initiatives are coordinated in partnership with the Department of Education, Skills & Employment, and the SA Department of Education.

Nunga Kids has provided a proposal and draft entry forms for the 2022 initiatives. The contribution sought (\$500) will be utilised towards the costs for printing and distribution of information packs, posters, and entry forms to schools across councils LGA. These initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us 'all together as one community'.

Costing	Description	Cost
Printing	Entry forms – (LGA Schools)	375.00
Distribution	Postage and Delivery	125.00

Summary

This worthwhile cross-cultural initiative has been operating very successfully and is aligned with NAIDOC Week, celebrated in July each year. Hundreds of entries are received each year from schools within councils LGA, and the success of the program is due to the support of councils and partner organisations.

Strategic

Strategic Plan – People and Culture

- A harmonious community based on respect and responsibility, where everyone is valued
- Recognition of Aboriginal & Torres Strait Islander heritage
- Cultural and community activity encouraging harmony and reconciliation

Environmental

The initiatives will enable participants to explore concepts linking environmental; and social/ cultural issues and foster harmony in the community.

Social

The initiatives enable a diverse range of children to benefit from discussion and curriculum topics focused on the development of NAIDOC Week and the broader history of Indigenous culture.

Recreation

Each year at some of the winning schools Nunga Kids host some 'Healthy Lifestyle Clinics' with visiting celebrity sports persons the aim of these clinics is to encourage an active lifestyle, including nutrition, sportsmanship and skill development. All Students participating are provided a T-Shirt, Water Bottle and Ball.

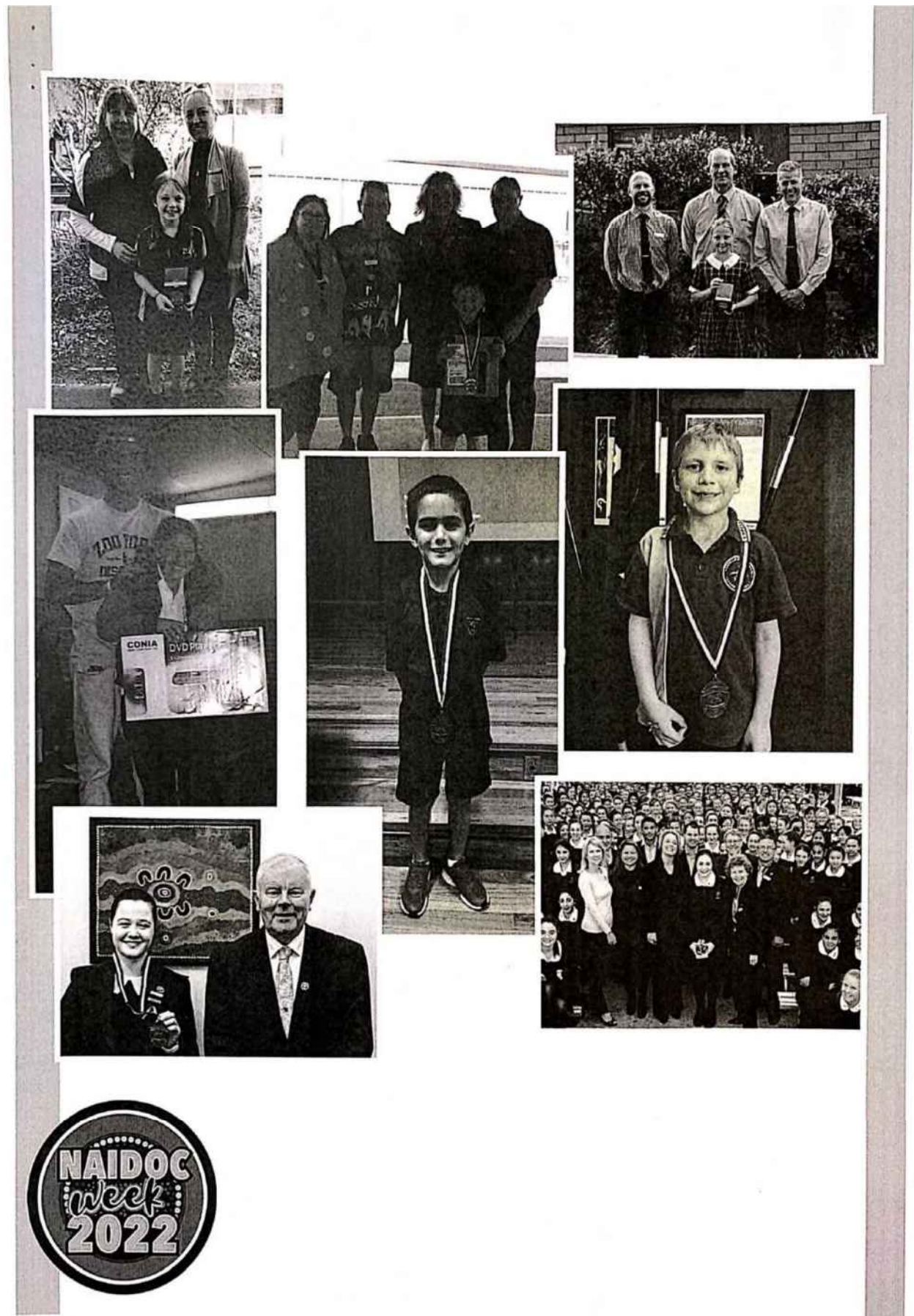
Council Acknowledgement

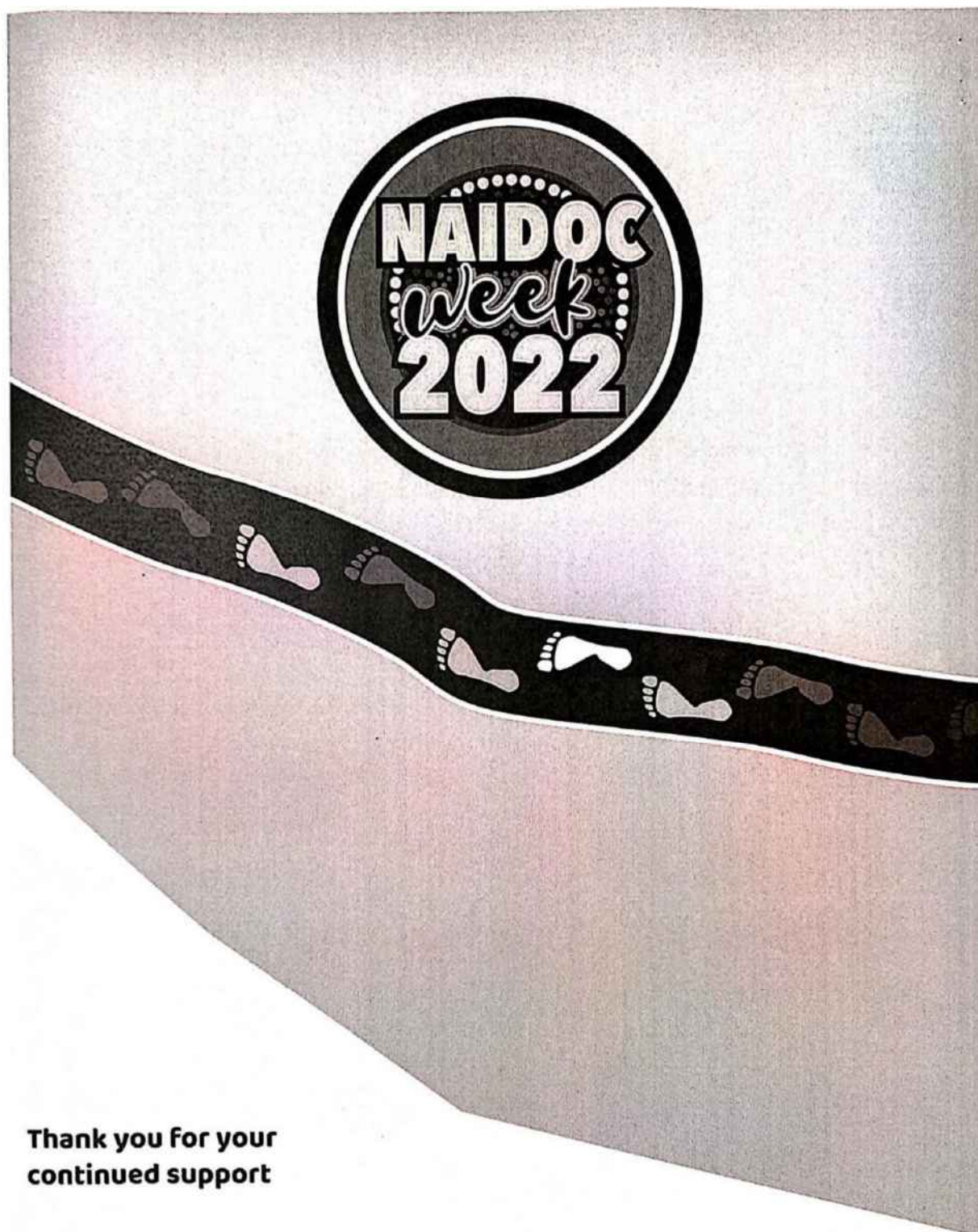
Council is acknowledged through logo inclusion as an associate partner on information packs sent to schools throughout councils LGA. If there is a winner from a school within council LGA, an invitation for the Mayor and or a representative is invited to attend the school, along with Executive Director, NAIDOC Week Initiatives, Director, Social Wellbeing and other dignitaries to make special presentation of the NAIDOC Medal of Excellence and the student's prize. (30+ NAIDOC Medals of Excellence are issued across the state). Media release for the winning school is prepared in consultation with council's media officer. Council is also forwarded a final report.

Conclusion

The NAIDOC Week School Initiatives are the only activity throughout NAIDOC Week that provides students with an educational component to NAIDOC Week and Indigenous culture and heritage. Our research and statistics confirm that schools within councils LGA are participating in the initiatives with increased participation from both state and catholic-independent schools.







**Thank you for your
continued support**



Australian Government
Department of Infrastructure,
Regional Development and Cities



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Department of Health



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Department of Education,
Skills and Employment



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Department of Agriculture,
Water and the Environment



Government of South Australia
Department for Education



Colouring-In Competition

Entry is open
to all students
in Years K-2

NAIDOC Week
Celebrations are held
across Australia each July
to celebrate the history,
culture and achievements
of Aboriginal and Torres
Strait Islander Peoples



NAIDOC Week
School Initiatives
2022

PRIZES



MP3 PLAYERS



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HUNDREDS OF
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Cecily Watlington-Carpenter

Name _____

Age _____ School _____

Year _____

All competitions: Entries must be received by close of business on Friday 24th June 2022 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2022. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.

Entry is open to all students in Years 3-6

Poem Writing Competition

Write a Poem entitled
'Respecting Culture'

**Entry must be typed and on A4 Paper. Entries will be judged on quality, meaning and creativity. Please ensure the name grade and class are clearly included on both your story and on the official NAIDOC School Initiatives entry form.

NAIDOC Week
School Initiatives 2022

NAIDOC
week
2022

NAIDOC Week Celebrations are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander Peoples

Indigenous Australians to Aspire to



Jessica Mauboy
Indigenous Recording Artist



Josh Ado Carr
Indigenous NRL Player

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Name _____ Age _____ School _____ Year _____

All competitions: Entries must be received by close of business on Friday 24th June 2022 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2022. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.

Entry is open to all students in Years 7 -9

Poster Competition

Design a poster for a NAIDOC event in your local community.

* reference your local council, Aboriginal Land Council or organisation
**1000 words or less. Entry must be typed and on A4 paper. Please ensure name and grade are clearly included on both your work and on the official NAIDOC School Initiatives entry form.

NAIDOC Week
School Initiatives 2022



NAIDOC Week Celebrations are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander Peoples

Indigenous
Australians
to Aspire to



Jessica Mauboy
Indigenous Recording Artist



Josh Ado Carr
Indigenous NRL Player

PRIZES



E-BIKE



PLAYSTATION 5 CONSOLE



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Skills and Employment



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Water and the Environment



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Department of Infrastructure,
Regional Development and Cities



Name _____ Age _____ School _____ Year _____

All competitions: Entries must be recieved by close of business on Friday 24th June 2022 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2022. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.

Entry is open to all students in Years 10-12

Essay Writing Competition

Explain the diversity of Aboriginal & Torres Strait Islander cultures and their histories in Australia' Analysing issues associated with social justice, health reconciliation and disadvantage. (ie; justice and health).

Maximum words 1500

(entries will be judged on knowledge of subject and quality of essay) **Please ensure name grade are clearly included on both your work and on the official NAIDOC School Initiatives entry form.

NAIDOC Week
School Initiatives 2022

NAIDOC
Week
2022

NAIDOC Week Celebrations are held across Australia each July to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander Peoples

Indigenous Australians to Aspire to



Jessica Mauboy
Indigenous Recording Artist



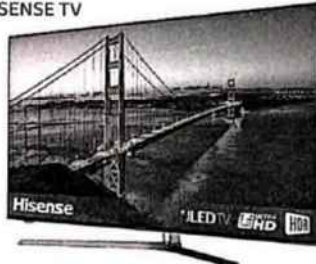
Josh Ado Carr
Indigenous NRL Player

PRIZES

SAMSUNG
TABLET



HISENSE TV



SAFE
DRIVING
LESSONS



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Name _____ Age _____ School _____ Year _____

All competitions: Entries must be received by close of business on Friday 24th June 2022 at the co-ordination centre, GPO Box 454, Sydney NSW 2001. Judging will take place on Thursday 30th June 2022. Winners will be notified through principals, presentations will take place at school assemblies with your local Mayor, Elders and other dignitaries.

City of West Torrens Community Grants summary 2021/2022

Grants Applications & Approvals 2020/2021					
Grant Type	Amount Requested	Amount Recommended	Amount Approved	Applicant	Grant PAID
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	Adelaide's Bouldering Club	\$ 2,727.27
Equipment Grant	\$ 2,650.00	\$ 2,650.00	\$ 2,650.00	Zahra Foundation Australia	\$ 2,409.09
Equipment Grant	\$ 3,400.00	\$ 3,000.00	\$ 3,000.00	Rotary Club of West Torrens	\$ -
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	Adelaide Baseball Club	\$ 3,000.00
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	West Torrens Baseball Club	\$ 3,000.00
Equipment Grant	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	Panrhodian Society of SA	\$ 3,000.00
Equipment Grant	\$ 7,000.00	\$ 3,000.00	\$ 3,000.00	MA Hawks FC	\$ -
Equipment Grant	\$ 4,389.00	\$ 3,000.00		Adelaide Omonia Cobras Football Club	
Equipment Grant	\$ 5,000.00	\$ 3,000.00		Thebarton Aquatic Centre	
Sponsorship	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Camden Athletic Club	\$ 5,000.00
Sponsorship	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00	Hong Kong Cultural Association	\$ 5,000.00
Sponsorship	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	SA Bangladeshi Community Association	\$ 5,000.00
Sponsorship	\$ 5,000.00	\$ 5,000.00		Adelaide Sailing Club	
Sponsorship	\$ 5,000.00	\$ 5,000.00		Adelaide Bangladeshi Cultural Club	
Sponsorship	\$ 3,000.00	\$ 3,000.00		Mexican Social and Cultural Association	
Community Grant	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	National Servicemen's Association SA	\$ 1,500.00
Community Grant	\$ 4,989.95	\$ 4,989.95	\$ 4,989.95	German Shepherd Dog Club	\$ 4,989.95
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	West Torrens Historical Society	\$ 5,000.00
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Plympton Primary School	\$ 4,000.00
Community Grant	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	Fulham Community Centre	\$ 4,545.45
Community Grant	\$ 5,000.00	\$ 5,000.00		Coptic Orthodox Church	
Community Grant	\$ 500.00	\$ 500.00		Nunga Kids	
Junior Development Grants	\$ 200.00	\$ 400.00	\$ 400.00	4 Junior Development Grants	\$ 400.00
	\$ 92,628.95	\$ 81,039.95	\$ 56,539.95		
Total Grants 2020/21 Budget					\$ 49,571.76
Total funds remaining in actual 2020/2021 Budget (grants paid)					\$ 50,428.24
Total funds remaining in 2020/2021 Budget (grants approved)					\$ 43,460.05

8.8 Organisational Annual Service Plan 2nd Quarter 2021/22 Progress Update

Brief

This report presents the 2nd Quarter review of the 2021/22 Organisational Annual Service Plan and progress in the delivery of Council's Community Plan.

RECOMMENDATION

The Committee recommends to Council that the Organisational Annual Service Plan 2nd Quarter 2021/22 Progress Update be received.

Introduction

The *Organisational Annual Service Plan 2nd Quarter 2021/22 Progress Report (Attachment 1)* outlines the Administration's progress in implementing its *Community Plan* and provides updates on the delivery of the key projects that implement the *Community Plan* Focus Areas as follows:



Community life

We support diversity, health and well-being, community cohesion and connections, and create opportunities to learn and enjoy the local area.

We ensure housing, urban development and infrastructure contribute to attractive and safe neighbourhoods, and how we travel in and beyond our area.



Built environment



Organisational strength

Council ensures its services lead to quality outcomes and exceptional experiences for our community.

We protect and conserve the natural environment, reuse and recycle resources, support biodiversity and respond to climate change.



Environment and sustainability



Prosperity

We support jobs, businesses and industries to generate local economic growth and activity.

The report details the major initiatives being undertaken by Council each year to deliver on the objectives of the five Focus Areas of the Community Plan.


Below is an explanation of the reporting format:


Donut Chart


The donut chart graphically illustrates how the organisation as a whole has progressed the delivery of the key projects in the Annual Service Plan over the second quarter of 2021/22 (October-December 2021).

Project Performance

This report presents the status of those projects that are either listed as 'on track', 'monitor' or 'off-track'.

When the attached quarterly report shows a green traffic light () against a project's performance, this indicates that the project is 'on track' and has progressed to where it was expected.

When the attached quarterly report shows a yellow traffic light () against a project's performance, this indicates that the project needs to be 'monitored' as it has not progressed to where it was expected, but it is within 70-90 per cent of the quarterly target.

When the attached quarterly report shows a red traffic light () against a project's performance, this indicates that the project is 'off-track' as it has not progressed to where it was expected, and is less than 70 per cent of the quarterly target.

Progress comments contained within the report provide a brief explanation of each project's progress, including comments as to why a particular project may be 'off-track' or needs to be 'monitored'.

Discussion

The performance of the organisation, as a whole, for the 2nd Quarter of 2021/22 is as follows:

- 85 per cent On-track (including 2 projects completed),
- 5 per cent Monitor; and
- 10 per cent Off-track.

Note: as this report is retrospective, some projects may have been completed or significantly progressed since the reporting period.

Two (2) projects were completed in the second quarter of 2021/22, including:

1. Review and update the City of West Torrens Disability Access and Inclusion Plan; and
2. Work in partnership with Green Adelaide on making Adelaide a National Park City.

Four (4) projects were reported as 'off track' in the second quarter of 2021/22, which represents 10 per cent of the total number of projects. These relate to:

1. Develop a City of West Torrens Waste Management Strategy, including exploration of technological advances in this area;
2. Pursue high levels of engagement with our community to deliver exceptional customer experience;

3. Plan and manage the major redevelopment of Thebarton Theatre; and
4. Advocate for and promote Henley Beach Rd as a main street project.

Two (2) projects were reported as 'monitor' in the second quarter of 2021/22, which represents 5 per cent of the total number of projects. These relate to:

1. Finalise the development of the City of West Torrens Public Art Strategy; and
2. Work in partnership with private developers and government agencies to facilitate the development of the Port Road precinct, including the former Coca-Cola and West End Brewery sites.

The Public Art Strategy is contained in this agenda and seeks a recommendation from this Committee to Council that it be approved, this will complete this action.

The COVID-19 pandemic continued to contribute some of the above actions not progressing in the second quarter, particularly with redirection of budget and staff resources and restrictions on face-to-face community consultation as a result of changed State Directions.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

The Organisational Annual Service Plan contains a number of key projects that address climate impact.

Conclusion

The Annual Service Plan 2nd Quarter Progress Report outlines Council's progress in implementing its Community Plan.

Attachments

1. **Organisational Annual Service Plan 2nd Quarter 2021/22 Progress Report**



Annual Service Plan 2nd Quarter Progress Report

October-December 2021

PROJECT SUMMARY

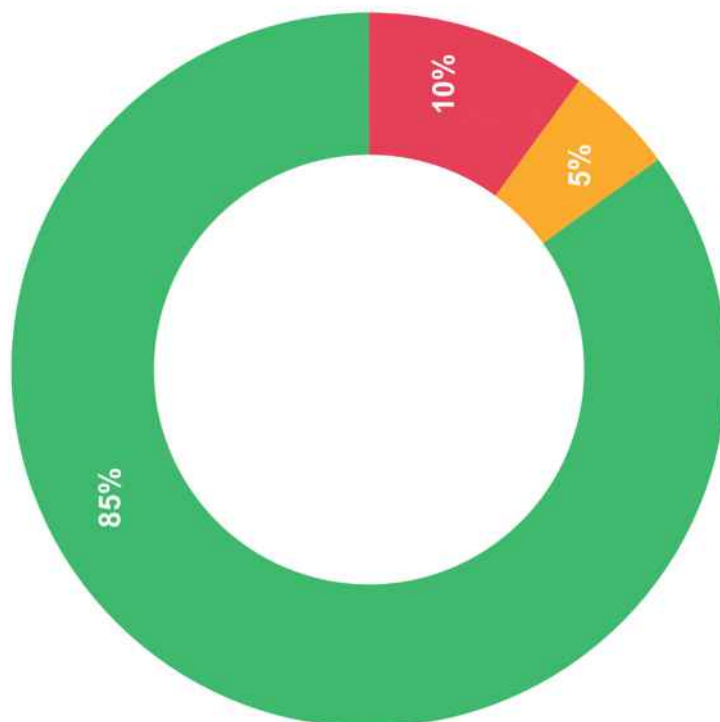
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4 OFF TRACK

2 MONITOR

33 ON TRACK

including
2 COMPLETED



City of West Torrens

Annual Service Plan 2nd Quarter 2021/22 Progress Report


FOCUS AREA - 1 Community life

OUR FOCUS - 1.1 We support diversity, health and well-being, community cohesion and connections, and create opportunities to learn and enjoy the local area.

STRATEGIC OBJECTIVE - 1.1.2 Universal accessibility to facilities and services.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.2.1 Review and update the City of West Torrens Disability Access and Inclusion Plan.	Community Services	01-07-2021	31-12-2021	100	 GREEN	Following the pre-brief presented to the Elected Members in September 2021, the draft Plan was released for public consultation and feedback was collated and considered. The final plan was endorsed by Council and submitted to State Government in October 2021.


STRATEGIC OBJECTIVE - 1.1.3 Active and healthy lifestyles for all ages and abilities.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.3.1 Plan and manage the major redevelopment of Peake Gardens Riverside sporting facility.	City Operations	01-07-2021	30-06-2022	50	 GREEN	A final design has been agreed upon with the Club and detailed design is almost complete. It is expected that Procurement and lodgment of a Development Application will take place early in 2022.



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STRATEGIC OBJECTIVE - 1.1.4 A resilient community through community involvement, social connections and life-long learning.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.4.1 Establish a Community Leaders' Network group, with representatives from multiple segments of our community, to monitor emerging issues and coordinate support services to the community	Community Services	01-07-2021	31-03-2022	50	 GREEN	After extensive scoping of the project, it was decided that the most effective and efficient means of communicating with Community Leaders would be via direct email. Subsequently, a contact list of community leaders has been developed and a newsletter will be sent to them on a quarterly basis for dissemination to their members. The newsletter will contain content including opportunities for partnerships/collaborations, services available and any other pertinent information.



STRATEGIC OBJECTIVE - 1.1.6 Facilitation of community health, wellbeing and safety.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.6.1 Review and update the City of West Torrens Dog and Cat Management Plan.	Regulatory Services	01-07-2021	30-06-2022	50	 GREEN	The Plan continues to be reviewed, and a consultation strategy is being developed with Creative Services.
1.1.6.2 In partnership with State Government, facilitate the development of a City of West Torrens Suicide Prevention Network.	Community Services	01-07-2021	30-06-2022	25	 GREEN	Planning for development of the Network has commenced. Together with State Government, an information session will be undertaken in early 2022 at Council. A list of invitees is being developed and relevant speakers organised.

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STRATEGIC OBJECTIVE - 1.1.7 Recognition of our unique local cultural identity and heritage.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.7.1 Plan and manage the major redevelopment of Thebarton Theatre.	City Property	01-07-2021	30-06-2022	30	 RED	The negotiations are continuing with the project draft Grant Funding Deed from the Local Government Infrastructure Partnership Program. The Administration has commenced the procurement for a lead consultancy to provide services to undertake the detailed design and development documentation for the redevelopment of the theatre.
1.1.7.2 Plan and facilitate the design of the Kesmond Reserve Master Plan.	City Property	01-07-2021	30-06-2022	50	 GREEN	The Masterplan is now complete and funding has been approved through the Open Space Fund (State Government) to undertake the reserve redevelopment. City Operations have provided specific advice on the design. The Hilton RSL and the National Serviceman's Association have agreed on the design for the new facility (as part of the Master Plan development). Public consultation will take place in the third quarter.




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FOCUS AREA - 2 Built environment

OUR FOCUS - 2.1 We ensure housing, urban development and infrastructure contribute to attractive and safe neighbourhoods, and how we travel in and beyond our area.

STRATEGIC OBJECTIVE - 2.1.2 Infrastructure that meet the needs of a changing city and climate.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.2.1 Advocate on behalf of the community, and work in partnership with the Department of Infrastructure and Transport, on the North/South Corridor project.	City Assets	01-07-2021	30-06-2022	50	 GREEN	The Administration continues to attend technical reference group meetings with the DIT project team. The technical group was provided with a list of projects suitable for consideration as part of the City Shaping element of the North South Corridor.
2.1.2.2 Project manage the road realignment and creek channel upgrade at Beare Ave/Watson Ave.	City Assets	01-07-2021	30-06-2022	60	 GREEN	Designs for the project have been completed. The Administration is awaiting advice from the BHKC Stormwater Board with regards to combining wider works into one contract.
2.1.2.3 Review the City of West Torrens Transport Strategy, including reviewing the availability and management of parking opportunities across our Council.	City Assets	01-07-2021	30-06-2022	75	 GREEN	The Draft Strategy has been completed. Documents are currently being developed for a pre-brief to Elected Members. Community consultation will be undertaken pending endorsement from Council.
2.1.2.4 Develop a City of West Torrens Stormwater Management Plan.	City Assets	01-07-2021	30-06-2022	50	 GREEN	The Draft Strategy has been completed and a pre-brief will be undertaken with Elected Members. Community consultation will be undertaken pending endorsement from Council.




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Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.2.5 Continue to partner with other councils and contribute to the Brown Hill Keswick Creek Flood Mitigation Scheme project.	City Assets	01-07-2021	30-06-2022	50	 GREEN	The Administration continues to participate in meetings with other stakeholders. The lower Brownhill Creek Reference Design is currently being reviewed.
STRATEGIC OBJECTIVE - 2.1.4 A variety of indoor and outdoor sport, recreation and community facilities and open spaces.						
Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.4.1 Manage the staged major redevelopment of Richmond Oval.	City Property	01-07-2021	30-06-2022	50	 GREEN	The procurement process for the first stage of work is complete and work is expected to commence in the third quarter. Consultation has commenced regarding future stages of work and specific design requirements of stakeholders. City Operations continues to provide specialist advice regarding the design and the Major Projects Group also continues to meet.

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Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.4.2 Manage the staged major redevelopment of Thebarton Oval/Kings Reserve.	City Property	01-07-2021	30-06-2022	50	 GREEN	The detailed design and development documentation for the upgrade of the Oval complex is continuing with the lessee. The Administration has received land acquisition notices for the Thebarton Oval Complex/Kings Reserve areas from the Department for Infrastructure and Transport (DIT) as part of the South Road - road corridor project (Torrens to Darlington). New lease negotiations with the current tenant are now on hold until the Administration resolves with DIT the acquisition notices.
2.1.4.3 Manage the staged major redevelopment of Apex Park.	City Property	01-07-2021	30-06-2022	50	 GREEN	Following the successfully application for funding through the Open Space Fund for stage 2 of the Apex Park redevelopment, detailed design and the first stage of procurement has been completed. The Civil contractor will commence works in early 2022 and the entire project will be completed by end of 2022. This project continues to form part of the Major Projects Group agenda.
2.1.4.4 Manage the staged redevelopment of Camden Oval.	City Property	01-07-2021	30-06-2022	50	 GREEN	Council successfully obtained a grant through the Office for Recreation, Sport and Racing Funding program. Four new netball courts have been constructed with specific advice from City Operations regarding the location and design. Associated facilities including the clubroom and storage facility are expected to be completed in mid 2022.



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STRATEGIC OBJECTIVE - 2.1.5 Place-making and public art which enhance the visitor experience at key destinations.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.5.1 Finalise the development of the City of West Torrens Public Art Strategy.	Strategy and Business	01-07-2021	31-12-2021	85	 AMBER	Council's draft Public Art Framework was on public consultation during December 2021. The results of the consultation will be considered and appropriate amendments made. The final Public Art Framework will be presented at the 22 February 2022 City Advancement and Prosperity committee meeting. Accordingly, the Executive Management team have approved for the completion date of this project to be extended to 31 March 2022.


FOCUS AREA - 3 Prosperity**OUR FOCUS - 3.1 We support jobs, businesses and industries to generate local economic growth and activity.****STRATEGIC OBJECTIVE - 3.1.1 A diverse, resilient and competitive economy, including small business, tourism and export sectors.**

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.1.1 Work in partnership with private developers to facilitate the development of the Thebarton Schematic Structure Plan at the former Adelaide University Thebarton site.	Strategy and Business	01-07-2021	30-06-2022	50	 GREEN	Council continues to engage with developers as required. There are currently no actions required.
3.1.1.2 Continue to participate in and work with partner councils on the Building Western Adelaide Strategy to improve economic prosperity.	Strategy and Business	01-07-2021	30-06-2022	50	 GREEN	This is an ongoing alliance with Charles Sturt, Port Adelaide Enfield and Holdfast Bay councils.


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STRATEGIC OBJECTIVE - 3.1.2 Optimise the benefits of local activity and key employment precincts.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.2.1 Advocate for and promote Henley Beach Rd as a main street project.	City Assets	01-07-2021	30-06-2022	25	 RED	Council submitted an application for a grant through the Open Space Grant program, but unfortunately was unsuccessful. The Administration will continue to seek funding opportunities.

STRATEGIC OBJECTIVE - 3.1.3 Economic development through innovation, collaboration and investment and connections between businesses and the community.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.3.1 Work in partnership with private developers and government agencies to facilitate the development of the Port Road precinct, including the former Coca-Cola and West End Brewery sites.	Office of the Mayor and CEO	01-07-2021	30-06-2022	40	 AMBER	Council and Lion have undertaken to work together as part of the master planning process for the West End Brewery site. No further communications have been received regarding the Coca-Cola site at this point. Preliminary discussions have been held with State Government representatives regarding the two sites. The CEO and Deputy CEO will progress this further from February 2022.

STRATEGIC OBJECTIVE - 3.1.4 Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.4.1 Continue to partner with Adelaide Airport Ltd. in assisting to achieve the objectives of the Adelaide Airport Master Plan.	Office of the Mayor and CEO	01-07-2021	30-06-2022	50	 GREEN	The City of West Torrens Administration holds regular meetings with AAL representatives. The Mayor and CEO are members of the AACC and the CEO will continue to work with the newly appointed Managing Director of AAL.




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FOCUS AREA - 4 Environment and sustainability


OUR FOCUS - 4.1 We protect and conserve the natural environment, reuse and recycle resources, support biodiversity and respond to climate change.

STRATEGIC OBJECTIVE - 4.1.1 Sustainably manage our resources through reuse, recycling and circular economy.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.1.1 Develop a City of West Torrens Waste Management Strategy, including exploration of technological advances in this area.	Regulatory Services	01-07-2021	30-06-2022	25	 RED	This project is currently behind schedule due to resourcing limitations. A new Project Officer is due to commence in late January 2022.
STRATEGIC OBJECTIVE - 4.1.3 Prepare for and respond to the challenges of a changing climate.						
Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.3.1 Develop a City of West Torrens Climate Adaptation and Mitigation Strategy.	Strategy and Business	01-07-2021	30-06-2022	40	 GREEN	Development of the draft Strategy is continuing and comments have been sought from key staff across the organisation.
4.1.3.2 Work in partnership with Green Adelaide, City of Charles Sturt and SA Water on the Breakout Creek Stage 3 redevelopment.	City Assets	01-07-2021	30-06-2022	50	 GREEN	The Administration continues to participate in the BOC Project Working Group, and submit bimonthly progress updates to the Attorney Generals Department on the grant funding. An early works contract has been issued and the Legally Binding Agreement is near completion.

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Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.3 Continue the Western Region Partnership to progress implementation of the AdaptWest Plan.	Strategy and Business	01-07-2021	30-06-2022	50	 GREEN	<p>A response was provided to the Australian Building Codes Board on proposed amendments to energy efficiency technical provisions for potential inclusion in the revised National Construction Code 2022, including increasing thermal performance of homes from level 6 to a minimum standard equivalent to the Nationwide House Energy Rating Scheme (NatHERS) rating of 7 Stars.</p> <p>As the AdaptWest Action Plan 2019-2022 is due shortly for completion, progress against key priorities are being assessed and strategic directions for the next three years determined.</p> <p>The Climate Ready Schools Program was hosted at Thebarton Community Centre in October in partnership with Green Adelaide. Seven schools across Western Adelaide participated in the program concerning innovative solutions to climate change.</p> <p>On 27 October, the AdaptNow! Changing for Climate Change community event, funded through a SAFECOM Disaster Risk Reduction Grant, was held at Woodville Town Hall. The hypothetical scenario presented a 3-week spell of extreme hot weather, bushfire smoke impact, a power outage, and a significant storm event causing localised flooding in Western Adelaide. The event was attended both in person and live-streamed on the night, and is also available on YouTube. Living Stories recorded additional interviews with Western Adelaide businesses and a welcome message from the three regional mayors for the Woodville Town Hall event.</p>

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STRATEGIC OBJECTIVE cont - 4.1.3 Prepare for and respond to the challenges of a changing climate.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.3.4 Continue to partner with ICLEI on the Cities with Nature program, including our commitment to the ongoing greening of our City.	Strategy and Business	01-07-2021	30-06-2022	50	 GREEN	The Environment team continues to participate in information sharing and research projects through ICLEI as part of the Cities with Nature program, with a focus on greening and cooling.
4.1.3.5 Work in partnership with Green Adelaide on making Adelaide a National Park City.	Strategy and Business	01-07-2021	30-06-2022	100	 GREEN	It was recently announced that Green Adelaide was successful in its campaign to make Adelaide the next National Park City in the world. Council will continue to work with Green Adelaide on future greening opportunities.

FOCUS AREA - 5 Organisational strength




OUR FOCUS - 5.1 Council ensures its services lead to quality outcomes and exceptional experiences for our community.

STRATEGIC OBJECTIVE - 5.1.2 Customer experience and community are at the centre of our considerations.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.2.1 Pursue high levels of engagement with our community to deliver exceptional customer experience.	People and Culture	01-07-2021	30-06-2022	10	 RED	Although early planning has occurred, this project will be a focus for March under the CI/CX road map.
5.1.2.2 Develop and implement an organisational-wide 'Voice of the Customer' program.	People and Culture	01-07-2021	30-06-2022	75	 GREEN	The upgrade to the system has been implemented and training in the new features will be complete by the end of January.

City of West Torrens Annual Service Plan 2nd Quarter 2021/22 Progress Report

STRATEGIC OBJECTIVE - 5.1.3 High levels of governance, transparency and integrity.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.3.1 Manage the implementation of the local government reforms.	LG Reform & Integrity	01-07-2021	30-06-2022	50	 GREEN	Local government reform Tranche 2 commenced and was implemented. Reports are presented regularly and as required to Council.
5.1.3.2 Commence the administration for the 2022 City of West Torrens Local Government general elections.	LG Reform & Integrity	01-07-2021	30-06-2022	10	 GREEN	The Governance team keeps up to date with any announcements regarding elections. Training of Governance in voters roll is also being undertaken. Election timeframes have been announced. Reports will be presented to Council where required.
5.1.3.3 Continue to implement and report on strategies to enhance and maintain high levels of governance and integrity across the organisation.	LG Reform & Integrity	01-07-2021	30-06-2022	50	 GREEN	Reports are presented to Council, Committees and Executive regularly and as required.


STRATEGIC OBJECTIVE - 5.1.4 An inclusive, innovative, and collaborative organisation

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.4.1 Continue to implement the City of West Torrens Continuous Improvement Program.	Office of the Mayor and CEO	01-07-2021	30-06-2022	50	 GREEN	During the second quarter, the Continuous Improvement team planned for the upcoming 12-24 months. The CI team has refocused on engaging the wider business in participation of continuous improvement activities, with a focus remaining largely on delivering further actions to enhance our customer experience, as well as undertaking process reviews partnering across the following departments: City Development, City Assets, City Operations, Community Services (Library) and Customer Service.

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STRATEGIC OBJECTIVE - 5.1.5 A safe, healthy and resilient workforce.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.5.1 Continue the implementation of the program which identifies key WHS outcomes, to protect the health and safety of our employees.	People and Culture	01-07-2021	30-06-2022	50	 GREEN	Actions within the WHS and Injury Management (IM) Annual 2021-2022 Action Plan have been closed out according to schedule. The action plan contains WHS&IM projects that all relate to the Strategic WHS&IM Improvement Plan. The Strategic WHS&IM Improvement Plan contains Programs with Objective, Targets and Performance Indicators. The Annual Plan has been endorsed by the Executive and will continue to be monitored and reported upon throughout the year.

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Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.5.2 Progress the City of West Torrens Cultural Initiative.	People and Culture	01-07-2021	30-06-2022	50	 GREEN	<p>Council partnered with Uni SA to participate in a Organisational Culture and Satisfaction Survey.</p> <p>Overall the results of the survey indicated that staff were generally satisfied with their job and their role overall, and the climate of CWT was seen as generally being positive. Of the five components that the workforce responded to, all were rated above the mean score.</p> <p>Focus groups will be facilitated early in the new year with the focus on departments that had less than 50% participation. Additional initiatives will be identified that will be progressed over the next 2 quarters. Further insight will be gained by Council as part of participating in a Local Government Survey forum. A small focus group of Culture Collaborators will be formed to commence introducing some initiatives across teams.</p>

City of West Torrens

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STRATEGIC OBJECTIVE - 5.1.6 A workforce that meets current needs and plans for future needs.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.6.1 Develop a City of West Torrens Organisational Workforce Strategy.	People and Culture	01-07-2021	30-06-2022	40	 GREEN	Preliminary mapping has been undertaken in regards to the key pieces of work that would contribute to a CWT Organisational Workforce Strategy. This will gain more momentum in the third quarter and will incorporate other key policies that will have been developed.

STRATEGIC OBJECTIVE - 5.1.7 Sustainable financial management principles.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.7.1 Facilitate the management of Council's finances consistent with the evolving needs of the community and maintaining the long-term financial sustainability according to legislative requirements.	Financial Services	01-07-2021	30-06-2022	50	 GREEN	Council finances continue to be monitored and reported on in accordance with legislation, regulations and accounting standard requirements.

STRATEGIC OBJECTIVE - 5.1.9 Technology as a tool to help innovate how we interact with each other and our community.

Action	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.9.1 Improve the availability and capability of business intelligence to enhance decision making across the organisation.	Information Services	01-07-2021	30-06-2022	50	 GREEN	A business intelligence design has been developed with view to converting our Production reporting environment and providing a platform for the use of PowerBI to analyse key business information.

8.9 Strategy Unit Activity Report - December 2021 / January 2022

Brief

This report presents the Strategy Unit's Activity Report for the period 1 December 2021 to 31 January 2022.

RECOMMENDATION

The Committee recommends to Council that the Strategy Unit Activity Report for the period 1 December 2021 to 31 January 2022 be received.

Introduction

The Strategy Unit supports the organisation to achieve its strategic objectives by working collaboratively with stakeholders to deliver significant strategic projects and develop strategic and corporate plans for West Torrens, in consultation with the community, Elected Members and other stakeholders. It also administers several popular grants and rebates programs and participates in partnership with regional partners to deliver strategic economic and environmental sustainability plans.

A report is presented, on a regular basis, detailing the status of key projects and activity undertaken by the Strategy Unit to progress strategic priorities since the last report to the Committee.

Discussion

Corporate and Community Planning

Annual Service Plan 2021/22 - Second Quarter progress report

Coordination of the 2nd Quarter Organisational Annual Service Plan 2021/22 Progress Update report has been prepared and is contained in this agenda.

Organisational Annual Service Plan 2022/23 - draft development

Resources have been provided to managers to assist them to develop their draft budget bids for 2022/23. This information will also be used to commence development of the Organisational Annual Service Plan 2022/23.

Draft Public Health Plan

Following approval by the Minister of Health and Wellbeing in October 2021, the draft Public Health Plan was released for public consultation from 25 October to 6 December 2021.

Overall, the consultation resulted in 19 responses being received, 18 via 'Your Say' and one via email. Of the responses received, 57.9 per cent (11 respondents) fully supported the adoption of the Plan, 31.6 per cent (six respondents) somewhat supported the adoption of the Plan with some changes and 10.5 per cent (two respondents) did not support adoption of the Plan. The feedback was considered and some amendments made to the Plan.

At its 14 December 2021 meeting, Council approved the final draft *City of West Torrens Public Health Plan 2021 - 2026* for submission to the South Australian Chief Public Health Officer for comment and subsequent approval. The Plan was sent to Professor Nicola Spurrier on 17 December 2021, however, a response is yet to be received.

Corporate Plans

The Unit has supported departments in the development and review of their corporate plans including the review of the *Dog and Cat Management Plan* and the development of the *Waste Strategy*.

Economic Development

West Torrens, together with the other councils in Building Western Adelaide, has just finalised the filming of a You Tube tourist video highlighting various tourist attractions in the west.

The West Torrens businesses highlighted in the video were:

- AFL Max
- Bounce
- West Beach Parks Accommodation
- Imperial Measures Distillery
- Mrs Harris' shop
- Karma and Crow
- Parwana

Each council has produced a 30 second video which can be used for individual council promotions and a separate 30 second video will be a compilation of the four council videos which will be used to promote the west on the Adelaide Beaches Website. The video is in its final stages of production and should be completed in the coming weeks.

Public Art Framework

The framework has completed its public consultation process which occurred from 22 November to 23 December 2022.

Twenty-two (22) responses were received with some respondents proposing modification and one not supporting the Framework.

The modifications that were proposed were already addressed and included within the framework and therefore no changes are required to be made to the document.

Land Use Planning

Planning Reform

The Administration continues to liaise with PlanSA with regard to the Planning and Design Code (Code) and associated documents as well as the e-planning portal.

Planning and Design Code Amendments

Glandore Character Area Preservation Code Amendment

Council's Code Amendment Initiation was lodged with subsequent formal advice received from the State Planning Commission on 20 December 2021 advising that it requires further investigations be undertaken prior to the SPC considering the matter and advising the Minister. This work is underway.

65-73 Mooringe Ave, Plympton Code Amendment

This Code Amendment was presented to the 6 July 2021 meeting of Council. The feedback approved by Council has been submitted to the relevant contact and the Minister.

Public consultation on this Code Amendment was held from 19 July 2021 to 26 August 2021 with the Minister for Planning and Local Government approving this Code Amendment on 15 December 2021.

Lockleys Code Amendment

This Code Amendment was presented to Council at its 6 July 2021 meeting and on 19 October 2021. The feedback approved by Council has been submitted to the relevant contact and the Minister. Consultation finished on 24 October 2021, there is no further update at this stage.

A report was presented to the 15 February meeting of Council seeking its determination that certain streets within the designated area remain closed roads in the event the Code Amendment is approved.

Local Design Review Code Amendment

This Code Amendment was presented to Council on 21 September. The feedback approved by Council has been submitted to the relevant contact and the Minister.

Public consultation on this Code Amendment was held from 12 August 2021 to 27 September 2021.

The Amendment will come into effect when consolidated into the online Planning and Design Code, which will occur in early 2022.

Upcoming Code Amendments:

The Attorney-General's Department have advised of the following Code Amendments which are, at this stage, still being scoped by the Department:

- Miscellaneous and Technical Code Amendment: Administration provided minor matters for the Department to consider in the preparation of their scope. The issues identified related to the technical function of the Code.
- Flood Hazard Mapping project.

West End Brewery Nomination to the South Australian Heritage Council (SAHC)

The South Australian Heritage Council (SAHC) confirmed on 16 December 2021 that the Former West End Brewery Garden be listed as a State Heritage item. This elevated it from its prior listing as a local heritage place.

Further to SAHC's earlier consideration, a formal decision is yet to be made on:

- Remains of Thebarton Hall, Colonel Light's House (including underground room, tank and well) Port Road, Thebarton (corner of historic Cawthorne and Winwood Streets), and
- Walkerville Brewhouse tower.

Intergovernmental Relations

Breakout Creek Stage 3 Project

The construction tender was released and submissions received. Negotiations with the preferred contractor are currently underway. A legally binding agreement amongst the project partners is almost complete which will enable a contract to be released to the preferred contractor. An early works contract has been awarded. Plants are currently being grown offsite to ensure they are ready to be planted at the site in the planting season.

Environmental Sustainability

Native Plant Giveaway

This annual program seeks to encourage residents to incorporate local natives into their gardens at home by providing 5,000 free seedlings.

A Request for Quote was provided to specialist nurseries to be considered for the 2022 Native Plant Giveaway. Following a competitive quote process, Trees For Life (located at Brooklyn Park) has been engaged to undertake the work.

Grow It Local

The Administration is working in partnership with Green Adelaide to deliver *Grow It Local*.

Grow it Local is a grassroots program which seeks to increase community participation and awareness around growing produce locally in a range of settings, from large backyards to balconies and even windowsills.

Green Adelaide has subsidised the cost of the program for councils for two years, providing residents across the West Torrens with free access to information, presentations and resources over this time. There is no obligation to continue after the grace period concludes.

The purpose is to:

- Make growing more accessible
- Increase the production and consumption of locally grown foods
- Provide a connection to nature
- Inspire positive health and wellbeing
- Help build stronger and more resilient communities
- Increase composting and reduce organic waste to landfill.

Opportunities are being explored to engage other functions across the organisation including Waste Management and Community Development, with the aim to complement existing programs such as community gardens and education sessions.

We already have several 'patches' registered with recent promotion resulting in 60 residents signing up to be involved. The suite of programs will be promoted throughout the year and, with key ambassadors such as Costa Georgiadis (ABC's Gardening Australia) and Paul West (River Cottage Australia), the program is receiving a high level of engagement at both the local and national scale. Further information is available at growitlocal.com.

LGA Discussion Paper - Identifying Opportunities for Local and State Government Collaborative Climate Action

As part of a targeted consultation process, the LGA sought feedback on the Discussion Paper, *Identifying opportunities for Local and State Government Collaborative Climate Action*.

The Discussion Paper highlighted opportunities for further collaboration between State and Local Government using the State Government's Climate Change Action Plan (2021-2025)'s strategic actions as a baseline for review.

The Discussion Paper seeks to form a basis from which the LGA, together with State Government and the Regional Climate Partnerships, will progress priority work. This initiative, along with the key project concepts, has been designed to respond to the need for greater collaborative climate action, and ensure that Local Government can more proactively engage with climate change related state government initiatives and understand what specific initiatives it can support that would be of value to the sector.

As part of the consultation, five key focus areas were presented for consideration, including:

- Climate risk;
- Spatial hazard data;
- Emissions reduction;
- Urban Development; and
- Urban Greening.

Only a short timeframe was allocated to allow for a response to be prepared, however interviews were conducted with key staff to help prepare a considered response. A report outlining the Administration's response will be included as part of the City Services and Climate Adaptation Committee Meeting on 1 March 2022.

Coastal dune restoration

Adelaide Sailing Club was awarded a community grant from Green Adelaide to assist in revegetating a section of coastline between Adelaide Sailing Club and Glenelg North, known as Lot 101.

Several key agencies including the City of West Torrens, Adelaide Sailing Club, Green Adelaide and SA Water are working in partnership to deliver the project which will see coastal dune restoration works implemented across the site including removal of invasive weeds and revegetation with indigenous species as part of a community planting event later this year (pending COVID-19 restrictions).

Signage was recently erected at the southern and northern ends of the site to notify community members about the initiative, as well as an opportunity to register their interest in the community planting event.



AdaptWest Program Review

With the program now in its fifth year, and the *AdaptWest in Action 3-Year Action Plan 2019-2022* is due for completion at the end of this financial year. As such, it is timely to assess progress against key priorities and determine strategic directions for the next three years.

The Steering Committee is currently leading the process to undertake a comprehensive review in conjunction with URPS which seeks to (but is not limited to):

1. Assess progress against the strategic priorities/adaptation pathways in the *AdaptWest Regional Climate Change Adaptation Plan 2016* and the *AdaptWest in Action Plan 3-Year Action Plan*.
2. Prepare an overview of the Program budget to date and any forward funding.
3. Identify any cross over with climate change adaptation being delivered individually by the three councils to ensure there is value add at the regional level rather than duplication of effort.
4. Examine the direct benefits to each partner council over the life of the Program to date.
5. Identify any gaps in the Program in the context of current climate change adaptation for the partner councils and, in the broader policy and operational context.
6. Examine the relationship with, any duplication of effort and how AdaptWest integrates with the Western Zone Emergency Management Committee and associated risk mitigation and action planning.
7. Determine the future directions of the Program.
8. Identify any required changes to the Program's governance structure, project management arrangements and resourcing requirements, subject to the future direction of the Program.
9. Subject to the future direction of the Program, determine the Program's strategic priorities for the next three years.

Program funds of \$10,000 from the 21/22 financial year *AdaptWest in Action* budget have been redirected to engage external consultant URPS to undertake the review. The timeframe for completion of the review is February 2022, after which a report will be presented to each of the partner councils.

2021/22 Residential Rainwater Tank and Rain Garden Rebates

The 2021/22 Rainwater Tank and Rain Garden Rebates opened on 19 July 2021. A total of six (6) rainwater tank applications were received and approved between 1 December 2021 and 31 January 2022. This resulted in an increase in rainwater tank storage volume of 11,400 litres.

The year to date expenditure for the 2021/22 rebate is \$6,450, with a total increase in storage of 64,421 litres. This increase in storage volume helps to mitigate flooding impacts through detention storage as well as reducing mains water reliance through rainwater reuse and, thus, improving the resilience and water sensitivity of West Torrens in the face of a hotter, drier climate.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

The future challenges of climate impacts continue to require immediate consideration to plan for actions required to adapt to and/or mitigate effects. The Administration is involved in advocacy, partnerships, policies and strategies, and implementing projects, programs and rebates designed to mitigate the impacts of a changing climate, including those detailed in this report.

Conclusion

This report details the activities of the Strategy Unit for the period 1 December 2021 to 31 January 2022.

Attachments

Nil

8.10 Progress on Implementing Council Decisions

Brief

This report provides an update on completed and outstanding Council and Committee resolution actions.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

At the meeting of the former Policy, Planning and Performance Committee on 23 August 2011, a request was made for a report to be provided at each meeting of the Committee of outstanding actions relating to resolutions of Council and Committees.

Furthermore, at the 29 August 2016 meeting of the Committee, the Chief Executive Officer agreed to incorporate completed actions into the attached 'Progress on Implementing Council Decisions Report'. Actions that have been completed since the preceding meeting of the Committee will be included in the report.

Discussion

A copy of the completed actions since 26 October 2021, and outstanding resolution actions to 18 January 2022 is provided for Member's information (**Attachment 1**). Updates/comments are to 16 February 2022.

Climate Impact Considerations

(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)

There is no direct climate impact in relation to the report.

Conclusion

The Progress on Implementing Council Decisions Report provides an update on completed and outstanding Council and Committee resolution actions for Members' information.

Attachments

1. Progress on Implementing Council Decisions

Item No.	Date	Meeting	Action title	Resolution / Action required	GM	Actions taken	Action status
1	18/01/2022	Council	Item 17.2 - 2021/2022 COVID-19 Small Business Resilience Grants	Kym McKay / Vlahos that Council: 1. Notes and receives the final COVID-19 Small Business Resilience Grants Acquittal Report for the 2021 round of funding. 2. Approves the 2022 round of funding for Small Business Resilience Grants to assist businesses within the City of West Torrens affected by the impacts of COVID-19. 3. Notes that the funding amount of \$100,000 for the 2022 Small Business Resilience Grants program was approved as part of the 1st quarter 2021/22 budget review at the Council and Committee meeting held 16 November 2021. 4. Notes that the Small Business Resilience Grant funding program will commence on 1 February 2022 and cease on 30 April 2022. 5. Authorises the Chief Executive Officer to develop the appropriate supporting materials and processes to ensure that the grant funding application process is sound and transparent and promoted to the City of West Torrens small business community.	Terry Buss	19/01/2022 - Small Business Grants Guidelines have been updated, a new application form and website and social media campaign have been created for launch before the 1 February 2022 opening date. 16/02/2022 - the Small Business Grants were launched on 1 February 2022 together with a social media and web page campaign as per council resolution. Applications close 30 April 2022.	In progress
2	18/01/2022	Council	Item 17.3 - Weigall Oval - Soccer Scoreboard	Woodward / Pal that: 1. The Adelaide Omonia Cobras Soccer Club be advised that Council provides consent for the installation of an electronic scoreboard in the south-eastern corner of the senior soccer pitch at Weigall Oval, subject to any necessary development consents being sought and obtained by the Club; and 2. Council further advise the Club that it will consider the provision of funding of \$40,000 towards the cost and installation of the scoreboard as part of its 2022/2023 budget deliberation processes.	Angelo Catinari	27/01/2022 - Funding has been allocated within the draft budget for 2022/2023.	In progress
3	14/12/2021	Council	Item 17.1 - Planning and Design Code - Community Information	Nitschke / Mugavin that: 1. The Planning and Design Code - Community Information report be received. 2. The unspent budget (of approximately \$24,000), allocated to inform the community on the impacts of the Planning and Design Code in their zones, be redirected to investigations into one or more of the following aspects of the Planning and Design Code: a. Urban Corridor Zones, b. Heritage Review, c. Public Notification Triggers, or d. Infill Housing Case Study.	Pauline Koritsa	17/01/2022 - Project will be scoped in February 2022. 4/02/2022 - A progress report on the project to be presented to Council in March 2022.	In progress
4	14/12/2021	Council	Item 17.3 - Public Health Plan 2021 - 2026	Nitschke / Pal to Council that: 1. It approves and submits the finalised City of West Torrens Public Health Plan 2021 - 2026 to the South Australian Chief Public Health Officer for comment and final approval. 2. The Chief Executive Officer be authorised to make changes of a minor or formatting nature to the City of West Torrens Public Health Plan 2021 - 2026.	Pauline Koritsa	17/12/2021 - Public Health Plan submitted to the South Australian Chief Public Health Officer on 17 December 2021. 17/01/2022 - Waiting on a response from the South Australian Chief Public Health Officer. 1/02/2022 - No response received as of yet from the South Australian Chief Public Health Officer.	In progress
5	14/12/2021	Council	Item 17.4 - Grant of New Lease - Western Youth Centre, Cowandilla Reserve, Cowandilla	Vlahos / O'Rielly that: 1. Western Youth Centre Inc be granted a lease for a period of 5 years, commencing on 1 December 2021 at a commencing rental of \$3,750pa plus GST (inclusive of the cost of reimbursement of insurance premiums). The rent to increase on each anniversary of the date of commencement during the term by the same amount that the building/infrastructure insurance premiums for the Premises are increased by Council's insurers. Western Youth Centre Inc also be required to set aside 10 per cent of its net profits into a maintenance fund/account. 2. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the grant of lease.	Angelo Catinari	1/02/2022 - Documents are currently being prepared.	In progress
6	14/12/2021	Council	Item 17.7 - Nominations Sought for the SA Power Networks Community Advisory Board	Papanikolaou / Mugavin that Cr John Woodward be nominated to the SA Power Networks Community Advisory Board.	Pauline Koritsa	17/12/2021 - Cr Woodward sent relevant forms for nomination. 22/12/2021 - Nomination forms received and sent to LGA. Response sent to Cr Woodward. Acknowledgement rec. from LGA. 18/01/2022 - Awaiting decision from Board. 1/02/2022 - Awaiting notification of Board decision.	In progress
7	14/12/2021	Council	Item 15.3 - Moss Avenue connection via roundabout	Woodward / Papanikolaou that Council finalise planning, budgeting and public consultation to remediate the Moss Avenue connection to the Galway, Grove, Moss, Tennyson, Birdwood roundabout and provide a report for consideration by Council, and recognises this is a priority project from the recent Local Area Traffic Management planning, as it is a known blackspot, is a highly complex roundabout with 5 entry / exit points and has been raised as a safety concern by numerous members of the community.	Angelo Catinari	20/12/2021 - Administration is currently developing options for consultation. 2/01/2022 - Draft options have been developed and are being reviewed and costed for 2022/23 Budget submission.	In progress
8	14/12/2021	Council	Item 15.5 - Planning and Design Code Amendments in the City of West Torrens	Kym McKay / Tsiaparis that a report be brought to Council recommending the criteria whereby Council may consider undertaking Planning Code Amendments in the City of West Torrens.	Pauline Koritsa	4/02/2022 - A report will be presented to Council in March 2022.	In progress

9	14/12/2021	Council	Item 15.4 - New Community Shed	Woodward / Papanikolaou that Council consider potential locations for a new community shed (formerly known as a men's shed) within the City of West Torrens and provide a report on the options, including indicative costs.	Angelo Catinari	17/12/2021 - Fulham Community Centre have been in contact with Administration regarding their plans for a community shed. Administration is supporting Fulham Community Centre with funding applications etc. Report to be presented to a future City Facilities and Waste Recovery Committee meeting. 27/01/2022 - A report is currently being drafted for the 22 March 2022 City Facilities and Waste Recovery Committee meeting.	In progress
10	14/12/2021	City Finance and Governance Standing Committee	Item 11.2 - Customer Provisions	Wood / Mayor Coxon that: 1. In the event a mandatory COVID-19 vaccine policy for employees is approved, Council requires all external visitors, customers, hirers and service users, over the age of 12, who enter the following Council venues to be fully vaccinated with a COVID-19 vaccine which is approved or recognised by the Therapeutic Goods Administration (TGA) unless they have a vaccine exemption: a. City of West Torrens Civic Centre b. City of West Torrens Depot c. Hamra Centre d. Thebarton Community Centre e. Plympton Community Centre f. Cowandilla Hall Until such time as the State Major Emergency Declaration is revoked. 2. The Chief Executive Officer be delegated authority to determine the commencement date, in January 2022, of the requirements detailed in clause 1, above.	Pauline Koritsa	17/01/2022 - Commencement date set for 31 January 2022. Working group established to develop strategies and plan for informing the community and managing the implementation. Action plan currently being actioned. 14/02/2022 - Communications Plan and Action Plan have been developed. All actions either completed or underway including notification to the public.	In progress
11	23/11/2021	City Facilities and Waste Recovery General Committee	Item 8.1 - Possible Dog Park - River Torrens Linear Park Torrensville	O'Rielly / Woodward that: 1. The report be noted. 2. The Administration be authorised to enter into negotiations with representatives from the Department for Environment and Water (DEW) in an endeavour to secure a lease or licence for land within the River Torrens Linear Park Reserve for use as a dog park. 3. A further report be provided to the Committee following negotiations with the Departmental representatives.	Angelo Catinari	27/01/2022 - Awaiting initial paperwork from DEW following a site visit and verbal agreement for Council to hold a site licence over the identified land. 15/02/2022 - Staff to follow up with DEW regarding site licence paperwork.	In progress
12	23/11/2021	City Facilities and Waste Recovery General Committee	Item 8.2 - Request for Extension of Trading Hours - Weigall Oval Clubroom Building	Pal / Mayor Coxon that Council provide its consent in its capacity as landlord for an extension of the trading hours for the new Clubroom function space, tenanted by Adelaide Angels Baseball Club and Adelaide Omonia Cobras Soccer Club, from 11pm to 1am on Friday and Saturday nights, and also to 1am on Sunday nights when the following Monday is a gazetted public holiday, subject to any necessary development consents and/or other relevant approvals being sought and obtained.	Angelo Catinari	27/01/2022 - Awaiting outcome from Development. 16/02/2022 - A development application has been submitted by the Administration on behalf of the two Clubs for the Weigall Oval Sports Facility in late 2021. The application is still under review and pending outcome.	In progress
13	23/11/2021	City Facilities and Waste Recovery General Committee	Item 8.3 - High Impact Acid Solutions Pty Ltd - Request for Extended Term	O'Rielly / Mugavin that: 1. High Impact Acid Solutions Pty Ltd be advised that Council provides its consent, in its capacity of Underlessor, for the renewal/extended term (of a further 3 years from 1 February 2022 until 31 January 2025) for High Impact Acid Solutions' use of the freestanding building at the rear of the Council depot located at 240 Morphett Road, North Plympton. Further, a valuer be engaged to determine the market rental value of the tenancy at the date of commencement of the renewal term in accordance with the terms of the lease. 2. Should Council provide its consent for the Extension, a Deed of Extension be prepared by Council's solicitors. 3. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to this resolution.	Angelo Catinari	1/02/2022 - Administration has requested the final documents from the solicitors.	In progress
14	23/11/2021	City Facilities and Waste Recovery General Committee	Item 8.5 - H C Khor & Ors (Superlot 4) Request for grant of new Authorisation and Permit - portion of Reid Street, Thebarton	O'Rielly / Mayor Coxon that: 1. H C Khor & Ors be granted an Authorisation and Permit for a term of 3 years (from 30 November 2021 until 29 November 2024) for its use of a portion of Reid Street, Thebarton at a commencing permit fee of \$1,350pa plus GST. The permit fee to increase by Adelaide All Groups CPI (or similar index should that index cease to exist) on each anniversary of the commencing date during the term. 2. The Mayor and Chief Executive Officer be authorised to sign and/or seal the Authorisation and Permit or similar agreement to give effect to the resolution.	Angelo Catinari	1/02/2022 - Final documentation has been requested from the solicitor.	In progress
15	02/11/2021	City Services and Climate Adaptation Standing Committee	Item 11.2 - Endorsement of Local Area Traffic Management Plan for Cowandilla, Hilton, Richmond, Parts of Torrensville and Mile End	Vlahos / O'Rielly that: 1. Council endorse the LATM Plan and its recommended road works for Precinct 12 and 16, which consist of Cowandilla, Richmond, Hilton and parts of Torrensville and Mile End. 2. Notification of the scheme endorsement by Council be provided to properties in the study areas with information on the report. 3. Funds to be allocated within the Council's 2022/2023 budget for the commencement of traffic control device installation as part of the LATM road works recommendation.	Angelo Catinari	15/11/2021 - Administration are currently developing notification for residents within the study area. 2/02/2022 - Currently the Creative Services team are finalising material for distribution scheduled to be distributed in early March 2022.	In progress
16	26/10/2021	City Advancement and Prosperity General Committee	Item 8.3 - Public Art Framework Draft for Public Consultation	Nitschke / Tsiaparis to Council that: 1. It approves the progression of the Public Art Framework 2022-2032 to public consultation. 2. The outcomes of the public consultation be presented to Council. 3. The Chief Executive Officer be authorised to make changes of a minor or formatting nature.	Pauline Koritsa	1/12/2021 - Public Art Framework currently on consultation closing 23/12/2021. 4/01/2022 - Consultation responses to be considered in January for a final report to 22 February 2022 City Advancement and Prosperity Committee.	In progress

17	19/10/2021	Council	Item 17.2 - Lockleys Code Amendment	Kym McKay / Tsiaparis that: 1. The feedback contained in the body of this report be submitted, along with the feedback and recommendations contained in the released Confidential Council Item 21.4 of the 6 July 2021 meeting (Attachment 1 of the Agenda report), to Future Urban as its formal response to the Lockleys Code Amendment, with a copy provided to the Minister for Planning and Local Government. 2. Council signals its intent to undertake a Code Amendment of the subject land located at 25 Pierson Street, Lockleys from Employment Zone to Suburban Neighbourhood Zone depending on the decision made by the Minister for Planning and Local Government in relation to the current Code Amendment for the subject land proposed by Future Urban.	Pauline Koritsa	22/10/2021 - Feedback sent to the minister and Future Urban. 16/11/2021 - Awaiting decision by the Minister to determine next steps, if any. 14/02/2022 - No response from the Minister has been received to date.	In progress
18	19/10/2021	Council	Item 15.1 - Sale and Disposal of dead-end streets	Woodward / Papanikolaou that Council authorise the Administration to examine the opportunity, and report back to Council, of the potential to close portions of roads in the City that dead-end onto the Keswick and Brown Hill Creeks with the aim of offering such portions of 'closed road' for public sale.	Angelo Catinari	1/02/2022 - City Assets are currently working with City Property and City Facilities to identify potential pieces of road to close for public sale.	In progress
19	05/10/2021	Council	Item 17.2- Report to undertake a trial with RecycleSmart	Kym McKay / Pal that the proposal to undertake a four month trial with RecycleSmart at a cost of up to \$25,000 with an additional amount of up to \$15,000 allocated to promote the campaign be endorsed subject to Council being successful in obtaining suitable grant funding for this purpose.	Paul Della	12/10/2021 - Awaiting GISA Council Modernisation Grant opening, identifying alternate grant programs that may support this initiative. 1/02/2022 - Grant application submitted 20 December 2021. Due to minimum funding requirements trial period has been increased to 6 months. Revised cost of project is \$48,600 with Council's financial contribution updated to \$26,100 including promotion costs.	In progress
20	05/10/2021	Council	Item 17.4- Brickworks Riverfront Land	Nitschke / Kym McKay that Council notes the intention of the Chief Executive Officer to adjourn the sale process of the Brickworks Riverfront land for an indefinite period and that Council provides its concurrence for this adjournment to occur.	Terry Buss	5/10/2021 - CEO report to Council notifying Council of the intention to adjourn the sale process of the BRL for an indefinite period. Council approved. 14/12/2021 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.	In progress
21	05/10/2021	City Services and Climate Adaptation Standing Committee	Item 11.1- Increased enforcement of parking restrictions in Mile End, Marlestone, Keswick and Ashford	Woodward / Kym McKay that a further report on this matter be prepared for the full year ending 30 June 2022, to assess any changes to parking infringement income that may occur as a result of the easing of restrictions associated with the COVID-19 pandemic.	Paul Della	12/10/2021 - No action required until end of 2021/22 financial year and then a report will be presented to Council in September/October 2022.	In progress
22	28/09/2021	City Facilities and Waste Recovery General Committee	Item 8.1 - South Australian National Football League (SANFL) - Request for grant of long term lease and land owner consent over portions of the Thebarton Oval complex	Reynolds / Mugavin that: 1. Council provide its consent for the Administration to commence negotiations with the South Australian National Football League (SANFL) for the proposed grant of a long term lease (or licence) to the SANFL for its use of portion of the Thebarton Oval complex, on the proviso that no final commitment can be provided to the SANFL until such time that: • The Adelaide Football Club has determined whether it wishes to relocate/collocate to the Thebarton Oval complex; • Public consultation has occurred in regard to the proposed grant of lease (or licence); and, • Any submissions which may be received arising out of that public consultation have been considered by the Council. 2. A further report be provided to the Committee / Council detailing the outcome of the negotiation process, prior to any necessary public consultation regarding the proposed grant of lease (or licence) occurring. 3. Council provides in principle consent, in its capacity as landowner/landlord of the Thebarton Oval complex for the works proposed in Attachment 2 of the Agenda report, only within the current leased area, subject to any necessary development consents being sought and obtained.	Angelo Catinari	14/10/2021 - Negotiations have commenced with SANFL and a draft long-term lease is being drafted. A further report will be presented to Council at the conclusion of the negotiations. 7/12/2021 - Initial feedback has ben received from SANFL and negotiations are continuing. A further report will be presented to Council early in 2022. 1/02/2022 - No written response has been received to date. It is expected within the next few weeks/months. 16/02/2022 - Detailed design an development documentation continuing with lessee. Council has received land acquisition notices for the Thebarton Oval complex / Kings Reserve areas from DIT as part of South Road T2D upgrade project. New lease negotiations with the current tenant are now 'on-hold' under acquisition matter is resolved.	In progress
23	28/09/2021	City Facilities and Waste Recovery General Committee	Item 8.2 - Licence Agreements - New Sporting Club Buildings	Reynolds / O'Rielly that: 1. The report be noted. 2. The methodology which has been developed and presented to determine the proposed licence fees for Clubs occupying the recently completed facilities at Camden Oval, Lockleys Oval and Weigall Oval within this report be agreed and that the Administration be authorised to prepare new licence agreements for the Clubs, in accordance with the methodology and information contained within this report for execution by the Clubs. 3. The Mayor and Chief Executive Officer be authorised to sign and seal any documentation to give effect to the grant of this resolution.	Angelo Catinari	14/10/2021 - The Administration is currently negotiating the details of the agreements with the relevant clubs. 7/12/2021 - Licence agreements have been circulated to all clubs, and negotiations continue. 1/02/2022 - Awaiting Club signatures from Weigall Oval and Camden Oval tenants. Negotiations continuing with Lockleys Oval tenants.	In progress

24	28/09/2021	City Facilities and Waste Recovery General Committee	Item 8.4 - Site Licence Agreement(s) with Department of Infrastructure and Transport - Shared Use Pathway(s)	Mugavin / O'Rielly that the Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect for a Heads of Agreement / Site Licence Agreement for the following: 1. The land known as the Westside Bikeway Linear Park, between South Road, Richmond and Morphet Road, Novar Gardens; 2. Shared Pathway along James Congdon Drive, between South Road, Mile End South to Sir Donald Bradman Drive, Mile End; and 3. Shared Pathway along James Congdon Drive, between Sir Donald Bradman Drive, Mile End and Railway Terrace, Mile End.	Angelo Catinari	14/10/2021 - Approval has been granted. Currently awaiting final documents from DIT. 7/12/2021 - Documents have been authorised by CWT and will be returned to DIT for execution. 1/02/2022 - Awaiting execution from DIT.	In progress
25	07/09/2021	Council	Item 12.1.1 - City Advancement and Prosperity General Committee Item 8.1 - Proposed Renaming of Dew Street Reserve	Kym McKay / Papanikolaou that: 1. A report be brought forward to Council in due course outlining all Council Assets within the City of West Torrens that are considered to be appropriate for naming or re-naming. 2. Such report to include a review of Council's Policy on Asset Naming. NOTE: please refer to Council Meeting of 14 December 2021 for change of name suggestion relating to Kesmond Reserve.	Pauline Koritsa	14/10/2021 - Project scoping currently underway. 7/12/2021 - Referred to Governance. 18/01/2022 - Project commenced. Assets register compiled. Reviewing asset naming decisions from 1999 to 2022. 1/02/2022 - First draft of asset naming register nearing completion.	In progress
26	03/08/2021	Council	Item 15.1- Open Space Plan	Woodward / Papanikolaou that in conjunction with the newly released Open Space Plan for public consultation, with 'Goal 1: Diverse open spaces close to people' and to 'Purchase land and/or repurpose council-owned land for open space purposes when possible', Elected Members are provided with a report identifying opportunities to accumulate revenue to achieve this strategic objective.	Pauline Koritsa	17/8/2021 - Following the close of consultation a working group will be set up to deliver the action plan and this will be included in that plan. Consulting with other councils as to their approaches. 20/10/2021 - Action plan currently being developed with internal stakeholders. 16/11/2021 - Draft action plan with stakeholders for review. 1/12/2021 - Action Plan received from consultant. Exploration of opportunities to accumulate revenue is one of the key short term actions to be undertaken 17/1/2022 - Options to be investigated commencing February. 14/02/2022 - Options investigation commenced.	In progress
27	03/08/2021	Council	Item 17.2- 2022 Festival Series (Summer Festival 2022, Fire & Spice)	Kym McKay / Tsiaparis that Council approves: 1. Five (5) Summer Festival events to be held at Kings Reserve in January/February 2022, at a cost of \$140,000 (excluding administrative costs). 2. One (1) Festival event to be hosted by a business, to replace Thebartonia!, at a cost of \$20,000 (excluding administrative costs). 3. Fire & Spice be approved and held in March 2022, at a cost of \$40,000 (excluding administrative costs).	Pauline Koritsa	10/8/2021 - Planning underway for Summer Festival based on Council resolution 13/10/2021 - Business based event applications open, Covid Management Plan with SA Health for approval. 1/11/2021 - One application received for the business based event. Covid Management Plan still awaiting approval from SA Health. 16/11/2021 - Covid Management Plan approved by SA Health. Business event partner selected. 16/12/2021 - Summer Festival program finalised, promotional material complete and ready for distribution. 4/1/2022 - Waiting for decision from Exec on whether Festival will proceed based on current Covid scenario. 17/1/2022 - Summer Festival cancelled and events to be rescheduled to April to coincide with the Chilli Festival. Planning to commence late January. 1/2/2022 - Planning for events in April to coincide with the Chilli Festival underway. 14/02/2022 - Still awaiting Covid Management Plan approval for Chilli Festival.	In progress

28	27/07/2021	City Facilities and Waste Recovery General Committee	Item 8.1 - Glenlea Tennis Club - Variation of Lease	<p>Anne McKay / Pal that:</p> <p>1. A Deed of Variation be prepared to vary the leased area of the Glenlea Tennis Club premises within the Camden Oval complex, to acknowledge the additional two new tennis courts which have been constructed and which are available for use by the Club. The Deed to further nominate that the two northern tennis courts be available for public use when not required by the Club and the Club's rental to increase by \$350 per annum plus GST from 1 August 2022.</p> <p>2. The Mayor and Chief Executive Officer be authorised to sign and seal any documentation to give effect to the recommendation.</p>	Angelo Catinari	<p>19/08/2021 - Lease has been prepared and provided to the Club.</p> <p>14/10/2021 - Discussion continuing with the club regarding the draft documents.</p> <p>1/02/2022 - Draft documents forwarded to Club. Agreement will not take effect until July 2022.</p>	In progress
29	06/07/2021	Council	Item 17.5- Update - Request to purchase portion of the road reserve - corner of Arthur Lemon Avenue & Witty Court, Underdale	Huggett / Kym McKay that the Council advise the applicant (the owners of 1 Witty Court, Underdale) that it agrees to increase the area of verge land (beyond that provided at its meeting of 8 December 2020) in accordance with the additional land sought in the aerial plan, should the applicant determine to proceed in this manner.	Angelo Catinari	<p>11/08/2021 - Matter is currently with the Surveyor.</p> <p>14/10/2021 - Continues to be with Surveyor for land consolidation/division.</p> <p>7/12/2021 - Continues to be with Surveyor.</p> <p>1/02/2022 - Public Notification commenced on 3 February 2022.</p>	In progress
30	25/05/2021	City Facilities and Waste Recovery General Committee	Item 8.1 - Kesmond Reserve, Keswick - Update Report	<p>Woodward / Pal that:</p> <p>1. This report is to be noted;</p> <p>2. A further report is to be provided back to this Committee following negotiations between the National Servicemen's Association and the Hilton RSL Sub-branch regarding the potential use of a new facility at Kesmond Reserve.</p>	Angelo Catinari	<p>11/06/2021 - The first meeting of the RSL and NSA Working Party took place on 9 June with positive feedback. The RSL requested sufficient time to discuss the proposal with members and will advise Council of the outcome of the discussions by end of July.</p> <p>19/08/2021 - A meeting will be scheduled for early September between RSL an NSA and the Administration to review a proposed floorplan. A further report will be provided to Council following this meeting.</p> <p>14/10/2021 - The draft floor plan was presented to clubs with positive response. Minor alterations will be made and presented to Council for approval.</p> <p>7/12/2021 - A report will be presented to Council early in 2022 for endorsement of the building concept and floor plan.</p> <p>27/01/2022 - A report is being prepared for the 22 March 2022 City Facilities and Waste Recovery Committee Meeting.</p>	In progress
31	18/05/2021	Council	Item 17.1- River Torrens (Karrawirra Parri) Schematic Structure Plan & Thebarton Open Space	<p>Nitschke / Mugavin to Council that:</p> <p>1. It receives the River Torrens (Karrawirra Parri) Schematic Structure Plan and indicates in-principle support for the overarching vision for the improvement of the site, notwithstanding, any required statutory approval processes.</p> <p>2. The CEO be delegated the authority to negotiate, subject to budget approvals, the purchase of the strategic portion of the former Adelaide University land-holding at Thebarton, being the portion of the land marked as 'A', in accordance with the land valuations provided for the development for the purposes of a shared path.</p> <p>3. It provides in principle support for the portions of land identified as 'B' and 'C' be received by Council as a non-compulsory, voluntary "contribution" from the land-owner/developer and gifted asset subject to the developer undertaking any necessary remediation of contaminated land and heritage conservation/maintenance associated with the kiln and boiler room</p> <p>4. The portion(s) of the land marked 'D' be vested to Council as Public Roads, subject to being developed to council's required standards guided by the City of West Torrens Urban Design Manual.</p>	Angelo Catinari	<p>10/06/2021 - Applicant advised of Council resolution, Initial meeting held with Applicant to discuss requirements.</p> <p>17/08/2021 - Currently developing contract of purchase of the land, to be subject to successful completion of division of land.</p> <p>14/10/2021 - Review of the draft contract is currently underway.</p> <p>17/12/2021 - Contract for the intent to purchase land is currently with land owner.</p> <p>1/02/2022 - Awaiting outcome of Division of Land prior to progressing purchase of land agreement. Administration are currently working with design consultant on the shared path design.</p>	In progress

32	23/03/2021	City Facilities and Waste Recovery General Committee	Item 8.1 - Waste and Resource Recovery Strategy Proposal	Woodward / Mugavin that a project to develop a 10 year waste and resource recovery strategy for the City of West Torrens be endorsed, subject to appropriate funding being provided in Council's 2021/22 budget.	Paul Della	<p>The Administration has received advice that grant funding is being provided and commenced development of the strategy April 2021.</p> <p>15/06/2021 - The Waste Strategy development initiative is expected to be completed before December 2021.</p> <p>18/08/2021 - The creation of the plan has commenced in getting the structure and content of the plan in line with CWT's framework. Consultation with staff of other departments has been undertaken.</p> <p>12/10/2021 - Draft waste strategy 90% complete. To be reviewed by consultant prior to scheduling Executive Team and Elected Members workshops.</p> <p>1/02/2022 - Development of waste strategy delayed due to resourcing. Completion date revised to 30 June 2022.</p>	In progress
33	23/03/2021	City Facilities and Waste Recovery General Committee	Item 8.2 - Improving Source Separation at Multi-Unit Developments Pilot Proposal	Mugavin / Pal that a pilot is undertaken to determine the most effective interventions to improve source separation of waste in MUDs, subject to appropriate funding being provided in Council's 2021/22 budget.	Paul Della	<p>Funding for an initiative to determine the most effective interventions to improve source separation of waste in MUDs has been included in Council's 2021/22 budget.</p> <p>18/08/2021 - Work has commenced on the initial stages of the project, final selection of MUDs to be completed in August. Project Team are meeting monthly.</p> <p>12/10/2021- Final planning for project underway. Project scheduled to commence Jan/Feb 2022</p> <p>1/02/2022 - Stage 1 of project has commenced. Focus group sessions held in January 2022 with building managers and strata groups to refine intervention tools to support improving source separation. Next project group meeting scheduled for 3 February 2022.</p> <p>15/02/2021 - Meeting on 3 February 2022 completed, final report from focus group sessions shared. List of interventions to be finalised and base line waste audits to schedule for March 2022 prior to pilot commencement.</p>	In progress
34	16/03/2021	Council	Item 17.2- Impacts facing Thebarton Oval and Kings Reserve User Groups resulting from North-South Corridor Works	<p>Nitschke / Mugavin that:</p> <p>1. In order to develop options for Council to consider to address the likely impacts of the upgrade to the North South Corridor relevant to the Thebarton Oval/Kings Reserve precinct, the Administration be authorised to commence discussions with the following stakeholders:</p> <ul style="list-style-type: none"> • Torrensville Bowling Club; • Thebarton Oval Tenants – SANFL and Adelaide Footy League; • Messinian Association of SA (MA Hawks Soccer Club); • Proposed Thebarton Oval Tenant - Adelaide Football Club; • Thebarton Community Centre – Community Groups, and • Other relevant stakeholders as may be identified by the Administration. <p>2. A further report(s) be provided to Council following discussions with the identified groups.</p>	Angelo Catinari	<p>11/06/2021 - Preparations are being made to coordinate the consultation</p> <p>18/08/2021 - The Administration is currently working through the Recommendation. One user group has been consulted and a meeting has been scheduled for a second.</p> <p>14/10/2021 - Awaiting further information from DIT however initial discussions with Torrensville Bowling Club and MA Hawks have occurred.</p> <p>7/12/2021 - This matter is ongoing. DIT have released preliminary acquisition notices and concept for the area.</p> <p>1/02/2022 - DIT has provided formal Notices of Intent. Administration is discussing possible colocation options for the MA Hawks and Torrensville Bowling Club.</p>	In progress

35	02/02/2021	City Services and Climate Adaptation Standing Committee	Item 11.1 - Proposed Extension of E-Scooter Trial - Western Alliance Councils	<p>Reynolds / Mayor Coxon that:</p> <p>1.The report be received and noted.</p> <p>2.The Administration write to the Department of Infrastructure and Transport (DIT) requesting the following:</p> <p>a) The trial of the E-Scooters along the coastal trail be extended under the same terms and conditions for a period of 12 months;</p> <p>b) The trial area extended into the side streets up to Military Road and further consideration of ‘exclusion’ and ‘go slow’ zones as part of a separate application.</p> <p>3.The Cities of Port Adelaide Enfield and Charles Sturt and SAPOL be advised of (2) above.</p>	Angelo Catinari	<p>10/02/2021 - City of Port Adelaide Enfield and City of Charles Sturt advised of Council resolution. City of Port Adelaide Enfield to write to DIT regarding the extension proposal.</p> <p>24/02/2021 - Resolution Item 2. a): Letter to the Minister seeking a further extension of 12 months for the e-scooter trial.</p> <p>14/04/2021 - Resolution Item 2. a): Letter received from the Minister regarding approval of a further extension of the Trial to 4 April 2022. Resolution Item 2.b) and Item 3 are still in progress with the other two Councils' Administration.</p> <p>10/06/2021 - Resolution Item 2.b) and Item 3 are still in progress with the other two Council's Administration.</p> <p>14/10/2021 - Awaiting advice from City of Port Adelaide and Enfield on the outcome of their consultation with community.</p> <p>1/02/2022 - The City of Port Adelaide Enfield have advised that only the Semaphore Road extension was approved for an extension to the existing approved route as a result of their community consultation. Further liaison with the State Government and western alliance councils is scheduled to discuss the proposed extension of route and also the possible extension of permits till 31 October 2022.</p>	In progress
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36	08/12/2020	City Facilities and Waste Recovery General Committee	Item 8.3 - Sponsorship Agreement - Lockleys Oval LED Scoreboard	<p>Woodward / Pal that:</p> <p>1. Council provide its consent, in its capacity as landowner for a LED scoreboard to be erected in the north-eastern corner of the Lockleys football oval, subject to any necessary development consents being sought and obtained.</p> <p>2. Should the Committee recommend to Council, and Council resolve in accordance with the Committee's recommendation, the Chief Executive Officer and/or Mayor be authorised to sign a Sponsorship Agreement, including the sponsorship of \$10,000 offered by the West Beach and Districts Community Bank Branch.</p> <p>3. Council's Advertising on Council Land and Related Public Infrastructure Policy be reviewed as part of the review process of Council's policies to acknowledge the decision of Council.</p>	Angelo Catinari	<p>10/02/2021 - Bank has been advised and Administration is awaiting the final Sponsorship Agreement. Procurement process has commenced with the new scoreboards</p> <p>11/06/2021 - awaiting final go-ahead from clubs and confirmation of their financial contribution towards the larger board they have requested.</p> <p>18/08/2021 - Awaiting club confirmation. Meeting scheduled for late August to progress the purchase.</p> <p>14/10/2021 - Club continues to discuss the investment and will be in better position to make a decision following the lease/licence negotiations</p> <p>7/12/2021 - Negotiations continue with the club regarding licence fees. Following thee discussions, it is expected that a decision can be made regarding the scoreboard.</p> <p>27/01/2022 - Due to the Christmas break and Covid restrictions, a meeting has not been held to discuss the licence fees. It is expected that this will take place in February. Following the licence fee negotiations, a decision will be made regarding the scoreboard.</p> <p>16/02/2022 - The Administration has met with representatives of the Lockleys Football Club in early February 2022 to discuss the licence / licence fees for the Lockleys Oval Sports Facility / Lockleys Oval. Following the meeting, the Club will now provide a formal response to the new licence and a further report will be provide by the Administration to the next City Facilities and Waste Recovery General Committee in March 2022. Following the licence / licence fee negotiations, a decision will be made regarding the scoreboard.</p>	In progress
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37	08/12/2020	City Facilities and Waste Recovery General Committee	Item 9.1 - Educational Trial for Waste Disposal and Separation	Woodward / Huggett that Council Administration provide a report to the City Facilities and Waste Recovery General Committee on the opportunity (costs and benefits) of a trial at a shopping centre within our City to provide 3 bins for the general public use. The intent is to create an actual experience in use of the red, yellow and green bins that further educates our residents in separation at source and better waste disposal.	Paul Della	<p>The Waste Management Team is currently identifying the most suitable location to undertake activities regarding waste education/creating a community 'experience in the use of the red, yellow and green bins'.</p> <p>17/03/2021 - Waste Management is in the process of redeveloping the Bin Toss Game to be rolled out to shopping centres to provide an interactive waste experience to educate residents on separating waste. At this stage, we propose to run 2 sessions during National Recycling Week (8 - 14 November 2021 - at Brickworks and Kurralt Central).</p> <p>Works due to commence in April 2022:</p> <ul style="list-style-type: none"> • Development of the display/standee to be used at shopping centres (with Media) • Contact the shopping centres and stakeholders to seek participation • Investigate options for incentives/prizes to encourage participation <p>18/08/2021 - Whilst we have undertaken initial stages of the project work is still continuing, launch will take place in line with community engagement for the waste strategy.</p> <p>12/10/2021 - Intention to undertake education trial with waste strategy community consultation proceeding.</p> <p>Current proposal is to undertake an interactive displays. Discussions have been held with Business and Community Services (Media) to design a display surround for the bins to improve visibility.</p> <p>1/02/2022 - On hold pending completion of the Draft Waste Strategy. Development of Waste Strategy delayed due to resourcing. Completion date revised to 30 June 2022.</p>	In progress
38	03/11/2020	Council	Item 12.1.1 - City Advancement and Prosperity General Committee Item 8.1 - Australian Honours Awards	<p>O'Rielly / Papanikolaou that Council publicly recognises:</p> <ol style="list-style-type: none"> 1. West Torrens residents who have been Australian Honour recipients by creating a website presence on Council's website which links directly to the searchable Australian Honours database on the Department of the Prime Minister and Cabinet website. 2. Former West Torrens' Mayors with an online website presence and suitable footpath plaques in the West Torrens Memorial Gardens. 	Pauline Koritsa	<p>15/02/2021 - Australian Honour recipients will be available on the CWT website when the new site is launched in March. Currently trying to verify names and dates of mayors/chairmen prior to availability on new website. Intending to launch website first prior to manufacturing plaques to ensure information is correct.</p> <p>31/05/2021 - Mayoral information on website, initial designs of plaques underway, installation in Spring.</p> <p>19/08/2021 - Interactive kiosk option being investigated but due to COVID restrictions, site visit to view has not yet occurred.</p> <p>20/10/2021 - Options still under investigation.</p> <p>16/11/2021 Creative Services have developed a range of Mayoral plaques however, the option of a kiosk is currently under investigation by General Manager Urban Services.</p> <p>1/12/2021 - No further update.</p> <p>17/01/2022 - No further update.</p> <p>4/02/2022 - No further update.</p>	In progress

39	01/09/2020	Council	Item 11.1 - Electric Vehicle Charging Stations	<p>Kym McKay / Vlahos that:</p> <p>1.The report be received and noted.</p> <p>2.The Administration continues to explore options for providing Electric Vehicle (EV) charging stations in West Torrens and calls an Expression of Interest to the market to identify potential providers, their business model and value add opportunities for Council and the community.</p> <p>3.The Administration provides information from that tendering process in a subsequent report back to Council.</p>	Angelo Catinari	<p>15/10/2020 - An Expression of Interest document is being finalised to go out to the market to explore options in relation to potential providers, business models and value add opportunities. It is anticipated that a call for the EOI will occur early 2021 and subsequently a report will be provided to Council with the outcome of that tendering process.</p> <p>03/02/2021 - An Expression of Interest document is anticipated to go to market April 2021, with a subsequent report to Council with the outcome of that process. Concurrent to this process, the Administration is reviewing the recently released State Government Electric Vehicle Action Plan to identify opportunities for the City of West Torrens.</p> <p>16/04/2021 - Awaiting advice from State Government on recent nomination of EV charging station sites in CWT under the State Government Electric Vehicle Action Plan.</p> <p>10/06/2021 - The Department for Energy and Mining is preparing for the imminent release of the Electric Vehicle Charging Network Funding Guidelines as part of the next stage of the project - the competitive grants process. This next stage of the project will take place between May and late July, and will involve a public call for charge point operators to submit a grant proposal to develop a section or sections of the Network.</p> <p>19/08/2021 - Two EV charge point operators have contacted the Administration to seek 'in principle' (non-binding) support for their grant submissions to the Department for Energy and Mining's (DEM) EV charging grant program to operate charging stations at some of our nominated sites. This is part of the State Government process of developing a state-wide EV charging network. Over the next few months the operators will be notified by DEM on the outcome of their submissions, and if successful they will then hold more detailed discussions to reach a more formal arrangement with CWT. The charge point operator will be responsible for the installation, ongoing operation and maintenance of the infrastructure.</p> <p>14/10/2021 - Awaiting confirmation from State Department of Energy and Mining on outcomes of submissions from interest operators. CWT have ordered 2 electric vehicles, one has already been received and the other expected by the end of October 2021. Charging stations have been set up at the Civic Centre and the Depot. Another two electric vehicles are expected in February 2022.</p> <p>1/02/2022 -There were no successful applicants to the State Government's Registration of Interest for EV charging station operators to set up charging stations in West Torrens. Subsequently Administration over the next month will now develop an Expression Of Interest to explore the market opportunities.</p>	In progress
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40	26/11/2019	City Facilities and Waste Recovery General Committee	Item 9.1 - Lockleys Bowling Club Premises	Mayor Coxon / Woodward that the Mayor and Chief Executive Officer be authorised to pursue options for the possible redevelopment of the Lockleys Bowling Club facilities with other interested stakeholders.	Terry Buss	<p>Discussion has taken place with the Lockleys Bowling Club and other stakeholders and further follow up with the varies stakeholders is continuing to occur.</p> <p>12/02/2021 - On 28 January 2021 Mayor Coxon met with representatives from various bowling clubs in relation to this matter. Discussions between relevant stakeholders continue.</p> <p>9/03/2021 - Email exchange between Mayor Coxon and interested stakeholders sent advising a 'needs analysis' template would be drawn up for each club to complete and return.</p> <p>15/06/2021 - This action referred to GMUS/Manager City Property to action.</p> <p>4/08/2021 - Mayor Coxon further discussed with Acting CEO. Meeting relevant stakeholders to be arranged.</p> <p>15/10/2021 - Further discussion taking place with relevant stakeholders.</p> <p>3/02/2022 - A report is being presented to Council at the 15 February 2022 meeting (deferred from 1 February meeting). Dean to update all stakeholders following outcome of discussion on that report. [KA 3/2/22]</p> <p>16/02/2022 - superseded by Council report of 15/02/2022 - 17.2 West Torrens Bowling Centre, Lockleys (for the Torrensville and Lockleys Bowling Clubs).</p>	In progress
41	18/01/2022	Council	Item 17.6 - Weslo Holdings - Update - Confidential Order Review	<p>Nitschke / Pal that:</p> <p>1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 18 February 2020 and reviewed at Council's 16 February 2021 meeting in respect of confidential Item 21.1 - Weslo Holdings - Update, Council orders that confidential Agenda report, the Minutes arising, attachments and any associated documentation, continues to be retained in confidence in accordance with Section 90(3)(b)(i) and (b)(ii) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period on the basis that it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible outcome to the lease dispute with Weslo Holdings Pty Ltd. In addition, the disclosure of Council's commercial position may severely prejudice Council's ability to satisfactorily resolve the lease dispute with Weslo Holdings Pty Ltd and consequently, Council considers the disclosure of the information would, on balance, be contrary to the public interest.</p> <p>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 extend it.</p>	Terry Buss	21/01/2022 - Confidential worksheet updated noting the annual review on 18 January 2022 and the continuation of the confidentiality order for a further 12 months.	Completed
42	18/01/2022	City Finance and Governance Standing Committee	Item 11.3 - Form of the Budget and Annual Business Plan 2022/23	<p>Wood / Vlahos to Council that the Budget and Annual Business Plan for 2022/23 be in a form incorporating:</p> <ul style="list-style-type: none"> • An introduction/message from the Mayor and Chief Executive Officer; • The "Towards 2030" vision, listing the strategic fundamentals that underpin the budget, including information from Council's Community Plan re the objectives and activities for the 2022/23 financial year; • Infographics summarising key demographics of the City of West Torrens; • Operational budget information, including commentary, financial details and information on objectives, key activities, performance measures and budget highlights; • Summary of our capital works program, including a list of our major works projects; • Information on rates and rate modelling including a 'rates at a glance' infographic; • Summary financial statements, including those required by Regulation 13 of the Local Government (Financial Management) Regulations 2011 and associated key performance indicators; and • Long Term Financial Plan including key assumptions and sources of funding. 	Paul Della	18/01/2022 - Budget document is being prepared in accordance with the endorsed plan and will be presented to Council in coming months.	Completed
43	18/01/2022	City Finance and Governance Standing Committee	Item 11.6 - Behavioural Management Framework for Council Members – Consultation	Vlahos / Woodward that the feedback contained in the Agenda report be approved and submitted to the Local Government Association and Office of Local Government as Council's response to the Behavioural Standards for Council Members.	Pauline Koritsa	20/01/2022 - Feedback sent to LGA and OLG.	Completed

44	14/12/2021	Council	Item 17.2 - Australia Day Council of SA and City of West Torrens Australia Day Awards	<p>Anne McKay / Pal to Council that:</p> <ol style="list-style-type: none"> 1. It endorses the nominees, listed in Attachment 1 of the Agenda report provided under separate cover, to be submitted to the Australia Day Council of SA for the following categories: <ol style="list-style-type: none"> a. Citizen of the Year b. Award for Active Citizenship 2. It approves the nominees, listed in Attachment 1 of the Agenda report provided under separate cover, for the following City of West Torrens Australia Day Awards: <ol style="list-style-type: none"> a. Civic Awards b. Community Service Awards c. Community Group Award 3. The media, Elected Members and the Administration refrain from publicly discussing or publishing the names of recommended award recipients as detailed in Attachment 1 of the Agenda report provided under separate cover until the Administration has advised the recipients and their nominators of Council's decision. 4. The Administration contacts the successful nominees and nominators to advise them of Council's decision as soon as practical following the date of this meeting and before 24 December 2021 advising their award will be presented to them at the Australia Day ceremony on 26 January 2022. <p>The Administration organise the Australia Day Ceremony for 26 January 2022 including the purchase of awards for the categories and send official invitations to the successful award recipients, their nominator, citizenship applicants and special guests as soon as practical once details of the ceremony are finalised.</p>	Terry Buss	Australia Day Council has been advised via online form of the City of West Torrens nominees.	Completed
45	14/12/2021	Council	Item 17.5 - Request for In Principle Consent - Permit Over/Sale of Portion of Retallack Avenue, Marleston	<p>Woodward / Papanikolaou that Council advise the Marleston Foundation Inc that it provides in principle consent for grant of a permit and authorisation over, the eastern most portion of Retallack Avenue subject to the following:</p> <ol style="list-style-type: none"> a) The Council and the Foundation agreeing terms for the grant of permit and authorisation; and b) Any necessary development consents being sought and obtained and the development proceeding ostensibly in accordance with the concept plans attached to this report. 	Angelo Catinari	1/02/2022 - Email has been sent advising the organisation of Council's resolution.	Completed
46	14/12/2021	Council	Item 17.6 - Nominations Sought for the Dog and Cat Management Board	Nitschke / Pal that the City of West Torrens Animal Management Officer, Rhianna Havis, be nominated to the Dog and Cat Management Board.	Pauline Koritsa	<p>17/12/2021 - Nomination forms and information sent to and followed up with Rhianna Havis.</p> <p>20/12/2021 - Forms sent to LGA.</p> <p>18/01/2022 - Awaiting decision from Board.</p> <p>27/01/2022 - LGA have advised of the nomination result (unsuccessful).</p>	Completed
47	14/12/2021	Council	Item 17.8 - Nominations Sought for the Stormwater Management Authority	Vlahos / Nitschke that the City of West Torrens Coordinator Engineering Services, Andrew King, be nominated to the Stormwater Management Authority.	Pauline Koritsa	<p>17/12/2021 - Andrew King provided with relevant nomination forms.</p> <p>4/02/2022 - Nomination sent to Local Government Association of SA (LGA).</p>	Completed
48	14/12/2021	Council	Item 15.1 - Alternate proposal for the Torrens to Darlington Project	Woodward / Anne McKay that to ensure that West Torrens residents, businesses and ratepayers fully appreciate the opportunities and risks with the Torrens to Darlington Project, Council seek advice from the Minister for Infrastructure and Transport on the merits or otherwise of the alternate proposal provided by Luigi Rossi & Associates Pty Ltd.	Terry Buss	<p>22/12/2021 - Letter sent to Hon Corey Wingard MP, Minister for Infrastructure and Transport as per resolution.</p> <p>10/01/2022 - Response received to Council's letter and included in Correspondence for 18/01/2022 Council meeting.</p>	Completed
49	23/11/2021	City Facilities and Waste Recovery General Committee	Item 8.4 - Request to purchase portion of Kevin Avenue Reserve, West Beach	Mugavin / O'Rielly that the resident be advised that, following its consideration of the request, Council is not willing to dispose of any portion of the Kevin Avenue Reserve.	Angelo Catinari	1/02/2022 - Applicant has been advised of Council resolution.	Completed
50	16/11/2021	Council	Item 17.1 - Resignation and Appointment of Council Assessment Panel Deputy Independent Member	<p>Kym McKay / Vlahos that:</p> <ol style="list-style-type: none"> 1. Mr Jim Gronthos' resignation from the Council Assessment Panel is noted. 2. Mr Heath Edwards 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 the period from 1 December 2021 to 31 December 2022. 3. Mr Heath Edwards is to be registered with the Accreditation Authority as Accredited Professional Planning Level 2 for the entire term of the appointment. <p>FURTHER</p> <p>Kym McKay / Vlahos that:</p> <ol style="list-style-type: none"> 1. In accordance with Sections 91(7) and 91(9) of the Local Government Act 1999, the Council orders that Attachment 1 - Selection Panel Report, having been considered by the Council in confidence under Section 90(3)(a), be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting, on the basis that the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicant which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council. 2. Council delegates the power of review, but not the extension, of the confidential order to the Chief Executive Officer on a monthly basis in accordance with the provisions of Section 91(9)(c) of the Local Government Act 1999. 	Angelo Catinari	23/11/2021 - Letter of appointment sent to Mr Heath Edwards.	Completed

51	16/11/2021	Council	Item 17.2 - Response to Draft Adelaide Plains Water Allocation Plan	Kym McKay / Wood that the feedback contained in this report be submitted to the Department for Environment and Water as Council's response to the Draft Adelaide Plains Water Allocation Plan.	Pauline Koritsa	1/12/2021 - Response and feedback sent to the Department for Environment and Water on 23/11/2021.	Completed
52	16/11/2021	Council	Item 17.4 - SA Heritage Register, Provisional Entry of West End Brewery Gardens	Vlahos / Kym McKay to Council that it approves the City of West Torrens feedback contained in Attachment 9 to this report on the Submission for State Heritage Listing for remittance to the South Australian Heritage Council in response to the call for submissions on whether the West End Brewery gardens should be confirmed in the South Australian Heritage Register as a State Heritage Place.	Pauline Koritsa	1/12/2021 - Submission sent to the Department for Environment and Water on 19/11/2021.	Completed
53	16/11/2021	Council	Item 17.5 - Elected Member Professional Development Policy	Wood / Nitschke that: 1. The reviewed Council Policy - Elected Member Professional Development be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Council Policy - Elected Member Professional Development.	Pauline Koritsa	19/11/2021 - Policy updated on public website.	Completed
54	16/11/2021	Council	Item 17.6 - Informal Gatherings and Discussions Policy Revocation	Reynolds / Anne McKay that the Council Policy - Informal Gatherings and Discussions be revoked.	Pauline Koritsa	22/11/2021 - Policy removed from public website.	Completed
55	16/11/2021	Council	Item 17.7 - Internal Review of Council Decisions Policy	Kym McKay / Papanikolaou that: 1. The reviewed Council Policy - Internal Review of Council Decisions be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the reviewed Council Policy - Internal Review of Council Decisions.	Pauline Koritsa	19/11/2021 - Policy updated on public website.	Completed
56	16/11/2021	Council	Item 17.8 - Code of Practice - Access to Meetings and Documents	Anne McKay / Papanikolaou that: 1. The reviewed Code of Practice - Access to Meetings and Documents be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Code of Practice - Access to Meetings and Documents.	Pauline Koritsa	19/11/2021 - Policy updated on public website.	Completed
57	16/11/2021	Council	Item 17.9 - Code of Practice - Procedures at Meetings	Wood / Reynolds that: 1. The reviewed Code of Practice - Procedures at Meetings be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Code of Practice - Procedures at Meetings.	Pauline Koritsa	19/11/2021 - Policy updated on public website.	Completed
58	16/11/2021	Council	Item 17.10 - Audit General Committee Establishment - Confidential Order Review	Woodward / Tsiaparis that: 1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 15 January 2019 and reviewed at Council's 10 December 2019 and 8 December 2020 meetings in respect of confidential Item 14.7 - Audit General Committee Establishment, Council orders that the information contained in Attachment 2 relating to the appointment of independent members to the Audit General Committee, continues to be retained in confidence in accordance with sections 90(3)(a) and 90(3)(g) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period on the basis that the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicants which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council. 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 extend it.	Terry Buss	19/11/2021 - Confidential worksheet updated noting the annual review on 16 November 2021 and the continuation of the confidentiality order for a further 12 months.	Completed
59	16/11/2021	Council	Item 17.11 - Interim Covid-19 Support Measures for Commercial Leases and Licences - Confidential Order Review	Kym McKay / Vlahos that: 1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 31 March 2020 and reviewed at Council's 8 December 2020 meeting, in respect of report Item 6.1 - Interim Covid-19 Support Measures for Commercial Leases and Licences, Council orders that the confidential Agenda report, the Council Resolution 1(c) and 1(d) of the Minutes, attachments and any associated documentation, continues to be retained in confidence in accordance with Section 90(3)(g) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period in order to ensure that Council does not breach any duty of confidence owed to the Commercial lessees and licensees. 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 extend it.	Terry Buss	19/11/2021 - Confidential worksheet updated noting the annual review on 16 November 2021 and the continuation of the confidentiality order for a further 12 months.	Completed
60	16/11/2021	Council	Item 16.1 - Report to Council on closure of dead-end streets in Lockleys	Kym McKay / Wood that the Administration report back to Council what is required to ensure that two currently dead-end streets remain closed and are not utilised in any Code Amendment process proposed by the developer. Those streets being Azalea Drive and Tracey Crescent, Lockleys.	Angelo Catinari	3/02/2022 - City Assets and City Strategy are investigating any mechanism available to ensure that the two current dead-end streets remain closed. 16/02/2022 - Report presented to Council on 15/02/2022.	Completed
61	16/11/2021	Council	Item 15.1 - Extension of Proposed Northern Tunnel - Torrens to Darlington Hybrid+ Solution	Papanikolaou / Woodward that the Mayor write to the Minister for Infrastructure and Transport to request that, in relation to the proposed Northern Tunnel as part of the Torrens to Darlington Hybrid Solution for the final stage of the North South Corridor, due consideration be given to support Council's view that an extension of the proposed tunnel to the north of the River Torrens to link up with the existing depressed motorway be included as part of the final design.	Terry Buss	23/11/2021 - Letter sent to the Hon. Corey Wingard MP, Minister for Infrastructure and Transport from Mayor Coxon. 7/01/2022 - Response received from Minister and added to Correspondence for 18/01/2022 Council agenda.	Completed
62	16/11/2021	City Finance and Governance Standing Committee	Item 11.5 - Budget Review - September 2021	Kym McKay / Vlahos that the budget review changes for September 2021 be adopted pursuant to Regulation 9 of the Local Government (Financial Management) Regulations 2011.	Paul Della	16/11/2021 - September Budget review changes have been updated in our financial systems and reports.	Completed

63	16/11/2021	City Finance and Governance Standing Committee	Item 11.6 - Annual Report 2020-21	Wood / Mugavin to Council that: 1. It approves the 2020-21 City of West Torrens Annual Report, excluding the 2020-21 Annual Financial Statements, pursuant to the requirements of s1(1) of the Local Government Act 1999. 2. The Chief Executive Officer be delegated authority to, before the final publication of the 2020-21 City of West Torrens Annual Report: a. make minor changes of a technical or editorial nature if required; and b. include the City of West Torrens 2020-21 Annual Financial Statements as adopted by Council.	Pauline Koritsa	24/11/2021 - Annual report finalised and published on the City of West Torrens website. 14/02/2022 - Annual report in its entirety submitted to the relevant authorities as required by 30 November 2021.	Completed
64	16/11/2021	City Finance and Governance Standing Committee	Item 11.7 - Local Government Reform - Regulations - Feedback	Anne McKay / Wood to Council that the feedback contained in the Agenda report be approved and submitted to the Local Government Association and Office of Local Government as Council's response to the following: • Local Government (Financial Management) (Review) Variation Regulations 2021 • Local Government (General) (Annual Report) Variation Regulations 2021 • Local Government (Transitional Provisions) (Stage 2) Variation Regulations 2021.	Pauline Koritsa	19/11/2021 - Feedback sent via email to both the OLG and the LGA.	Completed
65	02/11/2021	Council	Item 16.1 - Reducing congestion and cut-through traffic on local roads	Vlahos / Anne McKay that the Administration write to the Department for Infrastructure and Transport stating that notwithstanding the fact that South Road is a priority road, they need to allocate more green time to roads going east-west such as Richmond Road, Sir Donald Bradman Drive, Henley Beach Road, Ashwin Parade and West Thebarton Road, in an attempt to reduce the congestion along these roads which is resulting in "rat running" in local side streets causing concern to local residents about the volume of traffic.	Angelo Catinari	16/12/2021 - As no entry had been made before this date, KA updated with the action taken. Letter signed by Terry Buss and sent to DIT CEO on 19/11/2021 (refer to the Doc Set Id). 16/12/2021 - Response received from DIT CEO (refer Doc Set Id).	Completed
66	02/11/2021	Council	Item 17.1 - Financial Statements - Year Ending 30 June 2021	Woodward / Reynolds that that the Chief Executive Officer and Principal Member be authorised to certify the annual financial statements for 2020/21 in their final form pursuant to the requirements of Regulation 14(g) of the Local Government (Financial Management) Regulations 2011.	Paul Della	2/11/2021 - CEO and Principal Member have authorised the annual financial statements for the year ending 30th June 2021.	Completed
67	02/11/2021	Council	Item 17.4 - Weslo Request for New Lease - Confidential Order Review	Vlahos / Nitschke that: 1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 17 November 2020, in respect of report Item 21.1 - Weslo - Request for New Lease, Council orders that the confidential Agenda report, the Minutes arising, attachments and any associated documentation, continue to be retained in confidence in accordance with Section 90(3)(b)(i) and (b)(ii) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period on the basis that it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible outcome to the lease dispute with Weslo Holdings Pty Ltd. In addition, Council is satisfied that the principle of the meeting being conducted in a place open to the public has been outweighed in this circumstance because the disclosure of Council's commercial position may severely prejudice Council's ability to satisfactorily resolve the lease dispute with Weslo Holdings Pty Ltd and consequently, Council considers the disclosure of this information would, on balance, be contrary to the public interest. 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 extend it.	Terry Buss	9/11/2021 - Confidential worksheet updated noting the annual review on 2 November 2021 and the continuation of the confidentiality order for a further 12 months.	Completed

68	26/10/2021	City Advancement and Prosperity General Committee	Item 8.1 - Swap Spot Trial - Location Assessment and Community Engagement Approach	Papanikolaou / Kym McKay that the Swap Spot initiative not be progressed.	Pauline Koritsa	5/11/2021 - Noted. No further action required.	Completed
69	26/10/2021	City Advancement and Prosperity General Committee	Item 8.4 - Community Grants - June 2021 to October 2021	Nitschke / Kym McKay that the following grants applications be approved: a) Equipment grant of \$3,000 to Adelaide's Bouldering Club for the purchase of climbing holds required for training for national competitions. b) Equipment grant of \$2,650 to Zahra Foundation for the purchase of a Defibrillator. c) Equipment grant of \$3,000 to Rotary Club of West Torrens for the purchase of 2 barbeques for fundraisers and events. d) Equipment grant of \$3,000 to Adelaide Baseball Club for the purchase of baseball equipment for 'come and try' sessions and local school carnivals. e) Equipment grant of \$3,000 to West Torrens Baseball Club for the purchase of baseball equipment for the junior program. f) Equipment grant of \$3,000 to Panrhodian Society of SA for the purchase of a dishwasher. g) Equipment grant of \$3,000 to MA Hawks FC for the purchase of seating and outdoor protective equipment. h) Sponsorship grant of \$5,000 to Camden Athletic Club towards the cost of the Camden Classic Carnival. i) Sponsorship grant of \$5,000 to Hong Kong Cultural Association of SA towards the cost of an AGM/Cultural event (including dinner and cultural exhibition). j) Sponsorship grant of \$5,000 to SA Bangladeshi Community Association towards the cost of a Multicultural Festival event. k) Community Grant of \$5,000 to West Torrens Historical Society towards the cost of upgrades/refresh of spaces for Open Days. l) Community grant of \$4,000 to Plympton Primary School towards the cost of a mural project.	Pauline Koritsa	10/11/2021 - All applicants were emailed regarding approved grants.	Completed
70	26/10/2021	City Advancement and Prosperity General Committee	Item 8.5 - Rough Sleeper Management Guidelines	Nitschke / Kym McKay that the Rough Sleeper Management Guidelines be approved.	Pauline Koritsa	5/11/2021 - Guidelines uploaded to CWT public website.	Completed
71	26/10/2021	City Advancement and Prosperity General Committee	Item 8.6 - Animal Nuisance Complaints Policy	Kym McKay / Nitschke that: 1. The reviewed Animal Nuisance Complaints Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Animal Nuisance Complaints Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
72	26/10/2021	City Advancement and Prosperity General Committee	Item 8.7 - Parking Permits and Exemptions Policy	Nitschke / Papanikolaou that: 1. The reviewed Residential Parking Permits and Exemptions Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Residential Parking Permits and Exemptions Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
73	26/10/2021	City Advancement and Prosperity General Committee	Item 8.8 - Council Reception Room - Richmond Oval Policy	Nitschke / Kym McKay that: 1. The reviewed Council Reception Room and Richmond Oval Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Council Reception Room and Richmond Oval Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the council website.	Completed
74	26/10/2021	City Advancement and Prosperity General Committee	Item 8.9 - Impoundment of Vehicles Policy	Kym McKay / Nitschke that: 1. The reviewed Impoundment of Vehicles Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Impoundment of Vehicles Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
75	26/10/2021	City Advancement and Prosperity General Committee	Item 8.10 - Social Media Use and Management Policy	Kym McKay / Tsiaparis that: 1. The reviewed Social Media Use and Management Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Social Media Use and Management Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
76	26/10/2021	City Advancement and Prosperity General Committee	Item 8.11 - Libraries Policy	Tsiaparis / Nitschke that: 1. The reviewed Libraries Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Libraries Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed

77	26/10/2021	City Advancement and Prosperity General Committee	Item 8.12 - Provision of Council Gifts Policy	Nitschke / Kym McKay that: 1. The reviewed Provision of Council Gifts Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Provision of Council Gifts Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
78	26/10/2021	City Advancement and Prosperity General Committee	Item 8.13 - Revocation of Council Policy: Development Assessment Panel Delegations	Nitschke / Tsiaparis that the Council Policy: Development Assessment Panel Delegations be revoked.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
79	26/10/2021	City Advancement and Prosperity General Committee	Item 8.14 - Investment Policy	Mayor Coxon / Papanikolaou that: 1. The reviewed Investment Policy be approved. 2. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Investment Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed
80	26/10/2021	City Advancement and Prosperity General Committee	Item 8.15 - Mobile Food Vendors and Use of Public Footpaths and Roads for Business Purposes Policies	Nitschke / Kym McKay that: 1. The reviewed Mobile Food Vendors Policy be approved. 2. The reviewed Use of Public Footpaths and Roads for Business Purposes Policy be approved. 3. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature to the Mobile Food Vendors Policy and the Use of Public Footpaths and Roads for Business Purposes Policy.	Pauline Koritsa	11/11/2021 - Policy updated on the public website.	Completed

9 OTHER BUSINESS

Nil

10 CONFIDENTIAL

Nil

11 NEXT MEETING

26 April 2022, 6.00pm in the Mayor's Reception Room.

12 MEETING CLOSE