

CITY OF WEST TORRENS



Notice of Council & Committee Meetings

NOTICE IS HEREBY GIVEN in accordance with Sections 83, 84, 87 and 88 of the *Local Government Act 1999*, that a meeting of the

Council

and

- **City Finance and Governance Standing Committee**

of the

CITY OF WEST TORRENS

will be held in the Council Chambers, Civic Centre
165 Sir Donald Bradman Drive, Hilton

on

TUESDAY, 18 OCTOBER 2022
at 7.00pm

Terry Buss PSM
Chief Executive Officer

City of West Torrens Disclaimer

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

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1 MEETING OPENED

1.1 Acknowledgement of Country

1.2 Evacuation Procedures

1.3 Electronic Platform Meeting

2 PRESENT

3 APOLOGIES

Leave of Absence

Council Member:

Cr Simon Tsiaparis

4 DISCLOSURE STATEMENTS

Elected Members are required to:

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

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Council held on 4 October 2022 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 14 October 2022)

In the two weeks since the last Council Meeting of 4 October, functions and meetings involving the Mayor have included:

5 October

- Participated in an interview with Channel 10 News regarding the Adelaide Football Club proposal for the Thebarton Oval Precinct.
- Attended the Community Meeting regarding the Adelaide Football Club proposal for the Thebarton Oval Precinct held at Thebarton Community Centre.

6 October

- Participated in my regular CoastFM radio interview with David Hearn.

8 October

- Attended the Green Adelaide - Grow It Local event held at the Hamra Library Auditorium.
- Attended the Airport Over 50s Club's Monthly BBQ lunch.

10 October

- Attended a meeting with Adelaide Football Club Chair and CEO to discuss the outcomes of the Community Meeting held on 5 October 2022.

11 October

- Met with Mr Michael Kelledy of Kelledy Jones Lawyers regarding the Chief Executive Officer Performance Review process.

12 October

- Attended the program launch of the 2022 Adelaide Italian Festival at Lucia's Pizza & Spaghetti Bar.

13 October

- Met with the Director of Mighty Good Productions and Star Theatres, Mr Malcolm Harslett.

14 October

- Attended the West Adelaide Football Club lunch event held at the Westies Bar and Bistro Function Room

16 October

- Attending the 2022 Bay to Birdwood starting event where I cut the official ribbon along with Mayor Amanda Wilson of the City of Holdfast Bay and Mayor Angela Evans of the City of Charles Sturt.
- Attending the Walk for Mental Health as part of National Mental Health Month 2022.
- Attending the Celebration of His Holiness Pramukh Swami Maharaj's Birth Centennial event at Adelaide Convention Centre.

18 October

- Attending the Men's Mental Health Symposium as part of National Mental Health Month 2022 held at Adelaide Town Hall.
- Attending the Council and City Finance and Governance Standing Committee meetings.

RECOMMENDATION

That the Mayor's Report be noted.

7 ELECTED MEMBERS REPORTS**8 PETITIONS**

Nil

9 DEPUTATIONS**9.1 Concerns regarding the Thebarton Oval Precinct Public Consultation process**

West Torrens residents, Mr Paul Boylon, Mr David Conroy and Dash Kartamerru Adams, wish to address Council in relation to their concerns regarding the Thebarton Oval Precinct Public Consultation process.

10 ADJOURN TO STANDING COMMITTEES

RECOMMENDATION

That the meeting be adjourned, move into Standing Committee and reconvene at the conclusion of the City Finance and Governance Standing Committee.

11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS

11.1 City Finance and Governance Standing Committee Meeting

RECOMMENDATION

That the recommendations of the City Finance and Governance Standing Committee held on 18 October 2022 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 Audit General Committee Meeting

RECOMMENDATION

That the Minutes of the Audit General Committee held on 11 October 2022 be noted and the recommendations adopted.

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE

15.1 Thebarton Oval Precinct Public Consultation Extension of Time

At the meeting of Council on 4 October 2022, Cr Dominic Mugavin moved the following motion which the Presiding Member ruled would be deferred to the meeting of Council on 18 October 2022.

MOTION

That:

1. The current consultation period, on the Thebarton Oval Precinct proposed lease agreement, is extended by 4 weeks from the date that this Motion is passed.
2. Information on the proposed lease is made available in Italian and Greek, and submissions made in those languages are accepted and incorporated into the feedback.
3. Council administration ensures the community has an opportunity to give feedback face-to-face, through stalls in the area or similar.

Cr Dominic Mugavin has advised that he will seek the leave of the Meeting to withdraw his Motion 15.1 - Thebarton Oval Precinct Public Consultation Extension of Time.

15.2 Thebarton Oval Precinct Supplementary Public Consultation

Cr Dominic Mugavin gave notice of his intention to move the following motion:

MOTION

That Council:

1. Notes, on 17 November 2020, the Council had provided in principle support for the relocation of the Adelaide Football Club (AFC) to Thebarton Oval, and that this wording did not include Kings Reserve.
2. Notes that since the consultation period opened there has been a marked increase in the level of interest generated around the matter of AFC leasing the Thebarton Oval Precinct (including Kings Reserve) for the development of its headquarters.
3. Approves a further consultation process, to supplement the current Stage 1 consultation process, that will:
 - a. Engage a broad representation of local stakeholders, including those for who English is not their primary language.
 - b. Be limited to residents and ratepayers within the City of West Torrens.
 - c. Allow for respondents to make alternate suggestions (to the proposed lease) for the use of land.
4. Approve that this supplementary consultation process will include the release of additional information (that is not subject to commercial in confidence obligations), and that the information:
 - a. Is written in plain language.
 - b. Includes a concept plan, access provisions for the community, proposed landscaping (in particular changes to the landscape arrangements for Kings Reserve), a cost-benefit analysis, and draft terms related to governance, including protections for the current and future needs of both AFC, the Council, and the local community.
5. Agrees that this supplementary consultation be undertaken prior to any lease, memorandum of understanding, or other binding agreement that is to be entered into between the Council and the AFC.

CEO Comment

It is apparent that this Motion relates to the proposed lease of the Thebarton Oval Precinct by the Adelaide Football Club (AFC) which, at the time of preparing this comment, was still open for public consultation. Public consultation on this matter concludes at 5pm on Friday 14 October 2022 and a report on the outcome of the public consultation is intended to be presented to Council at its meeting on Tuesday 1 November 2022.

Members will be aware that the *Local Government Act 1999* (Act) requires that Council undertake public consultation in certain circumstances and the proposed lease by the AFC of the Thebarton Oval Precinct is one of those circumstances. In accordance with the Act and Council's Public Consultation Policy, the public consultation process is *"a planned process of formally seeking comment from the community to enable Council to make an informed decision on matters under consideration."*

Following the closure of the public consultation period, information will be collected and analysed whereby data, feedback and input received through consultation activities are collated and a report prepared for the consideration of Council. As previously stated, this is expected to occur at the Council meeting on 1 November 2022.

While Council may be of a mind to support (or otherwise) a further consultation process to supplement the current Stage 1 consultation process as proposed by Cr Mugavin in his Motion, I recommend that this should only be contemplated following receipt of the Consultation Report and it is given due consideration by Council at its meeting on 1 November 2022.

Council is required to take account of the feedback received from its approved Stage 1 consultation process as it considers its position going forward on the proposed lease of the Thebarton Oval Precinct by the AFC. Making further decisions in the absence of receiving and taking account of the feedback received is contrary to its own Policy and the intent of the Act.

Based on this advice, Cr Mugavin could determine to seek the leave of the Council to defer consideration of his Motion to the next Council meeting on 1 November 2022.

Should Cr Mugavin determine not to seek such leave of the Council then Council must deal with the Motion as presented (#) resulting in it either being CARRIED or LOST.

(#) Noting that during debate on a motion a Member, who has not spoken in the debate on the motion, may move a formal motion as follows:

- a) *That the meeting proceed to the next item of business;*
- b) *That the question be put;*
- c) *That the question lie on the table;*
- d) *That the question be adjourned;*
- e) *That the meeting be adjourned.*

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Planning System Implementation Review

Brief

An independent review of the *Planning, Development and Infrastructure Act 2016* and the *Planning and Design Code* has been commissioned by the Minister for Planning, Housing and Urban Development.

RECOMMENDATION

It is recommended to Council that the Planning System Implementation Review report be received.

Introduction

During the March 2022 State Election, an election commitment was made to commission an independent review of the *Planning, Development and Infrastructure Act 2016* and the *Planning and Design Code* to ensure planning decisions encourage a more liveable, competitive and sustainable long-term growth strategy for Greater Adelaide and the regions.

Discussion

South Australia's planning system has undergone significant change in recent years, firstly with the implementation of the *Planning, Development and Infrastructure Act 2016* and the *Planning, Development, and Infrastructure General Regulations 2017* and then the subsequent introduction of the state-wide *Planning and Design Code*.

However, in response to concerns raised by local communities and industry groups, the new Minister for Planning, Housing and Urban Development, the Hon. Nick Champion MP (Minister), has commissioned a review of South Australia's planning system and the implementation of recent reforms made to it (Review).

The Minister has appointed an independent panel of planning experts (Panel) to conduct a review of reforms to the planning system implementation, including the:

- *Planning, Development and Infrastructure Act 2016*;
- *Planning and Design Code* and related instruments as they relate to infill policy, trees, character, heritage and car parking;
- ePlanning system, to ensure it is delivering an efficient and user-friendly process and platform; and
- PlanSA website, to check usability and ease of community access to information.

The Planning System Implementation Review is an opportunity for any interested party to have a say on the future of South Australia's planning system and the Panel is welcoming reviews and feedback from as many South Australians as possible. This includes industry groups, practitioners, community groups, local government and the public.

The Panel is now open to receiving general submissions on issues pertaining to the review. The final date for submissions is **Friday 16 December 2022**.

To participate in this process and contribute to the Expert Panel's deliberations by providing a submission to the Panel via the following channels:

Via email: DTI.PlanningReview@sa.gov.au

Via post: Attention: Expert Panel, GPO Box 1815, Adelaide SA 5001

Via phone: 08 7133 3222

Over the course of the review, the Panel intends to hold several engagement events which will provide the opportunity for key stakeholders and the community to provide their feedback directly to the members of the Panel on a series of Expert Panel Discussion Papers (yet to be released). Details regarding these events will be made available via the Planning System Implementation Review at https://plan.sa.gov.au/planning_review

Over the course of the consultation period, the Administration will prepare a submission which will be presented to Council for its approval. Notwithstanding this, there is opportunity for the West Torrens community to provide its own feedback on the planning system and the recent reforms. The opportunity will be promoted on the CWT website and social media.

It is anticipated that the Panel will provide its findings aimed at enhancing the Planning System to the Government in 2023.

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. However, it is apparent that policy contained in the Code has the capacity to affect climate impact through built form and development.

Conclusion

This report presents the *Planning System Implementation Review*, which is now open for feedback on the *Planning, Development and Infrastructure Act 2016* and the *Planning and Design Code*, and advises Council that proposed feedback will be presented to Council for its consideration, approval and submission to the Review.

Attachments

Nil

17.2 Miscellaneous Technical Enhancement Code Amendment

Brief

This report presents the Administration's response to the request for feedback on the Miscellaneous Technical Enhancement Code Amendment initiated by the State Planning Commission.

RECOMMENDATION

It is recommended to Council that this report be received.

Introduction

The South Australian Planning and Design Code (Code) was implemented by the Government on 19 March 2021. The Code effectively replaced all Development Plans across the State as the single planning policy rulebook for the assessment of development. Since its implementation, the Attorney-General's Department have been reviewing the policies and have identified or have been notified of issues that warrant further consideration/amendment.

The Miscellaneous Technical Enhancement Code Amendment (Code Amendment) has been initiated by the State Planning Commission (Commission) to address technical and operational issues as opposed to changing policy intent or outcomes. The Code Amendment represents the first of what will be a regular review and maintenance of any technical or operational aspects of the Code based on stakeholder feedback.

The Code Amendment was released for consultation by the Commission on 25 July 2022 and closed on 23 September 2022. Due to the significant amount of work required to review the consultation documents (in excess of 500 pages) and the timeframes for response, an Administration response to the Code Amendment was provided and is now presented to Council for its information (**Attachment 1**).

Discussion

The Commission identified that the Code Amendment was informed by feedback received from local government, planning industry professionals and other users of the Code in its first year of operation. It is focused on:

- technical matters
- policy clarity and interpretation
- consistency with drafting principals
- system efficiency and procedural matters.

It aims to enhance the key areas of the Code which Planning and Land Use Services (PLUS) provided a high-level overview of the proposed amendments as follows:

1. Public notification tables

Public notification (the act of notifying people of any proposed development) is legislated in the *Planning Development and Infrastructure Act 2016* (the Act). The Act prescribes that all properties within a 60-metre radius of a proposed development site must be notified if the proposed development meets certain criteria. 'Public notification tables' in the Planning and Design Code are used to identify which classes of development are exempt from requiring public notification. The Code Amendment proposes amending the public notification tables in the Code to improve consistency and avoid classes of development being inadvertently subject to public notification.

a. Minor development

In a number of zones, minor forms of development (including carports, pergolas and fences) are listed in the public notification tables together with more substantial forms of development (such as a new detached dwelling). The way the public notification tables are grouped, and the exception criteria arranged, means that minor developments are sometimes triggering the need for public notification which is not the intent of the Code. To correct this, it is proposed that a new “part” be added to the public notification tables to ensure that minor forms of development are not subject to notification. Minor development will still be subject to performance assessment by the relevant authority.

b. Addition to the “exception” criteria

Some forms of development are exempt from public notification subject to meeting certain “exception” criteria (for example not exceeding a prescribed height or length of building on a boundary). A new clause is proposed to enable the relevant authority (most often local council) discretion to deem a departure from an exception criteria as “minor”, and therefore not require notification, on a case-by-case basis. For example, a garage that is proposed to be built on a common boundary for a length 11.6m, where the “exception” in a notification table only allows up to 11.5m of building length, could be deemed minor by the relevant authority in certain circumstances such as adjoining an existing shed on the neighbouring property.

c. Errors and inconsistencies

Amendments are proposed to correct errors and inconsistencies where the public notification tables do not align with existing zone policy.

d. Demolition

Amendments are proposed to clarify that partial demolition of a Heritage Place requires public notification. It is also proposed to exclude the requirement for public notification for buildings of no heritage value within areas subject to the Historic Areas and State Heritage Areas Overlay (at the discretion of the relevant authority).

1. Common and ancillary development – changes to ‘accepted’ and ‘deemed-to-satisfy’ pathways

1. Common development proposals such as detached dwellings, carports and outbuildings often have either an ‘accepted’ or ‘deemed-to-satisfy’ assessment pathway, whereby if certain prescribed criteria are met then planning approval is either:

- i. not required for accepted development, or
- ii. must be granted in the case of deemed-to-satisfy development.

2. In many instances, an ‘accepted’ or ‘deemed-to-satisfy’ pathway is not applicable where an Overlay applies to indicate that it is an area of potential state interest (e.g. a Coastal Areas Overlay or Historic Areas Overlay). The Code Amendment proposes removing some unnecessary state interest Overlay exclusions.

2. Overlays and referrals

Minor amendments are proposed to some Overlay policies in the Code as they relate to referrals to other state government departments. ‘Referrals’ are triggered by a development proposal if a government department has an interest in that land. The Code Amendment proposes minor changes to address inconsistencies and remove any unnecessary referral triggers for these agencies.

3. Land Use and administrative definitions

The Code Amendment proposes to modernise a number of definitions in the Code to provide greater clarity and to address minor inconsistencies.

4. Restricted Development

The restricted development threshold is a procedural trigger applied under the Code to development which requires a more rigorous planning assessment by the Commission rather than a local planning authority. Within each zone in the Code, there are tables which identify restricted classes of development.

The Code Amendment proposes to remove some restricted classes of development which the Commission does not believe warrants its consideration and which can be appropriately assessed by the relevant local authority.

To help guide what classes of development should and should not be listed as a 'restricted' form of development, the Commission has established the following new principles:

Principle 1: Warrants assessment at a state-level due to strategic implications and impacts.

For example, a large retail centre development will warrant assessment by the Commission as it may have a broader impact on the form and pattern of development across a region which may in turn impact equitable public access to shopping, administrative, cultural, entertainment and other facilities.

Principle 2: Requires detailed investigations and assessment beyond that provided through a performance assessed pathway and may require consideration of other documents outside of the Code.

For example, a development application for a significant solar or wind farm where its impacts will require assessment from the Commission.

5. Policy terminology

The Code Amendment proposes to edit and refine the terminology used in a small number of Code policies to improve clarity and to address minor anomalies or inconsistencies. The proposed changes include the following:

- Amend wall and building height policy terminology in some neighbourhood-type zones (changes do not affect policy allowances);
- Amend side setback policy terminology in some neighbourhood-type zones (changes do not affect policy allowances);
- Refine building height policy terminology for "multi storey" zones (changes do not propose to alter the allowable building height);
- Remove reference to "building line" and clarify policy intent ("Building line" will then be reserved as a measure for ancillary development on an allotment relative to the primary building);
- Amend side setbacks policy terminology in relevant Urban Corridor Zones to remove potential tension between the Performance Outcome and Deemed-to-Satisfy/ Designated Performance Feature; and
- Clarify requirements for allowable driveway angles at the allotment boundary point of entry

6. Expanded policy

The Code currently contains no direct policy in relation to the following three common development types:

- Decks
- Heavy vehicle parking
- Building alterations/additions

The Code Amendment proposes to provide specific policy in the Code to assist local authorities in assessing these common development types.

7. Rules of Interpretation

Additional content is proposed to be added to Part 1 – *Rules of Interpretation* within the Code to clarify that:

- When routine survey work determines that current cadastral are incorrect in the SA Property and Planning Atlas (SAPPA), and require updating by the Surveyor-General, any Code zone, subzone or overlay boundary that is aligned to Cadastre* will automatically move to retain its alignment without the need for an operational or technical Code Amendment.
- A zone, subzone, overlay or technical and numeric variation will only apply to the part of a development site that they spatially cover (as mapped in SAPPA), and are not taken to apply to any part of a development site they do not spatially cover.

8. Character and Heritage identification

Minor amendments are proposed to improve the visibility of Representative Buildings and State Heritage Places in the Code.

Representative Buildings

Representative Buildings are defined in the Code as buildings which display characteristics of importance to a particular area. They are referenced in Historic Area Statements and Character Area Statements and mapped in the SAPPA.

Representative Buildings are currently only identified in the 'Planning Reference Layers' of SAPPA. A technical change is therefore proposed to give them greater visibility in the Code by relocating the mapping/identification of these buildings into the Character Overlay and Heritage Areas Overlays in SAPPA. No Representative Buildings will be added or removed.

State Heritage Places

State Heritage Places are currently identified in the Code through the State Heritage Places Overlay. There is currently no list of State Heritage Places in the Code similar to that provided for Local Heritage Places.

The Code Amendment therefore proposes to insert the list of State Heritage Places currently maintained in the State Heritage Register into Part 11 of the Code, which will be renamed 'Heritage Places'. Part 11 of the Code will then contain the full list of both State and Local Heritage Places (under separate sub-parts).

9. Classification Tables / Linkages

“Linkages” are the relevant policies assigned to classes of development identified in various zone classification tables in the Code. When a relevant authority is assessing a proposed development, they can only use the policies assigned to that particular class of development. A small number of discrepancies and anomalies have been identified where the relevant policy for a class of development is inconsistent across a family of similar zones where it should be the same. The Code Amendment therefore proposes to rectify these inconsistencies.

Administration's Review and Submission

The Code Amendment was large, with a multitude of amendments that are presented in a disparate format with limited investigation or testing leading to concern about unintended outcomes. With current resourcing, and the limited 8-week window to undertake a review of the Code Amendment, there has not capacity for the Administration to undertake the testing on behalf of the Commission. Where necessary it has been flagged that testing be undertaken (**Attachment 1**), this has included the following amendments:

- 2.3.1.1 Application of Spatial Policy Relevant to the Site of the Development in circumstances where a zone, subzone or overlay only partly covers the site of a development. The Administration queries the impact of more complex overlays that intersect a property and how the rules of interpretation are to be applied.
- 2.3.2.7 Urban Corridor Zones – Primary Road Corridor – Policy Review. Additional policy may be required to ensure that local roads are still appropriately responded to and that development positively contributes to secondary frontages and lower order roads when being used as a primary frontage or a secondary frontage
- 2.3.2.9 Restricted Development Classification – Table - Industry listed as a restricted development classification. Are there enough provisions for an assessment to be undertaken (appears to rely predominately on general interface provisions?) Are there enough provisions for refusal? Restricted development versus a performance assessed assessment have significant differences.
- 2.3.2.9.6 Employment Zone – Various land uses. There appears to a gap in the process that enables the relevant authority for a performance assessed application of a type of development that is not envisaged or restricted to not proceed with an assessment.
- 2.3.2.11 Building Height – TNV and context – Policy refinement. The TNV heights for the Urban Corridor Zones were carefully selected as part of the DPA and were considered the maximum appropriate height on an area or site-by-site basis. This policy amendment could easily be interpreted as permitting a building height to exceed the TNV, where it is considered that the development ‘positively responds’ to the context and site conditions etc.
- 2.3.2.14 Common and Minor Development – Overlay Relevance – Assessment Pathways. The presentation of this information and change does not enable the reader to clearly understand what is proposed.

The extent of the policy change is not fully understood and clarification is sought.

- 2.3.2.19 Dwelling Alterations and Building Additions/Alterations – Assessment Pathways. This amendment requires further investigation, specifically the change from internal alterations to building alterations, noting that internal alterations will not present the same impact on the streetscape as building alterations and may enable development that does not fully consider the context of locality (use of materials, heritage adjacency), or provide for appropriate mitigation of overlooking, potential encroachment of public space.

- 2.3.2.21 Interface Height – Multiple Zones: Policy and TNV – Policy Review. Change in application of interface heights requires further investigation of the proposed change and impact on the streetscapes and sensitive receivers. A consistent and generic approach across zones may not be appropriate given the intent of each of the impacted zones, the tailoring of policy may be appropriate, further investigation is warranted.
- 2.3.2.26 Primary Street Setback – Use of Building Line. This has the potential to significantly alter the character of streetscapes. Existing policy (as written in Code) does not alter the ability for an applicant/developer to lodge something different to what the Code currently provides for and be performance assessed within the context of its immediate locality. This change is significant and requires a thorough review of impact, particularly on the Established Neighbourhood Zone where setbacks are often part of the pattern of development and form the character of the Zone and captured via Character Area Overlay.
- 2.3.3.1 Affordable Housing Overlay – Referral Trigger. No objection to SAHA developments not requiring referral unless the proposal does not seek to meet PO 1.1 and the intent of the overlay.

Query PO 1.1 which states:

Development comprising 20 or more dwellings/allotments incorporates affordable housing.

The referral provides a discretionary element, that referral is required if the development comprises 20 or more dwellings or residential allotments and the development is intending to provide affordable housing. PO 1.1 seeks that development of this scale incorporates affordable housing. There appears to be a conflict between the referral and the policy intent.

Other comments for the Commission's consideration include:

- Reconsidering a two tiered system for public notification, and
- Identifying that public notification tables need to provide certainty to applicants, relevant authorities and the community.

The Code Amendment, however, does also present enhancements that are likely to improve the functionality of the Code and provide greater clarity, some of these include:

- Correctly identified errors, inconsistencies and repetition that exists within and between zone public notification tables.
- Adding Site Contamination General Development Policies to any Performance Assessed Land Division to ensure that site contamination matters are appropriately addressed.
- An Accepted Pathway exists for a swimming pool or spa pool, at present this does not consider the prerequisite for an associated safety fence.
- As a result, there is no way to achieve an Accepted Development Pathway for a swimming pool as the associated safety fence must be performance assessed.
- This slows assessment timeframes, the amended seeks to include swimming pool safety features in the Accepted Pathway.
- Provision be included in the referral trigger to allow discretion to the relevant authority to refer a variation to the Government Architect should they consider it warranted, particularly where the variation may be more significant or could impact on the Office of Design and Architecture South Australia's Principles of Good Design.

- Improves access to and visibility of 'Representative Buildings' in the Character Area Overlay and the Historic Area Overlay.
- Application of relevant policy provisions from the Transport, Access and Parking General Development Policy module to Performance Assessed Fences to address matters relating to preservation of sightlines.
- Including the list of current State Heritage Places currently mapped in the State Heritage Places Overlay.

Suggested improvements to the annual Miscellaneous Technical Enhancement Code Amendment include collating like topics to create smaller, refined documents for consultation undertaken more frequently. An attention to detail in formatting is essential when reading through multiple documents in excess of 250 pages each and inclusion of reputable investigations and research to support the amendments. The investigations should clearly demonstrate that testing of policy has occurred and affirm that the elements subject of the Code Amendment are of a technical and operational nature only, as opposed to changing policy intent or outcomes.

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. It is apparent that policy contained in the Code has the capacity to affect climate impact through built form and development.

Conclusion

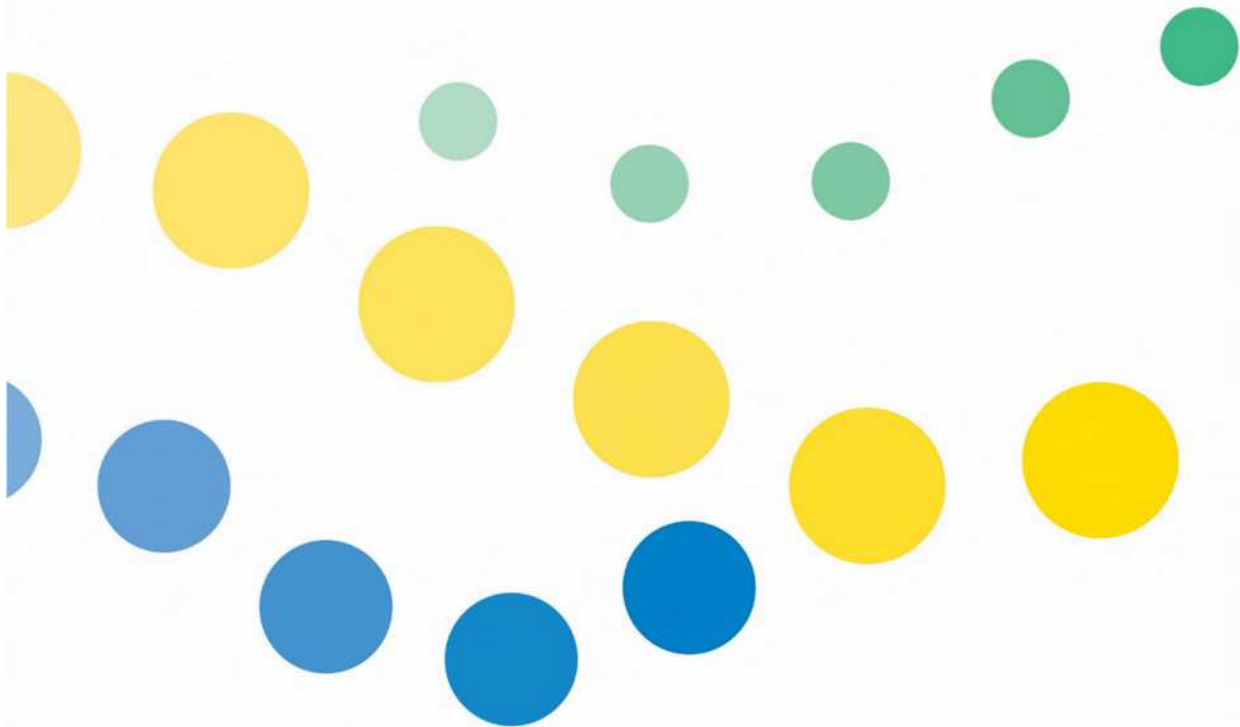
This report contains the feedback provided to the State Planning Commission by the Administration in response to its Miscellaneous Technical Enhancement Code Amendment

Attachments

1. **Miscellaneous Technical Enhancement Code Amendment West Torrens Administration Response**



Miscellaneous Technical Enhancement Code Amendment Administration Submission



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What is Proposed in the Code Amendment (City of West Torrens)

2.3.1 Part 1 – Rules of Interpretation

2.3.1.1 Application of Spatial Policy Relevant to the Site of the Development

Issue

Feedback received has raised questions about the application of spatially based policy (zones, subzones and overlays) in circumstances where a zone, subzone or overlay only partly covers the site of a development.

Proposed Code Change

AMEND Part 1 – Rules of Interpretation to include explanation and rules on how to determine relevant policy when a spatial layer only applies to part of a site that is the subject of a development application.

‘Application of Spatially Based Policies and Rules

Where a zone, subzone, overlay or technical and numeric variation (TNV) does not spatially apply to the whole of a site that is the subject of the development application, the spatially based rules of the zone (including assessment pathway exclusions), subzone, overlay or TNV are only applicable to the portion of the site to which the zone, subzone, overlay or TNV spatially covers. Reference to the South Australian Property and Planning Atlas of the SA planning database will be made to determine whether a zone, subzone, overlay or TNV is relevant to the site of the proposed development application.’

Comment

Clarity to interpretation in theory is supported, but the Administration query the impact of more complex overlays that intersect a property and how the rules of interpretation are to be applied.

Suggest careful consideration be exercised around where this amendment may not be suited such as the implications of this change to the Aircraft Noise Exposure Overlay, which does not follow property boundaries as evident in image one below and depending on the ANEF level can produce different development outcomes:



Image One: Aircraft Noise Exposure Overlay intersecting through allotments

Suggest that there is a need to review Zone boundaries and the spatial application of subzones, overlays and TNV to adequately reflect the intent of the application of each and the policies contained within. Could further consider not capturing in Rules of Interpretation but rather identify in overlay or TNV where this type of interpretation is relevant.

2.3.1.2 Spatial Maintenance Updates – Comprising Minor or Operational amendments

Issue

Updates comprising minor or operational amendments to the spatial layers of the Code contained within the SA planning database are made on a regular basis in order to maintain a correct relationship between spatial layers and land parcels.

Proposed Code Change

AMEND Part 1 – Rules of Interpretation to include explanation and rules on how spatial layers are updated in order to maintain correct relationships with cadastre or roads.

Comment

Query whether these changes will be recorded somewhere to ensure if any queries about the change, information can be easily found and understood.

2.3.2 Part 2 – Zones and Sub Zones

Zone Specific

Conservation Zone – land division – PO 2.1 – Policy Review

Conservation Zone – land division – DTS/DPF 2.1 – Policy Review

Master Planned Zones – Site Dimensions and Land Division – Policy Review

Rural Zone – Detached Dwelling – Interface Between Land Uses – Linkages

Rural Zone – Detached Dwelling – Linkages

Rural Zone – Land Division / Boundary Realignment – Linkages

2.3.2.7 Urban Corridor Zones – Primary Road Corridor – Policy Review

Issue

Different terminology is currently used to describe the primary corridor – for example primary corridor (i.e. a State maintained road) and primary road corridor.

Proposed Code Change

AMEND policy to ensure consistent use of terminology across the Urban Corridor suite of zones by referring to “primary road corridor (i.e. a State maintained road)”

Comment

Through the transition to the Code reference to State maintained roads was added to identify which road is a primary frontage, and therefore avoid any confusion or anomaly that could otherwise lead to local roads being considered as a primary road.

In the policy, where the terms primary corridor and primary road corridor are used or similar terms, they are intended to mean the same.

Reference to a State maintained road should be consistent instead of multiple terms is supported. Additional policy may be required to ensure that local roads are still appropriately responded to and that development positively contributes to secondary frontages and lower order roads when being used as a primary frontage or a secondary frontage. For example, Urban Corridor (Boulevard) PO 1.3 and DTS/DPF 1.3 (below) only provides consideration to the primary road corridor and soon to be amended to reflect State maintained road and would benefit from identifying that the development positively contribute to the secondary frontage or frontages to lower order roads. Noting that interface policy only is called up when opposite a Neighbourhood type zone.

<p>PO 1.3 Dwellings developed in conjunction with non-residential uses that positively contribute to making the public realm of the primary road corridor, open space frontage and pedestrian thoroughfares safe, walkable, comfortable, pleasant and vibrant places.</p>	<p>DTS/DPF 1.3 Dwellings in mixed use buildings to be located at the upper floor levels of buildings.</p>
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Examples of where Urban Corridor (Main Street) exists over allotments where there is no state maintained road frontage, see below 6 Ebor Rd, Mile End



Image Two: 6 Ebor Ave, Mile End

Lastly, the Administration recommend a broader review of terminology in the Urban Corridor Zones to provide greater consistency in the policy wording.

2.3.2.8 Urban Corridor Zones – Side Boundary Setback – Policy Review

Issue

The Urban Corridors Zones are intended to allow for increased density and activity along key corridors and transport routes. Despite such policy existing prior to the Code, many of the areas in these zones are still in a period of ‘transition’ and do not have an established character.

As a result, the policy contained within these zones needs to balance the desire for urban renewal and the existing built form.

One of the policies that creates confusion in this regard is the Urban Corridor (Living) Zone Performance Outcome (PO) 2.4 and the Designated Performance Feature (DPF) 2.4, noting that:

- The PO anticipates that side setbacks complement the established character; and
- The DPF has no regard to established character and prescribes setbacks of 0 to 2 metres, relative to the building height and proximity to the primary street frontage.

Accordingly, the PO and DPF are seeking different outcomes and the PO is seeking an outcome that is inconsistent with the overall intent of the Zone.

Proposed Code Change

AMEND Urban Corridor (Boulevard) Zone PO 2.6, Urban Corridor (Business) Zone PO 2.6 and Urban Corridor (Living) Zone PO 2.4 to clarify that building from boundary to boundary towards the front of the allotment is envisaged.

Comment

They do have an established character, however the character anticipated by the policy isn't yet advanced 'on-the-ground' and is in a state of transition. There appears to be a gap in providing guidance for Code users on what is a suitable separation to enable access to natural ventilation and sunlight for the parts of the building not sited towards the front part of the allotment. Seek guidance on what is suitable separation particularly when building envelope policy is not called up for an assessment.

2.3.2.9 Restricted Development Classification – Table 4

Industry listed as a restricted development classification

Issue

Review of Industry being listed as restricted development across all applicable zones to align with the new principles

Proposed Code Change

AMEND Table – 4 Restricted Development Classification within the following zones that have Industry listed (with the exclusion of Light Industry) and replace it with Special Industry as a restricted class of development.

Class of Development	Exclusions
Special Industry Industry	Light Industry

- Employment Zone
- Strategic Innovation Zone
- Suburban Business Zone
- Capital City Zone
- City Main Street Zone
- Local Activity Centre Zone
- Suburban Activity Centre Zone
- Suburban Main Street Zone
- Township Zone
- Township Activity Centre Zone
- Township Activity Centre Zone
- Urban Activity Centre Zone

Note: that Special Industry is not a Restricted Class of Development when located in the Gillman Subzone, National Naval Shipbuilding Subzone or the Significant Industry Subzone of the Strategic Employment Zone. This is to remain.

Comment

Suggest general industry should be captured in the restricted development table failing that there should be more policy to enable decision making.

Are there enough provisions for an assessment to be undertaken (appears to rely predominately on general interface provisions)? Are there enough provisions for refusal? Restricted development versus a performance assessed assessment have significant differences (touched on further in item 2.3.2.9.6.)

Confirmation that should this change occur, that the assessment would be *All other Code assessed*, enabling the relevant authority to call up all relevant policy within the Code to the assessment and public notification.

Land Division within the Limited Land Division Overlay

Dwelling within the Limited Dwelling Overlay

Dwellings within the Employment (Bulk Handling) Zone

Dwelling and Land Division within the Deferred Urban Zone

2.3.2.9.6 Employment Zone – Various land uses

Issue

Review of the restricted classification of all land uses within the Employment Zone to align with the new principles.

Proposed Code Change

REMOVE the following listed land uses from Table 4 – Restricted Development Classification in the Employment Zone

- Industry,
- Waste reception, storage, treatment or disposal; and
- Wrecking yard

Comment

What zone envisages these development types? Noting the new planning system does not have a non-complying process equivalent. There appears to a gap in the process that enables the relevant authority for a performance assessed application of a type of development that is not envisaged or restricted to not proceed with an assessment. Suggest a similar process as that outlined in Practice Direction 4- Restricted and Impact Assessed Development for other relevant authorities for select types of development.

Currently restricted development is assessed by the Commission if it resolves to proceed to assessment of the development. There are clear procedures in place as per Practice Direction 4- Restricted and Impact Assessed Development.

The previous zone that was replaced by the Employment Zone (WT Commercial Zone) which listed General Industry as a non-complying use is now proposed through this amendment to be performance assessed. Suggest the Department review and test assessment policy for the above uses before removing from restricted development.

Suggest that these Employment Zone changes not be implemented until further consideration of a process for other relevant authorities to deem whether the proposed development demonstrates the following and considered suitable for an assessment:

- social, economic or environmental benefit to the current or future community; and
- the development responds to a demonstrated need or demand for the proposed land use in the locality.

Dwellings within the Rural Intensive Enterprise Zone

Land Division and Dwellings with the Rural Shack Settlement Zone

Significant Interface Management Overlay triggering a restricted development classification

Hills Face Zone – Various land uses

2.3.2.10 Notification Tables – Table 5 – Procedural Matters (PM)

2.3.2.10.1 Notification Tables – Minor Development

Issue

Concerns were raised by council planners and accredited professionals about public notification requirements to adjoining landowners for relatively minor applications which 'trip' into a performance assessed pathway under the Code. This creates additional work for planning authorities over and above notifications that occurred under the former development system under the *Development Act 1993*. This appears partly due to structural differences between the former and new development systems in how the notification requirements are prescribed.

Proposed Code Change

AMEND the interpretation section of each zone public notification table (Table 5) together with Part 1 – Rules of Interpretation by inserting rules into the Code that would allow a relevant authority to determine that a variation to one or more corresponding exclusions prescribed in Column B is minor in nature, in which case the application will not require notification.

AMEND each zone public notification table (Table 5) so that the following minor forms of development are not subject to public notification (or subjected to notification exception criteria in Column B):

- Air handling unit, air conditioning system or exhaust fan
- Carport
- Deck
- Fence
- Outbuilding
- Pergola
- Private bushfire shelter
- Retaining wall
- Shade sail
- Solar photovoltaic panels (roof mounted)
- Swimming pools or spa pool
- Verandah
- Water tank.

Comment

Supportive of the change to all zone as below:

A relevant authority may determine that a variation to 1 or more corresponding exclusions prescribed in Column B is minor in nature and does not require notification.'

There is merit in reconsidering a two tiered system for public notification. The 'who' gets notified needs to be considered rather than a blanket 'adjacent land'- some instances it may be appropriate to notify more or less properties to reflect level of impact the proposed development may have. There appears to be instances on smaller allotments with more minor development types that there is an over notification, while on larger allotments with development that is likely to have impacts felt more broadly than the 60 metres is not adequate.

2.3.2.10.2 Notification Tables – Errors and Inconsistencies

Issue

To correct identified errors, inconsistencies and repetition that exists within and between zone public notification tables.

Proposed Code Change

AMEND each zone public notification table (Table 5) by correcting any identified errors or notable inconsistencies between zone notification tables of similar theme (e.g., rural zones, neighbourhood zones, activity centre zones which should generally be consistent in the classes of development listed as not requiring notification in Column A and the exception criteria applied [Column B]). Specifically address:

- incorrect reference to ‘storey’ instead of the defined term ‘building level’ in the exception criteria applying to development undertaken by the South Australian Housing Trust (SAHT).
- ~~duplication of light industry, warehouse and store in the public notification table of the Rural Shack Settlement Zone~~
- inconsistency between notification triggers and on-boundary development policy within zones
- inconsistency across zones in relation to the exclusion of land division from public notification
- ~~inconsistency between the Productive Rural Landscape Zone and other rural zones in relation to the placement of public notification notices~~
- technical and/or typographical errors.

Comment

This amendment appears to improve:

- consistency in reference to building level in lieu of use of reference to storeys.
- consistency in triggers and on-boundary development policy within zones.
- consistency across zones in relation to the exclusion of land division from public notification.

No further comment is provided.

Notification Tables – Frost Fans

2.3.2.10.4 Notification Tables – Building on railway land / Temporary public service depot

Issue

Questions have been raised as to why ‘building on railway land’ is listed as a class of development that is not subject to public notification given that it could take any form and nuisance impacts are unknown.

Proposed Code Change

AMEND all zone public notification tables (Table 5) except that applying to the Remote Areas Zone and Coastal Waters and Offshore Island Zone, by deleting ‘building work on railway land’ wherever it occurs. AMEND all zone public notification tables (Table 5) except that applying to the Commonwealth Facilities Zone, to include the following additional class of development and corresponding exception:

Class of Development (Column A)	Exceptions (Column B)
1. Railway line	Except where located outside of a rail corridor or rail reserve.

AMEND the public notification tables (Table 5) of the following zones:

- Employment Zone

- Employment (Bulk Handling) Zone
- Employment (Enterprise) Zone
- Infrastructure Zone
- Strategic Employment Zone

to include the following additional class of development and corresponding exception:

Class of Development (Column A)	Exceptions (Column B)
1. Building for the purposes of railway activities	None specified

Comment

The proposal appears to provide exemptions from public notification be pared back to align with the former Development Regulations.

No comment is provided.

2.3.2.10.5 Notification Tables – Demolition

Issue

Some participants questioned whether the exception applying to ‘demolition’ includes partial demolition, and requested a review of the need to notify demolition of buildings in Historic Areas.

Proposed Code Change

AMEND the exception clause in Column B of the notification table as it applies to ‘demolition’ to also reference ‘partial demolition’.

AMEND the exception clause in Column B of the notification table as it applies to ‘demolition’ to provide a relevant authority with the ability to determine that a building is not of heritage value and therefore does not require public notification.

Comment

Support inclusion of partial demolition.

The discretionary element is concerning, with the onus on the person undertaking assessment, which adds a layer of complexity. Public notification tables need to provide certainty to applicants, relevant authorities and the community. They should not be open to disagreement between the relevant authority and applicant to demonstrate whether the building is in keeping with the historical attributes. Suggest that it may be better to retain the status quo and for relevant authorities to rely on Item 1 of the public notification tables as a means of not undertaking notification.

2.3.2.10.6 Notification Tables – Examples

Issues – Policy, Pathways and Linkages

2.3.2.11 Building Height – TNV and context – Policy refinement

Issue

Most zones include a policy guiding building heights, some of which require a development to satisfy two outcomes: a building height specified in a Technical and Numeric Variation (TNV) and a positive response to the local context. Other zones require the achievement of only one of these outcomes. Zones that require a development to achieve both building height outcomes may unnecessarily constrain development to align with the existing context, rather than facilitating urban renewal and

increased density anticipated by taller building heights. It is also likely to result in inconsistent application of the same policy.

Proposed Code Change

AMEND the following Performance Outcomes to ensure that they only require development to meet one of two building height outcomes:

- Urban Neighbourhood Zone PO 2.2
- Urban Corridor (Boulevard) Zone PO 3.1
- Urban Corridor (Business) Zone PO 3.1
- Urban Corridor (Living) Zone PO 3.1
- Urban Corridor (Main Street) Zone PO 3.1
- Housing Diversity Neighbourhood Zone PO 3.12
- Local Activity Centre Zone PO 3.1
- Suburban Activity Centre Zone PO 3.1
- Employment Zone PO 3.3
- Township Activity Centre Zone PO 3.2
- Township Main Street Zone PO 3.1
- Urban Activity Centre Zone PO 3.1
- Suburban Main Street Zone PO 3.1

AMEND the following Performance Outcomes to ensure consistent terminology is used for Technical and Numeric Variations:

- Strategic Innovation Zone PO 3.1
- Capital City Zone PO 4.1
- City Main Street Zone PO 3.1
- Community Facilities Zone PO 2.1

Comment

The TNV heights for the Urban Corridor Zones were carefully selected as part of the DPA and were considered the maximum appropriate height on an area or site-by-site basis.

This policy amendment could easily be interpreted as permitting a building height to exceed the TNV, where it is considered that the development 'positively responds' to the context and site conditions etc. This qualitative policy provides no certainty for surrounding property occupants and could in fact undermine the criteria outlined in the other 'bonus height' policies. For example, a development could reference a nearby development which met the required criteria and benefited from significant development sites policy and use this as justification for their development responding to the local context.

This policy amendment is not supported.

2.3.2.12 Building Height, Building Wall Setback and Wall Height – Policy Review

Issue

South facing terminology inconsistencies

Following implementation of Phase 3 of the Code feedback was received that there is inconsistent wording in relation to the term 'south facing' which is defined in Part 8 of the Code as:

In relation to building orientation, a side wall is south facing if the wall is orientated anywhere between E20°N/W20°S and E30°S/W30°N.

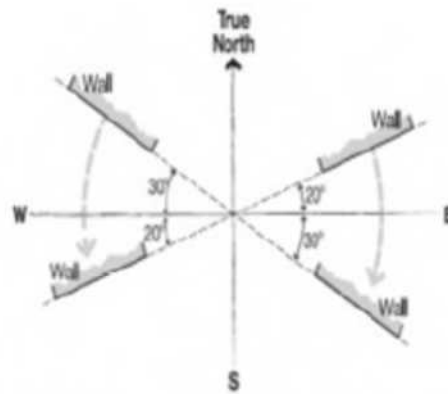


Figure 1: Part 8 example of South facing walls.

Use of the words *'wall facing a southern boundary'* (which is not defined) has been used in some sections of the Code rather than the defined *'south facing'* terminology above.

Wall height measurement inconsistencies

Similarly, inconsistent wording throughout the Code has been identified between the defined term *'wall height'* with Part 8 of the Code (Administrative Terms & Definitions) defining *'wall height'* as:

Means the height of the wall measured from the top of its footings but excluding any part of the wall that is concealed behind an eave or similar roof structure and not visible external to the land.

However, the phrase *'wall height measured from the lower of natural or finished ground level'* has been identified throughout the Code.

Other inconsistencies such as *'wall height measured from the top of the footings'* have also been identified.

The reference to wall height being measured from the top of the footings is doubling up reference to *'top of the footings'* as the defined term in Part 8 of the Code which outlines that *'wall height'* is to be measured from the top of its footings.'

Building height measurement inconsistencies

Whilst the definition of *'wall height'* in Part 8 of the Code is taken from *'the top of its footings'*, Part 8 of the Code defines *'building height'* as:

Means the maximum vertical distance between the lower of the natural or finished ground level at any point of any part of a building and the finished roof height at its highest point, ignoring any antenna, aerial, chimney, flagpole or the like. For the purposes of this definition, building does not include any of the following:

- (a) flues connected to a sewerage system*
- (b) telecommunications facility tower or monopole*
- (c) electricity pole or tower*
- (d) or any similar structure.*

Feedback has been raised about why the measurement point is different between wall height and building height.

Side and rear setback confusion

There has also been some confusion regarding the interpretation of wall setbacks policies from side and rear boundaries particularly within the neighbourhood-type zones, with the typical DTS/DPF standard wording being transferred from the former Residential Code wording as follows:

General Neighbourhood Zone – DTS/DPF 8.1

Other than walls located on a side boundary, building walls are set back from side boundaries:

(a) at least 900mm where the wall height is up to 3m

(b) other than for a wall facing a southern side boundary, at least 900mm plus 1/3 of the wall height above 3m

and

(c) at least 1900mm plus 1/3 of the wall height above 3m for walls facing a southern side boundary.

General Neighbourhood Zone – DTS/DPF 9.1

(a) Dwelling walls are set back from the rear boundary at least:

if the size of the site is less than 301m²—

(i) 3m in relation to the ground floor of the dwelling

(ii) 5m in relation to any other building level of the dwelling

(b) if the size of the site is 301m² or more—

(i) 4m in relation to the ground floor of the dwelling

(ii) 6m in relation to any other building level of the dwelling.

Proposed Code Change

AMEND the definitions for ‘wall height’ and ‘building height’ in Part 8 – Administrative Terms and Definitions to include the option for the measurement point to be taken from a point specified by the policy in which the term is used, rather than from the measurement point specified in the definition.

CREATE a definition for ‘post height’ in Part 8 – Administrative Terms and Definitions with its meaning to take the same (or similar) form to ‘wall height’ (as amended above).

AMEND policy that references ‘wall facing a southern boundary’ (or similar) to refer instead to ‘south facing’ throughout the Code.

AMEND policy that references ‘wall height above top of footings’ (or similar) to refer simply to ‘wall height.’

AMEND ‘building height’ DTS/DPF policy (but not for ancillary buildings or structures) in the following zones so that the measurement is taken from ‘the top of footings’, consistent with the former Residential Code policy for complying dwellings:

- General Neighbourhood
- Housing Diversity Neighbourhood
- Master Planned Neighbourhood
- Master Planned Renewal
- Master Planned Township
- Suburban Neighbourhood
- Urban Renewal Neighbourhood
- Waterfront Neighbourhood

AMEND ‘wall height’ and ‘post height’ DTS/DPF policy for ‘ancillary buildings and structures’ in the following zones so that the measurement is taken from ‘natural ground level’, consistent with the former Residential Code policy for complying outbuildings, carports and verandahs.

- General Neighbourhood
- Housing Diversity Neighbourhood
- Master Planned Neighbourhood
- Suburban Neighbourhood
- Urban Renewal Neighbourhood
- Waterfront Neighbourhood

AMEND side building wall setback DTS/DPF policy for all neighbourhood-type zones to ensure consistency across zones, improve clarity of policy and consistency with Residential Code policy expression and application.

Comment

Proposal appears to bring consistency in terms with reliance on definitions, rather than replicate the definition within policy which at times appears to create confusion.

Concern remains where measured from top of footings, particularly when considering that there may be fill up to 1.0m in height, creating an overall building height of an additional metre on top of the wall height.

2.3.2.13 Building Walls and Dwelling Walls – Policy Review

Issue

Feedback has identified that there is inconsistent wording within the 'Housing Diversity Neighbourhood Zone' rear boundary setback and side boundary setback provisions between 'dwelling walls' and 'boundary walls'. Concern has been raised that use of the term 'dwelling walls' does not capture non-residential built form that is also envisaged within the Zone.

A similar issue has been identified within the Master Planned Neighbourhood and Township Zones where the term 'residential buildings' has been used rather than 'buildings' for the DTS/DPF for building height. Concern has been raised that the use of the word 'residential' will not capture non-residential built form such as 'pre-schools' and 'consulting rooms' which are also envisaged land uses within the zones.

Proposed Code Change

AMEND reference from 'dwelling walls' to 'building walls' for all side and rear setback provisions (excluding ancillary buildings and structures) within Neighbourhood Type Zones except where the policy is specific to residential buildings.

Comment

Can see the need to capture non-residential buildings within side and rear setback policy but raise impact of change on non-traditional types of dwellings (as an example residential flat buildings) that may orientate the front of the dwelling not in alignment with the site. Suggest additional policy is formulated to capture appropriate siting in these instances or a PO that can push these scenarios into a performance assessed pathway to ensure that siting is optimal not only for setbacks but POS, car parking etc. but manage impacts of built form on adjoining properties

2.3.2.14 Common and Minor Development – Overlay Relevance – Assessment Pathways

Issue

Overlays are, in some cases, preventing a DTS or accepted development pathway and/or applying additional policies where it is unnecessary to do so. This adds complexity, cost and time to the assessment process with no overall community benefit.

Proposed Code Change

It is recommended that overlay applicability be applied in accordance with Tables 2-6 above. Note, where relevant overlay policy would allow for a Deemed-to-Satisfy Pathway to be maintained, relevant provisions from the overlay will be applied, rather than as an Overlay Exclusion.

Precise details of the zones to be amended are contained in ATTACHMENT A, and the corresponding Part of the Code and issue/topic identified

Comment

The presentation of this information and change does not enable the reader to clearly understand what is proposed.

The extent of the policy change is not fully understood and clarification is sought. Attachment A indicates a number of development types that will remove an overlay or overlays to enable the DTS pathway to operate more efficiently. Clarity is sought around the removal of the Water Resources Overlay in Neighbourhood-type Zones to better facilitate DTS pathway for detached dwellings, dwelling addition, row-dwelling and semi-detached dwellings. Confirmation is sought whether neighbourhood type zones capture the Urban Corridor Business Zone.

If it does, what is the implication of removing Water Resources Overlay from DTS pathway for dwellings in neighbourhood type zones - specifically for an application that presents a change in land use in parts of Thebarton either with existing zoning (Urban Corridor Business) or through possible future Code Amendments to land in Thebarton as industrial uses vacate adjacent the River Torrens (see image three).



Image Three: Water Resources Overlay in relation to land subject to recently approved proposal to initiate a Code Amendment and the Urban Corridor (Boulevard) Zone in Thebarton

Whilst the policies contained in the Water Resources Overlay do not specifically refer to dwellings, a number of the policies speak to this using the term development or identify the intent of overlay. Specifically the overlay as per DO2 seeks:

Maintain the conveyance function and natural flow paths of watercourses to assist in the management of flood waters and stormwater runoff.

There is concern that possible Code Amendments will unlock a DTS a pathway (depending on zone sought) for new dwellings (detached, semi-detached and row dwellings) that remove consideration of key policy contained in the Water Resources Overlay such as:

- PO 1.1 Watercourses and their beds, banks, wetlands and floodplains (1% AEP flood extent) are not damaged or modified and are retained in their natural state, except where modification is required for essential access or maintenance purposes.
- PO 1.2 Development avoids interfering with the existing hydrology or water regime of swamps and wetlands other than to improve the existing conditions to enhance environmental values.
- PO 1.5 Development that increases surface water run-off includes a suitably sized strip of vegetated land on each side of a watercourse to filter runoff to:
 - reduce the impacts on native aquatic ecosystems
 - minimise soil loss eroding into the watercourse.

Council Administration have not been able to test this, but seek assurance from the Department that new development in areas currently within the Water Resources Overlay retains the intent of this overlay during the DTS assessment of certain land uses including dwellings.

2.3.2.15 Detached Dwellings in Master Planned Zones as an Accepted Development Pathway

2.3.2.16 Detached Dwellings – Medium and High Rise Development – Policy Relevance

Issue

Feedback has indicated that provisions related to medium and high-rise residential development are not applied to detached dwellings and dwelling additions in Table 3 of the Urban Corridor (Living) Zone, even though the zone allows for medium-rise developments of three storeys. As such, matters related to landscaping, rainwater tanks and tree planting are unable to be adequately assessed against policy provisions specifically related to medium-rise development.

Note: Whilst this issue had been raised in relation to the Urban Corridor (Living) Zone, it has been identified that a range of other Neighbourhood-type Zones also allow for various dwelling types at heights of three storeys or above. As such, the investigations and feedback will also take these additional zones into account.

Proposed Code Change

AMEND assessment pathways for all dwelling types within zones where three storey development (and above) is contemplated to ensure that policy provisions relating to medium and high-rise development is applied.

Comment

Proposed amendment seeks consistency in application of policy in assessing all dwelling types where three storeys or above. There still appears to a gap in linkage to WSUD, tree planting landscaping for medium-rise detached dwellings.

No further comment.

2.3.2.17 Discrete vs Discreet – Garages & Carports – Policy Review

Issue

Feedback has suggested that Performance Outcome 10.1 of the Established Neighbourhood Zone and Township Neighbourhood Zone contains a typo that alters the meaning of the overall provision. The typo relates to the spelling of the word discreet/discrete.

It has also been suggested that PO 10.1 needn't be applied to a carport or garage as it duplicates policy that applies to these development types as part of the zone ancillary buildings and structures policy.

Proposed Code Change

AMEND Performance Outcome 10.1 of the Established Neighbourhood Zone and Township Neighbourhood Zone to use the word "discreet" (instead of discrete)

REMOVE linkages to PO and DTS/DPF 10.1 for Carports and Outbuildings within the Established Neighbourhood Zone and Township Neighbourhood Zone

Comment

The proposed amendment appears to result in the provision seeking garages and carports to be unobtrusive or inconspicuous. This outcome is consistent with the nature of the outcomes sought in the Established Neighbourhood.

No further comment.

2.3.2.18 Discrete vs Discreet – Garages & Carports – Linkages

Issue

It has been suggested that PO 10.1 need not be applied to a carport or garage, given it duplicates policy that applies to these development types as part of the zone ancillary buildings and structures policy.

Proposed Code Change

REMOVE linkages to PO and DTS/DPF 10.1 for Carports and Outbuildings within the Established Neighbourhood Zone and Township Neighbourhood Zone

Comment

Support change, on the basis that PO 11.1 identifies that residential ancillary buildings and structures are sited and designed to not detract from the streetscape or appearance of buildings on the site or neighbouring properties.

No further comment.

2.3.2.19 Dwelling Alterations and Building Additions/Alterations – Assessment Pathways

Issue

Feedback has highlighted that the Code does not identify 'building alterations and/or additions' as a class of development which is assigned to assessment pathways or can be selected for use using the Line of Enquiry functionality on the Portal. As a result, alterations and/or additions are defaulting to the 'all other Code assessed' performance assessed pathway, which requires a full merit-based assessment (and in some cases public notification). Furthermore, the planning authority is required to consider the whole of the Code and identify the relevant assessment provisions to the proposal.

In comparison, 'dwelling additions' have a Deemed-to-satisfy pathway within most neighbourhood-type zones, and 'Internal building work' is prescribed as accepted in all zones, other than those located within the State or Local Heritage Place Overlays or State Heritage Area Overlay.

Part 5, Division 1, Section 57(1)(c) of the *Planning, Development and Infrastructure Act* requires rules and standards to be proportionate, suited to relevant conditions, and as far as is reasonably practicable and appropriate, minimise regulatory burden.

Further, the Code Drafting Principles promote the use of Accepted or Deemed-to-satisfy assessment pathways for a class of development that is commonly expected in the zone and where it can be assessed solely on quantitative, prescriptive criteria.

It is therefore appropriate to consider whether a streamlined assessment pathway could be provided for building alterations/and or additions.

Proposed Code Change

CREATE an accepted development pathway for building alterations where the development does not increase the total floor area and does not exceed the wall height and/or overall building height of the existing building. Include exemptions for State Heritage Places or Areas and Local Heritage Places.

AMEND the introductory text for *Table 1 – Accepted Development Classification*, *Table 2 – Deemed-to-Satisfy Development Classification* and *Table 3 – Applicable Policies for Performance Assessed*

Development to clarify that alterations and additions must be assessed against the same provision as the existing development category, unless alterations and/or additions are listed as a separate class of development.

Portal Changes

CREATE a new development type *Building alterations*

CREATE a note on the PlanSA Portal under 'What policies apply to a development at an address?' that provides advice on how to search for alterations and/or additions as follows:

For Alterations / Additions to an existing building (including internal building work), select the associated development type listed below and the Building alterations/additions development type. For example, or an alteration to a shop, select 'Shop' and 'Building alterations'.

Comment

This amendment requires further investigation, specifically the change from internal alterations to building alterations, noting that internal alterations will not present the same impact on the streetscape as building alterations and may enable development that does not fully consider the context of locality (use of materials, heritage adjacency), or provide for appropriate mitigation of overlooking, potential encroachment of public space.

Horticulture – Prescribed Surface Water Areas Overlay and Prescribed Wells Area Overlay – linkages

2.3.2.21 Interface Height – Multiple Zones: Policy and TNV – Policy Review

Issue

The Designated Performance Features (and Deemed-to-Satisfy Criteria) (DTS/DPF) relating to interface heights are inconsistent across several zones. For example, some of the interface building envelopes do not apply to the primary street frontage and most zones contain separate policy regarding the interface height adjacent a road.

This may result in misinterpretation or inconsistent application of interface heights.

Proposed Code Change

AMEND the TNV Interface Height policies in Part 6.6 of the Code to include '(except where this boundary is a street boundary)'

AMEND the interface height policies within the relevant Zones to replace 'primary street boundary' with 'street boundary' or add reference to '(except where this boundary is a street boundary)'

AMEND all diagrams within Interface Height TNV and policies to ensure consistent wording and interpretation

CREATE a PO 3.8 in the Township Main Street Zone and a PO 3.3 in the Recreation Zone to relate to built form scale adjacent neighbourhood-type zones

AMEND Table 3 of the Township Main Street Zone to apply new PO 3.8 to the following classes of development:

- Consulting Room
- Dwelling
- Office
- Residential flat building
- Shop
- Store

AMEND Table 3 of the Recreation Zone to apply new PO 3.3 to the following classes of development:

- Shop

Comment

Change in application of interface heights requires further investigation of the proposed change and impact on the streetscapes and sensitive receivers. A consistent and generic approach across zones may not be appropriate given the intent of each of the impacted zones, the tailoring of policy may be appropriate, further investigation is warranted.

2.3.2.22 Land Division – Site Contamination – Policy Relevance and Linkage

Issue

Part 9.1 of the Code (Referral Body: Environment Protection Authority) specifies that a referral is required for Performance Assessed Land Division in certain circumstances, however, the policy provisions of the Site Contamination General Development Policies are not linked to this development type, which makes it difficult for a user to ascertain whether a referral would be required. Zone Classification Tables (i.e., Tables 1-4) classify various development types to the respective assessment pathways. Relevant provisions are assigned to a development type, which are then available to relevant authorities to use when assessing a proposed development. Only the provisions assigned to a development type in a Classification Table can be used in an assessment.

Proposed Code Change

ADD PO and DTS/DPF 1.1 of the Site Contamination General Development Policies to any Performance Assessed Land Division to ensure that site contamination matters are appropriately addressed.

Comment

Support the inclusion of site contamination provisions being called up for land division applications.

No further comment.

2.3.2.23 Non Residential Outbuildings – New Policy and Assessment Pathways

Issue

While assessment pathways for outbuildings currently exist, relevant policies are typically related to residential outbuildings. As such, non-residential outbuildings will often default to Performance Assessed where they are not ancillary to a dwelling (e.g., a shed for a church or a school in a neighbourhood-type zone).

Proposals for outbuildings are development under the circumstances set out in Schedule 4 of the *Planning, Development and Infrastructure (General) Regulations 2017* (the General Regulations) and currently require assessment against the Code. However, the Regulations do not specify that an outbuilding must be ancillary to a dwelling, but only that it is ancillary to another building on the site. To streamline the assessment pathway, there is merit in refining the policy framework to address outbuildings that are not associated with a dwelling.

Proposed Code Change

CREATE an additional performance outcome in all applicable zones for Ancillary Structures and Buildings not specifically in association with a dwelling.

ADD new policy provisions to existing pathways for outbuildings, carports and verandahs to allow for assessment of these development types where not in association with a dwelling.

Comment

Do not support the inclusion of these types of structures when not residential in nature. Consideration of use including what is to be stored in these structures and location form key elements in the assessment.

2.3.2.24 Outbuildings – Accepted Development Criteria

Issue

Feedback was raised that within the Housing Diversity Neighbourhood Zone, Table 1 – Accepted Development had a duplication for ‘outbuilding’ located on or abutting a boundary (not being a boundary with a primary or secondary street). The duplication essentially repeated the same policy with a slight variation in wording.

Proposed Code Change

REMOVE all instances where a duplication has occurred, remove Outbuilding criteria 10 in Table 1 – Outbuildings.

Comment

No further comment.

2.3.2.25 Pool Fencing – Accepted Development Pathway

Issue

Although an Accepted Pathway exists for a swimming pool or spa pool, at present this does not consider the prerequisite for an associated safety fence.

As a result, there is no way to achieve an Accepted Development Pathway for a swimming pool as the associated safety fence must be performance assessed.

This slows assessment timeframes as it involves planners in what is ultimately a Building Rules matter. The matter is considered problematic and thus warrants updating to better reflect one of the key goals of the Code, which is to ensure planning policy is consistent and clear, ultimately making the planning process quicker, simpler and more equitable.

Proposed Code Change

AMEND – The Accepted Pathway for ‘Swimming pool or spa pool’ across pertinent zones to include ‘and Swimming Pool Safety Features’.

Comment

No further comment.

2.3.2.26 Primary Street Setback – Use of Building Line

Issue

Concerns have been raised with the current definition and policy application of the term ‘building line’ as it is leading to potentially undesirable outcomes.

Proposed Code Change

AMEND the Building line term to reflect the removal the of 1.5m projection policy

AMEND the policy for primary street setback across all zones listed below. The removal of the building line reference within policy should provide for clear interpretation of the requirement for the primary street setback.

Business Neighbourhood Zone – DTS/DPF 3.2

City Living Zone – DTS/DPF 3.1

Employment Zone – DTS/DPF 3.1

Established Neighbourhood Zone – DTS/DPF 5.1

General Neighbourhood Zone – DTS/DPF 5.1

Golf Course Estate Zone – DTS/DPF 4.1

Hills Neighbourhood Zone – DTS/DPF 5.1

Home Industry Zone – DTS/DPF 3.1

Neighbourhood Zone – DTS/DPF 5.1

Rural Neighbourhood Zone – DTS/DPF 3.1
Rural Settlement Zone – DTS/DPF 2.1
Suburban Business Zone – DTS/DPF 3.4
Suburban Neighbourhood Zone – DTS/DPF 5.1
Township Neighbourhood Zone – DTS/DPF 5.1
Urban Corridor (Boulevard) Zone – DTS/DPF 2.4
Urban Corridor (Business) Zone – DTS/DPF 2.3
Urban Corridor (Living) Zone – DTS/DPF 2.2
Urban Renewal Neighbourhood Zone – DTS/DPF 3.1
Waterfront Neighbourhood Zone DTS/DPF 5.1
Housing Diversity Neighbourhood Zone – DTS/DPF 4.1
Master Planned Neighbourhood Zone – DTS/DPF 6.1
Master Planned Renewal Zone – DTS/DPF 6.1
Master Planned Township Zone DTS/DPF 6.1
Strategic Employment Zone – DTS/DPF 3.3
Urban Neighbourhood Zone – DTS/DPF 2.5

Comment

This has the potential to significantly alter the character of streetscapes. Existing policy (as written in Code) does not alter the ability for an applicant/developer to lodge something different to what the Code currently provides for and be performance assessed within the context of its immediate locality. This change is significant and requires a thorough review of impact, particularly on the Established Neighbourhood Zone where setbacks are often part of the pattern of development and form the character of the Zone and captured via Character Area Overlay.

Replacement Building – Overlay Exclusions: Coastal Flooding Overlay

Tourist Accommodation – Total Floor Area – Rural Zones

Part 3 – Overlays

2.3.3.1 Affordable Housing Overlay – Referral Trigger

Issue

The following issues have been identified by the South Australian Housing Authority in relation to the Procedural Matters (PM) – Referrals section of the Affordable Housing Overlay:

- Unnecessary referral of development applications by the South Australian Housing Authority to itself as the agency responsible for the provision of referral advice.
- Confusion regarding when an application should be referred.

Proposed Code Change

AMEND the referral trigger to exclude from the referral trigger development applications where the applicant is the South Australian Housing Authority.

AMEND the referral trigger to focus on the three matters submitted by the South Australian Housing Authority in their example above.

Comment

No objection to SAHA developments not requiring referral unless the proposal does not seek to meet PO 1.1 and the intent of the overlay.

Query PO 1.1 which states:

Development comprising 20 or more dwellings/allotments incorporates affordable housing.

The referral provides a discretionary element, that referral is required if the development comprises 20 or more dwellings or residential allotments and the development is intending to provide affordable housing. Whilst PO 1.1 seeks that development of this scale incorporates affordable housing. There appears to be a conflict between the referral and the policy intent.

2.3.3.2 Coastal Areas Overlay – Policy Intent

Issue

The Department for Environment and Water has identified some specific policy improvements within the Coastal Areas Overlay to better clarify intended outcomes and ensure greater consistency between Performance Outcomes and Deemed-to-Satisfy Criteria/Designated Performance Features. This includes:

- expanding the range of potential impacts to the marine and onshore coastal environment from development in PO 4.1 to address other potential impacts not currently identified in the Performance Outcome, in particular the spread of diseases
- ensuring the range of potential impacts identified in PO 4.7 aligns with those identified in the accompanying Deemed-to-Satisfy Criteria/Designated Performance Feature (DTS/PDF 4.7).

Proposed Code Change

AMEND PO 4.1 to ensure that development will not unreasonably affect the marine and onshore coastal environment by way of spread of diseases in addition to other listed potential impacts within the Performance Outcome.

AMEND DTS/DPF 4.7 to include reference to 'cobbles' in addition to removal of shell grit or sand by development to ensure wording is consistent with the accompanying Performance Outcome (PO 4.7).

Comment

No response required broadens policy to address impacts not captured in the Code currently or alignment between performance outcome and designated performance feature.

No further comment.

2.3.3.3 Design Overlay – Referral

Issue

The Design Overlay currently contains a clause that exempts a referral to the Government Architect where it relates to a variation of a development application that has either previously been referred to the Government Architect (or Associate Government Architect) or been granted development authorisation under legislation.

Provision should be included in the referral trigger to allow discretion to the relevant authority to refer a variation to the Government Architect (or Associate Government Architect) should they consider it warranted, particularly where the variation may be more significant or could impact on the Office of Design and Architecture South Australia's Principles of Good Design.

Proposed Code Change

AMEND the exemption clause in the referral trigger in the Overlay to allow discretion to the relevant authority to refer a variation to the Government Architect (or Associate Government Architect) should they consider it warranted taking into account the purpose of the referral.

Comment

No response required - provides increased flexibility to allow discretion to the relevant authority to refer a variation to the Government Architect (or Associate Government Architect) should they consider it warranted. Should update Practice Direction to reflect any change.

2.3.3.4 Hazards (Flooding) Overlay – PO 3.5 and DTS/DPF 3.5 – Linkages

Issue

Feedback has suggested that the current wording of PO and DTS/DPF 3.5 of the Hazards (Flooding) Overlay implies that this policy should apply to habitable buildings as well as non-habitable structures such as verandahs, carports or outbuildings. However, it has been identified that this policy has been applied inconsistently for various development types across different zones.

Proposed Code Change

AMEND policy linkages to ensure a consistent approach for the application of PO and DTS/DPF 3.5 of the Overlay to various development types.

Comment

No further comment.

2.3.3.5 Heritage Adjacency Overlay – Referral

Issue

The current wording for the referral trigger in the Heritage Adjacency Overlay is not explicit in respect to which authority, body or individual determines whether a development may materially affect the context of a State Heritage Place.

Proposed Code Change

AMEND the referral trigger in the Overlay to clarify that the relevant authority should be tasked with the responsibility to determine if a proposed development may materially affect the context of a State Heritage Place and should be referred to the Heritage Minister, as existed under previous legislation.

Comment

Support inclusion of *Development which in the opinion of the relevant authority materially affects the context within which the State Heritage Place is situated* within the Code. Under the former planning system, the relevant planning authority was clearly charged with the responsibility to determine if a

proposal would materially affect the context of a State Heritage Place, albeit sometimes based on informal discussions with heritage officers from the Department for Environment and Water prior to making this determination. This was considered to work well in practice.

No further comment.

Key Outback and Rural Routes Overlay - Policy consistency with other Transport Overlays

2.3.3.7 Major Urban Transport Routes Overlay - Revised policy and referral triggers

Issue

Following further review, the Department for Transport and Infrastructure (DIT) has suggested several updates to the suite of transport overlays in the Code, including the Major Urban Transport Routes Overlay.

This includes a review against a range of technical guideline sources (e.g., Austroads Guide to Road Design) used by DIT to ensure consistent values are applied within the various transport overlays. The suggested changes aim to provide greater policy clarity and interpretation and achieve the following:

- streamline assessment pathways and reduce unnecessary referrals, in particular for small scale developments that have negligible or minor road network implications
- provide greater opportunities for relevant authorities to assess more common or minor forms of development
- better align policies with legislative requirements and responsibilities
- provide simpler policy criteria that better reflects actual practice
- reflect formal and informal feedback from industry as part of the Code's implementation.

Suggested policy changes (with the exception of some quantitative values) also align with separate but related changes proposed in this Amendment for the Urban Transport Routes Overlay and Key Outback and Rural Routes Overlay, to ensure consistency across the various transport overlays in the Code.

Proposed Code Change

CREATE a new part (c)(vi) in DTS/DPF 3.1 to address a change in use from residential to a small-scale commercial or non-residential use to streamline assessment pathways for this common and minor scale development type and reduce unnecessary referrals.

AMEND DTS/DPF 4.1 part (a) to be more concise and improve policy interpretation.

AMEND the quantitative criteria in respect to the separation between access points in the table in DTS/DPF 4.1 part (c) to include updated requirements for development intended to serve between 1 and 6 dwellings as distinct from other forms of development on a 60 km/h speed limit road, to streamline assessment pathways for this common and minor scale development type and reduce unnecessary referrals.

CREATE a new part (a) in DTS/DPF 5.1 that recognises established usage of prior access for smaller scale residential developments (i.e., between 1 and 6 dwellings) with very low traffic generation and network implications to remove the need to justify existing established access for this scale of development, streamline assessment and reduce unnecessary referrals.

AMEND the introductory statement in DTS/DPF 5.1 to ensure the new item (a) above is addressed and that proposed development satisfies either part (a) or both parts (b) & (c), ensuring that development is either minor scale residential

development and uses an existing access point or that consideration is given to both vehicular and pedestrian sightlines for other and larger scale forms of development.

AMEND the quantitative criteria in respect to both an 'access point serving 1-6 dwellings' and 'access point serving all other development' in DTS/DPF 5.1 part (b) to align with relevant and contemporary Austroads technical guidelines.

CREATE a new part (c) in DTS/DPF 7.1 to ensure development does not result in access points becoming stormwater flow paths directly onto roads.

Comment

No further comment.

Mount Lofty Ranges Water Supply Catchment (Area 1) Overlay - Policy intent

Mount Lofty Ranges Water Supply Catchment (Area 2) Overlay - Policy intent

Mount Lofty Ranges Water Supply Catchment (Area 1 and Area 2) Overlays – Referral

Prescribed Surface Water Areas Overlay – Terminology

Prescribed Water Resources Area Overlay – Referral

2.3.3.13 Representative Buildings – Character Area Overlay and Historic Area Overlay – Spatial Representation

Issue

Feedback has raised the need to improve access to and visibility of ‘Representative Buildings’ in the Character Area Overlay and the Historic Area Overlay and whether the policies of both overlays should specifically refer to representative buildings to provide a clear purpose and role of these buildings.

Proposed Code Change

AMEND the Historic Area Overlay and Character Area Overlay spatial mapping to show ‘Representative Buildings’ similar to the way they are currently displayed in the ‘Planning Reference’ section of SAPP.

Comment

The improved visibility of representative buildings is supported. Suggest that there is further work to be done, including identification through the line of enquiry tool, and clearer policy around the role and purpose of representative buildings.

River Murray Flood Plain Protection Area Overlay – Outbuildings – Policy Intent

River Murray Flood Plain Protection Area Overlay – Outbuildings – Linkage

River Murray Flood Plain Protection Area Overlay – Water Supply – New Policy

River Murray Flood Plain Protection Area Overlay – Referrals

River Murray Tributaries Protection Area Overlay – Policy Intent

River Murray Tributaries Protection Area Overlay – Referrals

State Significant Native Vegetation Areas Overlay – Referral

2.3.3.21 Traffic Generating Development Overlay – Referral

Issue

A possible anomaly has been identified with respect Traffic Generating Development Overlay – whereby development for over 50 dwellings is currently not addressed, notwithstanding that land division involving the creation of 50 or more additional allotments is.

Proposed Code Change

That DTS/DPF 1.1 – 1.3 in the overlay captures built form applications proposing in excess of 50 dwellings ensures that such applications are assessed against the overlay.

That the referral to the Commissioner of Highways be amended to enable referral of development proposing a building containing more than 50 dwellings to the Commissioner of Highways at the built form stage of the development (add a new clause).

AMEND the existing referral for 'land division creating in excess of 50 allotments' to ensure that a development referred under the new clause does not end up being referred twice for the same reasons.

Comment

No further comment

2.3.3.22 Urban Transport Routes Overlay - Revised policy and referral triggers

Issue

The Department for Transport and Infrastructure (DIT) has suggested a number of updates to the suite of transport overlays in the Code, including the Urban Transport Routes Overlay.

This includes a review against a range of technical guideline sources (e.g. Austroads Guide to Road Design) used by DIT to ensure consistent values are applied within the various transport overlays. The suggested changes aim to provide greater policy clarity and interpretation and:

- streamline assessment pathways and reduce unnecessary referrals, in particular for small scale developments that have negligible or minor road network implications
- provide greater opportunities for relevant authorities to assess more common or minor forms of development
- better align policies with legislative requirements and responsibilities
- provide simpler policy criteria that better reflects actual practice
- reflect formal and informal feedback from industry as part of the Code's implementation.

Suggested policy changes (with the exception of some quantitative values) also align with separate but related changes proposed in this Amendment for the Major Urban Transport Routes Overlay and Key Outback and Rural Routes Overlay to ensure consistency across the various transport overlays in the Code.

Proposed Code Change

REMOVE superfluous numbering in DTS/DPF 1.1 part (b)(i) and DTS/DPF 3.1 part (b) to correct an error and improve interpretation.

CREATE a new part (c)(vi) in DTS/DPF 3.1 to address a change in use from residential to a small-scale commercial or non-residential use to streamline assessment pathways for this common and minor scale development type and reduce unnecessary referrals.

AMEND DTS/DPF 4.1 part (a) to be more concise and improve policy interpretation.

AMEND the quantitative criteria in respect to the separation between access points in the table in DTS/DPF 4.1 part (c) to include updated requirements for development intended to serve between 1 and 6 dwellings as distinct from other forms of development on a 60 km/h speed limit road, to streamline assessment pathways for this common and minor scale development type and reduce unnecessary referrals.

CREATE a new part (a) in DTS/DPF 5.1 that recognises established usage of prior access for smaller scale residential developments (i.e., between 1 and 6 dwellings) with very low traffic generation and network implications to remove the need to justify existing established access for this scale of development, streamline assessment and reduce unnecessary referrals.

AMEND the introductory statement in DTS/DPF 5.1 to ensure the new item (a) (above) is addressed and that proposed development satisfies either part (a) or both parts (b) & (c), ensuring that development is

either minor scale residential development and uses an existing access point or that consideration is given to both vehicular and pedestrian sightlines for other and larger scale forms of development. AMEND the quantitative criteria in respect to both an 'access point serving 1-6 dwellings' and 'access point serving all other development' in DTS/DPF 5.1 part (b) to align with relevant and contemporary Austroads technical guidelines.

CREATE a new part (c) in DTS/DPF 7.1 to ensure development does not result in access points becoming stormwater flow paths directly onto roads.

Comment

No further comment

Part 4 – General Development Policies

Aquaculture – General Development Policies – Policy Review

2.3.4.2 Carport and Outbuilding – Internal Parking Dimensions – Linkages

Issue

Feedback has suggested that policy provisions from the Design in Urban Areas and Design General Development Policies relating to garage dominance and the internal dimensions of enclosed parking spaces do not currently apply to applications for carports or garages which are not under the main roof of a dwelling. In particular, this relates to the following provisions of the Design in Urban Areas General Development Policies:

- Design in Urban Areas [Residential Development - Low Rise [External appearance]] DTS/DPF 20.1
- Design in Urban Areas [Residential Development - Low Rise [Car parking, access and manoeuvrability]] DTS/DPF 23.1

Note: Whilst this issue has been raised in relation to the Design in Urban Areas General Development Policies, equivalent policies are contained within the Design General Development Policies:

- Design [All Residential development [Garage appearance]] PO 14.1
- Design [All Residential development [Car parking, access and manoeuvrability]] PO 19.1

As such, discussion will also consider these provisions.

Zone Classification Tables (i.e., Tables 1-4) classify various development types to the respective assessment pathways. Relevant provisions are assigned to a development type, which are then available to a relevant authority to use when assessing a proposed development. Only the provisions assigned to a development type in a Classification Table can be used in an assessment.

Proposed Code Change

ADD Design in Urban Areas PO 23.1 or Design PO 19.1 (depending on Zone) to Deemed-to-Satisfy and Performance Assessed pathways for Carports and Outbuildings in to provide guidance for the assessment of internal dimensions for enclosed parking spaces.

Comment

Discussion and review is required generally about the internal dimensions contained in the Code for carports and garages, however the proposed amendment seeks to provide important policy linkage based on the development type.

No further comment

Commercial Forestry - Forestry General Development Policies – Policy Review

2.3.4.4 Decks – Design, and Design in Urban Areas General Development Policies – Assessment Pathways

Issue

Proposals for decks are deemed development under the circumstances set out in Schedule 4 of the *Planning, Development and Infrastructure (General) Regulations 2017* and currently require assessment against Code. A greater number of decks are requiring approval than anticipated, in part, due to the general increase in home improvement activity, which is burdening the planning system with minor matters.

Feedback has highlighted that the Code does not include specific provisions for the assessment of decks and as a result, the planning authority is required to consider the whole of the Code and identify the

relevant assessment provisions for the proposal. In addition, decks are defaulting to the performance assessed pathway, which requires a full merit-based assessment (and in some cases public notification). Part 5, Division 1, Section 57(1)(c) of the *Planning, Development and Infrastructure Act 2016* requires rules and standards to be proportionate, suited to relevant conditions, and as far as is reasonably practicable and appropriate, minimise regulatory burden.

It is therefore appropriate to consider whether there is an opportunity to streamline the assessment pathway for decks that may be attached to a dwelling or other building or stand alone.

Proposed Code Change

CREATE additional policy within the Design, and Design in Urban Areas module specific to decks to include assessment provisions that address overlooking.

CREATE a deemed-to-satisfy and performance assessed pathway for decks in neighbourhood-type, residential employment, rural and recreation type zones linking the proposed new decks policy, with overlay applicability and relevant General Development policies reflecting comparable development types such as a verandah.

NOTE: In order to ensure consistency across different development types within a given Zone, relevant policy provisions from the Design in Urban Areas General Development Policies should be applied to Decks where provisions from this module are called up for other development types within a Zone. In all other cases, the relevant provisions of the Design General Development Policies.

Comment

The inclusion of a DTS pathway is supported in neighbourhood-type zones, however concern still remains around screening in some instances where it may create undue impact due to height of screening required to mitigate potential overlooking and decking matching the FFL due to site conditions even in areas that are considered 'flat'.

Further consideration to decks when not ancillary to dwellings e.g. commercial require a performance assessed pathway with appropriate policy captured to assess use, siting, overlooking etc. Appears there are policy gaps in the Code for this type of development.

2.3.4.5. Design – PO 19.3 – Driveway Access General Development Policies – Policy Relevance

Issue

Feedback has identified that policy provisions related to driveways and access points have been applied inconsistently across some zones, as well as cases where multiple equivalent policy provisions from different modules are being called up for a single development type. This issue relates to the following policy provisions:

- Design in Urban Areas [Residential Development - Low Rise [Car parking, access and manoeuvrability]]: PO 23.3
- Design [All Residential development [Car parking, access and manoeuvrability]]: PO 19.3
- Transport, Access and Parking [Vehicle Access]: PO 3.6

Zone Classification Tables (i.e., Table 1-4) classify various development types to the respective assessment pathways. Relevant provisions are assigned to a development type, which are then available to a relevant authority to use when assessing a proposed development.

Only the provisions assigned to a development type in a Classification Table can be used in an assessment.

Proposed Code Change

AMEND wording of Design [All Residential development [Car parking, access and manoeuvrability]]: PO 19.3 to be consistent with equivalent provisions within the Design in Urban Areas module.

REMOVE linkage to Transport, Access and Parking PO 3.6 and associated DTS/DPF for the following development types in all relevant Zones where they apply in Table 3 – Applicable Policies for Performance Assessed Development to remove conflicting policy from this pathway.

Comment

No further comment

2.3.4.6. Design in Urban Areas – DTS/DPF 19.1 - Soft Landscaping – Policy Review

Issue

Part 4 of the Code - General Development Policies, Design in Urban Areas contains two provisions in relation to soft landscaping for residential development. DTS/DPF 19.1 outlines soft landscaping provisions of ancillary buildings and DTS/DPF 22.1 provides soft landscaping provisions for all low-rise residential development. These provisions contain slightly different wording in relation to the minimum dimension needed for soft landscaping.

Feedback has also highlighted confusion of the application of the soft landscaping policies for group dwellings and residential flat buildings that contain common property as it is not explicit if the common property is included or excluded in the calculations of soft landscaping percentage.

Proposed Code Amendment

AMEND Design in Urban Areas DTS/DPF 19.1 and DTS/DPF 22.1 to be consistent in wording and explicitly state that common property is to be included in soft landscaping calculations.

Comment

The effect of this policy amendment / interpretation is that some dwellings in a group dwelling or RFB (wherever there is common property) could have little or no direct access to soft landscaping which could lead to poor amenity and urban heat outcomes.

2.3.4.7. Garage and Driveways – Design DTS/DPF 19.5, and Design in Urban Areas DTS/DPF 23.5 General Development Policies – Policy Review

Issue

Design General Module DTS/DPF 19.5 and Design in Urban Areas General Module DTS/DPF 23.5 relate to the design of driveways. However, the policy can be difficult to interpret, particularly in relation to the angle of driveways relative to a road.

Proposed Code Change

AMEND Design General Module DTS/DPF 19.5 and Design in Urban Areas General Module DTS/DPF 23.5 to provide clarity.

Comment

No further comment

2.3.4.8. Heavy Vehicle Parking - Transport, Access and Parking General Development Policy - Policy and Definition Review

Issue

The parking of any vehicle exceeding 3,000 kg (including the weight of any attached trailer) on land used for residential purposes is development under the *Planning Development and Infrastructure Act 2016*, unless it is:

- the parking of a caravan or motor-home of any weight on land used for residential purposes by a person who is an occupant of a dwelling situated on that land or
- a special circumstances which applies due to the previous dwelling being destroyed by a bushfire³.

However, there is no policy contained within the Code specifically guiding the assessment of heavy vehicle parking. Similarly, there is no definition contained within the Code regarding this land use.

Proposed Code Change

CREATE new policy within the Transport, Access and Parking General Module to guide the assessment of heavy vehicle parking

CREATE a new land use definition for heavy vehicle parking (refer to the definitions section of this Code Amendment for further details)

Comment

No further comment

2.3.4.9. Housing Renewal General Development Policies - Policy Review

Issue

The Housing Renewal General Development Policies were written to apply to Housing Trust / Community Housing proposals. However, there is nothing in the Code to exclude the policies from being applied to 'All Code Assessed Development' – performance assessed development that is not a Housing Trust or community housing proposal. In addition, several of the Housing Renewal policies conflict with the Design and Design in Urban Areas policies.

As a result, some General Development Policies applicable to dwellings are conflicting and, given that no hierarchy applies to General Development Policies, it is not clear which policies should be applied to 'All Code Assessed Development'.

Proposed Code Change

CREATE an interpretation note for the Housing Renewal General Development Policies to confirm that the policies are applicable only to Housing Trust / Community Housing proposals

Comment

No further comment

2.3.4.10. Land Division – General Development Policies – Policy Review

Issue

Feedback received since the inception of the Code has identified policy duplication within the Land Division General Development Policies.

Proposed Code Change

AMEND the Land Division General Development Policies to remove duplicated policy

Comment

No further comment

2.3.4.11. Land Division – General Development Policies – Linkages

Issue

Feedback received since the inception of the Code has identified that not all the policy provisions from the Land Division general Development Policies are linked to Performance Assessed Land Divisions within zones.

Proposed Code Changes

ADD PO 2.8 and PO 3.11 of the Land Division General Development Policies to the Performance Assessed pathway for "Land Division" in all zones to ensure a consistent approach to the application of policy provisions from this module.

Comment

No further comment

2.3.4.12. Transport, Access and Parking – General Development Policy – Fences – Linkages

Issue

Feedback has indicated that the policy provisions currently applied to a Performance Assessed Fence in various zones do not address matters related to preservation of sightlines between vehicles and pedestrians where fences are located adjacent to driveways or corner sites.

From a planning perspective, all development must be assessed against the relevant provisions of the Code (see section 102(1)(a)(i) of the Act. Code content must therefore be directly relevant to the assessment of development.

Proposed Code Change

APPLY relevant policy provisions from the Transport, Access and Parking General Development Policy module to Performance Assessed Fences to address matters relating to preservation of sightlines

Comment

Applies policy critical for assessing and ultimately maintaining sightlines.

No further comment

2.3.4.13. Transport, Access and Parking – General Development Policy – Car Parking Rates Table - Review

Issue

Transport, Access and Parking Tables 1 and 2 prescribe the intended car parking rates for various forms of development. The following issues have been identified regarding these tables:

- Some car parking rates are listed which fit multiple definitions. For example, car parking rates exist for both a pre-school and a child care centre which is a type of pre-school
- Car parking rates in the Urban Neighbourhood Zone at Bowden are more onerous than the car parking rates that existed within the City of Charles Sturt Development Plan, creating challenges for delivering the scale and intensity of development envisaged for the transit-oriented development.

As a result, some of the car parking rates are not easily understood or consistently applied.

Proposed Code Change

AMEND Transport, Access and Parking Table 1 to position all land use classes on the 'class of development' column and all 'sub-classes' within the 'car parking rate' column

AMEND Transport, Access and Parking Table 2 to update references to the Urban Neighbourhood Zone and add specific car parking rates for the UN Zone within Bowden

Comment

Appears to provide greater alignment and less capacity for conflicting policy between development type and car parking table.

No further comment.

2.3.4.14. Transport, Access and Parking – General Development Policy – Designated Parking Areas / Car Parking Rates – Interpretation

Issue

Car parking rates applied to development through the Transport, Access and Parking General Development Policies are structured to enable alternative rates to be applied in Designated Areas where reduced car parking rates are appropriate and/or where a car parking fund exists to offset any car parking shortfalls.

However, the interpretation is not readily apparent in some instances, including:

- Which Table is most appropriate for identifying the relevant rate
- Whether the Table 2 – Criteria are applicable to a Designated Area.

This can result in confusion during the assessment of a development and may result in the car parking rates being applied inconsistently.

Proposed Code Changes

AMEND Transport, Access and Parking DTS/DPF 5.1 to provide clarity on when each car parking rate is applicable

CREATE a definition for a High Frequency Public Transit Area

AMEND Transport, Access and Parking Table 2 to include reference to the High Frequency Public Transit Area where appropriate

REMOVE the Table 2 – Criteria within Transport, Access and Parking Table 2

AMEND the interpretation notes for Transport, Access and Parking Table 2 to reflect the removal of the Table 2 – Criteria

Comment

Supported on the following understanding:

Appears amendments clarify how and when to apply designated area rates. A further improvement would be for SAPPa to map 'High Frequency Public Transit Area' and/or 'Designated Areas' to provide greater clarity of when these rates apply.

It is also recommended that guidance be provided on how to apply the minimum and maximum car parking rates.

Part 5 – Specified matters and areas identified under the Act and Regulations

There are no proposed Code changes to Part 5 of the Code as part of this Code Amendment

Part 6 – Index of Technical and Numeric Variations

There are no proposed Code changes to Part 6 of the Code as part of this Code Amendment

Part 7 – Land Use Definitions

Issue

Improvements to the Land Use and Administrative Definitions in the Code – specifically a review of Part 7 – Land Use Definitions and Part 8 – Administrative Terms and Definitions to provide greater clarity in interpretation and relationship with policy.

Proposed Code Changes

AMEND Part 7 – Land Use Definition in relation to the following definitions or terms:

- Ancillary accommodation
- Caravan and tourist park
- Commercial forestry
- Educational establishment
- Indoor recreation facility
- Office
- Pre-school
- Tourist accommodation
- Workers accommodation

CREATE new definitions for Part 7 – Land Use Definition in relation to the following terms:

- Heavy vehicles parking
- Function venue

2.3.7.1. Ancillary Accommodation – Amend

Comment

No further comment

2.3.7.2. Caravan and Tourist Park – Amend

Comment

No further comment

2.3.7.3. Commercial Forestry – Amend

2.3.7.4. Educational Establishment – Amend

Comment

No further comment

2.3.7.5. Indoor Recreation Facility – Amend

Comment

No further comment

2.3.7.6. Office – Amend

Comment

No further comment

2.3.7.7. Pre-school – Amend

Comment

No further comment

2.3.7.8. Renewable Energy Facility – Policy Refinement

2.3.7.9. Tourist Accommodation – Amend

Comment

No further comment

2.3.7.10. Workers Accommodation – Amend

2.3.7.11. Heavy Vehicle Parking – New Definition

Comment

No further comment

2.3.7.12. Function Venue – New Definition

Comment

No further comment

Part 8 – Administrative Terms and Definitions

Issue

Improvements to the Land Use and Administrative Definitions in the Code – specifically a review of Part 7 – Land Use Definitions and Part 8 – Administrative Terms and Definitions to provide greater clarity in interpretation and relationship with policy.

Proposed Code Changes

AMEND Part 8 – Administrative Terms and Definitions in relation to the following term:

- Building height
- Building line
- Wall height

CREATE new definition Part 8 – Administrative Terms and Definitions in relation to the following terms:

- Catalyst site
- Direct overlooking
- High frequency public transit area
- Post height

REMOVE Gross Density from Part 8 – Administrative Terms and Definitions

2.3.8.1. Building Height – Amend

Comment

Refer to comments in 2.3.2.12

2.3.8.2. Building Line – Amend

Comment

Refer to comments in 2.3.2.26

2.3.8.3. Wall Height – Amend

Comment

Refer to comments in 2.3.2.12

2.3.8.4. Catalyst Site – New Definition

Comment

No comment

2.3.8.5. Direct Overlooking – New Definition

Comment

No comment

2.3.8.6. High Frequency Public Transit Area – New Definition

Comment

Support the inclusion of this definition but would also recommend these areas and designated areas are spatially applied in SAPPA.

2.3.8.7. Post Height – New Definition

Comment

No Comment

2.3.8.8. Gross Density – Delete Definition

It is recommended this definition be retained as a useful point of reference for comparison against net density and for when it is referenced in broader strategy and policy considerations.

Part 9 – Referrals

2.3.9.1. Environment Protection Authority Referrals - Review of Interpretation and Referral Triggers

Issue

Under the *Development Regulations 2008* (now ceased), schedule 8 required a referral to the Environment Protection Authority (EPA):

Development that involves, or is for the purposes of, an activity specified in Schedule 22 (including, where an activity is only relevant when a threshold level of capacity is reached, development with the capacity or potential to operate above the threshold level, and an alteration or expansion of an existing development (or existing use) where the alteration or expansion will have the effect of producing a total capacity exceeding the relevant threshold level)

The above ensured that alterations to an activity of major environmental significance required a referral. No similar preamble is included in Part 9.1 of the Code and as a result, the EPA has advised that some activities of major environmental significance are not being referred to them. This has resulted in works being approved that increase the risk of pollution or environmental harm and present challenges for the subsequent EPA licence. Accordingly, the EPA has requested that similar wording be contemplated in Part 9.1 of the Code.

Additionally, Class 3 activities are low risk potentially contaminating activities and do not warrant EPA involvement through the referral process. To assist and provide further clarity, the inclusion of the reference within the South Australian Property and Planning Atlas when land division is proposed to land within a groundwater prohibition area.

Proposed Code Change

CREATE an interpretation noted for Part 9.1 of the Code to confirm when referrals are required

AMEND the Class of Development / Activity Site Contamination – Land Division Class to removed class 3 activity needing to be referred and inclusion of the reference to South Australian Property and Planning Atlas.

Comment

Appears that the proposed interpretation to be included in Part 9.1 will add clarity to instances when developments are required to be referred to the EPA in line with previous Development Act particularly where capacity for a licensed premises may increase.

No further comment.

Part 10 – Significant Trees

There are no proposed Code changes to Part 10 of the Code as part of this Code Amendment

Part 11 – Local Heritage Places

2.3.11.1. Listing of State Heritage Places

Issue

As part of this Amendment it is proposed to include a list of current State Heritage Places in the Code, similar to the way Local Heritage Places are listed in Part 11 – Local Heritage Places. This is to improve visibility of State Heritage Place details in the Code to complement the State Heritage Places Overlay. As State Heritage Places are governed by a separate Act – the *Heritage Places Act 1993* – and that listings can be added and removed at any time under that Act (subject to the processes of that Act), it is considered necessary to also include explanation in Part 1 the Code that State Heritage Places identified in the Code (by the State Heritage Places Overlay, the Heritage reference layer of the SA Planning Database and the list proposed to be added to Part 11 Code) are point in time references and that the State Heritage Register should be relied on in the event of any inconsistency.

Proposed Code Change

AMEND the title of 'Part 11 – Local Heritage Places' to 'Part 11 – Heritage Places'

AMEND Part 11 of the Code to include the list of current State Heritage Places currently mapped in the State Heritage Places Overlay. It is recommended that the list include the following details:

- Property address
- Descriptions / extent of listing
- Section 16 Criteria
- State Heritage ID

AMEND Part 1 of the Code to include rules of interpretation that explain that where there is a discrepancy between the Code's list of:

- State Heritage Places and the South Australian Heritage Register, the Register will prevail
- Local Heritage Places and the South Australian Heritage Register, the Code will prevail.

Comment

Support inclusion of State Heritage Places.

Part 12 – Concept Plans

There are no proposed Code changes to Part 12 of the Code as part of this Code Amendment

Part 13 – Table of Amendments

Part 13 of the Code – Table of Amendments: Updates to the publication date, Code version number, amendment type and summary of amendments within the 'Table of Planning and Design Code Amendments' to reflect the amendments to the Code

17.3 Draft Dog and Cat Management Plan 2022-2027

Brief

This report presents the draft Dog and Cat Management Plan 2022 - 2027, as approved by the Chief Executive Officer, to be released for public consultation and to be provided to the Dog and Cat Management Board for review.

RECOMMENDATION

It is recommended to Council that the draft Dog and Cat Management Plan 2022-2027 be received.

Introduction

Section 26A of the *Dog and Cat Management Act 1995* (the Act) requires each council to prepare a plan for the management of dogs and cats within its area. A plan of management must:

- Include provisions for parks where dogs may be exercised off-leash and for parks where dogs must be under effective control by means of physical restraint, and may include provisions for parks where dogs are prohibited;
- Cover 5 year periods and each plan must be prepared and presented to the Dog and Cat Management Board (the Board) at least 6 months before it is to take effect; and
- Be approved by the Board before it takes effect.

As Council's current Dog and Cat Management Plan 2017 - 2022 has expired; a review of the Plan has been undertaken. Accordingly, a draft Dog and Cat Management Plan 2022 - 2027 (draft Plan) has been developed (**Attachment 1**).

The draft Plan has been reviewed by the Executive team and, due to the requirements during caretaker period, has been approved by the Chief Executive Officer to be released for public consultation and to be provided to the Dog and Cat Management Board for review.

Discussion

Development of the draft Plan has been undertaken in accordance with the Dog and Cat Management Act 1995 and the Board's Policy and Guidelines Regarding Council Plans of Management Relating to Dogs and Cats. Objectives in the draft Plan have been informed by Council's dog and cat management complaints/feedback data, consultation with key staff and feedback received from community consultation undertaken in March - April 2022.

Key feedback from community consultation

Feedback received from the community found that:

- Only 51.1% of residents feel comfortable attending off lead beaches because of other beach users; no effective control of animals; dog fights; dog aggression, dogs running up to residents; and reactive dogs.
- 49.8% of our residents support greyhound off-lead sessions events being held in our area, with only 1.5% of residents owning a greyhound.
- 70.6% of residents support Council enforcing cat restrictions such as curfews, limits on cats, registration and captivity.
- Only 48.5% of our residents believe our dog signage is appropriate and clear.
- Residents asked for education or training provided by Council for dog training, cat ownership, responsible ownership, animal behaviour, barking dog education, obedience training and puppy socialisation.

Significant Future Challenges

Council receives in excess of 600 animal management complaints per annum. Issues relating to poor animal management will likely increase as West Torrens moves to higher density living and as the demographics of the area change.

Council's efforts to increase the levels of responsible animal management have largely concentrated on compliance activities such as investigation of offences and enforcement of legislation. Prevention activities and community education have not been a priority due to current resourcing levels and staff turnover.

Strategic alignment:-

Our new draft Plan summarises how we have been progressing the control and wellbeing of domestic animals in West Torrens, not just from a regulatory perspective but educational as well. It is also a plan for the future, which outlines how we will further educate, communicate and improve dog and cat management in our city.

The draft Plan is strategically linked to Council's Community Plan 2030 and focuses on our community's priorities, objectives and our Dog By-law 5, while incorporating legislative responsibilities for dog and cat ownership. The draft Plan will contribute to the attainment of a number of the strategic objectives contained within our current Community Plan, including:

- Active and healthy lifestyles for all ages and abilities;
- Facilitation of community health, wellbeing and safety; and
- A variety of indoor and outdoor sport, recreation and community facilities and open spaces (through dog parks and off-lead dog exercise areas).

Many of the objectives and strategies detailed in the draft Plan also align with a number of the strategic directions contained in the Dog and Cat Management Board Strategic Direction - Responsible ownership and management of dogs and cats program. These objectives will be achieved through a number of actions, with the overarching aim to manage dogs and cats within West Torrens.

The Draft Plan identifies the following objectives:

- Community education and compliance;
- Responsible pet ownership;
- Dogs off-lead;
- Dog faeces management;
- Dog parks;
- Dog socialisation;
- Greyhound events;
- Mandatory microchipping and desexing of dogs and cats;
- Feral or unowned cat control; and
- Cat containment.

Public consultation and finalisation of the draft Plan

The Executive team has reviewed the draft Plan and provided feedback. Approval has been granted from the CEO for the draft Plan to be released for public consultation for a period of 28 days during November/December 2022.

Approval is required from the CEO due to the Council currently being in caretaker period. The approval for public consultation was required at this time to meet our short time-frame for finalisation of the draft Plan.

Council's current Dog and Cat Management Plan 2017 - 2022 has now expired and the Dog and Cat Management Board has already granted two (2) extensions to provide the updated draft Plan to them, as the Plan must be provided to the Board at least 6 months prior to it coming into effect.

It is important to note that while the approval to release the draft Plan for public consultation has been granted by the CEO during caretaker period, the consultation will not occur until after caretaker period has ended.

Following consideration of feedback received from public consultation and from the Board, the final Plan will be presented to the new Council in early 2023.

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 environmental impact in relation to this report.

Conclusion

The draft Dog and Cat Management Plan 2022-2027 has been approved by the CEO to be released for public consultation and provided to the Dog and Cat Management Board for review. ; Public consultation will not commence until caretaker period has ceased.

Following consideration of feedback received from public consultation and from the Board, the final Plan will be presented to Council in early 2023 for approval.

Attachments

1. Draft Dog and Cat Management Plan 2022-2027

Dog and Cat Management Plan 2022 - 2027

Draft
October 2022



CITY OF WEST TORRENS



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Production acknowledgment

This document was produced by the City of West Torrens, with assistance from members of the West Torrens community who contributed during public consultation.

Kaurna Acknowledgement

The City of West Torrens is located on the Traditional Homelands of the Kaurna Nation of People, the first Traditional Owners and Custodians of the Adelaide Region.

It is important to recognise that, while colonisation has resulted in the dispossession and dislocation of the Kaurna Meyunna, their Spiritual, Cultural Heritage and relationship with their Country is enduring. Kaurna's Connection and obligation to their Ancestral Lands the (Yarta) is still as important to the living Kaurna people today. The Kaurna people have lived on their lands for more than 50,000 years and developed strong and enduring spiritual, social, economic and governance systems that are still relevant for Aboriginal Title and are recognised within the 1836 Letters Patent.



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Version 1 draft

Review by City of West Torrens staff - August 2022

Version 2 draft

Review and approved by Executive for public consultation - October 2022



Message from the Mayor

Our dogs and cats are valued in the West Torrens region as they provide a sense of enjoyment and companionship for owners, families, friends and, sometimes, even complete strangers.

Since the advent of COVID-19, many people have decided to include a furry friend in their family. As such, the onus is on owners, the general community and councils to ensure that pets are managed and controlled in order to safeguard the wellness and safety of local people, as well as the pet.



We all know that wandering dogs and cats, barking, attacks and harassment to people and other animals presents issues that need addressing. In West Torrens there are more than 7,000 registered dogs recorded on Dogs and Cats Online (DACO), and our residents have registered more than 2,500 feline friends, reflecting people's commitment to being responsible pet owners.

The Dog and Cat Management Act 1995 requires all South Australian councils to prepare a 5 year Dog and Cat Management Plan for their area. Our previous plan, which expired in 2022, needed reviewing and updating, and I'm pleased to present to you our Dog and Cat Management Plan for the next 5 years.

Our new Dog and Cat Management Plan summarises how we have been progressing the control and wellbeing of domestic animals in West Torrens, not just from a regulatory perspective but from an educational perspective as well. It is also a plan for the future which outlines how we will further educate, communicate and improve dog and cat management in our city.

Council is guided by the *Dog and Cat Management Act* and Council By-laws to address noncompliance in our area and address concerns from our residents promptly and efficiently.

We recognise the benefits that owning a pet can have for individuals and families and we understand that the majority of pet owners in West Torrens do the right thing by their pet, as well as our local community; we want to ensure that the education and support our Council provides will help when it comes to enacting legislation.

Our vision is to be the best place to live, work and enjoy life and we understand that pets can enhance a person's wellbeing and make life more enjoyable. We trust you share our vision.

Michael S. Coxon

Mayor, City of West Torrens.



Our City

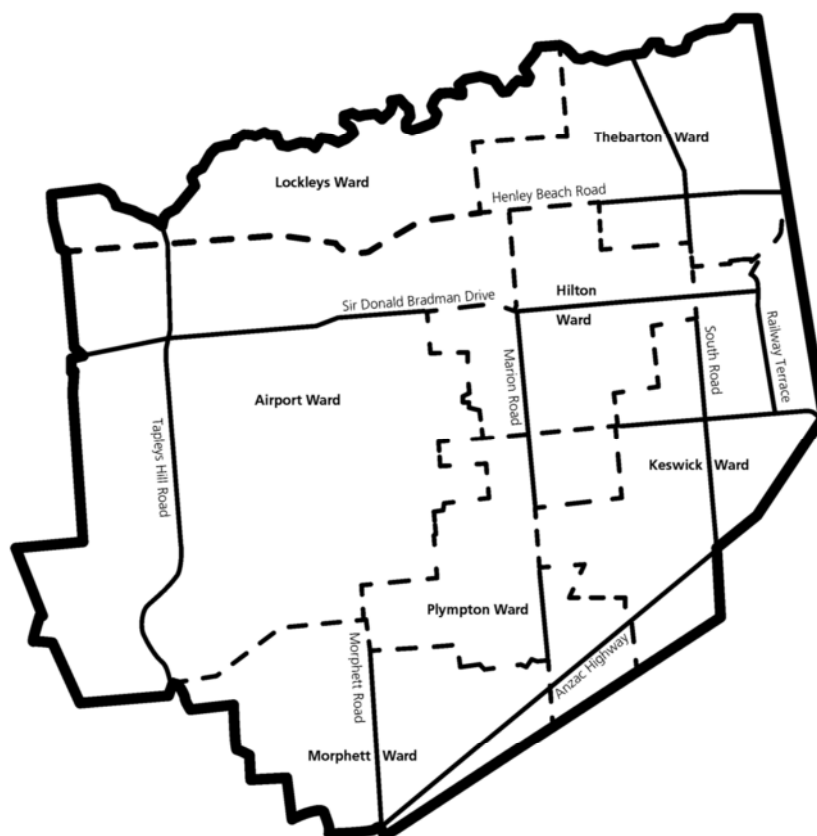
West Torrens comprises 37 square kilometres of Adelaide's western metropolitan area and is situated between the Adelaide Central Business District and Gulf St Vincent. Its location makes it a desirable place to live and in recent decades we have seen an increase in housing and population, meaning that the demand for services, communal spaces and public amenities has increased.

The city, its plants, animals and waterways, including the River Torrens (Karrawirra Pari), have continuing cultural and spiritual significance to Kaurna people. The river is not only a special place for Kaurna, but is also valued for its natural landscape appeal, biodiversity and open space and recreation activities.

Around 62,000 residents live in West Torrens and we have a community with a vibrant mix of nationalities. People from Greece, Italy, the United Kingdom, India, China and Vietnam all help make up our cultural richness.

West Torrens is well-known for its shopping facilities including Harbour Town, Ikea, Brickworks Marketplace and Mile End Homemaker Centre. Adelaide Airport is a central part of our city and with 5,000 individually owned businesses in the area, West Torrens is often a hub of traffic and people.

Wards in West Torrens



Why do we need a Dog and Cat Management Plan

... and what will it do?

The Dog and Cat Management Plan is a requirement under the *Dog and Cat Management Act 1995*. All councils are required to prepare a 5-year plan relating to the management of dogs and cats within its council area.

The Plan will replace our 2017 - 2022 Dog and Cat Management Plan and will focus on our community's priorities, our Community Plan 2030 objectives and our Dog By-law 5, while incorporating legislative responsibilities for dog and cat ownership.

In line with Council's vision of 'Committed to being the best place to live, work and enjoy life', the main focus of this Plan is to continue to address the immediate safety of our community and promote responsible pet ownership, while ensuring legislation is adhered to and in alignment with the strategic objectives of our Community Plan.

The objectives contained in this Plan have been informed by Council's dog and cat management feedback data, the requirements of the Act and feedback received from community consultation.

These objectives will guide the direction for the management of dogs and cats during the next 5 years and address issues including:

- Community education and compliance.
- Responsible pet ownership.
- Dogs off-lead.
- Dog faeces management.
- Dog parks.
- Dog socialisation.
- Greyhound events.
- Mandatory microchipping and desexing of dogs and cats.
- Feral or unowned cat control.
- Cat containment.

Development of our Plan

The Dog and Cat Management Plan 2023 - 2028 builds upon the success of our previous Plan and is informed by:

- Local complaints data on dog attacks and harassment, dogs wandering at large and barking dogs etc.
- DACO data on registrations, desexing and microchipping of dogs.
- Local complaints of cats causing a nuisance.
- The Dog and Cat Management Act 1995 and Dog and Cat Management Regulations 2017.
- The City of West Torrens By-law 5 - Dogs.
- Community consultation (as detailed below).

Community consultation

To assist with the development of this Plan, community consultation was undertaken via Council's Your Say platform from 9 March to 1 April 2022. This valuable feedback has provided us with an overview of our local community's main concerns, which we can address long-term. Consultation findings can be found later in this document.



City of West Torrens Community Plan

2030

Our Vision

Committed to being the best place to live, work and enjoy life

The five focus areas for the delivery of our vision are:



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

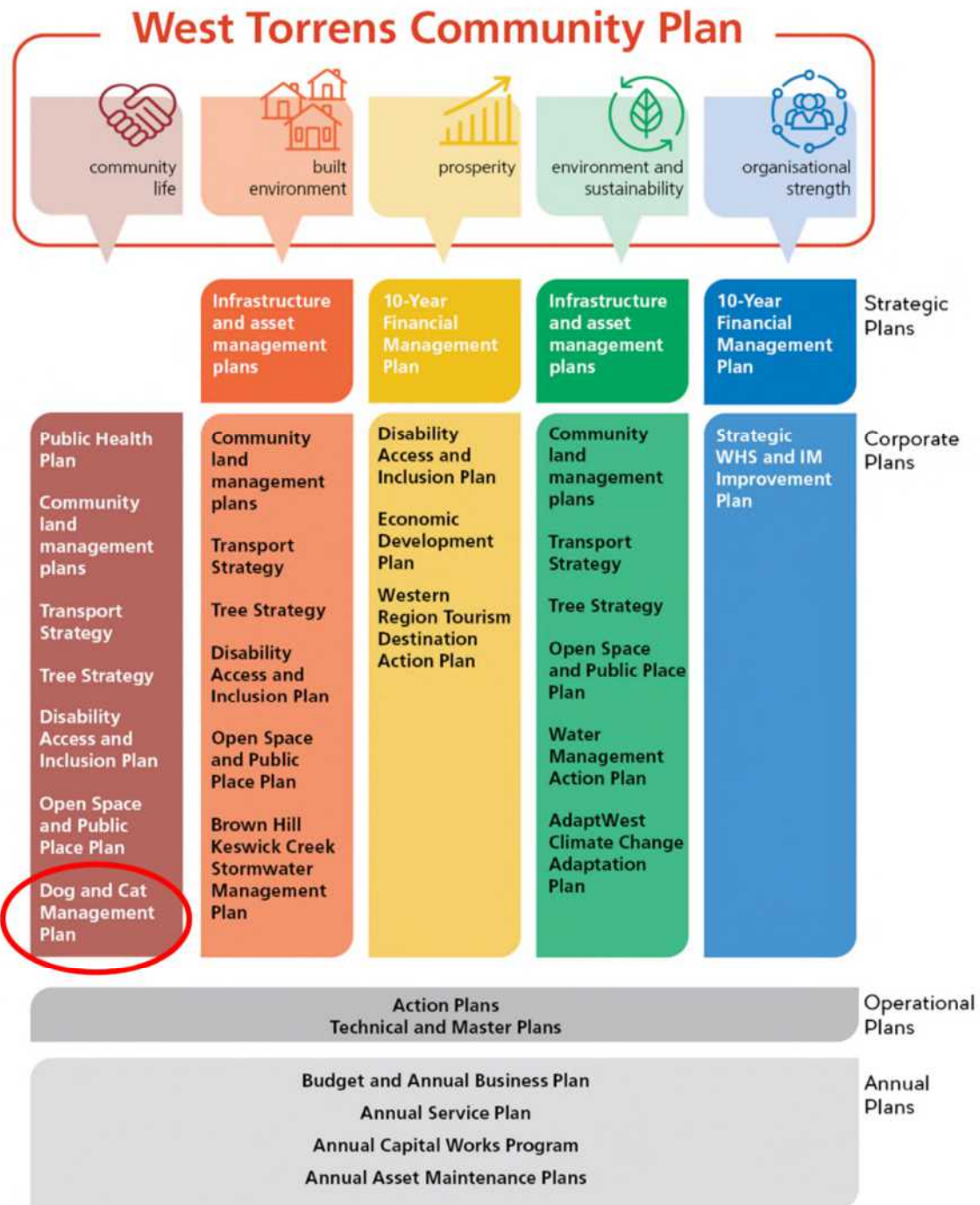
We support jobs, businesses and industries to generate local economic growth and activity.



Our Strategic Objectives

 community life	 built environment	 prosperity	 environment and sustainability	 organisational strength
<ul style="list-style-type: none"> • A diverse, inclusive and welcoming community. • Universal accessibility to facilities and services. • Active and healthy lifestyles for all ages and abilities. • A resilient community through community involvement, social connections and life-long learning. • A community that embraces technological change and the opportunities it offers. • Facilitation of community health, wellbeing and safety. • Recognition of our unique local cultural identity and heritage. 	<ul style="list-style-type: none"> • An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development. • Infrastructure that meet the needs of a changing city and climate. • Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility. • A variety of indoor and outdoor sport, recreation and community facilities and open spaces. • Place-making and public art which enhance the visitor experience at key destinations. 	<ul style="list-style-type: none"> • A diverse, resilient and competitive economy, including small business, tourism and export sectors. • Optimise the benefits of local activity and key employment precincts. • Economic development through innovation, collaboration and investment and connections between businesses and the community. • Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD. 	<ul style="list-style-type: none"> • Sustainably manage our resources through reuse, recycling and circular economy. • Reduce the City's impact on the environment. • Prepare for and respond to the challenges of a changing climate. • Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors. • Protect and expand the urban forest. 	<ul style="list-style-type: none"> • Strong partnerships and working relationships with our community, other organisations and spheres of Government. • Customer experience and community are at the centre of our considerations. • High levels of governance, transparency and integrity. • An inclusive, innovative, and collaborative organisation. • A safe, healthy and resilient workforce. • A workforce that meets current needs and plans for future needs. • Sustainable financial management principles. • Our community can communicate and meaningfully engage with Council. • Technology as a tool to help innovate how we interact with each other and our community. • A resilient organisation that is able to effectively respond to emergency incidents and events.





Strategic alignment

Council's Community Plan 2030 is the lead document in our suite of strategic management plans and contains 5 focus areas for the delivery of our vision 'Committed to being the best place to live, work and enjoy life'. The Dog and Cat Management Plan will contribute to the attainment of a number of the strategic objectives contained within the Community Plan, namely:

Community life:

- Active and healthy lifestyles for all ages and abilities.
- Facilitation of community health, wellbeing and safety.
- Universal accessibility to facilities and services.

Built environment:

- A variety of indoor and outdoor sport, recreation and community facilities and open spaces.
- Infrastructure that meets the needs of a changing city and climate.

Environment and sustainability

- Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.

Organisational strength:

- Strong partnerships and working relationships with our community, other organisations and spheres of government.
- Customer experience and community are at the centre of our considerations.



The Dog and Cat Management Board and Council

The Dog and Cat Management Board (the Board) oversees the administration and enforcement of the *Dog and Cat Management Act, 1995*. The Board ensures that South Australia's regulatory and legislative framework is reviewed and amended to improve the management of dogs and cats in South Australia. The Board draws on a range of expertise represented by 9 members appointed by the Minister for Climate, Environment and Water.

The Board's Strategic Plan 2020 - 25, identifies strategic directions that are divided into 2 programs. Program 1 addresses responsible ownership and effective management of dogs and cats, while program 2 addresses effective Board and organisational performance; as such, Program 1 is applicable to Council.

Many of the objectives and strategies detailed in Council's Dog and Cat Management Plan align with a number of the strategic directions contained in Program 1 of the Board's Strategic Plan (2020-2025).

Dog and Cat Management Board Strategic Directions

Responsible ownership and management of dogs and cats program

Board's Strategic Direction	Council objectives
Inform and educate the community about dog and cat management.	<ul style="list-style-type: none"> • Mandatory microchipping. • Desexing and identification for dogs and cats. • Feral or unowned cat control and confinement. • Responsible dog ownership.
Equal focus on cat management to the same level as dog management.	<ul style="list-style-type: none"> • Mandatory microchipping. • Desexing and identification.
Reduce the incidence of dog attacks.	<ul style="list-style-type: none"> • Responsible dog ownership. • Socialisation of dogs.
Reduce numbers of unwanted dogs and cats.	<ul style="list-style-type: none"> • Mandatory microchipping. • Desexing and identification for dogs and cats.
Develop capacity to fulfil the requirements of the Act.	<ul style="list-style-type: none"> • Mandatory microchipping. • Desexing and identification for dogs and cats.



Legislative background

The *Dog and Cat Management Act 1995* states that:

- (1) Each council must, in accordance with this section, prepare a plan relating to the management of dogs and cats within its area.
- (2) A plan of management must include provisions for parks where dogs may be exercised off-leash and for parks where dogs must be under effective control by means of physical restraint, and may include provisions for parks where dogs are prohibited.
- (3) A plan of management must cover 5 year periods and each plan must be prepared and presented to the Board at least 6 months before it is to take effect.
- (4) A plan of management must be approved by the Board before it takes effect.
- (5) A council may, with the approval of the Board, amend a plan of management at any time during the course of the 5 year period covered by the plan.

Under the *Dog and Cat Management Act 1995*, councils are responsible to administer and enforce the provisions of the Act. Key legislative requirements include:

- Microchipping – all dogs and cats that are over 3 months of age and born after 1 July 2018 are required to be microchipped.
- Desexing - all dogs and cats that are over 6 months of age and born after 1 July 2018 are required to be desexed.
- Breeders - a person must not sell a dog or cat they have bred unless they are registered as a breeder with the Dog and Cat Management Board on Dogs and Cats Online.
- Sellers - certain information to be provided to the buyer.
- Dog registration - every dog of or over 3 months of age or after 14 days of ownership must be registered.

Council By-law:

By-laws are local laws made by a local council under an enabling power such as *the Dog and Cat Management Act 1995* and the *Local Government Act 1999*. Councils have the ability to establish bylaws for the management of dogs and cats. The City of West Torrens By-law 5 Dogs establishes a policy on the following requirements:

- Limits of dogs in private premises.
- Dog exercise areas.
- Dog on leash areas.
- Dog prohibited areas.
- Dog faeces.

By-law 5 is due to be reviewed in 2025.

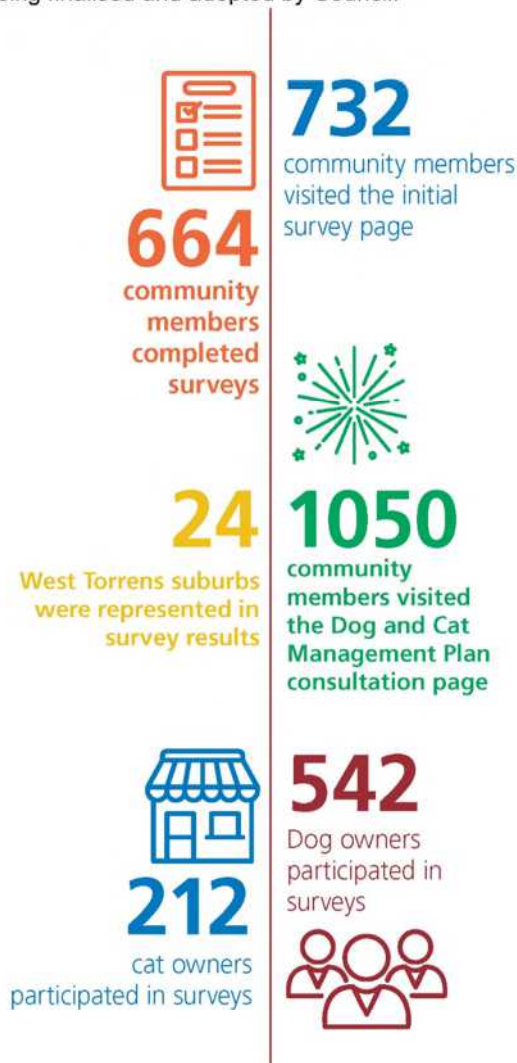


Community consultation

This Draft Dog and Cat Management Plan builds on direct feedback from 664 people during the initial community engagement stages in early 2022.

We gathered community feedback through a general survey, which garnered community sentiment around a number of dog and cat related subjects including: ownership, dog parks, off-lead areas, safety, trials and restrictions.

While workshops and events were initially planned to reach a wider group of the community, the consultation schedule was cut short due to the implementation of COVID-19 restrictions. To ensure the Plan does accurately reflect community views, it will be subject to further consultation before being finalised and adopted by Council.



Dog and cat statistics - West Torrens

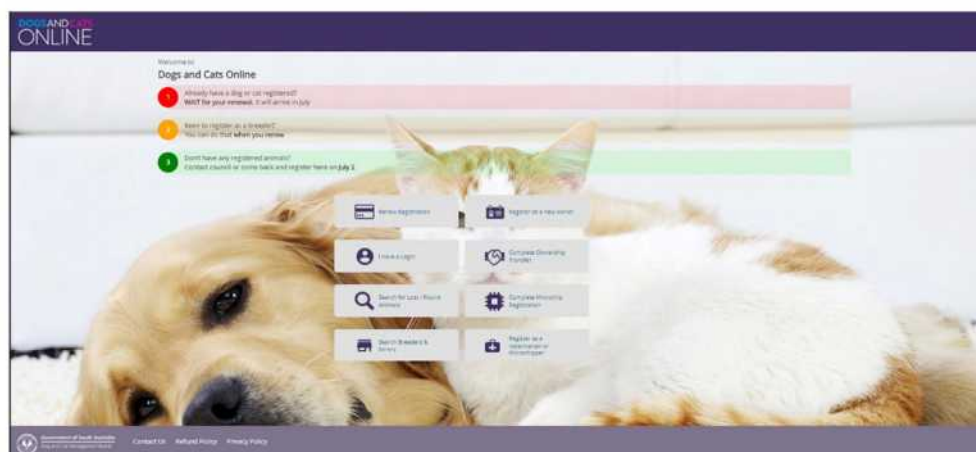
Issue	2016-17	2021-22
Expiations issued	225	619
Official barking dog complaints	114	117
Official wandering dog	406	166
Dogs collected and returned to owner before impounded	66	110
Reports of dog harassment to humans	6	7
Reports of dog attacks on humans	18	20
Reports of dog harassment to animals	4	4
Reports of dog attacks on animals	21	34
Cat complaints	21	19

Dogs and Cats Online website (DACO)

Since 1 July 2018, all dog and cat owners are required to register their dogs and cats online directly to the Dog and Cat Management Board via the Dogs and Cats Online website (DACO).

DACO is a central database for all microchipped, desexed, registered dogs and cats in South Australia and used for breeder registrations.

All revenue derived from dog registration is used for the administration and enforcement of the Act.



Achievements

The achievements from our previous Dog and Cat Management Plan 2017 - 2022, can be summarised as follows:

- Successfully held a 6-month greyhound off leash trial at West Torrens Dog Park. Every event was booked to capacity and supported by greyhound owners from all over South Australia.
- Employed a dedicated Animal Management Officer, who won South Australia's Animal Management Officer of the Year 2022.
- Obtained a custom vehicle for the Animal Management Officer, which allows the officer to safely secure larger dogs and dogs with health issues into the vehicle.
- Revamped educational signage in dog parks. This new signage is being used as an model for other councils.
- An increase in dog registrations due to DACO, reduction in dogs Wandering at Large in 2017 - 2018 (349) and in 2021 - 2022 (166).
- 110 dogs returned as a result of DACO information, tags and microchip scanning. 2021 - 22.
- Management of Control Orders - 63 orders were issued; this helps reduce the risk of further dog attacks and ensures that dogs that pose a risk to the community are monitored.
- Promotion of the off-leash area at West Beach, including through Council's website, social media and signage.
- Three chip blitz events held on the 2 June 2018, 25 August 2018 and 16 March 2019 where approximately 1,326 animals were microchipped.
- A new Council impound holding facility was opened on May 2021, which contains 6 modern holding cells with 24 hour camera surveillance.
- Obtained a grant from the Dog and Cat Management Board to further develop breeder education.



What is the role of an Animal Management Officer?

The City of West Torrens has a team of 4 Community Safety Officers and one dedicated Animal Management Officer, responsible for the administration and enforcement of the provisions of the Acts.

The role of our Animal Management Officer is broad and busy as they manage all aspects of animal control from dogs and cats to pigeons, roosters and more.

Every day is different and can change in an instant. Below is a list of some of the duties our Animal Management Officer undertakes:

- Investigating dog attacks, harassments and barking issues.
- Investigating cat and other animal nuisances.
- Seizing dogs that are wandering at large.
- Seizing dangerous dogs.
- Ensuring found dogs are registered.
- Ensuring found dogs and cats are microchipped and desexed.
- Monitoring dog off-lead parks and local beaches.
- Administering additional dog permits.
- Undertaking Dog Control Order inspections
- Providing education to pet owners and our general community about responsible pet ownership.



Image: Dog and Cat Management Board



Cat Management: Objectives and Strategies

In South Australia, cat details, including microchip numbers, must be registered with Dogs and Cats Online (DACO). Not all councils charge cat registration fees. All cats must be microchipped before sale and those born after 1 July 2018 must be desexed before 6 months of age.

What we found

Survey data showed:

- 31.9% of respondents owned cats in West Torrens.
- 70.6% of cat and non-cat owners would like to see cat restrictions within West Torrens.

Cats can wander onto neighbouring properties and may cause a nuisance to others. Cat management issues are currently investigated under the *Nuisance and Litter Control Act 2016*. No animal is allowed to cause an adverse effect on an amenity value or unreasonably with the enjoyment of the area.

To continue to address cat management issues, the following objectives and strategies have been developed.

STRATEGIES	
OBJECTIVES	STRATEGIES
<p>Mandatory microchipping, desexing and identification</p> <p>Educate cat owners on mandatory microchipping, desexing and identification requirements for cats.</p>	<ul style="list-style-type: none"> • Use DACO data to identify non-compliant cat owners in West Torrens and send information to inform of and encourage compliance with the legislation. • Provide microchipping days at a reduce fee for residents, potentially in partnership with neighbouring councils. • Promote local clinics that offer desexing and microchipping. • Use Council's website and social media to educate the community on mandatory requirements. • Undertake appropriate enforcement with cat owners whose animals are not microchipped, desexed and/or suitably identified.
<p>Enforce compliance with mandatory microchipping, desexing and identification requirements for cats.</p>	



<p>Feral or unowned cat control Minimise the number of feral or unowned cats in the local area.</p>	<ul style="list-style-type: none"> • Continue to offer a cat cage hire service to assist with the trapping of feral or unowned cats. • Continue the agreement with the Animal Welfare League (AWL) to ensure that captured cats are assessed for rehoming.
<p>Cat confinement Promote to cat owners the benefits of keeping cats indoors or in a properly designed outdoor cat enclosure, consistent with the Dog and Cat Management Board's 'Good cat' campaign.</p>	<ul style="list-style-type: none"> • Provide information to the community on the benefits of and correct way to contain cats at home via Council's website, social media and direct mail out to cat owners. • Disseminate up-to-date information from the Dog and Cat Management Board on keeping cats indoors as it becomes available. • Use DACO to record complaints of cats causing a nuisance. • Educate owners on any changes to legislation relevant to cat confinement. • Promote the availability and use of catteries. • Investigate the potential for Council to introduce a cat curfew.
<p>Minimise cats causing a nuisance in the community.</p>	



Dog Management: Objectives and Strategies

Key legislative requirements of the *Dog and Cat Management Act 1995* include desexing, microchipping and registration. A number of other rules and bylaws are also in place to ensure dogs are not a nuisance or danger to the community. The City of West Torrens currently has 7 appointed authorised persons under the *Dog and Cat Management Act 1995* who have powers to issue explanations, request certificates, records or dogs for inspection, request someone to provide their name, address or identification, seize or detain dogs, collect evidence, give directions and investigate nuisance complaints. The City of West Torrens By-law 5 - Dogs establishes a policy on limits of dogs in private premises, dog exercise areas, dog on-leash areas, dog prohibited areas and dog faeces removal.

What we found

Survey data showed:

- 61.3% of residents were unaware West Torrens had an off lead beach.
- 61.9% said our signage was clear.
- Only 51.1% of residents feel comfortable attending off lead beaches - mainly because of other beach users; no effective control of animals; dog fights; dog aggression; dogs running up to residents; and reactive dogs.
- What people like about off lead beaches - dog owners; fun; time socialising; owners showing effective control; happy dogs; freedom; exercise; and a way to meet new people.
- Other issues about off-lead areas in general.
- Only 29.2% of residents take their dog regularly to a dog park.
- 70% of dog owners have a dog park within an easy distance from home.
- 33.9% residents felt we do not have enough dog parks, while 28.6% thought we did.
- Council can help dog owners by providing: training (either free or reduced cost); dog parks; a lead beach; puppy school; dog-friendly activities and community events; and a local dog club.
- Only 1.5% residents own greyhounds, however 49.8% supported greyhound off-leash sessions.

To continue to address dog management issues, the following objectives and strategies have been developed.



STRATEGIES	
OBJECTIVES	
Off-lead exercise areas	
Educate residents on off-lead dog exercise areas.	<ul style="list-style-type: none"> Use Council's website, social media and 'Talking Points' to proactively promote off-lead dog exercise areas located in West Torrens. Update and consolidate signage located within off-lead dog exercise areas. Our Animal Management Officer will regularly visit off-lead dog exercise areas and engage with dog owners to encourage and enforce effective control.
West Beach off-lead area	
Facilitate the safety of and enjoyment for dog owners and other beach users at the West Beach off-lead dog exercise area.	<ul style="list-style-type: none"> Review compliance signage at West Beach and review, update, and consolidate old signage. Our Animal Management Officer will regularly visit West Beach off-lead dog exercise area and engage with dog owners to encourage and enforce effective control. Create new signage which clearly stipulates off and on lead dog areas. Use Council's website, social media and 'Talking Points' to educate residents, visitors and dog owners on the West Beach off-lead dog exercise area.
Dog faeces management	
Educate dog owners on their obligations to pick up after their dog.	<ul style="list-style-type: none"> Review current signage around the Council area on owners' obligations to pick up dog faeces. Install new signage outlining owners' obligations to pick up dog faeces at high dog traffic areas within the West Torrens. Use Council's website, social media and 'Talking Points' to educate dog owners on their obligations to carry a dog bag and pick up faeces. Enlist volunteers to help Council refill dog bag dispensers. Review the adequacy of the number and placement of dog bag dispensers in the West Torrens area. Provide free dog bags to the community. Educate and encourage dog owners to place collected dog faeces in organics bins.
Enforce compliance with Council's by-law on dog faeces.	<ul style="list-style-type: none"> Our Animal Management Officer to regularly visit reserves and beaches and enforce Council's dog faeces by-law.



<p>Dog parks To provide and promote designated dog parks and encourage their safe enjoyment for all users.</p>	<ul style="list-style-type: none"> • Continue to maintain current dog parks. • Use educational signage to educate and promote our dog parks. • Investigate staging community 'dog owner' events at local dog parks. • Organise greyhound events at a local dog park. • Seek community feedback on updates to dog parks. • Evaluate the need for, and suitable location of, an additional dog park. • Encourage small and big dog areas be used for their designated purpose. • Our Animal Management Officer to regularly visit dog parks and engage with dog owners to encourage effective control.
<p>Socialisation of dogs Support appropriate and safe socialisation of dogs</p>	<ul style="list-style-type: none"> • Encourage dog owners to use the dog parks safely, including encouraging small and big dog areas be used for their designated purpose. • Educate and enforce effective control of dogs. • Investigate the opportunity to have a presence at Council-staged events (i.e. Summer Festival) to provide information to pet owners. • Investigate the use of Council's website and social media to promote local dog clubs • Investigate the use of Council's website and social media to promote local puppy and dog training schools
<p>Greyhounds Provide opportunities for owners to exercise their greyhounds off leash and to socialise safely.</p>	<ul style="list-style-type: none"> • Plan, promote and hold greyhound-specific events, including receiving Dog and Cat Management Board approval. • Provide other residents with notice of greyhound-specific events to facilitate safety.



<p>Mandatory microchipping Increase the microchipping rate in dogs in our Council area.</p> <ul style="list-style-type: none"> • Use DACO data to identify non-compliant dog owners in West Torrens. • Send letters and information pamphlets to dog owners to encourage compliance with the legislation. • Provide microchipping days at a reduce fee for residents, potentially in partnership with neighbouring councils. • Promote local clinics that offer microchipping. • Use Council's website, social media and 'Talking Points' to educate the community on mandatory requirements for microchipping of dogs. • Use SMS, emails and letters to update and educate residents on mandatory requirements for microchipping of dogs. • Undertake appropriate enforcement with owners of dogs found to not be microchipped. • Pursue un-microchipped dogs and cats on DACO 	
<p>Mandatory Desexing Increase the desexing rate in dogs in our council area</p> <ul style="list-style-type: none"> • Use DACO data to identify non-compliant dog owners in our area. • Send letters and information pamphlets to dog owners to inform of and encourage compliance with the legislation. • Promote local clinics that offer desexing. • Use Council's website and social media to educate the community on mandatory requirements for desexing of dogs. • Use SMS, emails and letters to update and educate residents on mandatory requirements for desexing of dogs. • Undertake appropriate enforcement with dog owners whose animals are not microchipped, desexed and/or suitably identified. 	



<p>Responsible dog ownership Educate dog owners on responsible dog ownership.</p>	<ul style="list-style-type: none"> • Promote microchipping and desexing as above. • Provide information booklets on Barking Dogs to residents and dog owners as needed. • Educate people via our website, social media and 'Talking Points' about barking dogs and what steps owners and neighbours can take to rectify issues. • Educate dog owners and enforce legislative requirements regarding dog breeders. • Educate dog owners and enforce legislative requirements regarding seller requirements. • Where possible, educate before expiating dog owners who are first time offenders. • Promote and encourage dog owners on appropriate and safe dog containment.
<p>Enforce compliance with duties relating to dogs under <i>the Dog and Cat Management Act 1995</i>.</p>	<ul style="list-style-type: none"> • Investigate complaints and undertake appropriate enforcement relating to dog attacks, chase and harassments. • Investigate complaints and undertake appropriate enforcement relating to dogs barking. • Investigate complaints and undertake appropriate enforcement relating to dog wandering at large.



Dog controls

Dog on-leash areas

Your dog must be kept on a leash when being walked:

- on roads and streets
- in public places (other than parks and reserves)
- on any park or reserve during times when organised sport is being played.

Dog off-leash areas

Provided your dog is under effective control, you can exercise your dog off-leash in the following areas:

- West Torrens beach
- Public parks and reserves (unless sign posted)
- River Torrens Linear Park (unless sign posted)
- Pooch Park, Rowells Road Flinders Park
- West Torrens Dog Park, Moss Avenue Marleston
- Clifford Street Dog Park, Torrensville.

Dog prohibited areas

- Clifford Street Community Garden and Playground.
- Fenced playgrounds.

Dogs must always be under effective control.

Effective control means:

- the dog is close to its owner at all times
- the dog responds to all verbal commands
- the dog can be seen by its owner at all times.





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17.4 Audit General Committee Establishment - Confidential Order Review

Brief

This report presents the annual review of the confidential order applied to report Item 14.7 - Audit General Committee Establishment, at the 15 January 2019 Meeting of Council in accordance with the provisions of Section 91(9)(a) of the *Local Government Act 1999*.

RECOMMENDATION

It is recommended to Council that:

1. In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 15 January 2019 and reviewed at Council's 10 December 2019, 8 December 2020 and 16 November 2021 meetings in respect of confidential Item 14.7 - Audit General Committee Establishment, Council orders that the information contained in Attachment 2 of the Agenda report 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.

Introduction

Section 91(9)(a) of the *Local Government Act 1999*, requires that any confidential order made by Council, pursuant to s91(7)(a) and s91(7)(b) of the Act, that operates for a period exceeding twelve months must be reviewed by Council at least once every twelve months.

While the CEO has reviewed the confidential order on a monthly basis in accordance with his delegated authority, the CEO has not revoked the Order. Given the CEO does not have the ability to extend the order, the Act requires that the Order to be reviewed by Council.

Discussion

At its 15 January 2019 meeting, Council ordered that the Confidential Interview Report of the Selection Panel relating to the appointment of independent members to the Audit General Committee, included as Attachment 2 of report Item 14.7 - Audit General Committee Establishment, be kept confidential and not available for public inspection for a period of ten years from the date of the meeting (subject to annual review) under sections 90(3)(a) and 90(3)(g) of the *Local Government Act 1999*, 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.

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

As the confidential order applied by Council at its 15 January 2019 meeting, in relation to Item 14.7 - Audit General Committee Establishment, is for twelve (12) months or more, Council is required to review it annually and determine whether it should be revoked or remain in situ.

Attachments

Nil

17.5 Possible Acquisition of Land Update - Confidential Order Review

Brief

This report presents the annual review of the confidential order applied to confidential report Item 21.1 - Possible Acquisition of Land - Update, at the 3 November 2020 Meeting of Council in accordance with the provisions of Section 91(9)(a) of the *Local Government Act 1999*.

RECOMMENDATION

It is recommended to Council that:

1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 3 November 2020 and reviewed at Council's 19 October 2021 meeting, in respect of report Item 21.1 - Possible Acquisition of Land - Update, 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 the information received, discussed and considered in relation to this agenda item is information, the disclosure of which could reasonably be expected to severely prejudice Council's ability to achieve the best possible outcome relating to the acquisition of the property in Richmond and 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.

Introduction

Section 91(9)(a) of the *Local Government Act 1999*, requires that any confidential order made by Council, pursuant to s91(7)(a) and s91(7)(b) of the Act, that operates for a period exceeding twelve months must be reviewed by Council at least once every twelve months.

While the CEO has reviewed the confidential order on a monthly basis in accordance with his delegated authority, the CEO has not revoked the Order. Given the CEO does not have the ability to extend the order, the Act requires that the Order to be reviewed by Council.

Discussion

At its 3 November 2020 meeting, Council ordered that that the agenda item relating to possible acquisition of land, the Minutes arising, attachments and any associated documentation, having been considered in confidence under Section 90(3)(b)(i) and (b)(ii), 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 information received, discussed and considered in relation to this agenda item is information, the disclosure of which could reasonably be expected to severely prejudice Council's ability to achieve the best possible outcome relating to the acquisition of the property in Richmond and would, on balance, be contrary to the public interest.

The matter relating to the acquisition of land is ongoing and as such the confidentiality order made on 3 November 2020 should continue to remain in place for a further 12 months.

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

As the confidential order applied by Council at its 3 November 2020 meeting in relation to the possible acquisition of land has been in place for twelve months, Council is required to review it and determine whether it should be revoked or remain in situ.

Attachments

Nil

17.6 Weslo Holdings Pty Ltd request for rent and other relief - Update - Confidential Order Review

Brief

This report presents the annual review of the confidential order applied to confidential report Item 21.1 - Weslo Holdings Pty Ltd request for rent and other relief - Update, at the 2 November 2021 Meeting of Council in accordance with the provisions of Section 91(9)(a) of the *Local Government Act 1999*.

RECOMMENDATION

It is recommended to Council that:

1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 2 November 2021, in respect of report Item 21.1 - Weslo Holdings Pty Ltd request for rent and other relief - Update, 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.
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.

Introduction

Section 91(9)(a) of the *Local Government Act 1999*, requires that any confidential order made by Council, pursuant to s91(7)(a) and s91(7)(b) of the Act, that operates for a period exceeding twelve months must be reviewed by Council at least once every twelve months.

While the CEO has reviewed the confidential order on a monthly basis in accordance with his delegated authority, the CEO has not revoked the Order. Given the CEO does not have the ability to extend the order, the Act requires that the Order to be reviewed by Council.

Discussion

At its 2 November 2021 meeting, Council ordered that that the agenda item relating to possible acquisition of land, the Minutes arising, attachments and any associated documentation, having been considered by the Council in confidence under Section 90(3)(b)(i) and (b)(ii), 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 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.

The matter relating to confidential report Item 21.1 - Weslo Holdings Pty Ltd request for rent and other relief - Update is ongoing and as such the confidentiality order made on 2 November 2021, should continue to remain in place for a further 12 months.

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

As the confidential order applied by Council at its 2 November 2021 meeting in relation to the request for rent and other relief has been in place for twelve months, Council is required to review it and determine whether it should be revoked or remain in situ.

Attachments

Nil

18 LOCAL GOVERNMENT BUSINESS

Nil

19 MEMBER'S BOOKSHELF

- Dog and Cat Management Board Annual Report 2021-22
- Inclusive SA State Disability Inclusion Plan 2019-2023 Annual Report 2020-2021

RECOMMENDATION

That the additions to Members' bookshelf be noted.

20 CORRESPONDENCE

20.1 Commonwealth Financial Assistance Grants

Correspondence has been received from the Minister for Local Government, the Hon Geoff Brock MP, regarding the distribution of the Commonwealth Financial Assistance Grants and other grant funding opportunities for 2022-23 (**Attachment 1**).

20.2 LGA Membership Subscriptions 2022-2023

Correspondence has been received from the Chief Executive Officer of the Local Government Association of South Australia, Clinton Jury, regarding the LGA Membership Subscriptions 2022-23 (**Attachment 2**).

20.3 Notice of Intention to enter council land to clear vegetation

Correspondence has been received from the SA Power Networks, regarding their intention to enter council land to clear vegetation in Part 5 of the *Electricity Act 1996* (**Attachment 3**).

RECOMMENDATION

That the correspondence be received.

Attachments

20.1 Commonwealth Financial Assistance Grants

20.2 LGA Membership Subscriptions 2022-2023

20.3 Notice of Intention to enter council land to clear vegetation

Hon Geoff Brock MP



22MINLG-0325

Mayor Michael Coxon
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033
mayorcoxon@wtcc.sa.gov.au

Dear Mayor Coxon *MICHAEL*

I am pleased to advise that the recommendations of the South Australian Local Government Grants Commission (the Commission) for the distribution of the Commonwealth Financial Assistance Grants (FA Grants) for 2022-23 and the Supplementary Local Road Funding for 2022-23 to councils were approved by the Hon Kristy McBain MP, Commonwealth Minister for Regional Development, Local Government and Territories, on 10 August 2022.

FA Grants across Australia will provide an estimated \$2.82 billion for 2022-23, which is an increase of 2.69 per cent over 2021-22. For South Australia, the total allocation is \$182.72 million—an increase of 1.49 per cent.

South Australia's allocation includes General Purpose Grants of \$135,138,065, an increase of 1.07 per cent from 2021-22, and Identified Local Road Grants of \$47,579,392, an increase of 2.69 per cent from 2021-22. The Identified Local Road component includes formulae-based funding of \$40,442,392 and \$7,137,000 for the Special Local Roads Program.

Minister McBain has also advised there was an underpayment of the General Purpose Grants of \$6,902,806 and Identified Local Road Grants of \$1,452,267 in the 2021-22 grants. Cash grants received by councils during 2022-23 will be adjusted accordingly in proportion to your council's approved 2021-22 distributions.

As has been the case in recent years, a portion of the 2022-23 FA Grants was brought forward and paid in April 2022. For 2022-23, approximately three quarters of the 2022-23 FA Grants was paid in April. South Australia received a total of \$136.7 million, which included \$100.96 million in General Purpose Grants and \$35.7 million in Identified Local Road Grants.

The brought forward payment was distributed on the basis of the approved recommendations for 2021-22 to give councils access to funds to help manage the cumulative impacts of the floods and the COVID-19 pandemic.

Minister for Local Government | Minister for Regional Roads | Minister for Veterans Affairs

Level 10, 81 – 95 Waymouth Street Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 | DX 171
Tel +61 8 7133 1200 | Email minister.brock@sa.gov.au



West Torrens Council has received a total of \$1,717,557, comprising \$1,063,641 in General Purpose Grants and \$653,916 in Identified Local Road Grants.

I am also pleased to confirm that the Commission's recommendations for distribution of the 2022-23 Supplementary Local Road Funding, provided to South Australia to address the inequity in South Australia's share of the Identified Local Road Grants, has been approved by Minister McBain. This funding will provide \$20 million to South Australia for 2022-23, including 85 per cent or \$17 million in formula grants and 15 percent or \$3 million provided to the Special Local Roads Program.

In summary, the total allocation to the West Torrens Council for the 2022-23 financial year consists of:

Estimated FA Grants for 2022-23

General Purpose Grant (GPG)	\$	1,396,220	
Roads (Formulae Funding - ILRG)	\$	718,374	
Roads (Special Local Roads Program - ILRG)	\$		*
Total Estimated Grants for 2022-23	\$	2,114,594	
Add Adjustment for 2021-22 underpayment (GPG)	\$	72,223	
Add Adjustment for 2021-22 underpayment (ILRG)	\$	26,138	
Less Brought Forward Payment Paid in April 2022 (GPG)	\$	-1,063,641	
Less Brought Forward Payment Paid in April 2022 (ILRG)	\$	-653,916	
Remaining 2022-23 Cash Payable (rounded to the nearest dollar)	\$	495,398	

2022-23 Supplementary Local Road Funding

Supplementary Local Road Funding (Formulae Funding)	\$	302,838	
Supplementary Local Road Funding (Special Local Roads)	\$		**

* Moneys provided under the Special Local Roads Program (FA Grants) have been allocated for work on the following project:

** Moneys provided under the Supplementary Local Road funding component of the Special Local Roads Program for 2022-23 will be allocated shortly, for work on the following project:

The General Purpose Grants and the Identified Local Road Grants are determined using different assessment methods.

To determine the recommended allocation of General Purpose Grants, the Commission assesses each council's capacity to raise revenue and their expenditure need relative to the average across the State.

Greater funding is directed to councils with less capacity to raise revenue from rates (typically those councils with lower than average property values) or where services cost more to provide for reasons outside the council's control (typically those councils with higher than average expenditure needs).

The Identified Local Road Grants are distributed on the basis of road length and population, and—for rural councils—road length, population and the area of the council.

The Commission—consisting of the Chair, Mr Rob Donaldson and the Commissioners, Ms Wendy Campana and Mayor Erika Vickery—makes recommendations to me each year based on its distribution methodology. This methodology is reviewed regularly by the Commission. There have been no changes to the distribution methodology for 2022-23.

The FA Grants are untied and the funding for 2022-23 is paid in four quarterly instalments, with the first instalment recently paid on 16 August 2022 and further instalments to be paid in November 2022, February 2023, and May 2023. The Supplementary Local Road Funding for South Australia for 2022-23 was also passed on to councils on 17 August 2022.

It would be appreciated if you could forward this information to the relevant officers in your council. Should you have any queries regarding your council's grant, please contact Mr Peter Ilee, the Commission's Executive Officer, on telephone (08) 7133 1414 or via email to grants.commission@sa.gov.au.

Yours sincerely



Hon Geoff Brock MP
MINISTER FOR LOCAL GOVERNMENT

3/10/2022



The voice of local government.

In reply please quote our reference: ECM 780928 AWIAL

30 September 2022

Mr Terry Buss PSM
Chief Executive Officer
City of West Torrens

Dear Terry

LGA Membership Subscriptions 2022-23

I am pleased to attach your membership subscription and invoice for the 2022-23 financial year membership to the Local Government Association of SA (LGA).

As the peak body representing all South Australian councils, it is through your membership that the LGA can continue to provide leadership and sector development, deliver services and be a strong advocate and positive voice to represent the interests of local government.

As a member you have access to a suite of services and support, including access to expert advice and resources; training, events and education, grant funding programs, liability coverage, claims management and risk management services via the LGA Mutual Liability Scheme and procurement consultancy services and panels through LGA Procurement.

Delivering for the local government sector

Over the past year, the LGA has proactively influenced the policy agenda of state and federal elections on behalf of SA councils, ensuring the interests and priorities of the sector are represented with key decision-makers.

Strong advocacy from the LGA and the Australian Local Government Association resulted in billions of dollars in funding being allocated to local government for stimulus projects. At the 2022 Federal Election, in addition to pledging 'fair increases' to Financial Assistance Grants, Labor committed to support the Coalition's \$500 million commitment to the Local Roads and Community Infrastructure Program and increase this by \$250 million. It also committed to \$200 million per year for disaster mitigation through its Disaster Ready Fund and \$400 million for expanding mobile coverage in regional Australia.

The LGA's advocacy in the past year has covered a broad range of issues including influencing state policy on local government reform, planning reform, climate change, waste management and regional and economic development.

At the same time, the LGA has prepared our sector for the 2022 Council Elections delivering statewide communication materials, candidate briefings, learning tools and resources while advancing key local government reforms.

Beyond this, the LGA strives to deliver services, grants and partnerships to advance the sector. In 2021-22 these included:

- Securing and administering a range of grants to the sector, with your council receiving the following:
 - \$2,000 for a youth-led recovery projects

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

- Delivering several capacity building programs and initiatives for the sector including:
 - Disability Access and Inclusion Advisory Group to provide strategic access and inclusion advice to councils.
 - Local Government Reconciliation Industry Network Group as a joint initiative between the LGA and Reconciliation SA.
 - Heavy Vehicle Access Program in partnership with the Department of Infrastructure and Transport.
 - Regional Climate Change Partnership with the Department of Environment and Water and Green Adelaide to support the coordination of climate change action.
 - A new partnership with Wellbeing SA to support councils with a range of community wellbeing and inclusion activities.
- Providing your council with a direct saving of \$514,766 through access to the LGA Worker's Compensation Scheme, and a direct saving of \$93,516 through the LGA Mutual Liability Scheme.
- Training of 2,500 council staff and elected members through LGA Training delivered in partnership with Local Government Professionals.
- Continuing the Legal Connect partnership with Norman Waterhouse Lawyers, which is delivering councils valuable and timely legal advice at competitive prices.
- Hosting websites for 53 councils on the LGA Squiz platform.
- Issued weekly latest news, providing information on state government policies, templates, consultations, pressing issues and updates to councils.
- Maintained an extensive library of resources, templates and guides on the LGA website, with more than 78,000 views of the LGA members-only website by council staff and elected members.
- Delivery of fortnightly President's Updates, distributed to elected members and CEOs, fortnightly CEO updates and many more topic-based eNewsletters to keep members informed.
- Logged over 12,200 issue reports from members of the public through the My Local Services App including graffiti, wandering pets and parking issues, with 25 lodged in your council.

Priorities for 2022-23

In 2022-23 the LGA will continue to provide leadership, advocacy and services which benefit members and advance the interests of the local government sector.

We will continue to support councils in the lead-up to the 2022 council elections and progress implementation of local government reforms through the LG Equip program. This will include comprehensive governance advice and resources for councils as reforms commence. Some notable components include the Essential Services Commission of SA's advice on councils' Strategic Management Plans and the introduction of the Behaviour Management Framework.

At the same time, the LGA will continue its strong focus on evidence-based advocacy for the sector on issues that matter most including:

- regional liveability – including housing availability, medical workforce shortages and digital connectivity



The voice of local government.

- planning – highlighting further improvements and engaging in the independent expert panel review of the planning system
- environmental issues related to waste management, recycling and stormwater
- libraries funding
- infrastructure funding and grants – including long-term certainty of Supplementary Road Funding for South Australia
- restoration of Financial Assistance Grants to one per cent of Commonwealth revenue.

Our work in this area will also include advancing a State-Local Government Relations Agreement with the State Government as a key mechanism to address the sector's priorities.

We will also seek opportunities for increased collaboration and partnership, building on relationships established with state and federal governments and other commercial partners to achieve efficiencies and improve the sector's capacity to deliver services for their communities.

In the coming year, the LGA is firmly focused on strengthening our member services to councils, saving councils time and money and reducing risk. This will include opportunities to expand our people and culture support service and working with partners to bring additional assistance for councils in managing cyber security risks.

As part of this work program, the LGA will strive to deliver excellence in communications and engagement activities and enhance our focus on employee engagement and development, along with internal systems, so we can best support our members.

Thank you for your ongoing support of the LGA. Should you have any questions about your invoice or would like more information about the services and support delivered to your council please contact us on 8224 2000.

I look forward to continuing to work together in the coming year.

Yours sincerely



Clinton Jury
Chief Executive Officer

Telephone: (08) 8224 2000

Email: clinton.jury@lga.sa.gov.au

NOTICE OF INTENTION TO ENTER COUNCIL LAND TO CLEAR VEGETATION
Electricity Act 1996 (SA) and Electricity (Principles of Vegetation Clearance) Regulations 2021 (SA) (Regulations)

Ensuring your Council area has a safe and reliable supply of electricity is of paramount importance to us.

In order to achieve this, we are required by legislation to conduct tree-pruning and vegetation clearance around powerlines to maintain safe clearances between the lines and any nearby trees and shrubs (on both public and private land).

This notice informs you of our intention to undertake vegetation clearance within the **City of West Torrens** as prescribed in Part 5 of the Electricity Act 1996.

Under the Act, and except in an emergency, SA Power Networks is required to give you a minimum of 30 days' notice of our intention to trim and/or remove vegetation within your Council area. This notice fulfils that obligation and the notice period of 30 days commences from the date of this email.

Note: In an emergency, we have legal rights to enter Council land to clear vegetation at any time without prior notice (if it is not practicable to give such notice).

SA Power Networks is legally required to take all reasonable steps to clear vegetation around public powerlines as well as any naturally occurring vegetation (Naturally Occurring Vegetation) around private powerlines (lines generally within the borders of private property that supply electricity exclusively to that property's premises).

Please take this notification as confirmation of SA Power Networks intention to commence Clearance Works in the **City of West Torrens** after 30 days from date of this email.

SA Power Networks *will at its cost inspect and clear vegetation in those streets specified in (Data files provided).*

If you require further information on this issue, please do not hesitate to contact me.

Best Regards

Mel Worrall on behalf of

Boris Bunt
Vegetation Operations Manager

Mobile:
boris.bunt@sapowernetworks.com.au

1 Anzac Hwy Keswick SA 5031
www.sapowernetworks.com.au



21 CONFIDENTIAL

Nil

22 MEETING CLOSE

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1 MEETING OPENED**2 PRESENT****3 APOLOGIES**

**Leave of Absence
Committee Members:**
Cr Simon Tsiaparis

4 DISCLOSURE STATEMENTS

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the City Finance and Governance Standing Committee held on 20 September 2022 be confirmed as a true and correct record.

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

Nil

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

Nil

10 MOTIONS WITHOUT NOTICE

11 CITY FINANCE & GOVERNANCE REPORT

11.1 Creditor Payments

Brief

This report tables a schedule of creditor payments for September 2022.

RECOMMENDATION

The Committee recommends to Council that the schedule of creditor payments for September 2022 be received.

Discussion

A schedule of creditor payments totalling \$4,228,442.78 (\$4,479,875.84 in August 2022) is attached for the information of Elected Members. Notable items include:

- A payment to the Department of Environment, Water and Natural Resources of \$405,088.00 for the quarterly Green Adelaide Landscape Levy (refer ref. no. 112);
- Payments to SA Water totalling \$354,546.95 for the Breakout Creek Redevelopment and water rates (refer ref. no. 302 and 303);
- Payments to LCS Landscapes totalling \$327,834.17 for Richmond Oval redevelopment and soil cartage (refer ref. nos. 203 and 204);
- Payments to Nova Group Services Pty Ltd totalling \$253,721.19 for road reconstruction and various kerbing works (refer ref. nos. 248 and 249);
- A payment to North East Isuzu of \$237,815.62 for the purchase of a truck (refer ref. no. 246);
- A payment to the Attorney-General's Department of \$230,061.36 for the 2022/23 valuation roll (refer ref. no. 30);
- A quarterly payment to the Local Government Association Workers Compensation Scheme of \$189,614.15 to cover premium and membership requirements (refer ref. no. 213);
- A quarterly payment to LGA Asset Mutual Fund of \$143,554.23 for insurance premiums (refer ref. no. 207).

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 report includes creditor payments on projects and initiatives that aim to mitigate Council's impact on the climate.

Conclusion

A schedule of creditor payments for September 2022 is provided for Elected Members' information and review.

Attachments

1. Creditor Payments for the month of September 2022

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
18 OCTOBER 2022**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
1	EFT75465	Access Hardware Pty Ltd	Building Maintenance	839.88
2	EFT75462	Adami's Sand & Metal	Depot Supplies	3,384.02
3	EFT75650	Adbri Masonry Pty Ltd	Pavers	13,650.78
4	EFT75461	Adelaide Bangladeshi Cultural Club	Equipment Grant	3,000.00
5	EFT75545	Adelaide Belt & Hose Dist Pty Ltd	Vehicle Maintenance	99.71
6	EFT75553	Adelaide Safety Supplies Pty Ltd	First Aid Supplies	30.88
7	EFT75550	Adelaide Signs Group Pty Ltd	Depot Supplies	2,333.10
8	EFT75653	Adelaide Waste & Recycling Centre	Rubbish Disposal	16,648.09
9	EFT75466	AdMerch	Depot Supplies	218.90
10	EFT75458	Advam Pty Ltd	Transaction Fees	883.14
11	EFT75554	Adventure Playgrounds Pty Ltd	Playground Equipment	441.65
12	EFT75551	AE Mechanics	Vehicle Maintenance	189.75
13	061832	Afghan National Assoc of Australia	Thebarton Community Centre Bond Return	950.00
14	EFT75549	AGL South Australia Pty Ltd	Power	2,181.49
15	EFT75546	Air Filter Cleaners	Vehicle Maintenance	558.88
16	EFT75641	Alex Riach	Heritage Grant	2,000.00
17	EFT75463	Align Advisors	Professional Fees	1,804.00
18	EFT75547	Allen Press Pty Ltd	Business Cards	1,232.00
19	EFT75459	Alsco Pty Ltd	Dry Cleaning	34.54
20	EFT75654	AMC Commercial Cleaning	Cleaning	3,334.81
21	EFT75449	Angela Dodic	Rainwater Tank Rebate	300.00
22	EFT75648	Animal Management Services Pty Ltd	Doggy Bags	2,361.92
23	EFT75544	Animal Welfare League SA	Impound Cats / Animal Disposal	659.40
24	EFT75455	Anita Thapa	Thebarton Community Centre Bond Return	1,000.00
25	EFT75677	Anthony Dalagiorgos	Reimburse Expenses	150.00
26	EFT75652	Aquarium Aid	Library Aquarium Maintenance	109.00
27	EFT75649	Arborgreen Landscape Products	Depot Supplies	1,154.24
28	EFT75452	Ashleigh Wareing	Refund Apex Park Hire Fees	180.00
29	EFT75460	ATF Services Pty Ltd	Camera Hire	2,703.94
30	EFT75548	Attorney-General's Department	Valuation Roll	230,061.36
31	EFT75647	Australia Post	Postage	1,652.33
32	EFT75467	Australia Post	Agency Collection Fees	12,082.25
33	EFT75464	Australian Green Clean (Commercial) Pty Ltd	Cleaning	6,503.10
34	EFT75651	Australian Green Clean (Commercial) Pty Ltd	Cleaning	5,388.60
35	EFT75655	Australian Institute of Building Surveyors	Staff Training	150.00
36	EFT75556	B & H Australia Pty Ltd	Audio Visual Equipment	236.50
37	EFT75606	BA & KA Paterson	Building Maintenance	4,955.50
38	EFT75721	BA & KA Paterson	Building Maintenance	2,027.30
39	EFT75396	BA Fencing	Fencing	3,400.00
40	EFT75658	Battery World Hilton	Batteries	976.00
41	EFT75662	BCE & CJ Electrical	Electrical	89,040.38
42	EFT75661	BE Engineering Solutions	Professional Fees	3,696.00
43	EFT75660	Bedford Phoenix Inc	Tree Planting	40,125.80
44	EFT75391	Belair Turf Management Pty Ltd	Depot Supplies	1,445.40
45	EFT75393	Beltrame Civil Operations Pty Ltd	Roadworks	35,244.22
46	EFT75390	Best Signs	Signage	22.00
47	EFT75656	Best Signs	Signage	583.00
48	EFT75555	Bianco Construction Supplies	Depot Supplies	957.90
49	EFT75657	Bianco Hiring Service Pty Ltd	Hire Ablution Block / Site Hut	872.96
50	EFT75424	Bith-Hong Ling (Bella)	Reimburse Volunteer Expenses	62.10
51	EFT75632	BJ Thompson	Reimburse Volunteer Expenses	37.44
52	EFT75617	BL Shipway & Co Pty Ltd	Depot Supplies	442.53
53	EFT75468	BOC Limited	Depot Supplies	596.01
54	EFT75469	Body Corporate Physiotherapy Pty Ltd	Physiotherapy	941.53
55	EFT75392	Bolinda Publishing Pty Ltd	Library Supplies	54.23
56	EFT75557	BR Construction Supplies	Depot Supplies	1,045.00
57	EFT75412	Brenton Gill	Reimburse Volunteer Expenses	46.80
58	EFT75574	Brenton Gill	Reimburse Volunteer Expenses	47.58

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
18 OCTOBER 2022**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
59	EFT75395	Brown Hill & Keswick Creeks Stormwater Board	Operating Contribution	72,617.60
60	EFT75645	BRPD Pty Ltd	Refund Overpaid Rates	597.75
61	EFT75707	Bucher Municipal Pty Ltd	Vehicle Maintenance	2,126.41
62	EFT75659	Budget Party Hire	Hire Tablecloths	369.36
63	EFT75394	Buzz ER Pty Ltd	Subscription	15,367.00
64	EFT75565	Caffettiera Carts Pty Ltd	Catering	649.00
65	EFT75561	Calypso Tree Co Pty Ltd	Tree Maintenance	3,069.00
66	EFT75663	Camco SA Pty Ltd	Roadworks	26,749.17
67	061838	Cancelled		
68	EFT75399	Canon Australia Pty Ltd	Copier Charges	152.50
69	EFT75672	Care Distributors Pty Ltd	Depot Supplies	12,223.59
70	EFT75398	Carosso Constructions & Building Services	Building Maintenance	67,744.00
71	EFT75471	Carosso Constructions & Building Services	Building Maintenance	18,513.00
72	EFT75470	Cash Security Services Pty Ltd	Banking	629.20
73	EFT75664	Cavill Power Products Pty Ltd	Vehicle Maintenance	1,217.07
74	EFT75626	Christian Salvemini	Reimburse Volunteer Expenses	38.22
75	EFT75456	Christina Dimasi	Refund Thebarton Community Centre Hire Fees	870.00
76	EFT75473	Chubb Fire & Security Ltd	Security	7,404.98
77	EFT75397	City Circle Newsagents	Library Magazines	62.22
78	EFT75560	City Circle Newsagents	Library Magazines	47.15
79	EFT75665	City Mazda	Vehicle Maintenance	1,517.00
80	061825	City of Charles Sturt	Transfer Long Service Leave	15,598.00
81	061837	City of Holdfast Bay	Transfer Long Service Leave	1,842.87
82	061836	City of West Torrens Petty Cash	Petty Cash	1,608.40
83	EFT75666	Cleanaway Pty Ltd	Rubbish Disposal	861.22
84	EFT75667	Cleanaway Pty Ltd	Rubbish Disposal	1,424.65
85	EFT75668	Cleanaway Pty Ltd	Rubbish Disposal	1,136.95
86	EFT75562	CMA Ecocycle Pty Ltd	Recycling	228.91
87	EFT75564	CMG Adelaide	Vehicle Maintenance	660.10
88	EFT75568	CMI Toyota (Portside)	Vehicle Maintenance	179.45
89	EFT75566	CMI Truck Centre Adelaide Pty Ltd	Vehicle Maintenance	2,513.80
90	EFT75472	ColleaguesNagels Pty Ltd	Printing	145.37
91	EFT75558	Commercial Food Equipment	Kitchen Supplies	319.00
92	061833	Community Emergency Services Fund	Emergency Service Levy	73,802.65
93	EFT75669	Computers Now Pty Ltd	Computer Equipment	36,474.76
94	EFT75671	Comwide Radio Services	Vehicle Maintenance	685.69
95	EFT75567	Concrete Jungle Adelaide Pty Ltd	Concrete	30,375.40
96	EFT75559	Cornes Toyota	Vehicle Maintenance	1,034.01
97	EFT75474	Corporate Health Group Pty Ltd	Medical	950.95
98	EFT75670	Corporate Health Group Pty Ltd	Medical	599.50
99	EFT75401	Cowandilla Charcoal Chickens	Catering	407.00
100	EFT75703	Cr Kym McKay	Reimburse Expenses	180.00
101	EFT75447	Craig Costello	Rainwater Tank Rebate	700.00
102	EFT75402	Credit Clear Credit Solutions	Debt Collection	11,063.13
103	EFT75405	Dallas Equipment Pty Ltd	Contractor	2,728.00
104	EFT75571	Dallas Equipment Pty Ltd	Contractor	3,327.50
105	EFT75478	Data#3 Limited	Computer Software	19,865.38
106	EFT75403	David Howlett CLM	Landscaping	3,685.00
107	EFT75676	David Howlett CLM	Landscaping	3,282.00
108	EFT75563	Deb Cann	Reimburse Expenses	60.00
109	EFT75630	Department for Infrastructure and Transport	Vehicle Searches	2,210.00
110	EFT75744	Department for Infrastructure and Transport	Street Lighting	40,114.30
111	EFT75679	Department for Treasury and Finance	Expiation Lodgement Fees	1,627.50
112	EFT75675	Department of Environ, Water & Natural Resources	Green Adelaide Landscape Levy	405,088.00
113	EFT75570	Department of Human Services	Screening Checks	60.01
114	EFT75404	Detail Survey & Design	Surveys	5,121.88
115	EFT75678	Detail Survey & Design	Surveys	585.75
116	EFT75476	Dillons Norwood Bookshop	Library Books	1,038.00

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
18 OCTOBER 2022**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
117	EFT75680	Direct Comms Pty Limited	TXT2U Messages	419.96
118	EFT75674	Direct Mix Concrete Sales	Concrete	9,772.06
119	EFT75543	Dr William Cusworth	Rainwater Tank Rebate	300.00
120	EFT75477	Drakes Supermarket	Active Ageing Program Supplies	581.99
121	EFT75673	Dulux Australia	Paint	220.65
122	EFT75738	DWS Advanced Business Solutions	DBA Support	13,595.32
123	EFT75479	EatFirst	Milk	59.83
124	EFT75572	EatFirst	Milk	119.66
125	EFT75683	EatFirst	Milk	59.83
126	EFT75624	Elizabeth Smith	Reimburse Volunteer Expenses	37.44
127	061844	Emily Vuong	Junior Development Grant	200.00
128	EFT75681	Evrigh.Com Pty Ltd	Mendelson Medals	418.60
129	EFT75484	Fan Footy SA Pty Ltd	Community Grant	3,000.00
130	EFT75481	Fine Choice Distribution Pty Ltd	Coffee	150.00
131	EFT75684	Fleet Complete Australia Pty Ltd	Support	545.93
132	EFT75408	Forpark Australia (SA)	Playground Equipment	11,000.00
133	EFT75409	Fraggerocc Pty Ltd	Roadworks	792.00
134	EFT75482	Fraggerocc Pty Ltd	Roadworks	7,828.70
135	EFT75407	Frank Siow Management Pty Ltd	Professional Fees	15,875.75
136	EFT75453	Freya Meneaud	Refund Apex Park Hire Fees	178.75
137	EFT75410	Fridgepig	Refrigeration Services	451.00
138	EFT75483	Fridgepig	Refrigeration Services	264.00
139	EFT75480	Fry Library & School Supplies	Library Supplies	205.70
140	EFT75575	Galpins	Auditors	7,499.25
141	EFT75685	Genpower Australia Pty Ltd	Generator Services	1,125.58
142	EFT75411	GGC Earthmovers Pty Ltd	Concrete Removal	16,434.28
143	EFT75686	Glean Team Domestic Services	Home Support Services	400.45
144	EFT75688	Glow Heating Cooling Electrical	Electrical	163.90
145	EFT75486	Grace Records Management (Aust) Pty Ltd	Records Storage	3,514.88
146	EFT75413	Granicus Australia Pty Ltd	Software	67,650.00
147	EFT75576	Green Steel Supplies Pty Ltd	Depot Supplies	2,506.42
148	EFT75687	Greenfingers Indoor Plant Hire	Indoor Plant Hire	325.60
149	EFT75689	GRH Supplies	Depot Supplies	6,832.99
150	EFT75485	GS Civil	Footpath Works	58,303.01
151	EFT75487	Hancock & Just Wheel Alignment	Vehicle Maintenance	446.60
152	EFT75642	Harry Cao	Compost Bin Rebate	50.00
153	EFT75414	HDS Australia Pty Ltd	Professional Fees	3,630.00
154	EFT75579	Health & Immunisation Management Services	Immunisation Clinics	6,667.87
155	EFT75691	Hempel (Watty) Australia Pty Ltd	Paint	411.58
156	EFT75416	HOBAN Recruitment Pty Ltd	Temp Staff	184.61
157	EFT75489	HOBAN Recruitment Pty Ltd	Temp Staff	184.61
158	EFT75581	HOBAN Recruitment Pty Ltd	Temp Staff	184.61
159	EFT75490	Hypernet Computer Distribution	Computer Equipment	380.00
160	061834	Hy-way Truck Accessories Pty Ltd	Vehicle Maintenance	79.86
161	061829	Ian Hall	Refund Dog Registration	40.50
162	EFT75417	Iberdrola Australia	Power	57,298.18
163	EFT75582	ICLEI A/NZ	Membership	2,601.50
164	061826	IGA Novar Gardens	Milk	121.85
165	EFT75697	Ignite VR Pty Ltd	Library Program	693.00
166	EFT75419	Imprints Studio Greeting Cards	Library Supplies	100.00
167	EFT75694	Industrial Brushware	Sweeper Brooms	2,386.95
168	EFT75418	Infrastructure Solutions Australasia	Professional Fees	1,831.50
169	EFT75695	Institute of Public Works Engineering Aust Ltd	Staff Training	2,310.00
170	EFT75696	Internode Pty Ltd	Internet Connection	209.98
171	EFT75420	Internode Pty Ltd	Internet Connection	202.17
172	EFT75693	iSentia Pty Ltd	Media Monitoring	1,650.00
173	EFT75495	JALM Weed Control & Maintenance	Weed Control	21,544.28
174	EFT75584	JALM Weed Control & Maintenance	Weed Control	827.53

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
175	EFT75578	James Hay	Reimburse Expenses	60.00
176	EFT75619	Jane Strange	CAP Member Allowance	1,662.00
177	EFT75494	JCB Construction Equipment Australia	Plant Maintenance	489.80
178	061828	Jennifer Starkey	Junior Development Grant	100.00
179	EFT75698	Jensen PLUS	Professional Fees	7,576.80
180	EFT75451	Jessica Kaczmarek	Tree Rebate	50.00
181	EFT75421	Jet Couriers (Adelaide) Pty Ltd	Couriers	73.22
182	EFT75583	Jet Couriers (Adelaide) Pty Ltd	Couriers	243.34
183	EFT75491	Joe Ielasi	Reimburse Expenses	60.00
184	EFT75415	John Hastings	Contractor	1,280.00
185	EFT75488	John Hastings	Contractor	1,260.00
186	EFT75580	John Hastings	Contractor	1,020.00
187	EFT75690	John Hastings	Contractor	950.00
188	EFT75585	Joshua Tan	Reimburse Expenses	150.00
189	EFT75493	JPE Design Studio Pty Ltd	Professional Fees	69,574.40
190	EFT75439	Kahla Hooley	Reimburse Expenses	284.95
191	061839	Kangaroo Island Council	Transfer Long Service Leave	3,885.58
192	EFT75702	Kanopy	Library Services	313.00
193	EFT75587	Kellogg Brown & Root Pty Ltd	Professional Fees	31,551.30
194	EFT75498	Keylog Pty Ltd	Subscription	858.00
195	EFT75422	Knights & Bytes	Library Supplies	240.00
196	EFT75701	Knox Constructions Pty Ltd	Roadworks	106,952.49
197	EFT75586	Koan Solutions Pty Ltd	Vehicle Maintenance	660.00
198	EFT75700	Koan Solutions Pty Ltd	Vehicle Maintenance	1,100.00
199	EFT75496	Kone Elevators	Lift Maintenance	2,777.58
200	EFT75699	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	762.79
201	EFT75589	Lakeside Building Solutions	Footpath Works	38,101.86
202	EFT75706	Land Services Group	Searches	1,876.20
203	EFT75501	LCS Landscapes	Landscaping	1,668.70
204	EFT75705	LCS Landscapes	Landscaping	326,165.47
205	EFT75504	LCS Maintenance (SA)	Landscaping	7,910.01
206	EFT75503	Lencrow Pty Ltd	Plant Maintenance	400.01
207	EFT75502	LGA Asset Mutual Fund	Insurance Premium	143,554.23
208	EFT75704	Lion's Club of West Beach	Clean Butt Out Bins	390.00
209	061827	Little Heroes Foundation	Staff Casual Day Donations	61.70
210	EFT75499	Local Government Association Mutual Liability Scheme	Insurance Premium	86,338.73
211	EFT75423	Local Government Association of SA	Staff Training	385.00
212	EFT75588	Local Government Association of SA	Staff Training	110.00
213	EFT75500	Local Govt Assoc Workers Compensation Scheme	Renewal of Membership	189,614.15
214	EFT75708	M & B Civil Engineering Pty Ltd	Roadworks	26,152.70
215	EFT75508	Major Carpet & Tile	Carpet Cleaning	3,060.75
216	EFT75594	Makesafe Traffic Management	Traffic Management	1,757.25
217	EFT75425	Maps Consulting Services Pty Ltd	Professional Fees	5,500.00
218	EFT75592	Maxima Group Training	Temp Staff	3,677.79
219	EFT75529	Maxima Tempskill	Temp Staff	29,592.90
220	EFT75475	Mayor Michael Coxon	Mayoral Allowance	5,540.00
221	EFT75506	McArthur (SA) Pty Ltd	Temp Staff	8,624.00
222	EFT75505	McMahon Services Aust Pty Ltd	Asbestos Removal	992.20
223	EFT75593	MDM Entertainment	Library Supplies	713.98
224	EFT75497	Melanie Keech	Reimburse Expenses	80.00
225	EFT75711	Mellor Olsson Lawyers	Legal Fees	1,421.20
226	EFT75426	Message4U Pty Ltd	TXT Messaging	1,305.08
227	EFT75710	Metalcorp EIS	Depot Supplies	387.17
228	EFT75590	Metropolitan Machinery Pty Ltd	Vehicle Maintenance	621.59
229	061841	Mia Luey	Junior Development Grant	200.00
230	EFT75552	Michael Arman	CAP Member Allowance	1,662.00
231	EFT75644	Michael Gage Pty Ltd	Refund Overpaid Rates	464.20
232	EFT75428	Mile End Office Furniture	Furniture	379.00

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
233	EFT75709	Mile End Office Furniture	Furniture	269.00
234	EFT75427	Molloy Consulting	Professional Fees	3,135.00
235	061840	Molly Findlay	Junior Development Grant	200.00
236	EFT75591	Momar Australia Pty Ltd	Depot Supplies	1,403.60
237	EFT75507	Mt Compass Sand & Loam	Depot Supplies	2,111.15
238	EFT75454	Muzdalifa Izzeldin	Thebarton Community Centre Bond Return	1,000.00
239	EFT75457	Nabila Mashal	Thebarton Community Centre Bond Return	750.00
240	EFT75509	National Safety Products	Street Signs	4,403.85
241	EFT75597	National Safety Products	Street Signs	4,272.40
242	EFT75542	Neale Realty	Refund Overpaid Rates	253.50
243	EFT75598	Nelson Locksmiths	Locks	1,780.90
244	EFT75596	News Limited	Advertising	712.00
245	EFT75714	Norman Waterhouse Lawyers	Legal Fees	4,754.20
246	EFT75712	North East Isuzu	Purchase Truck	237,815.62
247	EFT75429	Nourish Adelaide	Library Workshop	594.00
248	EFT75595	Nova Group Services Pty Ltd	Roadworks	14,742.77
249	EFT75713	Nova Group Services Pty Ltd	Roadworks	238,978.42
250	061831	Novita	Refund Thebarton Community Centre Hire Fees	1,030.00
251	EFT75715	Officeworks Superstores Pty Ltd	Stationery	684.91
252	061842	Omali Felix	Junior Development Grant	200.00
253	EFT75600	Operation Flinders Foundation Inc	Donation	5,000.00
254	EFT75510	Orana Australia Ltd	Home Advantage Program	156.75
255	EFT75599	Origin Energy Electricity Limited	Power	12,564.05
256	EFT75430	Origin Energy Services Ltd	Gas Supply	1,268.96
257	EFT75716	Our Earth Pest Control	Pest Control	209.55
258	EFT75511	Our Earth Pest Control	Pest Control	1,871.41
259	EFT75601	Packwise	Depot Supplies	374.35
260	EFT75720	Pelicancorp (AU) Pty Ltd	PermitAccess Licence	2,757.75
261	EFT75512	Pest Aid	Pest Control	295.00
262	EFT75433	Pinz Pty Ltd	Depot Supplies	368.50
263	EFT75609	Planning Aspects Pty Ltd	CAP Member Allowance	3,351.04
264	EFT75432	Planning Institute of Australia	Staff Training	75.00
265	EFT75602	Planning Studio Pty Ltd	Professional Fees	12,672.00
266	EFT75603	Plumbing & Pipeline Solutions SA Pty Ltd	Plumbing	10,116.79
267	EFT75718	Plumbing & Pipeline Solutions SA Pty Ltd	Plumbing	6,357.10
268	EFT75434	Powerdirect Pty Ltd	Power	90.62
269	EFT75605	Presidian Legal Publications	Publications	1,972.30
270	EFT75604	Pridal Services Pty Ltd	Painting	9,515.00
271	EFT75608	Pro Bitumen Pty Ltd	Roadworks	26,950.00
272	EFT75513	Pro-Clean Cleaning Supplies	Cleaning Products	1,166.00
273	EFT75431	Professional Linemarking Pty Ltd	Linemarking	5,467.00
274	EFT75607	Programmed Property Services Pty Ltd	Verge Mowing	14,896.87
275	EFT75719	Pump Technology Services (SA) Pty Ltd	Pump Maintenance	2,887.50
276	EFT75437	Randall Arts Management Pty Ltd	Professional Fees	3,712.50
277	EFT75724	Randstad Pty Ltd	Temp Staff	5,169.58
278	EFT75517	RAWsa Pty Ltd	Staff Training	2,196.48
279	EFT75515	Rayners Building Supplies	Depot Supplies	28.16
280	EFT75612	Realport Traders Pty Ltd	Depot Supplies	538.29
281	061845	Rebecca Shepperd	Junior Development Grant	200.00
282	EFT75436	RecycleSmart Pty Ltd	Subscription	5,500.00
283	EFT75723	Reece Pty Ltd	Irrigation	466.41
284	EFT75516	REMONDIS Australia Pty Ltd	Rubbish Removal	13.42
285	EFT75614	Rentokil Initial Pty Ltd	Pest Control	672.78
286	EFT75725	Rentokil Tropical Plants	Indoor Plant Hire	254.31
287	EFT75726	Rentokil Tropical Plants	Indoor Plant Hire	98.33
288	EFT75611	Resource Furniture	Office Furniture	2,100.59
289	EFT75613	Ricoh Australia Ltd	Copy Charges	3,385.05
290	EFT75646	Robin Turner & Associates	Refund Overpaid Rates	517.04

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
291	EFT75610	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	861.40
292	EFT75435	Rundle Mall Plaza Newsagency	Library Magazines	468.15
293	EFT75514	Rundle Mall Plaza Newsagency	Library Magazines	275.81
294	EFT75615	Rundle Mall Plaza Newsagency	Library Magazines	233.12
295	EFT75727	Rundle Mall Plaza Newsagency	Library Magazines	259.68
296	EFT75541	S Mendoza	Refund Overpaid Rates	252.35
297	EFT75448	S Stefanovic	Rainwater Tank Rebate	50.00
298	EFT75728	SA Lift & Loaders Pty Ltd	Planting Maintenance	242.77
299	EFT75732	SA Metropolitan Fire Service	Alarm Response Callouts	1,316.00
300	EFT75442	SA Planning Assist	Professional Fees	21,120.00
301	EFT75518	SA Power Networks	Street Lighting	30,606.30
302	EFT75522	SA Water	Breakout Creek Redevelopment	354,031.00
303	EFT75737	SA Water	Water	533.95
304	EFT75440	SA Window Cleaning Pty Ltd	Window Cleaning	539.00
305	EFT75523	SA Window Cleaning Pty Ltd	Window Cleaning	5,827.80
306	EFT75623	SA Window Cleaning Pty Ltd	Window Cleaning	643.50
307	EFT75618	Sabre Electrical & Security Services	Security Maintenance	10,282.96
308	061843	Saintly Stitchers	Refund Plympton Community Centre Hire Fees	30.00
309	EFT75643	Sam Elliot	Refund Overpaid Rates	176.00
310	EFT75743	Samia Tawadros	Reimburse Volunteer Expenses	215.28
311	EFT75730	Sassafras Agencies Pty Ltd	Depot Supplies	82.71
312	EFT75731	Scouts Australia (SA Branch)	Equipment Grant	2,977.70
313	EFT75622	Seek Limited	Advertising	649.00
314	EFT75736	Seek Limited	Advertising	313.50
315	EFT75620	Sfeer Pty Ltd	Building Maintenance	4,807.00
316	EFT75521	Shred-X Pty Ltd	Paper Recycling	516.39
317	EFT75519	Sico South Pacific Ltd	Tables	6,187.50
318	EFT75524	SimAC	Refrigerator Services	423.50
319	EFT75739	SimAC	Refrigerator Services	2,420.00
320	EFT75441	Solaris Clean	Cleaning	4,715.70
321	EFT75525	Solaris Clean	Cleaning	4,745.40
322	EFT75625	Solaris Clean	Cleaning	5,016.00
323	EFT75740	Solaris Clean	Cleaning	4,279.00
324	EFT75729	Solitaire Automotive	Vehicle Maintenance	683.50
325	EFT75616	Solo Resource Recovery	Rubbish Removal	994.48
326	EFT75438	Source Separation Systems Pty Ltd	Bins	380.28
327	EFT75520	Southern Cross Protection	Patrol Service	8,033.85
328	EFT75733	Stihl Shop Fulham	Depot Supplies	2,887.10
329	EFT75735	Streamline Plumbing SA Pty Ltd	Plumbing	17,449.41
330	EFT75621	Stumpy Stumps	Grind Stumps	1,350.00
331	EFT75734	Stumpy Stumps	Grind Stumps	1,000.00
332	EFT75450	Tai An Ho	Rainwater Tank Rebate	400.00
333	EFT75528	Taking Care of Trees	Tree Maintenance	4,323.00
334	EFT75628	Taking Care of Trees	Tree Maintenance	15,572.50
335	EFT75634	Teletrac Navman	Monitoring of GPS Units	1,622.50
336	EFT75530	Telstra	Telephone	5,385.04
337	EFT75633	Teluga Association of SA Inc	Equipment Grant	3,000.00
338	EFT75569	The Department for Correctional Services	Litter Collection	1,496.00
339	EFT75682	The Ergo Centre	Furniture	764.00
340	EFT75573	The Fruit Box Group Pty Ltd	Milk	144.99
341	EFT75577	The Good Guys	Electrical Goods	1,744.00
342	EFT75722	The Paper Bahn	Stationery	5,823.15
343	EFT75717	The Personnel Risk Management Group	Security Checks	96.80
344	EFT75526	The Style Manifesto	Library Workshop	544.50
345	EFT75443	Tom's Car Wash	Vehicle Detailing	1,491.00
346	EFT75527	Tonkin Consulting	Professional Fees	396.00
347	EFT75741	Total Construction Surveys Pty Ltd	Surveys	3,597.00
348	EFT75745	Totally Workwear Richmond	Clothing	617.59

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
349	EFT75742	TPG Telecom	Telephone/Internet	4,188.95
350	EFT75627	Tree Care Machinery	Depot Supplies	4,035.80
351	EFT75444	Treenet Inc	Tree Maintenance	665.00
352	EFT75631	Trellis Technologies Pty Ltd	Licence Renewal	14,120.70
353	EFT75445	Turf Equipment SA Pty Ltd	Plant Maintenance	1,470.92
354	EFT75629	Turf Equipment SA Pty Ltd	Plant Maintenance	1,456.21
355	EFT75531	Underdale High School	Award	250.00
356	EFT75746	United Fasteners SA Pty Ltd	Depot Supplies	201.67
357	EFT75492	United Petroleum Pty Ltd	Fuel	17,980.55
358	EFT75692	United Petroleum Pty Ltd	Fuel	15,466.59
359	EFT75635	UrbanVirons Group Pty Ltd	Tree Maintenance	3,432.00
360	EFT75637	Vaagai Adelaide Tamil Broadcasting Services SA	Community Grant	5,000.00
361	EFT75636	Veri Fire	Fire Safety	2,290.46
362	EFT75446	VersaDev Software Solutions Pty Ltd	Software	4,400.00
363	061846	Victoria Constanzo	Junior Development Grant	200.00
364	EFT75537	Wallbridge Gilbert Aztec	Professional Fees	13,134.00
365	EFT75534	Walter Brooke & Associates Pty Ltd	Professional Fees	1,980.00
366	EFT75751	Waterpro	Irrigation	19,731.06
367	EFT75400	Watersource Pty Ltd	Irrigation	1,415.57
368	EFT75748	Web Safety Pty Ltd	Clothing	2,275.24
369	EFT75640	Webroot Pty Ltd	Software	866.40
370	EFT75538	Well Done International	After Hours Contact Centre	556.05
371	EFT75406	Wendy Eddy	Reimburse Expenses	150.00
372	EFT75539	West Torrens Chess Club	Community Grant	3,000.00
373	EFT75639	West Torrens Concert Band	Partnership Agreement	6,000.00
374	EFT75533	Western Youth Centre	Partnership Agreement	15,029.69
375	EFT75749	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	7,367.84
376	EFT75750	Winc Australia Pty Limited	Stationery	468.57
377	EFT75532	Worcomp Pty Ltd	Medical	624.40
378	EFT75747	Worcomp Pty Ltd	Medical	611.60
379	EFT75535	Word Cafe	Advertising	1,320.00
380	EFT75540	Workzone Traffic Control Pty Ltd	Traffic Control	1,634.60
381	EFT75536	Worm Affair	Worm Farms	282.31
382	EFT75638	Wurth Australia	Depot Supplies	767.52
383	061835	Zade Nethercott	Junior Development Grant	200.00
384	061830	Zepa Tenzin	Refund Thebarton Community Centre Hire Fees	455.00
				<u>\$ 4,228,442.78</u>

11.2 Property Leases

Brief

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

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

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

Discussion

The following lease amounts have been invoiced and were overdue as at 30 September 2022. Overdue invoices are regarded to be older than 30 days from the date of invoice (invoiced in August 2022 or prior). A comparison is provided with the situation as at 30 June 2022 and 31 March 2022.

Debtor	As at 31 Mar 2022	As at 30 Jun 2022	As at 30 Sept 2022	Variance
Adelaide Waste and Recycling Centre	0.00	13,226.44	0.00	(13,226.44)
BL Shipway	0.00	0.00	3,046.16	3,046.16
Department for Education	0.00	3,588.96	10,763.14	7,174.18
Guides SA	2,078.64	2,078.54	0.00	(2,078.54)
M.A Hawks Soccer Club	2,816.47	3,517.97	4,083.47	565.50
Netley Kindergarten	0.00	2,487.23	3,186.37	699.14
Peake Gardens Riverside Tennis Club	0.00	4,027.50	3,442.41	(585.09)
PHOS Camden Sports and Social Club	0.00	2,797.40	2,772.36	(25.04)
SA Badminton Association	0.00	2,088.34	2,472.45	384.11
Solo Resource Recovery	0.00	6,752.22	31,474.73	24,722.51
Torrensville Bowling Club	0.00	0.00	0.00	0.00
Weslo Holdings	0.00	0.00	0.00	0.00
West Adelaide Football Club	3,401.99	2,365.33	9,687.85	7,322.52
West Torrens Birkalla Soccer Club	7,368.25	7,445.20	10,994.06	3,548.86
Total	15,665.35	50,375.13	81,923.00	31,547.87

BL Shipway

Warehouse storage tenancy.

Department for Education

SA Water usage from October to December 2021, January to March 2022 and April to June 2022. Water supply charge for January to March 2022, April to June 2022 and July to September 2022. Annual lease for St Georges Avenue.

M.A Hawks Soccer Club

Lease payment for February 2020 (part paid), April and May 2022. Electricity reimbursements from January 2021 to May 2022.

Netley Kindergarten

SA Water usage from October 2021 to June 2022. Supply charges from January to September 2022.

Peake Gardens Riverside Tennis Club

Lease invoice for July to September 2022, insurance from 1 April to September 2022, water usage for October 2021 to June 2022, and water supply January 2022 to September 2022.

PHOS Camden Sports & Social Club Inc

Licence fees for use, June (part paid), July, August and September 2022.

SA Badminton Association

Lease fee for August and September 2022, SA Water usage from April to June 2022 and supply charges for July to September 2022.

Solo Resource Recovery

Lease of Morphett Road Transfer Station from April to June 2022.

West Adelaide Football Club

Lease fee for July (part paid), August and September. Also sewer charge from July to September 2022.

West Torrens Birkalla Soccer Club

Electricity accounts for April, May and June, water usage from January to March 2022 (part paid) and April to June 2022. Also water supply charges from July to September 2022 and the lease for July, August and September 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 are no direct climate impact considerations in relation to this report.

Conclusion

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

Attachments

Nil

11.3 Mendelson Financial Report September 2022

Brief

This report provides information on the financial performance of the Mendelson Foundation as at 30 September 2022.

RECOMMENDATION

The Committee recommends to Council that the reports be received.

Discussion

The following financial reports as at 30 September 2022 are attached for Elected Member information:

- Financial Position (**Attachment 1**);
- BT Panorama Investments Portfolio Report (**Attachment 2**);
- Cash Management Report (**Attachment 3**).

For the three month period ended 30 September 2022, BT Panorama Investments is reporting a net return on investments of negative 0.2 per cent, as follows:

	Jun 2022	Sept 2022
	12 Months To 30 Jun 2022	3 Months To 30 Sept 2022
Market Movement on Equities	-\$ 212,858.45	-\$ 38,588.44
Add Dividends	\$ 84,466.95	\$ 40,165.39
Add Interest	\$ 13.40	\$ 29.07
	-\$ 128,378.10	\$ 1,606.02
Less Trustee Charges	\$ 18,719.88	\$ 4,426.38
Net Return	-\$ 147,097.98	-\$ 2,820.36
Fund Balance @ 1 July	\$ 1,706,497.73	\$ 1,518,336.88
Net Return on Investments	-8.6%	-0.2%

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

The weighting at 30 September 2022 is 30.6 per cent for income assets and 69.4 per cent for growth assets, which contrasts with our policy targets as shown below:

	Target Weightings	Actual Weightings
Income Assets	No Less Than 25%	30.6%
Growth Assets	No Greater Than 75%	69.4%

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

Information is provided in this report on the financial performance of the Mendelson Foundation as at 30 September 2022.

Attachments

- 1. Mendelson Foundation Financial Position as at 30 September 2022**
- 2. Mendelson Foundation Financial Portfolio Report as at 30 September 2022**
- 3. Mendelson Cash Reconciliation as at 30 September 2022**

**CITY OF WEST TORRENS
MAX AND BETTE MENDELSON FOUNDATION
FINANCIAL POSITION AS AT 30 SEPT 2022**

	\$ Final at 30/06/22	\$ Final at 30/09/22	\$ Variance
CURRENT ASSETS			
Cash held at Council	(100,100)	(87,472)	12,628
Equities Investment	1,556,377	1,490,146	(66,231)
Cash & Term Deposit	5,147	68,173	63,027
GST Refunds/Imputation Credits Due	421	407	(14)
Dividend Income due not yet received	56,492	56,492	0
Total Current Assets	1,518,337	1,527,747	9,410
Non-Current Assets	0	0	0
TOTAL ASSETS	1,518,337	1,527,747	9,410
Less Liabilities	0	0	0
NET ASSETS	1,518,337	1,527,747	9,410
FOUNDATION WEALTH			
Accumulated Funds **	1,518,337	1,527,747	9,410
TOTAL FOUNDATION WEALTH	1,518,337	1,527,747	9,410
** Accumulated Funds - Opening		1,518,337	
Plus Revenue		16,606	
Less YTD Expenditure		7,196	
Accumulated Funds - Closing		1,527,747	

**CITY OF WEST TORRENS
MAX AND BETTE MENDELSON FOUNDATION
BT PANORAMA INVESTMENTS PORTFOLIO REPORT AS AT 30/09/2022**

	Balance at 30/06/2022 \$	Weight at 30/06/2022 %	Balance at 30/09/2022 \$	Weight at 30/09/2022 %	Variance \$	Variance %
ANZ Banking Grp Ltd - Cap Note 3-Bbsw+4.70%	30,600	1.9%	31,278	1.9%	678	2.2%
Commonwealth Bank. - Cap Note 3-Bbsw+2.80%	29,988	1.9%	30,273	1.9%	285	1.0%
Westpac Banking Corp - Cap Note 3-Bbsw+3.05%	58,131	3.6%	0	0.0%	(58,131)	-100.0%
PIMCO Diversified Fixed Interest Fund - Whole (ETL0016AU)	68,799	4.3%	67,457	4.2%	(1,341)	-1.9%
Realm Short Term Income Fund	40,184	2.5%	41,130	2.5%	946	2.4%
Janus Henderson Tactical Income Fund	68,652	4.2%	71,338	4.4%	2,687	3.9%
Mcp Master Income (MXT)	76,028	4.7%	73,695	4.6%	(2,333)	-3.1%
CC JCB Active Bond Fund	54,951	3.4%	54,575	3.4%	(376)	-0.7%
Cash - BT & MQG Cash Mgt Account	5,147	0.3%	68,173	4.2%	63,027	1224.6%
Dividends due not yet received	56,913	3.5%	56,913	3.5%	0	0.0%
Total for Defensive Assets:	489,392	30.2%	494,833	30.6%	5,441	1.1%
BHP Group Limited (BHP)	51,068	3.2%	47,688	3.0%	(3,380)	-6.6%
Commonwealth Bank. (CBA)	40,490	2.5%	40,634	2.5%	143	0.4%
CSL Limited (CSL)	67,265	4.2%	71,255	4.4%	3,990	5.9%
Magellan Fin Grp Ltd (MFG)	8,484	0.5%	7,342	0.5%	(1,143)	-13.5%
National Aust. Bank (NAB)	21,090	1.3%	22,184	1.4%	1,093	5.2%
Origin Energy (ORG)	18,250	1.1%	16,466	1.0%	(1,784)	-9.8%
Qube Holdings Ltd (QUB)	31,021	1.9%	28,180	1.7%	(2,841)	-9.2%
Ramsay Health Care (RHC)	43,285	2.7%	33,852	2.1%	(9,432)	-21.8%
Rio Tinto Limited (RIO)	43,648	2.7%	39,691	2.5%	(3,957)	-9.1%
ResMed Inc. (RMD)	55,979	3.5%	61,706	3.8%	5,727	10.2%
Westpac Banking Corp (WBC)	17,882	1.1%	18,927	1.2%	1,045	5.8%
Woolworths Group Ltd (WOW)	14,098	0.9%	13,444	0.8%	(653)	-4.6%
Woodside Petroleum (WPL)	41,424	2.6%	41,190	2.6%	(234)	-0.6%
Bennelong ex-20 Australian Equities Fund	61,207	3.8%	61,550	3.8%	343	0.6%
Hyperion Australian Growth Companies Fund	39,606	2.4%	44,495	2.8%	4,889	12.3%
Orbis Global Equity Fund	61,633	3.8%	73,525	4.6%	11,893	19.3%
T. Rowe Price Global Equity (Hedged) Fund	63,703	3.9%	61,697	3.8%	(2,006)	-3.1%
Lazard Global Listed Infrastructure Fund	86,107	5.3%	81,985	5.1%	(4,122)	-4.8%
GQG Partners Emerging Markets Equity Fund A Class	49,357	3.0%	49,578	3.1%	222	0.4%
Bentham Global Income Fund	72,651	4.5%	72,644	4.5%	(7)	0.0%
Fairlight Global Small and Mid Cap Fund - Hedged Class	68,081	4.2%	65,597	4.1%	(2,484)	-3.6%
Resolution Capital Global Property Securities Fund	46,516	2.9%	42,031	2.6%	(4,485)	-9.6%
UBS Property Securities Fund	58,829	3.6%	55,505	3.4%	(3,325)	-5.7%
Vanguard International Share Index Fund	67,374	4.2%	69,235	4.3%	1,861	2.8%
Total for Growth Assets:	1,129,045	69.8%	1,120,400	69.4%	-8,645	-0.8%
Total Investments	1,618,437	100.0%	1,615,233	100.0%	(3,204)	-0.2%

**MENDELSON RECONCILIATION
CASH HELD BY BT PANORAMA INVESTMENTS
AS AT 30/09/2022**

	\$	\$
Balance at 30/06/2022		5,146.74
Macquarie Cash Management Account - closing balance		1.16
BT Cash Management Account - closing balance		5,145.58
Add <u>Sales Equities</u>		
Redemption 583 Westpac Banking Corp	58,300.00	
		58,300.00
Less <u>Equities - Purchases</u>		
Vanguard International Share Index Fund	1,475.04	
Realm Short Term Income Fund	179.81	
Janus Henderson Tactical Income Fund	2,016.66	
Hyperion Australian Growth Companies Fund	3,125.59	
Bentham Global Income Fund	285.95	
PIMCO Diversified Fixed Interest Fund	232.98	
UBS CBRE Property Securities Fund	610.92	
T. Rowe Price Global Equity (Hedged) Fund	1.73	
Orbis Global Equity Fund	11,977.94	
Cash Investment Buy Realm Short Term Income Fund	530.32	
Lazard Global Listed Infrastructure Fund	5,023.23	
Bennelong Ex-20 Australian Equities Fund	1,515.21	
GQG Partners Emerging Markets Equity Fund	1,668.46	
Resolution Capital Global Property Securities	1,090.11	
Realm Short Term Income Fund	28.78	
Bentham Global Income Fund	395.04	
Realm Short Term Income Fund	94.64	
Bentham Global Income Fund	405.34	
		30,657.75
Add <u>Dividends/Interest/Income</u>		
Interest Received in July 2022	3.83	
Dividend Income Received in July 2022	30,260.37	
Interest Received in August 2022	2.52	
Dividend Income Received in August 2022	762.15	
Interest Received in September 2022	22.72	
Dividend Income Received in September 2022	9,142.87	
Rounding	0.04	
		40,194.50
Less <u>Fees</u>		
BT Ongoing advice fee (June)	1,359.69	
BT Administration fee (June)	167.67	
BT Ongoing advice fee (July)	1,407.85	
BT Administration fee (July)	173.26	
BT Ongoing advice fee (August)	1,452.27	
BT Administration fee (August)	173.26	
BT Expense recovery - legislatvie	76.00	
		4,810.00
Macquarie Cash Management Account - closing balance		1.16
BT Cash Management Account - closing balance		68,172.33
Less Macquarie and BT Cash Mgt Acct		68,173.49
Imbalance		-

11.4 Council Budget Report - THREE Months to 30 September 2022

Brief

This report provides information to Council on budget results for the three months ended 30 September 2022.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

The report provides year to date (YTD) budget results for September 2022.

Discussion

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

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

Operating Position Summary

Total operational income for the three months ending 30 September 2022 is \$66.73 million, which is \$0.497 million above budget YTD. Operational expenditure is \$1.49 million below budget YTD totalling \$16.17 million. Below is a breakdown of the significant items.

Operational Income

Key variances include:

- Rates and related budgets are above budget by \$282,585, largely due to the increase in Rate Equivalent Payments from Adelaide Airport Ltd (\$44,456) and the timing of discretionary and mandatory rebates (\$90,098).
- Statutory charges are below budget YTD by \$29,498, largely due to better than expected development act fee payments (\$36,680) and higher than expected dog related income (\$22,138). This was offset by lower than expected parking fines received (\$84,989).
- User charges are above budget YTD by \$155,479 mostly associated with an increase in property lease income (\$105,471) and an increase in community centre hire income (\$90,294). This variance has been offset by a timing reduction in waste royalty income (\$25,000).
- Grant income is below budget YTD by \$66,934, most of which is due to the delay in receiving library grants (\$110,581) and the variance in grants commission funds (\$280,741) resulting from adjustments to the advance payment received back in June 2022. This is offset by an unbudgeted supplementary grant received for \$302,838.

The end of year (EOY) forecast for operational income will be reviewed in the September budget review.

Operational Expenditure

Key variances include:

- Staff and related costs are \$435,692 under budget YTD, with variances reported across most business units. This can largely be attributed to position vacancies as well as an underspend in staff training (\$31,705).
- Buildings, Furniture, Plant & Equipment is over budget by \$12,375. The main factors contributing to this variance is timing related to motor vehicle registration being brought forward (\$66,991). This is offset by an underspend in computer related software and hardware (\$28,350) and depot related expenditure (\$20,389).
- General expenses are below YTD budgets by \$480,796, largely due to the timing of expenditure associated with professional fees (\$391,889), advertising, promotion, publication and stationery (\$100,083). A summary of variances for selected key general expenses is attached.
- Bank and finance charges are \$137,530 below YTD budgets, largely due to timing on year end interest accrual adjustments on our LGFA dentures.
- Council related expenditure is \$152,037 below budget YTD, for timing reasons associated with grant funding (\$33,007 favourable), donations (\$92,197 favourable) and street lighting (\$25,641 favourable). These favourable variances are offset by over budget valuation charges and NRM levy expenditure (\$8,316). These variances are expected to align more closely with the budget later in the budget cycle.
- Contract and material expenditure is \$341,742 below budget, largely for timing reasons associated with depot and property maintenance programs (\$104,650) and our waste collection budget (\$218,859).
- Occupancy and property costs are \$45,634 over budget YTD, largely due to our Emergency Services Levy invoice being paid earlier than expected (\$73,803) and over budget cleaning costs (\$19,354). This is offset by a favourable variance in electricity expenditure (\$55,621).

The EOY forecast for operational expenditure will be reviewed in the September budget review.

Capital Expenditure

Key variances include:

- Motor vehicle expenditure is \$123,250 below budget YTD, largely for timing reasons associated with vehicle change overs.
- Computer expenditure is \$205,391 below budget for timing reasons.
- Other plant and equipment expenditure is below YTD budget by \$924,622. This will largely self-adjust in the near future as budgets align with payments scheduled for later in the year, given significant commitments have already been made (\$745,138).
- Land and building costs are \$10,856,095 under budget YTD, largely for timing reasons associated with community facility developments.

The end of year (EOY) forecast for capital expenditure will be reviewed in the September budget review process.

Capital Income

Key variances include:

- Capital income is \$2,552,500 under budget, with capital funding from our 2022/23 grant program yet to be received.

The end of year (EOY) forecast for capital income will be reviewed in the September budget review process.

Capital Works Expenditure

Expenditure on capital works YTD is \$2,366,626.

A capital works expenditure summary for YTD September 2022 is attached with appropriate comments provided on the status of individual budget lines. 38.2 per cent of the capital works budget has been spent or committed by way of purchase orders as at 30 September 2022.

It is estimated that 100 per cent of the forecast budget of \$48,844,660 is required to complete the program of works and that 100 per cent will be completed by 30 June 2022.

The end of year (EOY) forecast for capital works expenditure will be reviewed in the September budget review process.

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

Information is provided in this report on budget results for the three months ended 30 September 2022.

Attachments

1. **September Budget v Actual**
2. **Capital Works Budget v Actual**
3. **General Expenses**

City of West Torrens
Finance Budget Report for the 3 Months Ended 30 September 2022
Operational Income and Expenditure (\$'000's)

Adopted Budget Original	Adopted Budget Revised	Income & Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
65,004	65,004	Income	64,478	64,760	283	0%	243
2,179	2,179	Rates	568	538	(29)	(5%)	1,640
1,939	1,939	Statutory Charges	451	606	155	34%	1,333
3,282	3,352	User Charges	594	527	(67)	(11%)	2,825
619	618	Grants & Subsidies	141	296	156	110%	322
		Reimbursements & Other Income					
73,022	73,092	Total Income	66,231	66,727	497	1%	6,364
		Expenditure					
26,083	26,084	Staff & Related Costs	6,049	5,612	436	7%	20,472
7,555	7,558	Buildings, Furniture, Plant & Equipment	2,306	2,318	(12)	(1%)	5,240
12,284	12,284	Community Asset Costs	3,096	3,096	0	0%	9,187
4,942	5,349	General Expenses	1,729	1,249	481	28%	4,100
1,059	1,059	Bank & Finance Charges	132	(5)	138	104%	1,064
3,803	3,926	Council Related Expenditure	1,199	1,047	152	13%	2,879
12,542	12,547	Contract & Material Expenditure	2,658	2,316	342	13%	10,232
2,767	2,767	Occupancy & Property Costs	536	582	(46)	(9%)	2,185
(190)	(190)	Expenditure Recovered	(47)	(43)	(5)	10%	(147)
70,845	71,383	Total Expenditure	17,658	16,172	1,485	8%	55,212
2,177	1,708	Operating Surplus/(Deficit)	48,573	50,555			

City of West Torrens
Finance Budget Report for the 3 Months Ended 30 September 2022
Capital Income and Expenditure (\$'000's)

Adopted Budget Original	Adopted Budget Revised	Capital Expenditure and Sales	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
164	181	Motor Vehicles	123	0	123	100%	181
414	478	Computer Equipment	205	0	205	100%	478
1,583	2,279	Other Plant & Equipment	1,137	213	925	81%	2,067
11,780	20,589	Land & Buildings	11,754	897	10,856	92%	19,691
13,940	23,526	Total Expenditure	13,219	1,110	12,109	92%	22,416
Adopted Budget Original	Adopted Budget Revised	Capital Income	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
1,200	3,753	Grants & Subsidies	2,553	0	2,553	100%	3,753
1,200	3,753	Total Income	2,553	0	2,553	100%	3,753
Adopted Budget Original	Adopted Budget Revised	Capital Works Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
5,660	9,810	Environment Program	2,452	664	1,789	73%	9,146
3,455	12,193	Recreation Program	3,048	907	2,141	70%	11,287
15,006	26,841	Transport Program	6,710	796	5,914	88%	26,045
24,121	48,845	Total Expenditure	12,210	2,367	9,845	81%	46,478

CITY OF WEST TORRENS
BUDGET 2022/23 - AS AT 30 September 2022
CAPITAL WORKS EXPENDITURE

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
ENVIRONMENT PROGRAM									
Stormwater & Drainage									
350,000	525,907	Minor Drainage Upgrades and Replacement Work	24,506	119,868	144,374	27.5%	525,907	100%	Minor projects ongoing - including scoping & design works for 2022/2023 program.
1,541,359	2,800,721	North Plympton/Plympton Investigations Stage 1 and Stage 2 works Stormwater upgrade	1,782	1,052,115	1,053,897	37.6%	2,800,721	100%	Works within development site awarded and to commence during October 2022. Network Upgrade Scoping Report received from Consultant and detail survey and design commencing for next two packages of works.
250,000	250,000	Small Diameter Pipe Replacements	0	0	0	0.0%	250,000	100%	Scoping and design of various upgrades are being finalised and works are being incorporated with the road construction/reseal.
1,500,000	1,500,000	Gray St, Daly Street, Warwick St, Cross Tce Drainage	0	0	0	0.0%	1,500,000	100%	Consultant engaged and awaiting Network Upgrade Scoping Report.
250,000	250,000	Chapel St Drainage	0	0	0	0.0%	250,000	100%	Seeking consultant design fee offer.
350,000	350,000	Novar Gardens Stormwater Renewal	0	23,760	23,760	6.8%	350,000	100%	Consultant Engaged and engineering survey being undertaken.
0	447,774	Fulham Park Drive Drainage Upgrade	35,467	410,660	446,127	99.6%	447,774	100%	Civil works awarded and commenced.
0	321,935	Burbridge Road Culvert Replacement	0	2,464	2,464	0.8%	321,935	100%	80% design package received and under review.
0	250,000	Ashley Street Low point upgrade	0	17,842	17,842	7.1%	250,000	100%	Consultant Engaged and engineering survey being undertaken.
0	61,952	Recycled Water Pipeline Extension	0	61,952	61,952	100.0%	61,952	100%	Program of works for the expansion of the recycled water pipeline network - has been delayed. Remaining project funds have been placed in Committed Reserves, (\$447,643). Project on hold due to contract discussions - for the supply of recycled water - with SA Water. Current funds in budget to complete the design.
0	260,009	Stirling Street Outfall Interface	0	0	0	0.0%	260,009	100%	Concept design under development.
0	150,000	Keswick Creek - Everard	0	0	0	0.0%	150,000	100%	Works scoping undertaken and specialised Civil Contractor discussions underway.
0	1,029,221	Packard St Cut-off Drain	1,760	1,023,492	1,025,252	99.6%	1,029,221	100%	Civil works at approximate 75% completion.
0	194,060	Meyer St Drainage Extension - Thebarton Oval	0	9,460	9,460	4.9%	194,060	100%	Finalising design and documentation.
Other Environment									
1,418,346	1,418,346	Brown Hill and Keswick Creeks	600,250	0	600,250	42.3%	1,418,346	100%	Awaiting Invoices.
5,659,705	9,809,925	Program Total	663,765	2,721,612	3,385,377	34.5%	9,809,925	100%	
RECREATION PROGRAM									
Parks & Gardens									
585,000	856,875	Playground Upgrade	125,107	448,978	574,085	67.0%	856,875	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
470,000	665,437	Reserve Developments - Various	17,221	66,821	84,042	12.6%	665,437	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
340,000	415,879	River Torrens Upgrade	5,324	49,591	54,915	13.2%	415,879	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
30,000	30,000	River Torrens Path Upgrades	0	0	0	0.0%	30,000	100%	Works to be scheduled.
0	407,467	Kings Reserve Playspace	0	0	0	0.0%	407,467	100%	Project on hold regarding Torrens to Darlington - South Rd Corridor project / Thebarton Oval + Kings Reserve Lease.
480,000	873,824	Reserve Irrigation Upgrades	80,728	435,595	516,323	59.1%	873,824	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
0	4,000,000	Linear Park Shared Path Improvements	0	0	0	0.0%	4,000,000	100%	Scope of works are being developed.
1,000,000	2,855,842	Breakout Creek Stage 3 Redevelopment	628,850	2,226,992	2,855,842	100.0%	2,855,842	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
75,000	75,000	Bikeway Path Upgrade and Reseal	19,270	0	19,270	25.7%	75,000	100%	Works to be scheduled / ongoing program.

**CITY OF WEST TORRENS
BUDGET 2022/23 - AS AT 30 September 2022
CAPITAL WORKS EXPENDITURE**

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
Sports Facilities									
100,000	199,672	Tennis Court Upgrades	30,375	0	30,375	15.2%	199,672	100%	Works to be scheduled.
0	1,341,051	Thebarton Oval Kings Reserve	0	0	0	0.0%	1,341,051	100%	Project on hold regarding Torrens to Darlington - South Rd Corridor project / Thebarton Oval + Kings Reserve Lease.
375,000	472,386	Car Parking Upgrade	0	104,000	104,000	22.0%	472,386	100%	Works to be scheduled / underway including reseal to Camden Oval Carparks (Saratoga Ave + Ferguson Ave).
3,455,000	12,193,433	Program Total	906,875	3,331,976	4,238,851	34.8%	12,193,433	100%	
TRANSPORT PROGRAM									
Roads Sealed									
10,771,057	17,797,399	City Funds/ULRG Funds/Carryovers	534,274	8,341,925	8,876,199	49.9%	17,797,399	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
617,418	617,418	Roads to Recovery Grant Funds	0	0	0	0.0%	617,418	100%	
Other Transport									
250,000	318,109	Roundabouts / Minor Road Rehabilitation	42,373	53,299	95,672	30.1%	318,109	100%	Projects scheduled / underway.
200,000	212,292	Bus Shelters	8,538	12,291	20,829	9.8%	212,292	100%	Currently scoping upgrade works.
0	1,000,000	Kurralta Park Kindergarten Pedestrian Crossing	3,696	0	3,696	0.4%	1,000,000	100%	Concept design completed and developing consultation material.
641,500	934,380	Traffic Management	149,969	183,663	333,632	35.7%	934,380	100%	Various detail designs and resident consultation underway.
260,000	1,058,887	Bicycle Management Schemes	25,365	48,356	73,721	7.0%	1,058,887	100%	Various Designs being completed and seeking tenders for Reece Jennings and Linear Park upgrades.
630,000	1,100,310	Public Lighting	26,051	253,851	279,902	25.4%	1,100,310	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
Bridges									
50,000	1,799,698	Bridge Ancillary Works (as per Bridge Audit)	3,520	4,720	8,240	0.5%	1,799,698	100%	BHKC Project currently awarding tender.
Footways & Cycle Tracks									
1,035,808	1,078,155	Footpath Renewal Program	2,200	1,058,670	1,060,870	98.4%	1,078,155	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
143,811	518,076	Footpath Construction Program	0	143,811	143,811	27.8%	518,076	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
406,578	406,578	Footpath Remediation Program	0	125,337	125,337	30.8%	406,578	100%	Projects in progress; refer Urban Services Activity Report, 4 Oct 2022 for an update.
15,006,172	26,841,302	Program Total	795,986	10,225,923	11,021,909	41.1%	26,841,302	100%	
SUMMARY:									
5,659,705	9,809,925	Environment Program	663,765	2,721,612	3,385,377	34.5%	9,809,925	100%	
3,455,000	12,193,433	Recreation Program	906,875	3,331,976	4,238,851	34.8%	12,193,433	100%	
15,006,172	26,841,302	Transport Program	795,986	10,225,923	11,021,909	41.1%	26,841,302	100%	
24,120,877	48,844,660	TOTAL - ALL CAPITAL WORKS	2,366,626	16,279,512	18,646,138	38.2%	48,844,660	100%	

City of West Torrens
Budget 2022/23 - YTD 30 September 2022
(Interim Results - Selected Accounts)

2020/21 Actuals	Account	Annual		2022/23 Budget				YTD Actuals	YTD Variance	YTD % Variance
		Original Budget	Revised Budget	Revised Budget	YTD Budget	YTD Actuals	YTD Variance			
120,507	131 Training & Conference Costs	210,800	210,800	52,510	20,805	31,705	20,805	31,705	60.4	
3,569	213 Catering & Entertainment	11,940	11,940	2,945	3,330	-385	3,330	-385	-13.1	
11,737	215 Catering/Entertain-Elected Members/others	14,600	14,600	3,651	1,759	1,892	1,759	1,892	51.8	
315,118	225 Subscriptions & Associations	348,210	348,210	170,890	127,352	43,538	127,352	43,538	25.5	
13,531	229 Elected Member Travel & Training	20,000	20,000	5,000	123	4,877	123	4,877	97.5	
419,668	241 Professional Fees - Legal	365,000	398,863	123,362	86,509	36,853	86,509	36,853	29.9	
11,839	243 Professional Fees - Medical	12,000	12,000	3,000	3,465	-465	3,465	-465	-15.5	
510,162	245 Professional Fees - Consultants	819,600	1,094,338	412,135	179,181	232,954	179,181	232,954	56.5	
22,140	247 Professional Fees - Recruitment	10,000	10,000	2,499	9,590	-7,091	9,590	-7,091	-283.8	
349,253	249 Professional Fees - General	573,650	630,356	195,207	68,068	127,139	68,068	127,139	65.1	
1,777,524	Total	2,385,800	2,751,107	971,199	500,182	471,017	500,182	471,017	48.5	

11.5 Annual Report 2021-2022

Brief

This report presents the 2021-2022 City of West Torrens Annual Report.

RECOMMENDATION

The Committee recommends to Council that:

1. It approves the 2021-22 City of West Torrens Annual Report, excluding the 2021-22 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 2021-22 City of West Torrens Annual Report, make minor changes of a technical nature if required and include the City of West Torrens 2021-22 Annual Financial Statements as approved by Council.

Introduction

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

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

The 2021-22 City of West Torrens Annual Report (Annual Report), excluding the 2021-22 Annual Financial Statements (Financial Statements) has been prepared and is provided under separate cover for consideration and approval by Council. In accordance with the Act, the Council must include the reports of any subsidiary bodies in its annual report. Consequently, the Annual Report of the Brown Hill and Keswick Creeks Stormwater Board is also included in the 2021-22 City of West Torrens Annual Report.

Discussion

The Annual Report provides a summary of Council's operations during the past financial year, 1 July 2021 - 30 June 2022. The Financial Statements, as required by legislation, will be included as part of this report once they are adopted by Council and:

- a limited number of printed copies will be made available for the public to view at the Civic Centre and Hamra Centre Library;
- a limited number of printed copies will be made available for the general public to obtain, free of charge, if requested;
- the final version will be available for downloading from Council's website;
- the community will be informed via Talking Points, the website and social media that the Annual Report is published and where it can be viewed; and
- full copies will be distributed in accordance with the requirements of the Act.

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 climate impact considerations in relation to this report.

Conclusion

The City of West Torrens 2021-22 Annual Report, excluding the Financial Statements, is presented for consideration and approval by Council, with subsequent inclusion of the Financial Statements following their adoption by Council. The full Annual Report, with the inclusions, will be submitted to the parties identified in the Act by 31 December 2022, as required by law.

Attachments

- 1. City of West Torrens Annual Report 2021 - 2022 Draft (under separate cover)**

11.6 Revised LGA Training Standard for Council Members

Brief

This report presents the revised mandatory *Training Standards for Council Members* released by the Local Government Association.

RECOMMENDATION

The Committee recommends to Council that the revised mandatory LGA Training Standards report be received.

Introduction

Section 80A of the *Local Government Act 1999* (Act) and Regulation 8AA of the *Local Government (General) Regulations 2013* (Regulations), set out the legal requirements with regard to the training and development of Council Members. This includes a requirement for each council to prepare and adopt a training and development policy for its Council Members which must comply with the Local Government Association (LGA) Mandatory Training Standards pursuant to Regulation 8AA as follows:

'a council must ensure that its training and development policy -

*(a) provides that members must undertake regular training in accordance with the policy; and
(b) complies with the LGA training standards.'*

The current LGA Training Standards (Standards) came into effect in November 2014 (**Attachment 1**). These Standards provide for a community leadership competency framework (Framework) which defines the key capabilities deemed to be required to perform effectively as a Council Member as well as the core modules and the anticipated learning objectives and outcomes.

However, in anticipation of the upcoming appointment of new elected bodies and taking into account the reforms made to the Act, the LGA has recently revised the Standards (Revised Standards) which have been approved by the Minister for Local Government (**Attachment 2**).

As such, the Revised Standards are now mandated and will come into effect after the conclusion of the November 2022 local government elections.

Discussion

The *Statutes Amendment (Local Government Review) Act 2021* (Review Act) contains the most significant reforms to the local government system since parliament passed the *Local Government Act 1999* (LG Act) at the end of the last century.

As previously advised, the Review Act addresses the four (4) overarching reform areas being:

- Stronger Council Member Capacity and Better Conduct;
- Lower Costs and Enhanced Financial Accountability;
- Efficient and Transparent Local Government Representation; and
- Simpler Regulation.

Commencement of the various amendments contained in the Review Act is being staged. The first tranche of amendments took effect from 20 September 2021, the second tranche commenced on 10 November 2021, the third tranche commenced on 23 December 2021 and the remaining amendments are suspended until a day to be set by further proclamation.

One of the key changes contained in the Review Act is the implementation of a Behavioural Management Framework for Council Members (Behaviour Framework), with particular emphasis on the Behavioural Management Standards. There is no date of commencement of the Behaviour Framework but it is widely expected that it will be implemented in November 2022 following the local government elections.

As such, the Revised Standards have been developed to respond to the reforms, including the Behaviour Framework and:

- Give emphasis to the value of shared learning on Council, not just individual learning.
- Describe core leadership competencies to perform the role of council member (leadership behaviour and skill, as well as knowledge).
- Reflect the Local Government Reform outcomes as a result of the Review Act, including the new requirements of Council Members to 'ensure positive and constructive working relationships within Council'.
- Define mandatory training as well as the value of on-going learning and development.
- Has been informed by the Local Government New South Wales (LGNSW) Local Government Capability Framework and the Elected Member Skill Set within the LGA Local Government Training Package.

Modules / Leadership Competencies

The Standards identify four modules and content relevant to the knowledge and understanding of the role of Council and Council Members. These are:

1. Introduction to Local Government
2. Legal Responsibilities
3. Council and Committee Meetings
4. Financial Management and Reporting

The Revised Standards now defines the four modules as four core 'leadership competencies', these four competencies make up the 'Leadership Competency Framework' (Framework).

1. **Behaviour:** to identify attributes and develop skills that uphold the Behaviour Framework and principles of good governance.
2. **Civic:** to develop knowledge of the Australian system of government and how councils fulfil the objectives of the Act to deliver reputable community outcomes.
3. **Legal:** to develop the knowledge and skills required to meet the legal responsibilities of a Council Member.
4. **Strategy and Finance:** to develop the knowledge of integrated strategic and annual business planning and the skill to manage public funds appropriately.

The Revised Standards are based on new legislative provisions and feedback through previous consultation processes i.e. Code of Conduct, LG Reforms and Behavioural Management Framework. Each module has leadership objectives and associated learning outcomes. A key change is that the Revised Standards now focus on competency rather than a list of content to be covered in a training module and so, the learning objectives for each module have been more clearly defined. This means the Revised Standards can be used as a foundation for more formal or accredited learning for Council Members i.e. the Diploma of Local Government for Elected Members.

A pathway for accredited learning for Council Members has been subject of previous LGA Annual General Meeting resolutions. While the Revised Standards do not propose accreditation requirements, the framework and modules could inform an accreditation pathway into the future.

An outline of the modules within the four core competencies of the Revised Standards is as follows:

Competency	Module	New to Revised standard / No change to Current Standard
Behaviour	Values, Ethics & Behaviour <ul style="list-style-type: none"> - Understanding values and ethics - Behavioural Standards for Council Members - WHS, Bullying & Harassment 	New to Revised Standards
	Communication Skills <ul style="list-style-type: none"> - Effective communication - Negotiating and influencing 	New to Revised Standards
	Leadership Skills <ul style="list-style-type: none"> - Strategic thinking - Change management - Building resilience 	New to Revised Standards
Civic	Effective Council Meetings <ul style="list-style-type: none"> - Overview of the types of meetings - Council member preparation and responsibilities - Structure and purpose of meetings - Role of and purpose of information or briefing sessions 	No change to Current Standards
	Council Meeting Procedures <ul style="list-style-type: none"> - Public access - Meeting procedures - Role of the Principal Member - Moving motions, speaking to motions, and voting - Effective presentation and constructive debate - Minutes and upholding decisions of Council 	No change to Current Standards
	Representing Council Decisions <ul style="list-style-type: none"> - The role of the Principal Member as Council spokesperson - Related legislative and Council policy responsibilities - Effective use of media channels 	New to Revised Standards
Legal	Role of a Council Member <ul style="list-style-type: none"> - General duties - Conflict of Interest - Gifts & Benefits 	No change to Current Standards
	Registers, Returns and Resources <ul style="list-style-type: none"> - Register of interest - Primary and ordinary returns - Allowances and benefits 	No change to Current Standards
	Legal Protections and External Oversight <ul style="list-style-type: none"> - Anti-corruption, misconduct and maladministration 	

Strategy & Finance	Integrated Strategic Management Planning and Performance - Purpose of strategic, longer financial and asset management planning - Purpose of annual business planning and budgeting - Community engagement and performance reporting	Elements within the Current Standards, Amended within the Revised Standards to reflect the LG Reform
	Strategic Risk Management & Oversight - Strategic risk management in decision making - Role of Audit and Risk Committee - ESCOSA oversight	Elements within the Current Standards, Amended within the Revised Standards to reflect the LG Reform
	Financial Management - Managing public funds - Rating, other revenue sources and funding plan - Financial terminology and understanding financial statements and reports	Amended / New to Revised Standards

Principal Member / Mayoral Leadership

While the mandatory training is required to be undertaken by all Elected Members, including the Principal Member/Mayor, the Revised Standard introduces an additional requirement for the Principal Member/Mayor to undertake training in the following two competencies:

Competency	Module
Behaviour	Effective Leadership - Leadership attributes and resilience - Listening and influencing skills - Establishing trust and effective working relationships - Managing conflict and conflict resolution
Civic	Public Speaking & Media (skills) - Public speaking skills - Effective media engagement for Councils key spokesperson
	Meeting procedures (technical knowledge) - Formal meeting procedures
	Effective Meetings (chairing skills) - To lead a positive and ethical culture within the governing body - Provide guidance on strategic decision making and guide debate for a reputable council

Induction Program

The Revised Standard requires the Chief Executive Officer (CEO) to arrange an induction program for Elected Members which complements the Council Members mandatory training and which is expected to include (but not limited to):

- Information on administrative facilities/CEO support, Elected Member allowances and benefits, training, and development;
- A tour of the Council area and facilities;
- Information on the organisational and operational structure including, an overview of each of the functions or department; and introduction to key staff;
- A schedule of briefings on key strategic issues.

As it is important for Members, especially new Members, to be equipped with the information and knowledge required to undertake their legal functions and responsibilities, the CEO has historically arranged an induction program for the newly elected Council. This election is no different therefore; a draft induction program for the new Council is currently under development and will include the mandatory training requirements along with other induction components.

Council Leadership Workshop

Section 59 of the Act sets out the roles of members of Councils and includes an obligation to ensure positive and constructive working relationships within the Council.

The Revised Standards now includes the requirement for the CEO to arrange a Council Leadership Workshop which all Council Members must attend. This workshop is designed to assist in building effective working relationships between Members/Members and Members/Council employees and focus on Councils strategic purpose.

As such, the Induction Program will include a workshop that will provide an opportunity to:

- Build connections between Council Members and Council Members with CEO/key staff;
- Identify shared values and aspirations for delivering outcomes for the community;
- Provide an overview of existing strategic priorities, plans and strategies of Council;
- Establish effective working relationships and team culture in the context of defined roles and responsibilities.

Mid-term Council Leadership Refresher

The Revised Standards contain a requirement for all Council Members to undertake a mid-term refresher workshop regardless of whether they have undertaken training previously.

This will include (but is not limited to):

- The maintenance of effective working relationships amongst Members and with CEO/key staff.
- Legal and financial responsibilities.
- Effective Council meetings and produces.

Ongoing Personal and Professional Development

In recognition of the importance of continual learning for Council Members, the LGA has introduced ongoing personal and professional development for Council Members into the Revised Standards. This is on the basis that the LGA considers continual learning to be an important part of the experience of being a Council Member. As such, the Revised Standards facilitate and encourage continual development and learning. To this end, the Revised Standards include a guide for additional learning and development relevant to Council Members roles and responsibilities and leadership effectiveness, which does not form part of the mandatory training requirements.

Training Delivery

The Administration is currently in the process of determining the training provider(s) to deliver the required mandatory training and will ensure that the selected training provider(s) will have the appropriate expertise to support the required training outcomes and/or workshop facilitation as required by the Standards. The induction program will be presented to Members following the elections.

Timeframe

While the Standards contain a minimum time requirement of 7.5 hours, in total, for the completion of all four modules of the mandatory training program, this requirement has been removed entirely from the Revised Standards. This is in order to place the emphasis on the actual learning outcomes rather than the time that it takes to undertake the training.

At the present time it is a legislative expectation that all Council Members must complete the required mandatory training within the first 12 months of the four-year term regardless of whether they are continuing Members and/or have completed the mandatory training in previous years.

Records

As is currently the case, the Revised Standards continue to require Council Member training records to be kept in a register by the CEO. This is then published, each year, in Council's Annual Report.

Compliance

It should be noted that failure to comply with the requirements of the Revised Standards will result in a suspension of the Elected Member by Council (unless the member satisfies the council there were good reasons for the failure to comply).

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 in relation to this report.

Conclusion

This report presents an overview of the new Mandatory Training Standards for Elected Members which has been approved by the Minister and will come into effect after the November 2022 local government elections.

Attachments

1. Revised LGA Training Standards for Council Members



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LGA Training Standards for Council Members

Pursuant to Regulation 8AA of the Local Government (General) Regulations 2013

Published on 5 October 2022

Council Member Mandatory Training Requirements

Legislative Framework

Section 80A of the *Local Government Act 1999* (the Local Government Act) and Regulation 8AA of the *Local Government (General) Regulations 2013* (the General Regulations), sets out the legal requirements for training and development for council members.

A council member must comply with the prescribed mandatory requirements, which includes the LGA training standards set out in this document. Failure to comply will result in a suspension of the council member by Council (unless the member satisfies the council there were good reasons for the failure to comply).

There are further requirements relating to public notice, suspension of allowances and access to facilities and support and application to SACAT for disqualification if a member does not address the failure to comply.

Council Policy

Section 80A of the Local Government Act requires a Council to prepare and adopt a training and development policy for its council members.

- (1) A council must prepare and adopt a training and development policy for its members.
- (2) The policy—
 - (a) must be aimed at assisting members in the performance and discharge of their functions and duties; and
 - (b) must incorporate the prescribed mandatory requirements and comply with any other requirements prescribed by the regulations; and
 - (c) may specify other requirements relating to the conduct and completion of training and development by members.
- (2a) A training and development policy of a council may make different provision according to different members of the council.

Regulation 8AA of the *Local Government (General) Regulations 2013* prescribes that a training policy must comply with the LGA training standards¹.

¹ The LGA training standards means the document entitled *LGA training standards for council members* approved by the Minister for the purposes of regulation 8AA (*Local Government (General) Regulations 2013*) and published on a website maintained by the LGA.

LGA Training Standards for Council Members

The LGA Training Standards provides a community leadership competency framework, defining the key capabilities required to perform the council member role, the core modules and anticipated learning objectives and outcomes.

The framework responds to the legislative requirements and community expectations of council members. The local government sector has a strong aspiration to build and develop capabilities and the performance of council members and in return, achieve great outcomes for local communities.

The framework defines community leadership competencies in four parts:

Behaviour	To identify attributes and develop skills that uphold the Behavioural Standards and principles of good governance.
Civic	To develop knowledge of the Australian system of government and how Councils fulfil the objectives of the Local Government Act to deliver reputable community outcomes.
Legal	To develop the knowledge and skills required to meet the legal responsibilities of a council member.
Strategy & Finance	To develop the knowledge of integrated strategic and annual business planning and the skill to manage public funds appropriately.

The LGA Training Standards provides for the knowledge and skills of council members to be developed as part of induction program, council leadership workshop and training modules. Completion of this training will satisfy the mandatory training requirements. In addition, this Standard provides guidance to on-going personal and professional development.

Induction Program

Given the breadth of responsibilities held by council members, participation in a formal induction program provides the support and resources to effectively perform in the role.

The chief executive officer (CEO) will arrange an orientation and induction process for a new council which complements the completion of mandatory training. The induction program may include (but not limited to):

- information on administrative facilities/CEO support, council member allowances and benefits, training, and development
- a tour of the council area and facilities
- information on the organisational and operational structure including, an overview of each of the functions or department; and introduction to key staff
- a schedule of briefings on key strategic issues.

An induction program is important in building effective working relationships between council members. It is, therefore, the responsibility of all council members to participate in the induction program.

Council Leadership workshop

Upon election, council members are required to serve the overall public interest, put any personal differences aside and provide community leadership.

The community expects council members to focus on the work of council and effectively engage and work with each other and council employees in a respectful and professional manner.

Section 59 of the Local Government Act sets out the roles of members of councils and includes an obligation to ensure positive and constructive working relationships within the council.

All council members must attend a workshop designed to assist in building effective working relationships and focus on Councils strategic purpose.

The CEO will arrange a workshop that may include (and not limited to):

- An opportunity to build connections (between council members and council members with CEO/key staff)
- Identify shared values and aspirations for delivering outcomes for the community
- Provide an overview of existing strategic priorities, plans and strategies of Council
- Establish effective working relationships and team culture in the context of defined roles and responsibilities.

To ensure leadership effectiveness in working to deliver Councils strategic purpose, it is incumbent on all members to be well informed and engage in information or briefing sessions throughout the term.

Mayoral Leadership

Section 58 of the Local Government Act sets out the specific roles of principal members or Mayors. These include key responsibilities, as leader of the council, to provide leadership and guidance and lead the promotion of positive and constructive working relationships. To support performance in this leadership role, 'Mayoral Leadership training' must be completed by all Mayors. The Standard sets out the additional competencies required of a Mayor (in addition to the council member requirements).

Training & Timeframe

This document contains the training requirements for council members. These requirements are mandatory, and every council member must undertake the Mandatory Training within the first 12 months of their four-year term.

Training Participation & Records

Completion of mandatory training is a statutory obligation for all (continuing and new) council members. Records of council members participation in mandatory training, including leadership workshops must be kept by the council CEO in a register of training and development.

Training Delivery

Council CEOs' may use internal expertise or training providers to deliver the required mandatory training. It is important that training providers have the appropriate expertise to support the required training outcomes and/or workshop facilitation.

Mandatory training should engage all council members in an interactive learning experience to build shared leadership in fulfilling their role on Council. Alternative delivery methods may be used to complement full Council engagement in face-to-face training.

Mid-term Council Leadership Refresher

A mid-term refresher workshop and update training will be required. This will include (and not limited to):

- A mid-term Council workshop in the maintenance of effective working relationships amongst council members and with CEO/key staff.
- Legal and financial responsibilities.
- Effective Council meetings and procedures.

Ongoing Personal and Professional Development

To be effective and reputable, new and returning council members, are encouraged to continue their personal and professional development throughout the term.

This standard includes a guide for additional learning and development relevant to council members roles and responsibilities and leadership effectiveness, which does not form part of the mandatory training requirements.

Council member Leadership competency framework	Core	Modules	Learning objectives	Learning outcomes
Behaviour				
Values, ethics & behaviour <ul style="list-style-type: none"> - Understanding values & ethics - Behavioural Standards for Council Members - WHS, Bullying & Harassment 		To develop the knowledge, skills and attitudes required to meet Behavioural Standards and work, health, and safety obligations for council members	<ul style="list-style-type: none"> - Define and distinguish values, ethics & behaviour - Identify the constructive behaviours to work effectively with others and meet community expectations - Explain work, health, and safety obligations that Council members must comply with. - Identify conduct that would amount to bullying and/or harassment. 	
Communication skills <ul style="list-style-type: none"> <input type="checkbox"/> Effective communication <input type="checkbox"/> Negotiating and influencing 		To develop communication skills for effective working relationships and constructive ways to negotiate and influence others to perform the role.	<ul style="list-style-type: none"> - Define communication - Identify the characteristics of effective communication - Explain strategies that can be used to manage difficult conversations - Describe the process of negotiation and influencing positive outcomes 	
Leadership skills <ul style="list-style-type: none"> <input type="checkbox"/> Strategic thinking <input type="checkbox"/> Change management <input type="checkbox"/> Building resilience 		To develop the knowledge, skills and attitudes required to effectively perform a community leadership role	<ul style="list-style-type: none"> - Identify the characteristics of a strategic thinker - Define change management in context to Council's complex and integrated business - Identify methods by which strategic and integrated thinking applies - Identify methods and strategies to build resilience to competently fulfil role 	



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Council member Leadership competency framework	Core	Modules	Learning objectives	Learning outcomes
CIVIC				
		<p>Introduction to local government</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Australian System of Government <input type="checkbox"/> Role, functions and objectives of Local Government <input type="checkbox"/> Composition and Council Structures <input type="checkbox"/> Role of Council to CEO/staff and working together <input type="checkbox"/> Council Services <p>Effective council meetings</p> <ul style="list-style-type: none"> <input type="checkbox"/> Overview of the types of meetings <input type="checkbox"/> Council member preparation and responsibilities <input type="checkbox"/> Structure and purpose of meetings <input type="checkbox"/> Role of and purpose of information or briefing sessions <p>Council meeting procedures</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public access <input type="checkbox"/> Meeting procedures <input type="checkbox"/> Role of the Principal Member <input type="checkbox"/> Moving motions, speaking to motions, and voting <input type="checkbox"/> Effective presentation and constructive debate <input type="checkbox"/> Minutes and upholding decisions of Council <p>Representing council decisions</p> <ul style="list-style-type: none"> <input type="checkbox"/> The role of the Principal Member as Council spokesperson <input type="checkbox"/> Related legislative and Council policy responsibilities <input type="checkbox"/> Effective use of media channels 	<p>To develop knowledge of the role and function of local government and how Council can effectively fulfill the objectives in the Local Government Act.</p> <p>To develop knowledge of the range of council meetings that may be held and to identify the responsibilities of council members to contribute to effective meetings.</p> <p>To define the behaviour and develop the knowledge and skills to contribute to the effective operation of meetings procedures.</p> <p>To develop knowledge of the legislative provisions, policies and processes that relate to effective ways Council and council members represent Council meeting decisions.</p>	<ul style="list-style-type: none"> - Explain the role of local government in the Australian System of Government - Define and explain the role and function of Council - Define and explain the separate roles of the elected Council to CEO/staff, both the legislative provisions and operational structures that support effective working relationships. - List the types of meetings held by a council - Identify how council meetings are structured and the purpose of such meetings - Identify the responsibilities of council members to prepare for council meetings - Define and explain the role of an information or briefing session and effective participation - Identify meeting procedures that apply to council meetings - Explain the role of the Principal Member at council meetings - Define 'a motion' and explain how motions are moved, spoken to, and voted upon - Identify methods for effectively presenting information and engaging in constructive debate at council meetings - Explain the purpose of Minutes and describe how council decisions are upheld - Explain the role of the Principal Member - Identify different media channels used by Council - Explain the legislative requirements and Council policies relating to media - Define the role of council member and effective ways to use Councils and council members media channels (including social media)



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Council member Leadership competency framework	Core	Modules	Learning objectives	Learning outcomes
	Legal	Role of a council member <input type="checkbox"/> General duties <input type="checkbox"/> Conflict of interest <input type="checkbox"/> Gifts & Benefits	To develop an ability to interpret and analyse legislative provisions that identify the role of a council member	<ul style="list-style-type: none"> - Define the general duties of a council member - Explain the principles to be observed - Define a conflict of interest and explain the obligations if a conflict of interest exists - Describe the obligations of council members concerning the receipt of gifts or benefits
		Registers, returns and resources <input type="checkbox"/> Register of interest <input type="checkbox"/> Primary and ordinary returns <input type="checkbox"/> Allowances and benefits Legal protections and oversight <ul style="list-style-type: none"> - Corruption, misconduct and maladministration 	To develop the knowledge of obligations for declaring interests, the resources to support the role of council member and the agencies that have external oversight (Ombudsman SA, OPI, ICAC, Minister for Local Government, District Court and SACAT)	<ul style="list-style-type: none"> - Explain the purpose and obligations of a Register of Interest - Define a 'primary' and 'ordinary' return and the information that is contained in such returns - Explain the supporting resources and what legal protections are offered to council members <input type="checkbox"/> Explain the different external bodies in providing external oversight in upholding public integrity and council member obligations
	Strategy & Finance	Integrated strategic management planning and performance <input type="checkbox"/> Purpose of strategic, longer financial and asset management planning <input type="checkbox"/> Purpose of annual business planning and budgeting <input type="checkbox"/> Community engagement and performance reporting	To develop the knowledge required to undertake integrated strategic management, financial planning, and performance	<ul style="list-style-type: none"> - Define 'integrated strategic management planning' - Describe the purpose of strategic, financial asset management planning - Explain the purpose of annual business planning and budgeting - Identify legislative requirements, Council policy and methods for community engagement and performance reporting
		Strategic risk management & oversight <input type="checkbox"/> Strategic risk management in decision making <input type="checkbox"/> Role of Audit and Risk Committee <input type="checkbox"/> ESCOSA oversight	To develop the knowledge of strategic risk management and oversight	<ul style="list-style-type: none"> - Identify types of strategic risk and opportunity (ie financial sustainability, climate change) - Identify the features of effective strategic risk management and decision making - Define the role of a council's Audit and Risk Committee - Define and explain the role of ESCOSA
		Financial management <input type="checkbox"/> Managing public funds <input type="checkbox"/> Rating, other revenue sources and funding plan <input type="checkbox"/> Financial terminology and understanding financial statements and reports	To develop the knowledge and skill to undertake contribute to effective financial management	<ul style="list-style-type: none"> - Identify appropriate methods for managing public funds and procurement practice - Explain how Councils raise revenue from rating and other sources - Define financial terminology and effectively interpret the purpose of Council financial statements and reports



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As Section 58 of the Local Government Act prescribes specific responsibilities for the Principal Member or Mayor to provide leadership and guidance for Council the following training (in addition to the council member training) is required by the Principal Member or Mayor.

Core	Modules	Learning objectives	Learning outcomes
Principal member Leadership competency framework	Behaviour Effective leadership <input type="checkbox"/> Leadership attributes and resilience <input type="checkbox"/> Listening and influencing skills <input type="checkbox"/> Establishing trust and effective working relationships <input type="checkbox"/> Managing conflict and conflict resolution	To develop the knowledge, skills and attitudes required to be an effective Principal Member of a Council	<ul style="list-style-type: none"> - Identify leadership attributes to perform the role and support resilience - Explain listening and influencing skills that will assist a Principal Member carry out their role - Identify methods for establishing trust and for developing ongoing and effective relationships - Define conflict and explain appropriate methods for managing and resolving conflict
	Civic Public speaking & media (skills) <input type="checkbox"/> Public speaking skills <input type="checkbox"/> Effective media engagement for Councils key spokesperson	To develop the knowledge and skill that will enable a Principal Member to speak confidently and effectively in public on behalf of Council	<ul style="list-style-type: none"> - Define the role of a Principal Member as the key Council spokesperson - Identify the attributes, qualities, and skills of an effective public speaker and media spokesperson
	Meeting procedures (technical knowledge) - Formal meeting procedures Effective Meetings (Chairing skills) - To lead a positive and ethical culture within the governing body - Provide guidance on strategic decision making and guide debate for a reputable council.	To effectively chair council meetings with the technical knowledge of meeting procedures and the skills to support constructive debate and effective decision making.	<ul style="list-style-type: none"> - Identify the procedures that formally guide Council meetings (commencement, questions with or without notice, motions, speaking to motions, amendment of motions, formal motion, address to motion, voting, divisions, points of order, interruption of meeting, suspension, and removal of member, deputations and public question time) - Identify skills that will enable a meeting to be chaired effectively and efficiently and that will promote respectful and constructive debate for strategic decision making.



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On-going personal and professional development

While there are no specific qualifications or experience required to be a council member, to be effective, council members need to demonstrate leadership qualities and a willingness to learn.

The LGA has developed a Leadership Effectiveness Tool which can assist council members to identify current leadership strengths (attributes, qualities, skills, and knowledge) and areas to further develop as part of a Council Member Professional Development Plan. [insert link]

Below is a guide to additional, optional professional learning and development opportunities that have been identified as valuable to building council member skills and knowledge, in addition to the mandatory training modules.

Many of the opportunities listed under 'Knowledge' will be gained through experience on council. It is not council members role to be subject matter experts or be involved in operational functions. This is the role and support the CEO and administration provide. However, seeking to develop a high-level understanding of these areas of Councils business and services is important in context of Councils community leadership and decision making.

Attributes, Qualities & Skills	
Building emotional intelligence	Effective time management
Building leadership resilience	Ethics & leadership
Complex and integrated decision making	Leading difficult conversations
Communication and presentation skills	Learning to speed read
Digital technology skills	Listening and coaching skills
Effective advocacy & leadership	Negotiation & facilitation skills
Effective community engagement	Presentation skills
Effective social media management	Strategic and critical thinking
Knowledge	
Audit & Risk (for Committee members)	Environment and waste management
Business excellence	Financial management
Climate change and risk	Planning & building
Community development	Procurement process
Community health & safety	Roads, assets & infrastructure
Culture, arts & events	Strategic risk management
Diversity & inclusion	Streetscapes, parks, and open space
Economic development	Understanding sustainable debt



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11.7 Legislative Progress Report - October 2022

Brief

This report provides an update on the status of proposed legislative changes affecting local government either dealt with in Parliament, by the Local Government Association, or contained in the Government Gazette between the last meeting of the Committee and 4 October 2022.

RECOMMENDATION

The Committee recommends to Council that the Legislative Progress Report - October 2022 be received.

Introduction

This report provides a monthly update on the progress of Bills through Parliament, using Parliament's defined stages, as well as items contained with the Government Gazette that relate to the City of West Torrens.

Information on the status of all Bills and Acts is available on the South Australian Legislative Tracking and the Federal Register of Legislation websites at:

<https://www.parliament.sa.gov.au/Legislation/SALT> and/or <https://www.legislation.gov.au/>

The Parliamentary Library is now releasing Weekly Summaries of each sitting week of the House of Assembly. These summaries will now be attached (where relevant) to each of these reports (**Attachment 1**).

Discussion

New Proposed Amendments to Legislation

Local Government (Defaulting Council) Amendment Bill

The District Council of Coober Pedy has been under administration since 24 January 2019 following an investigation by the Ombudsman SA. However, on 7 September 2022, the Minister for Local Government, Hon G G Brock, introduced a Bill to extend the period of this administration until the local government elections in 2026.

The House of Assembly resumed the second reading debate for this Bill on 8 September 2022. The House of Assembly passed the Bill without amendment and sent it to the Legislative Council for consideration where it also passed without amendment.

The Bill is currently awaiting assent.

Plebiscite (South East Council Amalgamation) Bill 2022

On 7 September 2022, the Minister for Local Government, Hon G G Brock, introduced a Bill to enable the Electoral Commission of South Australia (ECSA) to conduct plebiscites in the District Council of Grant and the City of Mount Gambier. The plebiscite seeks to establish whether there is sufficient community support to amalgamate these two councils into one single Council.

The Bill passed the House of Assembly on 7 September 2022 and passed in the Legislative Council with amendments on 27 September 2022. The amendments agreed to by both Houses removed the requirement for the Electoral Commissioner to publish the certified result of the plebiscite on the Electoral Commission website.

<p>Other minor modifications were agreed to that facilitated the operation of the plebiscite.</p> <p>The <i>Plebiscite (South East Council Amalgamation) Act 2022</i> (Act) received assent and was proclaimed on 29 September 2022. The Act also came into operation on this date. Further information can be found in Government Gazette No. 69 - 29 September 2022.</p>
<p>Bills previously reported on where the status changed</p>
<p>Nil</p>
<p>Bills previously reported on where the status remains unchanged</p>
<p><i>Unclaimed Money Bill 2021</i></p> <p>Government Bill</p>
<p>The Hon. D C van Holst Pellekaan MP introduced the <i>Unclaimed Money Bill 2021</i> to the House of Assembly on 5 May 2021.</p> <p>The Bill makes provisions for the publication of information about, and the repayment of, unclaimed money. It makes related amendments to various Acts, including to repeal the <i>Unclaimed Moneys Act 1891</i>.</p> <p>The House of Assembly passed the Bill without amendment and sent it to the Legislative Council for consideration on 26 October 2021.</p> <p>The Legislative Council returned the Bill without amendment on the 16 November 2021 and the Bill was assented to by the Governor on 30 November 2021.</p> <p>The Bill is currently awaiting commencement.</p>
<p>Government Gazette Notices</p>
<p>Nominations Confirmation</p>
<p>At the close of nominations at 12 noon Tuesday 6 September 2022, the Electoral Commissioner of South Australia and Returning Officer, Mick Sherry, accepted candidates and the order in which they will appear on the ballot papers if not elected unopposed.</p> <p>Further information can be found in Government Gazette No. 65 - 15 September 2022.</p>
<p>Proclamations</p>
<p><i>Local Government (Elections) (Assisted Voting) Amendment Regulations 2022</i></p>
<p>The <i>Local Government (Elections) (Assisted Voting) Amendment Regulations 2022</i> (Regulations) made under the <i>Local Government (Elections) Act 1999</i> inserts two additional provisions related to an assisted voting method that may be used by prescribed electors in local government elections.</p> <p>The Regulations now allow for a sight-impaired person or a person who is outside South Australia for a designated period of time to use telephone assisted voting in order to participate in local government elections.</p>

The Regulations came into operation on 29 September 2022.

Further information can be found in Government Gazette No. 69 - 29 September 2022.

LG Reform Commencement

Nil

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 in relation to this report.

Conclusion

This report on legislative amendments is current as at 4 October 2022.

Attachments

1. **House of Assembly - Weekly Summary - 6 to 20 September 2022**



Business of the House

Bragg By-election – New Member Sworn in.

On the morning of Tuesday 6 September, the Speaker reported to the House the receipt by him of the return to the writ issued for the election of a Member to serve in the District of Bragg, in place of Hon. V A Chapman who resigned on 31 May 2022. The Speaker advised that Mr Jack Andrew Batty was certified to be duly elected for the District of Bragg.

Mr Batty as required under Section 42 of the Constitution Act 1934 subscribed to the Oath of Allegiance.

Section 42 of the Constitution Act provides that no Member shall be permitted to sit or vote in the House until that Member has taken and subscribed to the Oath of Allegiance. Alternatively, a Member may make an Affirmation in lieu of the Oath, pursuant to section 13 of the *Oaths Act 1936*:

The oath or affirmation must be administered by a person authorised by the Governor to do so. On this occasion, the oath was administered by the Speaker, Hon. D R Cregan.

The Hansard transcript of the swearing in of the Member for Bragg is available from the [Parliament's website](#).

The Member for Bragg gave his first speech during the debate on the Plebiscite (South East Amalgamation) Bill. Members elected at By-elections are generally unable to use the Address in Reply to the Governor's Speech debate at the beginning of a parliament or session which by its nature allows for wide ranging debate.

The normal rules of relevance do not apply when the first speech is given as part of debate on a Bill. The [Parliament's website](#) has the transcript of the Members first speech.

Alteration to Standing Order No. 39 – Prayers and Acknowledgement of Country and Traditional Owners

On Tuesday 6 September, the Premier (Hon. P B Malinauskas), pursuant to notice, moved the following proposed alterations to standing order No 39:

To add in the heading after the word 'Prayers' the words 'and Acknowledgement of Country and Traditional Owners', to insert after the words 'following prayers' the words 'and acknowledgement of country and traditional owners', to insert before the word 'Whilst' the words 'We acknowledge Aboriginal and Torres Strait Islander peoples as the traditional owners of this country throughout Australia, and their connection to land and community. We pay our respects to them and their culture and to Elders both past and present.' and to insert after the words 'Whilst prayers' the words 'and acknowledgement of country and traditional owners', be adopted.

The House supported the proposed amendment.

The adopted change will incorporate an acknowledgement of country and traditional ownership into the Standing Orders. To date, acknowledgement of traditional owners has only been a practice of the House which was first established by Speaker Breuer on 27 May 2010.

Pursuant to Section 55 of the Constitution Act 1934, the Minister for Tourism (Hon. Z L Bettison) then moved that the alterations to Standing Orders adopted by this House be laid before the Governor by the Speaker for approval

Debate on this alteration to the Standing Orders is available from the [Parliament's website](#).

Motions

Homelessness Week – Motion re

On Wednesday 7 September, the House agreed to the following motion moved by the Member for Adelaide (Ms Hood):

That this House –

- (a) acknowledges that Homelessness Week occurred from 1 to 7 August 2022;
- (b) recognises the plight of those facing homelessness and the particular vulnerability of rough sleepers;
- (c) congratulates the Malinauskas Labor Government on its 2022 election commitment of \$6m to the Hutt Street Centre, St Vincent de Paul, Vinnies and Catherine House to improve homelessness services in South Australia; and
- (d) congratulates the Malinauskas Labor Government on its election commitment to invest more than \$180m in new funding into the South Australian Housing Trust.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Commonwealth Games

On Thursday 8 September, the House agreed to the following motion moved by the Minister for Recreation, Sport and Racing (Hon. K A Hildyard) and amended by the Member for Elizabeth (Mr Odenwalder):

That this House –

- (a) acknowledges and congratulates the 55 South Australian athletes who competed at the 2022 Commonwealth Games, for their achievements, dedication and hard work in representing their country on the world stage;
- (b) recognises the achievements of all medalists who helped Australia finish on top of both the Gold Medal and overall medal tally in Birmingham;
- (c) recognises all the performances of South Australian athletes who, individually and as team mates, won 26 Gold Medals, including –
 - i. Sophie Edwards, Chloe Moran, Leigh Hoffman, Matthew Richardson, Matthew Glaetzer, Georgia Baker, Rohan Dennis Kristina Clonan, Caitlin Ward and Maeve Plouffe (Cycling);
 - ii. Christopher McHugh and Paul Burnett (Beach Volleyball);
 - iii. Jessica Stenson (Marathon) and Kurtis Marschall (Pole Vault);
 - iv. Tahlia McGrath, Megan Schutt, Amanda-Jade Wellington and Darcie Brown (Cricket);
 - v. Matthew Temple, Meg Harris, Kyle Chalmers, Madison Wilson and Zac Incerti (Swimming); and
 - vi. Sarah Klau (Netball) Tom Whickham (Hockey).
- (d) acknowledges that the Commonwealth Games are the 'friendly games' where para and able-bodied athletes compete on the same stage, promoting inclusivity and achievement through sport; and
- (e) recognises the huge sacrifices and part played by parents, family members, partners and friends in the lives of all athletes, whether it be at the elite or community level, to support their loved ones in their achievements.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Referral to the Social Development Committee – House of Assembly Petition No. 96.

On Thursday 8 September, the House agreed to the following motion moved by the Minister for Education Training and Skills (Hon. B I Boyer):

That the House of Assembly Petition No. 96, entitled School and Preschool Funding for Children and Students with Additional Needs, be referred to the Social Development Committee for inquiry and report.

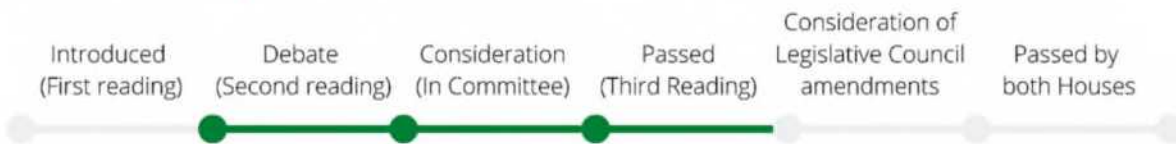
The Hansard transcript of the debate is available from the [Parliament's website](#).

Government Bills

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills passed

Superannuation Funds Management Corporation of South Australia (Investment in Russian Assets) Amendment Bill



On Tuesday 6 September, the House resumed the second reading debate on this Bill (adjourned on 7 July). The House agreed to the second reading and considered the Bill in Committee. The House passed the Bill without amendment and sent it to the Legislative Council for consideration.

The Bill is available from the [Legislation SA website](#).
The Hansard transcript of the debate is available from the [Parliament's website](#).

Plebiscite (South East Council Amalgamation) Bill



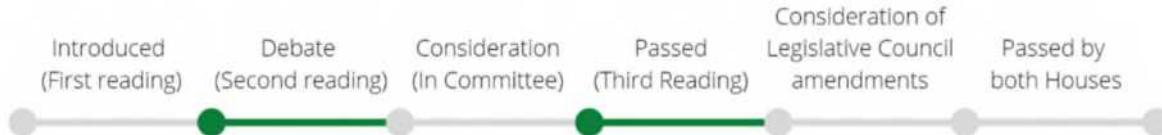
On Wednesday 7 September, the Minister Local Government (Hon. G G Brock), introduced a Bill for an Act to provide for plebiscites in the District Council of Grant and the City of Mount Gambier to ascertain the level of support for the examination of an amalgamation of those councils to form a single council, and for other purposes. The Minister then moved that Standing Orders be and remain so far suspended as to enable the Bill to pass through all remaining stages without delay.

The Question was put and passed

The Minister then moved the second reading of the Bill, debate ensued, and the House then agreed to the second reading and considered the Bill in Committee. The House passed the Bill without amendment and sent it to the Legislative Council for consideration.

The Bill is available from the [Legislation SA website](#).
The Hansard transcript of the debate is available from the [Parliament's website](#).

Local Government (Defaulting Council) Amendment Bill



On Wednesday 7 September, the Minister for Local Government (Hon. G G Brock), introduced a Bill for an Act to amend the Local Government Act 1999. The second reading debate was adjourned to the next day of sitting.

On Thursday 8 September, the House resumed the second reading debate on this Bill. The House passed the Bill without amendment and sent it to the Legislative Council for consideration.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

Bills introduced

Rail Safety National Law (South Australia) (Miscellaneous) Amendment Bill



On Wednesday 7 September, the Minister for Infrastructure and Transport (Hon. A Koutsantonis), introduced a Bill for an Act to amend the Rail Safety National Law (South Australia) Act 2012. The second reading debate was adjourned to the next day of sitting.

The Bill is available from the [Legislation SA website](#).
 The Minister's second reading speech is available from the [Parliament's website](#).

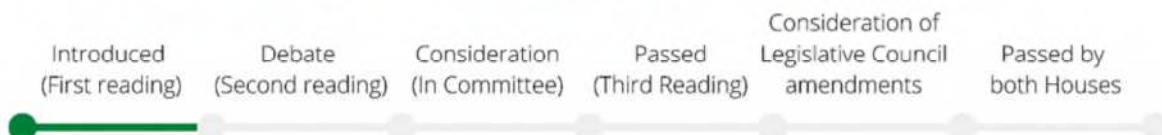
National Electricity Law (South Australia) Consumer Data Right) Amendment Bill



On Wednesday 7 September, the Minister for Infrastructure and Transport (Hon. A Koutsantonis), introduced a Bill for an Act to amend the National Electricity (South Australia) Act 1996. The second reading debate was adjourned to the next day of sitting.

The Bill is available from the [Legislation SA website](#).
 The Minister's second reading speech is available from the [Parliament's website](#).

Statutes Amendment (National Energy Laws) (Gas Pipelines) Bill



On Wednesday 7 September, the Minister for Infrastructure and Transport (Hon. A Koutsantonis), introduced a Bill for an Act to amend the National Electricity (South Australia) Act 1996, the National Energy Retail Law (South Australia) Act 2011 and the National Gas (South Australia) Act 2008. The second reading debate was adjourned to the next day of sitting.

The Bill is available from the [Legislation SA website](#).
 The Minister’s second reading speech is available from the [Parliament’s website](#).

Gene Technology (Adoption of Commonwealth Amendments) Amendment Bill



On Wednesday 7 September, the Minister for Health and Wellbeing (Hon. C J Picton), introduced a Bill for an Act to amend the Gene Technology Act 2001. The second reading debate was adjourned to the next day of sitting.

The Bill is available from the [Legislation SA website](#).
 The Minister’s second reading speech is available from the [Parliament’s website](#).

Bills debated

Criminal Law Consolidation (Human Remains) Amendment Bill

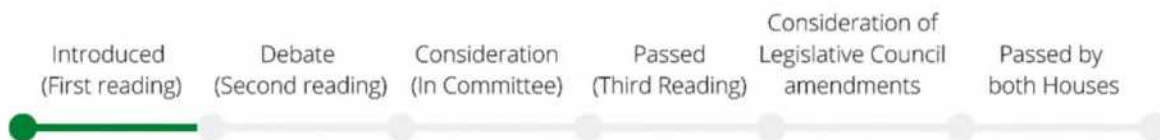


On Thursday 8 September, the House resumed the debate on the second reading of this Bill (adjourned on 31 May). The debate was further adjourned until Tuesday 20 September.

The Bill is available from the [Legislation SA website](#).
 The Minister’s second reading speech is available from the [Parliament’s website](#).

Bills received from the Legislative Council

Bills received and introduced



The following Government Bills were passed by the Legislative Council and sent to the House of Assembly for consideration:

- Statutes Amendment (Attorney-General’s Portfolio) Bill (Tuesday 6 September)
- Burial and Cremation (Interment Rights) Amendment Bill (Thursday 8 September)

The Bills were read a first time and the second reading was made an order of the day for the next day of sitting.

The Bills are available from the [Legislation SA website](#).

Private Members’ Bills

Between 10.30am and 11.30am on each Wednesday of sitting, the House debates Private Members’ Bills. These are Bills introduced by Members who are not Government Ministers.

Details on the passage of Bills through the House are available from the [South Australian Legislative Tracking](#) page of the Parliament's website.

Bills debated

Freedom of Information (Ministerial Diaries) Amendment Bill

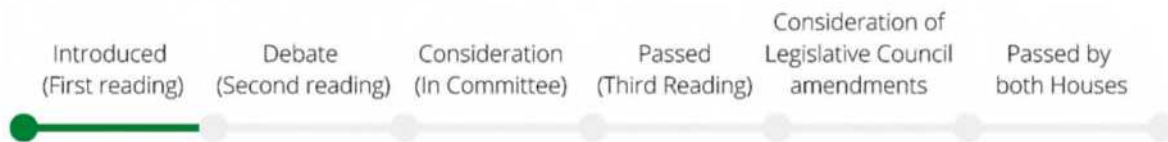


On Wednesday 7 September, The Member for Heysen (Mr Teague) moved the second reading of this Bill. The debate was further adjourned until Wednesday 21 September 2022.

The Bill is available from the [Legislation SA website](#).
Mr Teague's second reading speech is available from the [Parliament's website](#).

Bills received from the Legislative Council

Bills received and introduced



The following Private Members' Bills were passed by the Legislative Council and sent to the House of Assembly for consideration:

- Freedom of Information (Ministerial Diaries) Amendment Bill (Tuesday 6 September)
- State Assets (Privatisation Restrictions) Amendment Bill (Thursday 8 September)

The Bills were read a first time and the moving of the second reading was adjourned until the next day of sitting and Wednesday 21 September respectively.

The Bills are available from the [Legislation SA website](#).

Committees

At 11.00am to 12.00pm on Thursday of each sitting week, the House debates reports of Committees and motions regarding subordinate legislation (regulations). Committee reports may be tabled at 2.00pm each sitting day during routine business.

Details on committees, including inquiries and reports, are available from the Parliament's website via: <https://www.parliament.sa.gov.au/en/Committees/Committees-Detail>

Committee Reports tabled

Economic and Finance Committee

The Presiding Member (Mr Hughes) of the Economic and Finance Committee, tabled a report:

- 2nd Report – Embedded Networks in South Australia.

Legislative Review Committee

The Member for Playford (Mr Fulbrook) tabled two reports of the Legislative Review Committee:

- 12th Report – Subordinate Legislation.
- 13th Report – Subordinate Legislation.

Public Works Committee

The Presiding Member (Mr Brown) of the Public Works Committee, tabled three reports:

- 3rd Report – Women’s and Children’s Hospital Upgrade Sustainment Program – Addendum.
- 4th Report – An inquiry into the North-South Corridor – Torrens to Darlington Tunnels – Final Report.
- 5th Report – An inquiry into Intersection Works and Compulsory Acquisition - Final Report.

Committee Reports noted

Legislative Review Committee

On Thursday 8 September, the Member for Playford (Mr Fulbrook) moved to note the following Public Works Committee reports:

- Legislative Review Committee – Report on House of Assembly Petition No. 96 of 2021- School and Preschool Funding for Children and Students with Additional Needs.

Public Works Committee

On Thursday 8 September, the Presiding Member (Mr Brown) of the Public Works Committee moved to note the following reports of the Committee:

- 2nd Report – Patawalonga South Gates Upgrade.
- 3rd Report – Women’s and Children’s Hospital Upgrade Sustainment Program
- 4th Report – An Inquiry into the North-South Corridor – Torrens to Darlington Tunnels – Final Report.
- 5th Report – An inquiry into the Intersection Works and Compulsory Acquisition.

A number of Members spoke to the reports. The Hansard transcripts of the debates are available from the [Parliament’s website](#).

Petitions

One petition was presented:

- No. 5 Mr Pederick from 101 Ratepayers of Mannum Waters Marina and greater South Australia requesting the House to urge the Government to repeal the section of the Landscape South Australia Act 2019 that requires recovery of evaporation water at Mannum Waters Marina by application of a levy upon the Mid Murray Council and ratepayers.

Papers

All papers tabled in the House of Assembly are available from the [Tabled Papers and Petitions database](#) on the Parliament’s website.

Questions

Questions without notice (Question Time)

63 questions were asked to Ministers during Question Time (47 by Opposition Members, 15 by Government Members and 1 by an Independent Member). Pursuant to Standing Order No. 78, Question Time is held from 2.00pm on each sitting day.

The Hansard transcripts of Question Time are available from the Parliament’s website.

Question Time is live streamed each sitting day via the [Parliament’s website](#) and [Facebook page](#).

Sitting times and adjournment

Sitting times

The House sat for three days and a total of 17 hours and 44 minutes:

- Tuesday 6 September – 11.00 am to 5.41 pm

- Wednesday 7 September – 10.30 am to 8.20 pm
- Thursday 8 September – 11.00 am to 5.34 pm.

Adjournment

At 5.34 pm on Thursday 8 September, the House adjourned until Tuesday 20 September 2022 at 11.00am.

Further information

Further information is available from the Parliament of South Australia's website via the following pages:

- [Business of the Assembly](#) – links to Notice Papers and daily programs;
- [Committees](#) – information on the work of parliamentary committees;
- [Standing Orders](#) – the rules of the House of Assembly;
- [SA Legislative Tracking System](#) – information on the progress of bills;
- [Tabled Papers and Petitions](#) – indexes and database of tabled papers;
- [Votes and Proceedings](#) – official record of the House of Assembly;
- [Hansard](#) – transcripts of the proceedings of Parliament; and
- [Glossary](#) – a glossary of Parliamentary terms.

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House of Assembly Weekly Summary

55th Parliament, 1st Session

20 September 2022

Message from the Governor

The following Message from the Governor was received and read:

DEATH OF HER MAJESTY QUEEN ELIZABETH II

ACCESSION OF HIS MAJESTY KING CHARLES III

Message No. 7

The Governor informs the House of Assembly that she has learned with the deepest regret, that our late most Gracious Sovereign, Her Majesty Queen Elizabeth the Second passed away at Balmoral Castle, United Kingdom on the 8th day of September 2022.

The Governor further informs the House of Assembly that on the 11th day of September 2022, His Majesty King Charles the Third was duly and lawfully proclaimed King of Australia and His other Realms and Territories, Head of the Commonwealth.

Government House, 20 September 2022

F Adamson, GOVERNOR

Motion

Address to His Majesty the King – Motion re

On Tuesday 20 September, the Premier (Hon. P B Malinauskas) moved a Suspension of Standing Orders to enable a motion for an Address to His Majesty the King to be moved forthwith, and to be completed in lieu of Question Time.

The Premier then moved the following motion:

To His Most Excellent Majesty, King Charles III- we the Members of the House of Assembly of South Australia in Parliament assembled, take this earliest opportunity of expressing our deep sympathy in the great sorrow which Your Majesty and members of the Royal Family has sustained through the death of our Sovereign Queen Elizabeth II who was loved for the grace, devotion, and steadfast resolve displayed over her reign of 70 years.

We acknowledge and pay tribute to Her Majesty's lifetime of dedicated service and our gratitude at the commitment she made to the people of South Australia and the Commonwealth.

We also offer our sincere congratulations on Your Majesty's accession to the Throne and to express the hope that Your Majesty may enjoy a long and prosperous reign.

The debate was concluded with unanimous agreement - demonstrated by Members standing silently in their places for one minute.

The Premier then moved - That the Speaker transmit the Address to Her Excellency the Governor with a request that Her Excellency cause the same to be forwarded for presentation to His Majesty.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Sitting times and adjournment

Sitting times

The House sat for one day and a total of 4 hours and 24 minutes:

- Tuesday 20 September – 11.00 am to 4.24 pm

Adjournment

At 4.24 pm on Tuesday 20 September, the House adjourned until Tuesday 27 September 2022 at 11.00am.

Further information

Further information is available from the Parliament of South Australia's website via the following pages:

- [Business of the Assembly](#) – links to Notice Papers and daily programs;
- [Committees](#) – information on the work of parliamentary committees;
- [Standing Orders](#) – the rules of the House of Assembly;
- [SA Legislative Tracking System](#) – information on the progress of bills;
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- [Hansard](#) – transcripts of the proceedings of Parliament; and
- [Glossary](#) – a glossary of Parliamentary terms.

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GOD SAVE THE KING!

12 MEETING CLOSE

CITY OF WEST TORRENS



ATTACHMENT

UNDER SEPARATE COVER

City Finance and Governance Standing Committee

18 October 2022

Item 11.5 Annual Report 2021-2022

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City of West Torrens Annual Report 2021-2022

DRAFT





westtorrens.sa.gov.au/mission

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From the Chief Executive Officer

Welcome to my Chief Executive Officer Report for the City of West Torrens' 2021-22 financial year. As the 12 months ended on 30 June 2022, all at the City of West Torrens could reflect with considerable satisfaction on a year during which – and despite the lingering challenges posed by the COVID-19 pandemic – we have achieved much as we continue to pursue our vision of West Torrens being the best place to live, work and enjoy life.

While many of these achievements will be covered in greater detail elsewhere in the reports of the various divisions, I would like to highlight just a few areas – and several significant achievements within them – of particular importance.

Among these are our sustainability efforts, transport and related infrastructure developments, major reviews undertaken and plans initiated, the continued rollout of our Open Space and Asset Renewal programs and softer subjects such as social events and art initiatives that remain a vital thread in the fabric of community health and wellness.

Thanks to Federal, State and Local Government grant funding opportunities, in many cases these being matched by our contribution, we invested almost \$32 million in infrastructure in 2021-22. The major beneficiaries were roads and footpaths (\$15.1 million), buildings and public land (\$6.3 million) stormwater and drainage (\$5.4 million), recreational facilities (\$3.4 million) and plant and equipment (\$1.7 million).

A further \$4.8 million was spent on the ongoing upgrade of community facilities as part of our Asset Renewal and Open Space program, with the lion's share going to Thebarton Oval/Kings Reserve (\$1.8 million), Apex Park/Lockleys Oval (\$1.2 million), Richmond Oval (\$1 million) and the iconic Thebarton Theatre (\$800,000). Many of these projects are staged developments during the next few years so our community can be assured that we are doing everything possible to provide state-of-the-art public amenities while responsibly managing funds.

Quality open space is integral to achieving our vision of being the best place to live, work and enjoy life. Given the increase in infill developments and their impact on the demand for open space, we used the year in review to develop a new 5-year plan that reflects the current reality and remains relevant for the community.

By endorsing the City of West Torrens Open Space Plan 2021-2026 in September 2021 (following a period of community consultation) we have since been finalising a plan we believe carries all the elements required to best position us to provide spaces that are planned, managed and maintained in a way that delivers maximum benefit to our community.

We place significant value on open space as we appreciate that, in both its structured and unstructured form, it provides opportunities for people to play sport, be active, relax and connect with nature and other people. This, in turn, supports our community's health and wellbeing. Furthermore, it delivers parks, trees, streetscapes and landscapes which enhance the amenity of West Torrens, provide shading and cooling in hot weather and improve biodiversity and stormwater management; we look forward to delivering on this exciting and extensive plan in the years to come.

Community initiatives and services, among them waste management (\$7.3 million), community development (\$2.1 million), public lighting (\$1.1 million), grants and donations (\$700,000) and community care (\$600,000) were also beneficiaries of significant budget allocations. It is fair to say the year in review was itself one of review, with 6 strategic plans coming under the microscope – these being the Waste and Resource Recovery Strategy, the West Torrens Stormwater Management Plan, the Transport and Movement Strategy, the Climate Adaptation and Mitigation Strategy, the Organisational Workforce Strategy and the Dog and Cat Management Plan.

Expanding on these, waste management is clearly a priority and during the year in review we captured our commitment to reduce our impact on the environment in our Draft Waste and Resource Recovery Strategy 2022-2032.

The Plan is our response to a situation where some \$6.5 million is spent each year on waste and resource recovery and management. It documents what needs to be done if we are to meet the needs and expectations of our community and remain at the forefront of exemplary environmental management.

While developing the strategy, we identified a potential solution that promised immediate recycling benefits for our community and, in concluding an arrangement with Sydney-based start-up company, RecycleSmart, we will become the first council in South Australia to implement a home collection service for recyclable items that cannot be recycled through our traditional kerbside waste service when the 6-month trial begins in August 2022.

In addition, we used the financial year in review to endorse our weekly green waste collection opt-in trial among 750 households in West Beach. Conceptualised in 2020, the trial incorporated our Compost Bin Rebate Scheme and saw green waste collected weekly, while the traditional weekly collection of general waste was pushed out to fortnightly. It ran from February 2021 to January 2022, with early indications suggesting it was a resounding success and holds promise for both savings and environmental welfare through composting.

Another significant development in the area of environmental responsibility is the work we have undertaken with the owners of the 8,500 public lights across West Torrens, South Australian Power Networks (SAPN), to transition street lighting to the more energy-efficient and environmentally friendly LED lighting.

Following a trial of LED street lighting in Kurralta Park, we agreed that the use of LEDs provides better light output at lower electricity consumption and, as such, LED should be – and is already – our first preference when adding new lights or replacing existing ones.

In a further move to underscore our unwavering commitment to mitigate the effects of climate change by reducing our carbon footprint, cutting our waste to landfill and promoting a healthier and more vibrant environment, we will continue to develop our Climate Adaptation and Mitigation Strategy.

Much work was done through the year to bring the draft strategy to an advanced stage and it is now expected to be presented to Council for approval for public consultation during the first quarter of the new financial year. We anticipate this phase to be completed before the end of the 2022-23 financial year.

Shifting the focus to stormwater management, the West Torrens Stormwater Management Plan is designed to address the challenges posed by the increase in infill development, most particularly the greater demand it places on services and amenities such as stormwater infrastructure.

The draft plan, prepared in accordance with relevant Stormwater Management Authority guidelines and with funding support from the Stormwater Management Authority and Green Adelaide, looks at the local drainage catchment within West Torrens and outlines strategies to better plan and improve our stormwater networks as we strive to meet the needs of our community.

Similarly, a changing population and urban landscape in West Torrens demands that we address emerging issues and continually improve our transport network and services.

Our Transport and Movement Strategy considers the many and diverse mobility needs of those who call West Torrens home, as well as businesses, visitors and those travelling through, their travel patterns, changing transport demands, parking and safety issues.

It builds on the achievements of our award-winning 2009 Transport Strategy that delivered numerous projects and programs over the past decade, with the focus on fostering resilience to climate change.

The draft strategy explores smarter ways of using the transport network, outlining initiatives such as designing people-friendly streets, introducing greening and cooler corridors to support walking and cycling and sharing a pathway to alternative and sustainable forms of private and public transport.

With public consultation attended to, the final strategy is on track for completion in the 2022-23 financial year.

No reflection on transport and movement in West Torrens can ignore the Torrens to Darlington project that creates a north-to-south corridor cutting through the heart of our city. Its construction presents enormous opportunity to shape a better, more free-flowing city and we look forward to working with the new State Labor government of Premier Peter Malinauskas and local MP and Transport Minister Tom Koutsantonis as project design works continue to be refined in the coming financial year.

Our people, of course, are the lifeblood of West Torrens – and that includes those who work with us and all in the community.

Internally, much time and effort has been invested in our Organisational Workforce Strategy that involves a recruitment plan earmarked for implementation in the new financial year, while the groundwork on several significant projects set to benefit staff commenced in 2022-23 and will continue in subsequent years.

A little further advanced is our 2021-2025 Disability Access and Inclusion Plan which, following public consultation and endorsement by Council, was submitted to the State Government in October 2021.

Access and inclusion are close to our hearts and fit within all 5 focus areas of our Community Plan 2030, key among them Community Life and Built Environment. The former supports diversity, health and wellbeing, community cohesion and connections and looks to create opportunities to learn and enjoy the local area; while the latter ensures that housing, urban development and infrastructure contribute to attractive and safe neighbourhoods and influence how we travel in and beyond our area.

Acting on recommendations during the consultation phase of our plan, we will use the financial year ahead to, among others, establish an advisory group and a 'consultant network' that creates opportunities for ongoing feedback and ideas from people living with disability. We will work to improve access to and attendance at events, while staff will be upskilled in access and inclusion training and an information kit will be produced for businesses and stakeholders.

Still in the community and with COVID-19 restrictions easing and life slowly returning to something resembling normality, we were delighted to welcome back, albeit in a slightly different guise, one of our iconic annual festivals and take over the reins of 2 longstanding and much-loved occasions that both faced the very real prospect of permanent closure.

You may recall that while COVID-19 restrictions forced the cancellation of the popular 2022 Summer Festival, we were able to resurrect it in the form of a new 3-day celebration known as 'Westival'.

A mix of open-air cinemas, food fare and free family entertainment, the event at Lockleys Oval in the autumn of that year also featured the Fire and Spice Festival and concluded the following weekend with Bloom Café's Bloom Block Party of markets, entertainment and food trucks, supported by a Council grant.

Always mindful of our role in the community and our responsibility to seek to improve the lives of our residents and ratepayers at a local level, we were equally thrilled to step into the breach left by the departure of the SA Brewing Company (Lion) from its long-time on Port Road, Thebarton.

First, and thanks to generous sponsors, we saved the tradition of painting the SANFL premiership winner's colours on the now demolished brewery stack by transferring it to the chimney at the nearby Brickworks Markets ... and took great joy in seeing local team Woodville West Torrens Eagles being among the first to display its colours at the new location.

Come Christmas 2022, and again with the help of sponsors, we will take over the hosting of another great Adelaide tradition that brings joy to so many people, the Christmas Lights Display on the banks of the River Torrens alongside the old SA Brewing Company site.

And in 2 remaining acts of community enrichment, we used the 2021-22 financial year to prepare and release our first-ever Public Art Framework and embark on a review and update of our Dog and Cat Management Plan.

While the latter is due for completion in the new financial year and is designed to address changing pet ownership needs and so ensure that our canines, felines and neighbours all live in perfect harmony, the Public Art Framework outlines how public art, whether temporary or permanent, can contribute towards a vibrant, prosperous, creative and liveable city, where our cherished cultural diversity is respected and celebrated.

At the time of finalising this report, talks were ongoing with the Adelaide Football Club about establishing its new home at the Thebarton Oval Precinct. While it is early days, initial discussions reflect that Thebarton would be a good choice for the Club and that it would anticipate spending significant funds to upgrade facilities for both Club and community use.

As we close the books on 2021-2022 and look ahead to 2022-23 and beyond, we do so confident that we have the people to deliver on the many programs and services designed to strengthen West Torrens' standing as a most desirable destination. I thank all at Council and those within our community for their contributions and support.

Terry Buss PSM
Chief Executive Officer

West Torrens - our city

West Torrens is an appealing metropolitan location as it is close to the Adelaide Central Business District (CBD) and the city's coastline. It provides retail, industrial and service opportunities that contribute to a vibrant employment sector.

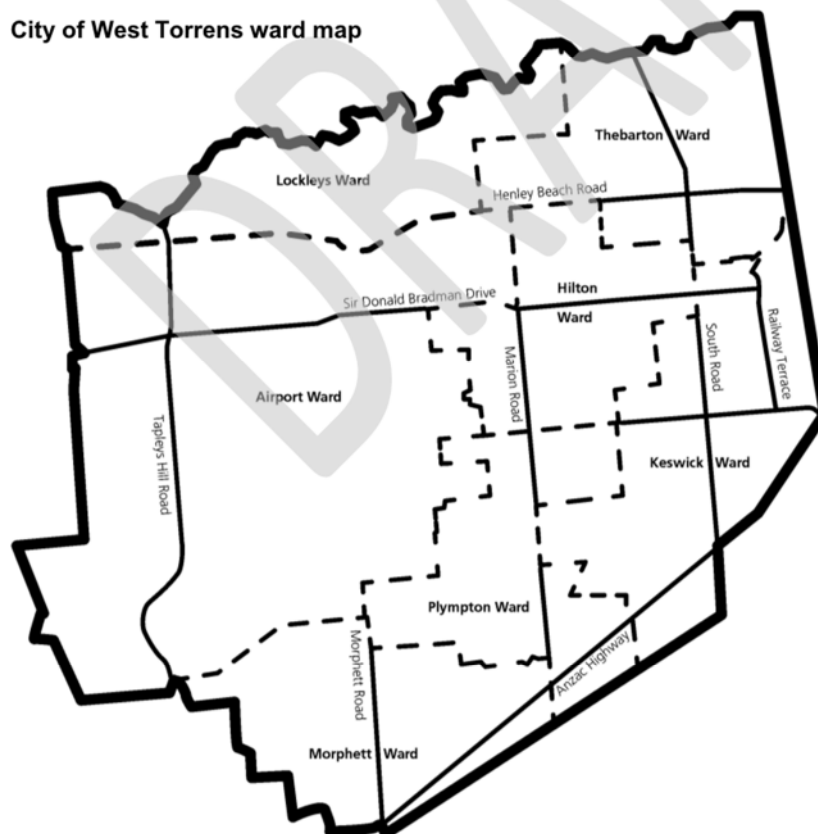
With a population of around 62,500 residents, housing needs are increasing and new residential developments are being established each year. There is also an increasing need for public amenities and new services and our Council is mindful that these need to suit our way of life now and into the future.

In recent years, we have focussed on upgrading numerous recreational and sporting facilities to better cater for our community's need; these facilities often serve more than one purpose. Some of these major upgrades are ongoing staged projects and as you will see in this year's report, we continued works on various stages of our major projects this year.

Data released from the Australia Bureau of Statistics (2016) shows that we are attracting higher proportions of people born in India, the UK and China and that more than 30 per cent of our residents were born overseas. West Torrens is attractive to those in the 20 - 45 age group and our older population (75+) is still strong in our community. To read more about West Torrens, visit westtorrens.sa.gov.au/profileid

West Torrens is well-known for its larger shopping precincts which attract visitors from further afield. Precincts such as Ikea, Harbour Town, the Brickworks Marketplace and the Mile End Homemaker Centre all help keep the local economy flourishing.

City of West Torrens ward map



Climate Impact Statement

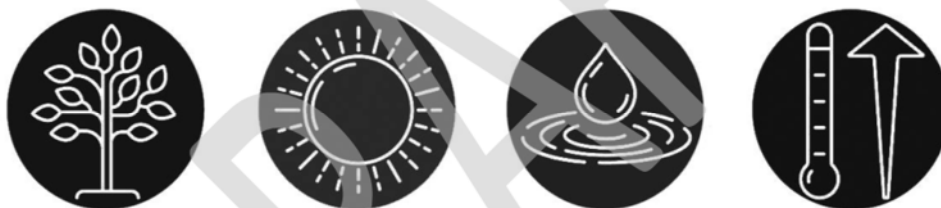
As a Council, the City of West Torrens acknowledges the scientific consensus regarding the existence of climate change and the substantial contribution the human population is making to this via greenhouse gas emissions.

We are committed to reading and adapting to the impact of climate change by:

- Considering climate adaptation in our decision making processes.
- Regularly reviewing and responding to the risks associated with climate change.
- Participating in the AdaptWest Climate Adaptation Program.
- Participating in the Western Adelaide Zone Emergency Management Committee.
- Reducing our carbon footprint by reducing energy and fossil fuel usage.
- Increasing the use of renewable energy and sustainable fuel sources.

The City of West Torrens will help increase the resilience of our community by:

- providing community programs and grants
- responsive infrastructure and greening programs that reduce urban heat
- encouraging active transport and outdoor activities
- protecting the community from the consequences of severe weather events and heatwaves.



Elected Council operations

Elected Members

The City of West Torrens' principal decision-making body is the Elected Council in session, with the Mayor and 2 councillors from each of the city's 7 electoral wards voted onto Council for a 4-year term of office. For the 2021-22 year the Council comprised:

MAYOR

Michael Coxon

AIRPORT WARD

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

Councillor Brandon Reynolds

Councillor Jassmine Wood

HILTON WARD

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

Councillor Cindy O'Rielly

Councillor George Vlahos

KESWICK WARD

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

Councillor John Woodward

Councillor Elisabeth Papanikolaou

LOCKLEYS WARD

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

Councillor Kym McKay

Councillor Daniel Huggett

MORPHETT WARD

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

Councillor Anne McKay

Councillor David Wilton

PLYMPTON WARD

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

Councillor Simon Tsiaparis

Councillor Surender Pal

THEBARTON WARD

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

Councillor Graham Nitschke

Councillor Dominic Mugavin

Council's representation quota

In accordance with Section 12 of the *Local Government Act 1999* (the Act), a council is required to conduct an Elector Representation Review at least once in every 8 years. A review may relate to the composition of the council, or of the wards of the council, or may relate to those matters generally.

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

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

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

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

The City of West Torrens began an Elector Representation Review in October 2020 and was completed in November 2021. No ward boundary changes were made as part of the Elector Representation Review.

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

Council	Population	Electors	Elected Members (including Mayor)	Representation quota
Burnside	46,444	32,398	13	2,492
Campbelltown	55,475	37,137	11	3,376
Holdfast Bay	37,315	28,895	13	2,222
Mitcham	68,180	49,749	14	3,553
Norwood, Payneham, St Peters	37,850	26,261	14	1,875
Unley	39,082	28,044	13	2,157
West Torrens	62,469	43,183	15	2,878

Source: Local Government Association of South Australia

Elected Member allowances

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

Allowances payable to members for the 2021-2022 financial year were:

Position	Figure per annum 2021-2022
Mayor	\$87,964
Councillors	\$22,117
Deputy Mayor	\$6,926 (see note)
Chair of a Prescribed Committee	\$6,926 (see note)
Member of the Mendelson Foundation	\$6,926 (see note)
Presiding Member of the Council's Assessment Panel (CAP)	\$12,189
Member of the CAP	\$6,649 (see note)
Independent Member of Audit General Committee	\$882 sitting fee

Note: When an Elected Member occupies one or more of the additional positions listed above (eg Deputy Mayor and Chair of a Committee) they receive only one additional allowance - i.e. councillor allowance of \$22,117 plus one additional allowance of \$6,926 = \$29,043.00

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

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

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

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

Elected Members professional development

The Council Policy 'Elected Members Professional Development' was approved by Council on 5 November 2019. Following the announcement of a Major Health Emergency Declaration due to COVID-19 in March 2020, Elected Members attendance at local, state and national seminars and conferences was restricted during the 2021-2022 period to comply with the relevant public health guidelines. On 24 May 2022, the SA COVID-19 Major Emergency Declaration was revoked.

Some of the professional development opportunities undertaken included:

- 2021 Morphett Business Breakfast
- 2021 Council Best Practice Showcase and LGA Annual General Meeting
- Elected Member Strategic Planning Day Workshop (confidential)
- 2021 Council Best Practice and LGA Ordinary General Meeting
- Elected Member Briefing – Torrens to Darlington (T2D) Project
- 2022 Australian Local Government Association National General Assembly.

Decision making framework

Council meetings

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

Regular Council meetings took place on the first and third Tuesday of each month, with one meeting being held in December 2021 and one in January 2022. Meetings were held in the City of West Torrens Civic Centre, 165 Sir Donald Bradman Drive, Hilton, or via the teleconferencing platform Zoom (where required). The teleconference meetings were in response to relevant public health guidelines and recommendations as a result of COVID-19.

During the 2021-2022 period, one Council and Standing Committee meeting was held via the platform Zoom on Tuesday 18 January 2022.

Notices of meetings

Notices of meetings were on public display in the Civic Centre (165 Sir Donald Bradman Drive, Hilton), the Hamra Centre Library (1 Brooker Terrace, Hilton) as well as on Council's website, westtorrens.sa.gov.au

Agendas and minutes

Council, Committee and Council Assessment Panel agendas were placed on public display not less than 3 days before meetings, in the Civic Centre (165 Sir Donald Bradman Drive, Hilton), the Hamra Centre Library (1 Brooker Terrace, Hilton) as well as on Council's website, westtorrens.sa.gov.au. Minutes of the meetings were also on display in the Civic Centre and Hamra Centre Library within 5 days of the meeting being held. Members of the public could obtain copies of agendas and minutes of Council and Committee meetings for a fee, or view the information free of charge from our website.

Information or Briefing Sessions (previously known as Informal Gatherings)

A reform undertaken into local government has seen some changes made to the *Local Government Act 1999* (the Act) by the *Statutes Amendment (Local Government Review) Act 2021*.

Due to this reform, Informal Gatherings are now known as Information or Briefing Sessions under Section 90A of the Act, which is a new section that replaces previous provisions and regulations relating to Informal Gatherings under Section 90(8).

Section 90A of the Act provides that the Council or the Chief Executive Officer may arrange for the holding of an information or briefing session where more than one member of the Council or Council Committee is invited to attend or be involved in the session, provided that any matters discussed relating to a matter that would ordinarily form part of the agenda for a formal meeting of the Council or a Council Committee are not dealt with in such a way as to obtain, or effectively obtain a decision.

Information or Briefing sessions will be used for the sole purpose of discussing a matter that is, or is intended to be, part of the agenda for a formal meeting of the Council or Council Committee.

In 2021-2022, the Council held 18 Information or Briefing Sessions, of which 4 were confidential.

Council Committees

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

City Finance and Governance Standing Committee

Presiding member: Cr Brandon Reynolds

Meetings: third Tuesday of every month in conjunction with Council.

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

- financial sustainability and reporting
- long-term financial plan and annual plan and budget
- budget review
- rating matters
- procurement
- information technology
- fees and charges
- accounting functions
- creditor payments and credit card reporting
- Elected Member allowances and benefits reporting
- Australian and State government funding
- records management
- corporate governance
- by-laws and legislation
- legislation
- roads opening and closing
- annual report
- legislation
- Freedom of Information.

City Services and Climate Adaption Standing Committee

Presiding member: Cr Dominic Mugavin

Meetings: first Tuesday of every month in conjunction with Council

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

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

City Advancement and Prosperity General Committee

Presiding member: Cr George Vlahos

Meetings: fourth Tuesday of the month in February, April, June, August, October.

Comprised 8 Elected Members and met to discuss issues and make recommendations to Council on:

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

City Facilities and Waste Recovery General Committee

Presiding member: Cr Kym McKay

Meetings: fourth Tuesday of the month in March, May, July, September, November

Comprised 9 Elected Members and met to discuss issues and make recommendations to Council on:

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

Audit General Committee

Presiding Member: Cr John Woodward

Meetings: second Tuesday of the month in February, April, June, August, October.

Comprised 2 Elected Members and 2 independent members. The Committee was established pursuant to Section 126 of the *Local Government Act 1999* with responsibility to monitor the risk management and internal control environment of Council's operations as well as overseeing Council's internal and statutory audit functions.

Chief Executive Officer Performance Review General Committee

Presiding member: Cr Cindy O'Rielley

Meetings: annually.

Comprised 8 Elected Members who met annually to review and make recommendations to Council in relation to the performance of the Chief Executive Officer.

Council Assessment Panel

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

Presiding member: Shanti Ditter

Meetings: second Tuesday of each month.

Comprised of one Council member and 4 independent members.

Met to consider and make decisions on certain development applications submitted to Council.

Decisions made by CAP are not subject to review by Council. Appeals against most CAP decisions can, however, be made to the Environment, Resources and Development Court.

Building Fire Safety Committee

Meetings: as required

Comprised one Council staff member, a Metropolitan Fire Service (MFS) representative, a person with relevant expertise in fire safety and a person with qualifications in building surveying. There was no Elected Member representation. This Committee operated pursuant to Section 157 of the *Planning, Development and Infrastructure Act 2016*.

Working parties

Council had 2 working parties consisting of Elected Members, staff and members of the community to investigate and examine specific issues. These included:

- City of West Torrens Road Safety Group.
- Local Area Traffic Management Working Party.

Public participation

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

Deputations

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

During the year the CEO and Mayor approved 5 deputations. While the public were excluded from Council meetings due to COVID-19 restrictions, approved delegations were an exception.

Date	Nature of deputation
15 March 2022	New Community Shed
15 March 2022	Installation of traffic controls on Birkalla Terrace, Plympton
15 March 2022	Traffic management on Birkalla Terrace, Plympton
17 May 2022	Operation Flinders
7 June 2022	Babes on Bikes Campaign

Petitions

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

One petition was presented to Council this reporting year.

Date	Nature of deputation
15 March 2022	Installation of traffic controls on Birkalla Terrace, Plympton

Written requests

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

Elected Members

Members of the public may contact Elected Members to discuss any issue relevant to Council. Elected Member contact details are available on Council's website and in each issue of Council's quarterly magazine, letterbox distributed to households in West Torrens (4 times per year).

Website

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

Your Say

Your Say is Council's primary online community engagement tool with a membership of more than 1,000 subscribers. Your Say provides our community with the opportunity to be kept up-to-date with community engagement projects and sessions throughout the year.

Other

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

Council, Committees and CAP meetings

The table below details the number of Council and/or committee meetings for the reporting period.

Meetings from 1 July 2021 to 30 June 2022:

Type of meeting	Number
Council	19
City Services and Climate Adaptation Standing Committee	11
City Finance and Governance Standing Committee	10
Special Meeting of City Finance and Governance Standing Committee	1
Audit General Committee	5
City Advancement and Prosperity General Committee	4
City Facilities and Waste Recovery General Committee	5
Council Assessment Panel	11
Special Meeting of Council Assessment Panel	1
Chief Executive Officer Performance Review General Committee	1
Building and Fire Safety Committee	4
Special Meeting of Building and Fire Safety Committee	2

Due to the COVID-19 emergency declaration, amendments to the *Local Government Act 1999* via *Electronic Participation in Council Meetings Notice No1 2020* were issued by the Minister for Transport, Infrastructure and Local Government on 31 March 2020 which enabled Members to participate in, and the public to attend, Council meetings via electronic means. Council and Committee meetings were livestreamed via a Zoom public link, available on Council's website. Due to COVID-19 physical distancing restrictions, members of the public were excluded from attending Council meetings.

During 2021-2022 financial year, one Council meeting was held via the teleconferencing platform Zoom while 3 Council meetings were held as a hybrid meeting. One Council Assessment Panel (CAP) meeting was held via Zoom while 6 CAP meetings were held as a hybrid meeting. Three Audit General Committee meetings were held via Zoom. One City Facilities and Waste Recovery General Committee meeting was held via Zoom and one was held as a hybrid meeting. The Special Meetings of Building and Fire Safety Committee were held via Zoom.

Elected Member attendance

Council and Standing Committee meetings 1 July 2021 to 30 June 2022

Elected Member	Full Council	Standing Committees	Special meeting of City Finance and Governance Standing Committee	Total number of meetings	Leave of absence granted	Apology for meeting
Total number of meetings	19	21	1	41	N/A	N/A
Mayor M Coxon	19	21	1	41	0	0
Cr B Reynolds	16	18	1	35	0	6
Cr J Wood	18	20	1	39	0	2
Cr C O'Rielley	18	20	1	39	0	2
Cr G Vlahos	18	20	1	39	0	2
Cr E Papanikolaou	18	20	1	39	0	2
Cr J Woodward	19	21	1	41	0	0
Cr K McKay	19	21	1	41	0	0
Cr D Huggett	16	18	1	35	0	6
Cr A McKay	17	19	1	37	0	4
Cr D Wilton	10	11	1	22	0	19
Cr S Pal	16	18	1	35	2	4
Cr S Tsiaparis	19	21	1	41	0	0
Cr G Nitschke	18	20	1	39	0	2
Cr D Mugavin	19	21	1	41	0	0

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

Confidential items and review of Council decisions

Confidential items

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

Section 90(3) of the Act details the types of matters which may be discussed in confidence. The relevant subsections that were applied to business items considered during 2021/22 are detailed here.

Council meetings

From 1 July 2021 to 30 June 2022, 22 out of 360 items (6.11%) of Council and Standing Committees business were dealt with and/or retained in confidence. Of the 22 items retained in confidence, 3 were released and 19 remained in confidence as at 30 June 2022.

Confidential orders were reviewed by the Chief Executive Officer on a monthly basis and revoked if required. Any confidential order that exceeded 12 months or required extension was reviewed by Council.

2021-2022 items

Three business items, tabled below, were considered under s90(3)(a) and 2 were retained in confidence under s91(7) of the Act on the basis that the premature disclosure of this information would be unreasonable; given it contains personal information relating to the applicants which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council. One was released in this financial year (2021 - 22).

Meeting date	Item	Status
3 August 2021	Appointment of Member to the Brown Hill and Keswick Creeks Stormwater Board	Confidential
2 November 2021	Chief Executive Officer's Performance - 2021	Released 2 May 2022
16 November 2021	Resignation and Appointment of Council Assessment Panel Deputy Independent Member (Attachment 1)	Confidential

One business item, tabled below, was considered under s90(3)(a) and (i) and retained in confidence under s91(7) of the Act because the report involved personal affairs of the ratepayers named in the report and Council litigation.

Meeting date	Item	Status
18 January 2022	Sale of Property for the Non Payment of Rates	Confidential

Ten business items, tabled below, were considered under s90(3)(b)(i) and (ii) and retained in confidence under s 91(7) of the Act on the basis that they may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible price or outcome which would, on balance, be contrary to the public interest.

Meeting date	Item	Status
3 August 2021	Thebarton Theatre Update	Confidential
7 September 2021	Possible Acquisition of Land - Update	Confidential
	Request for rent and other relief - Weslo Holdings Pty Ltd	Confidential
2 November 2021	Weslo Holdings Pty Ltd request for rent and other relief - Update	Confidential
14 December 2021	Thebarton Theatre Redevelopment - Update	Confidential
19 April 2022	Possible Acquisition of Land - Update	Confidential
17 May 2022	Thebarton Theatre Complex and Weslo Holdings Pty Ltd Negotiations - Update	Confidential
	Leasing Arrangements - Thebarton Oval Precinct - Update	Confidential
	Confidential Motion with Notice - Possible Acquisition of Land	Confidential
7 June 2022	Thebarton Theatre Complex and Weslo Holdings Pty Ltd Negotiations - Update	Confidential

One business item, tabled below, was considered under s90(3)(d)(i) and (ii) and retained in confidence under s91(7) of the Act on the basis that the builder's submission for display of SANFL premier and runner up colours on Hoffmann Kiln Chimney had been provided in confidence and was not for public disclosure.

Meeting date	Item	Status
3 August 2021	Request to use Hoffmann Kiln Chimney to display SANFL Premier and Runner Up colours (Attachment 2)	Confidential

One business item, tabled below, was considered under s90(3)(g) and retained in confidence under s91(7) of the Act because advice was received from the Attorney-General's Department suggesting for the matter to be considered in confidence.

Meeting date	Item	Status
17 May 2022	Response to the State Planning Commission on Glandore Character Code Amendment	Confidential

One business item, tabled below, was considered under s90(3)(g) and (j)(i)) and retained in confidence under s91(7) of the Act because the Auditor General had directed that all communication regarding the examination (including email correspondence) be treated as confidential and not made publicly available or published (such as in the Council's meeting minutes) until the finalisation of the report.

Meeting date	Item	Status
6 July 2021	Kerbside Waste Management Services	Confidential

One business item, tabled below, was considered under s90(3)(h) and (i)) and retained in confidence under s91(7) of the Act because the report contained legal advice and related to litigation that Council believed on reasonable grounds would take place.

Meeting date	Item	Status
6 July 2021	Public Lighting Rebate Dispute	Confidential

One business item, tabled below, was considered under s90(3)(i) and retained in confidence under s91(7) of the Act because it was important to ensure that legal privilege was maintained with regard to this matter.

Meeting date	Item	Status
7 September 2021	Planning, Development and Infrastructure Act: Anzac Highway, Glandore	Confidential

Three business items, tabled below, were considered under s90(3)(j)(i) and (j)(ii) and one was retained in confidence under s91(7) of the Act on the basis that the information, the disclosure of which would divulge information provided on a confidential basis and would, on balance, be contrary to the public interest. Two business items were released in this financial year (2021 - 22).

Meeting date	Item	Status
6 July 2021	Proponent Led Code Amendment 1	Released 12 August 2021
6 July 2021	Private Proponent Code Amendment 2	Released 13 October 2021
10 May 2022	Resumption of Item 9.1 - Budget and Annual Business Plan 2022/23 (Motion moved to consider under Confidence)	Confidential

Confidential Items from 2020 - 2021 that were reviewed in the 2021-2022 financial year

One item that was retained in confidence during 2020 - 21 financial year was released in this financial year (2021-2022) and 13 items were retained in confidence as tabled below.

Meeting date	Item	Status
7 July 2020	Rate Equivalent Payments by Adelaide Airport Limited	Confidential
	Weslo Holdings and Thebarton Theatre - Update	Confidential
4 August 2020	Appointment of Members to the Brown Hill and Keswick Creeks Stormwater Board (Attachments and any associated documentation)	Confidential
18 August 2020	Possible Acquisition of Land - Update	Confidential
20 October 2020	Weslo Holdings - Update	Confidential
3 November 2020	Possible Acquisition of Land - Update	Confidential
17 November 2020	Weslo - Request for New Lease	Confidential
8 December 2020	Appointment of Council Assessment Panel 2021-2022 (Attachment 2)	Released 8 December 2021
16 March 2021	Lease Matters for 3RT Technologies - Tenant of 240 Morphett Rd, North Plympton (Depot)	Confidential
20 April 2021	Waste Recycling Options Assessment	Confidential
4 May 2021	Thebarton Theatre Complex - Update	Confidential
	Possible Acquisition of Land - Update	Confidential
18 May 2021	Confidential Motion with Notice - Possible Acquisition of Land	Confidential
1 June 2021	Reappointment of Member to the Brown Hill and Keswick Creeks Stormwater Board (Attachment One)	Confidential

Confidential Items from 2019 - 20 that were reviewed in the 2021-2022 financial year

One item that was retained in confidence during 2019 - 20 financial year was released in this financial year (2021-2022) and 7 items were retained in confidence as tabled below.

Meeting date	Item	Status
2 July 2019	Divestment of Council Property at 108-120 Marion Road, Brooklyn Park	Confidential
6 August 2019	Amazone Tower Legal Advice	Released 27 August 2021
3 September 2019	Divestment of Council Property at 108-120 Marion Road, Brooklyn Park	Confidential
18 February 2020	Weslo Holdings - Update	Confidential
3 March 2020	3RT Technologies Pty Ltd Lease - 240 Morphett Road, North Plympton	Confidential
17 March 2020	Weslo Holdings - Update	Confidential
31 March 2020 (Special Council)	Interim COVID-19 Support Measures for Commercial Leases and Licences	Confidential
5 May 2020	Possible Acquisition of Property	Confidential

Confidential Items from 2018 - 19 that were reviewed in the 2021-2022 financial year

Three items that were retained in confidence during the 2018 - 19 financial year were not released in this financial year (2021 - 22) and still remain in confidence as tabled below.

Meeting date	Item	Status
15 January 2019	Audit General Committee Establishment (Attachment 2)	Confidential
19 February 2019	Divestment of Council Property	Confidential
4 June 2019	Sale of Property for the Non Payment of Rates	Confidential

Confidential Items from 2017 - 18 that were reviewed in the 2021-2022 financial year

One item that was retained in confidence during the 2017 - 18 financial year was not released in this financial year (2021-2022) and still remains in confidence as tabled below.

Meeting date	Item	Status
19 June 2018	Divestment of Council Property	Confidential

Confidential Items from 2016 - 17 that were reviewed in the 2021-2022 financial year

There were no items still retained in confidence from the 2016 - 17 financial year.

Confidential Items from 2015 - 16 that were reviewed the 2021-2022 financial year

Three items that were retained in confidence during the 2015 - 16 financial year were not released in this financial year (2021-2022) and still remain in confidence as tabled below.

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

Confidential Items from 2014 - 15 that were reviewed in the 2021-2022 financial year

Three items that were retained in confidence during the 2014 - 15 financial year were not released in this financial year (2021-2022) and still remain in confidence as tabled below.

Meeting date	Item	Status
20 January 2015	Brickworks Riverfront Land - Expression of Interest	Confidential
3 March 2015	Brickworks Riverfront Land - Divestment Proposal	Confidential
21 April 2015	Brickworks Riverfront Land - Divestment Proposal	Confidential

Confidential Items from 2013 - 14 that were reviewed in the 2021-2022 financial year

One item that was retained in confidence during the 2013 - 14 financial year was not released in this financial year (2021-2022) and still remains in confidence as tabled below.

Meeting date	Item	Status
19 November 2013	Brickworks Markets - Retained Land	Confidential

City Facilities and Waste Recovery General Committee Meetings

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

From 1 July 2021 to 30 June 2022, one out of 44 items (2.27%) of Committee business was dealt with in confidence.

One business item, tabled below, was considered under s90(3)(b)(i),(d)(i) and (j)(i) and retained in confidence under s91(7) of the Act on the basis that it could prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible outcome for the benefit of the Council and the community in regard to matters dealing with the Torrens to Darlington (T2D) Project. Council also considered information, the disclosure of which could reasonably be expected to breach duty of confidence owed to the Department of Infrastructure and Transport (DIT).

Meeting date	Item	Status
22 March 2022	Torrens to Darlington (T2D) Project update and Impacts to Council Facilities (Thebarton Oval and Kings Reserve Precinct)	Confidential

Confidential items from 2020 - 21 that were reviewed in 2021 - 22 financial year

One item that was retained in confidence during the 2020 - 21 financial year was not released in this financial year (2021-2022) and still remains in confidence as tabled below.

Meeting date	Item	Status
22 September 2020	Richmond Oval and West Adelaide Football Club - Update on Master Planning, Request for Variation of Lease and Acquisition	Confidential

Confidential items from 2019 - 20 that were reviewed in 2021 - 22 financial year

One item that was retained in confidence during the 2019 - 20 financial year was not released in this financial year (2021-2022) and still remains in confidence as tabled below.

Meeting date	Item	Status
23 July 2019	Welso Holdings Pty Ltd - Thebarton Theatre Complex, Projects and Business Plan, Lease Update and Air-conditioning Upgrade	Confidential

Chief Executive Officer Performance Review General Committee

From 1 July 2021 to 30 June 2022, there was one meeting of the Chief Executive Officer Performance Review General Committee. One business item, tabled below, was considered under s90(a) and released this financial year (2021/22).

Meeting date	Item	Status
21 October 2021	Chief Executive Officer's Performance - 2021	Released 21 April 2022

Confidential items from 2020 - 21 that were reviewed in the 2021-2022 financial year

There are no items still retained in confidence from the 2019 - 20 financial year.

Audit and Risk Prescribed General Committee Meetings

The Audit General Committee was established pursuant to Sections 41 and 126 of the *Local Government Act 1999* and regulation 17 of the *Local Government (Financial Management) Regulations 2011*, for a 4 year period from 1 February 2019 to the conclusion of the 2022 Local Government elections.

From 1 July 2021 to 30 June 2022, one out of 35 items (2.86%) of Committee business was dealt with in confidence.

The one business item, tabled below, was considered under s90(3)(g) and (j)(i) and retained in confidence under s91(7) of the Act because the Auditor General directed that all communication regarding the examination (including email correspondence) be treated as confidential and not made publicly available or published (such as in the Council minutes) until the report is finalised.

Meeting date	Item	Status
10 August 2021	Kerbside Waste Management Services	Confidential

Confidential items from 2016 - 17 that were reviewed in 2021 - 22 financial year

One item that was retained in confidence during the 2016 - 17 financial year was not released in this financial year (2021-2022) and still remains in confidence as tabled below.

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

Council Assessment Panel

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

From 1 July 2021 to 30 June 2022, 3 out of 58 items (5.12 per cent) of CAP business were dealt with in confidence under regulation 13(2)(a)(vii):

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

Meeting date	Item	Status
14 September 2021	25 Mortimer Street, Kurralta Park	Released 29 September 2021
10 May 2022	437 Henley Beach Road, Brooklyn Park	Confidential
14 June 2022	5-9 Palmyra Avenue, Torrensville	Confidential

Confidential items from 2020 - 21 that were reviewed in 2021 - 22 financial year

One item that was retained in confidence during 2020 - 21 financial year was released in this financial year (2021-2022)

Meeting date	Item	Status
8 June 2021	11 Clifford Avenue, Kurralta Park	Released 15 July 2021

Review of internal decisions

Section 270 of the *Local Government Act 1999* provides for the internal review of decisions of the Council, employees and other people acting on Council's behalf. During 2021-2022, 4 applications for review of a Council decision were submitted.

Description of matter	Date Received	Outcome of Review
Internal review request received regarding the condition of road surface of Ballantyne Street Thebarton0	26 September 2021	Review completed and decision upheld.
Internal review request received regarding a refused cross over application	10 September 2021	Review withdrawn.
Internal review request received regarding development application refusal	30 September 2021	Review completed and decision upheld.
Internal review request received regarding refused financial hardship application	8 October 2021	Review completed and decision upheld.

Ombudsman enquiries

Applicants were notified about their right to apply to the Ombudsman for assistance should they be dissatisfied with the findings of the Section 270 review. In the year in review, Council responded to 7 new enquiries from the SA Ombudsman; no negative findings were made against Council.

In accordance with the *Council Policy - Customer Complaints*, the Administration received and managed requests for service and general complaints within the 2021-2022 financial year.

Access to Council documents

A list of documents and registers, which are accessible to the public, is listed later in this document.

Freedom of Information

During 2021-22, Council processed 15 Freedom of Information (FOI) requests and zero requests for internal review of an FOI determination and provided its Annual Return to State Records.

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

A member of the public wishing to amend the Council's records concerning their personal affairs may email governance@wtcc.sa.gov.au or phone 8416 6333 and speak with an accredited FOI officer.

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

Subsidiaries

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

The Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens established the Board pursuant to Section 43 of the *Local Government Act 1999*. This Board oversees the construction of stormwater infrastructure of the Brown Hill and Keswick Creeks Stormwater Management Plan. The Board's financial statements for the year ended 30 June 2022 appear later in this report.

Public Interest Disclosure

The Public Interest Disclosure Act 2018 protects people who disclose information about serious wrong doing within the South Australian public sector, including local government.

The City of West Torrens does not tolerate improper conduct by its employees, officers or Elected Members, or the use of reprisals against those who disclose such conduct.

Due to the changed nature of the *Public Interest Disclosure Act 2018*, there are no statistics on disclosures received.

Gifts and benefits

No Council-funded gifts were provided to Elected Members or staff in the reporting year. From time to time gifts may be provided to Elected Members or staff from the general public. A register of both Elected Members and employee gifts and benefits is available on our website - westtorrens.sa.gov.au

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Management

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

During this current reporting period, the Management Team comprised the Chief Executive Officer, 3 General Managers, 10 Department Managers and one Management Lead, operating under delegated authority according to their levels of training and responsibility.

This year the City of West Torrens saw the appointment of Paul Della to the position of General Manager Corporate and Regulatory Services as well as the creation of a new portfolio to implement the new requirements under South Australia's Local Government Reform.

Management staff are employed on 5-year contracts, comprising a package of base salary plus allowances such as use of vehicle and provision of telecommunications equipment.

Remuneration

During 2021-22 the Chief Executive Officer remuneration (including superannuation) was \$345,937. The Deputy Chief Executive Officer remuneration (including superannuation) was \$251,255. Remuneration for General Managers (including superannuation) ranged from \$203,397 - \$239,290.

In addition to monetary remuneration, all members of Executive were provided with mobile phones, tablets/ipads and vehicles for work and personal use.

The register of employee remuneration and benefits is available for inspection on request at the Civic Centre and is also available on our website, westtorrens.sa.gov.au.

The following flow chart shows the Management structure of the City of West Torrens as at the end of the financial year for 2022.

Management structure

As at 30 June 2022



Strategic Management

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

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

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

Our current 'Community Plan 2030' was approved by Council in February 2021 and considers current challenges and societal trends, changing lifestyles and demographics of the area. Our focus areas and objectives for the West Torrens' community are outlined on the following pages.

Other key strategic management plans complement and support the Community Plan 2030 including our 10 Year Financial Management Plan (incorporated in our Annual Budget and Business Plan) and our Infrastructure and Asset Management Plans.

During the year a number of strategic and corporate plans were either updated or introduced, these included:

- Climate Adaptation Strategy - to be approved in the new financial year.
- Disability Access and Inclusion Plan 2021 - 2025, approved October 2021.
- Dog and Cat Management Plan - to be approved in the new financial year.
- Open Space Plan 2021 - 2026, approved September 2021.
- Public Art Framework 2022 - 2032, approved March 2022.
- Public Health Plan 2021 - 2026, approved by Deputy Chief Public Health Officer February 2022.
- West Torrens Local Drainage Stormwater Management Plan - to be approved in the new financial year.
- Transport and Movement Strategy - to be approved in the new financial year.
- Waste and Recycling Strategy
- Budget and Annual Business Plan 2021-2022 - to be approved in the new financial year.

Collectively, these plans provide the platform to focus our short-term allocation of resources in delivering our vision.

Our Organisational Annual Service Plan identifies and details projects the Council is focusing on and helps deliver long-term priorities.

Council's Annual Budget and Business Plan defines priorities and allocates financial resources to ensure activities are delivered according to the long-term vision. The accompanying graph provides a visual snapshot of our overall performance throughout 2021 - 22 against the Annual Organisational Plans. Copies of all plans and quarterly reports can be viewed on our website, westtorrens.sa.gov.au

Community Land Management Plans

The *Local Government Act 1999* requires councils to develop management plans for all community land that is either owned by Council or under our control. These plans show how the community land can be used and managed for the betterment and enjoyment of the whole community.

Community Land Management Plans are updated when changes occur, such as when land is purchased, sold or removed from the community land register.

Council currently has 3 Community Land Management Plans, which are expected to be reviewed in the coming year:

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

Strategic risks

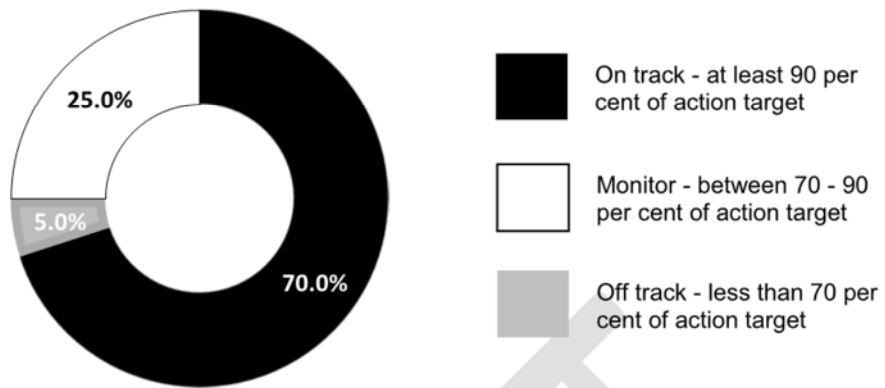
The City of West Torrens has a robust and comprehensive enterprise risk management program that incorporates strategic operational project risks.

Strategic risks arise in pursuit of our objectives, strategy and/or work activity. We have identified 9 strategic risks which are reviewed by the organisation a minimum of every 6 months; more frequently if required. Each risk has a number of controls to ensure it is managed and these controls are also reviewed annually.

Our strategic risks in 2020-21 were:

1. Business performance - inefficient/ineffective practices, procedures or processes.
2. Workforce management - inadequate management of staff.
3. Fraud, corruption, misconduct and/or maladministration - inadequate systems, procedures and control frameworks.
4. Information technology management and cyber security - inadequate protection for Council information and loss of data.
5. Emergency management and resilience - inability to respond recover, restore and resume business as a result of an event.
6. Asset management - failure to adequately maintain assets and infrastructure.
7. Change in urban form - failure to provide for our community as a result of increased demand due to increased population.
8. Waste management - failure to manage the effective collection and processing of waste.
9. Financial management, sustainability and cost shifting - failure to manage costs and adequately plan for increased expenditure.

Overall performance of the City of West Torrens



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City of West Torrens **2030** Community Plan

Our Vision

Committed to being the best place to live, work and enjoy life

The five focus areas for the delivery of our vision are:



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.



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.



We support jobs, businesses and industries to generate local economic growth and activity.



Our Strategic Objectives

 <p>community life</p>	 <p>built environment</p>	 <p>prosperity</p>	 <p>environment and sustainability</p>	 <p>organisational strength</p>
<ul style="list-style-type: none"> • A diverse, inclusive and welcoming community. • Universal accessibility to facilities and services. • Active and healthy lifestyles for all ages and abilities. • A resilient community through community involvement, social connections and life-long learning. • A community that embraces technological change and the opportunities it offers. • Facilitation of community health, wellbeing and safety. • Recognition of our unique local cultural identity and heritage. 	<ul style="list-style-type: none"> • An attractive, safe and cohesive urban environment that supports better quality development outcomes, diverse housing choice and compatible non-residential development. • Infrastructure that meet the needs of a changing city and climate. • Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility. • A variety of indoor and outdoor sport, recreation and community facilities and open spaces. • Place-making and public art which enhance the visitor experience at key destinations. 	<ul style="list-style-type: none"> • A diverse, resilient and competitive economy, including small business, tourism and export sectors. • Optimise the benefits of local activity and key employment precincts. • Economic development through innovation, collaboration and investment and connections between businesses and the community. • Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD. 	<ul style="list-style-type: none"> • Sustainably manage our resources through reuse, recycling and circular economy. • Reduce the City's impact on the environment. • Prepare for and respond to the challenges of a changing climate. • Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors. • Protect and expand the urban forest. 	<ul style="list-style-type: none"> • Strong partnerships and working relationships with our community, other organisations and spheres of Government. • Customer experience and community are at the centre of our considerations. • High levels of governance, transparency and integrity. • An inclusive, innovative, and collaborative organisation. • A safe, healthy and resilient workforce. • A workforce that meets current needs and plans for future needs. • Sustainable financial management principles. • Our community can communicate and meaningfully engage with Council. • Technology as a tool to help innovate how we interact with each other and our community. • A resilient organisation that is able to effectively respond to emergency incidents and events.

Action performance and timeframe - 2021-2022

The following table provides a progress report of actions adopted under our Community Plan 2030.

Focus area - Community life				
Key projects	Start date	End date	Percentage complete as at 2021 - 22	Comments
Review and update the City of West Torrens Disability Access and Inclusion Plan.	1 July 2021	31 December 2021	100%	Final plan endorsed by Council and submitted to State Government October 2021.
Plan and manage the major redevelopment of Peake Gardens Riverside Sporting Facility.	1 July 2021	30 June 2022	75%	Progress of project was delayed due to awaiting final design documentation. Completion of this project will be carried over to the 2022-2023 financial year with appropriate budget carryover.
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.	1 July 2021	30 June 2022	100%	E-newsletter 'Community Conversation' emailed to more than 120 community groups and organisations in May 2022. Communication will be emailed 3 times per year.
Review and update the City of West Torrens Dog and Cat Management Plan	1 July 2021	30 June 2022	70%	Draft has been developed however project was delayed due to staff resourcing issues. The Dog and Cat Management Board has approved an extension of this project; completion is set for 2022-2023.
In partnership with State Government, facilitate the development of a City of West Torrens Suicide Prevention Network	1 July 2021	30 June 2022	80%	Progression delayed due to State Government change in priorities - may not proceed.
Plan and manage the major redevelopment of Thebarton Theatre - staged project.	1 July 2021	30 June 2022	100%	Consultants appointed in May 2022 and design works commenced. Next stage of the project is scheduled for 2022-2023 financial year.

Plan and facilitate the design of the Kesmond Reserve Master Plan.	1 July 2021	30 June 2022	100%	Final consultation on the draft Master Plan has been completed. Next stage of this project is scheduled for the 2022-2023 financial year.
Focus area - Built environment				
Advocate on behalf of the community, and work in partnership with the Department of Infrastructure (DIT) and Transport on the North-South Corridor project.	1 July 2021	30 June 2022	100%	Administration continues to attend technical reference group meetings with the DIT project team and provide input and feedback for consideration. The project will continue in the 2022-2023 financial year under the new State Government.
Project manage the road realignment and creek channel upgrade at Beare Avenue/Watson Avenue.	1 July 2021	30 June 2022	80%	Tenders have been received and are being evaluated. Project delayed due to incorporation of additional works from the Brown Hill Keswick Creeks Masterplan Project. Completion of the project is scheduled in the 2022-2023 financial year.
Review the City of West Torrens Transport Strategy, including reviewing the availability and management of parking opportunities across our Council.	1 July 2021	30 June 2022	90%	Draft strategy has undergone public consultation and feedback is being considered. Completion of this project is scheduled in the 2022-2023 financial year.
Develop a City of West Torrens Stormwater Management Plan.	1 July 2021	30 June 2022	80%	Draft plan to be presented to Council early in the 2022-2023 financial year before being released for public consultation. Completion of this project is scheduled in the 2022-2023 financial year.
Continue to partner with other councils and contribute to the Brown Hill Keswick Creeks Flood Mitigation Scheme project.	1 July 2021	30 June 2022	100%	Council continues to participate in meetings with other stakeholders; the Lower Brown Hill Creek Reference Design has been reviewed with part works being incorporated with the Beare Ave/Watson Ave channel upgrade.

Manage the staged major redevelopment of Richmond Oval.	1 July 2021	30 June 2022	85%	First stage of works have been delayed due to inclement weather as well as availability of contractors and materials as a result of COVID-19. Completion of this project is scheduled in the 2022-2023 financial year.
Manage the staged major redevelopment of Thebarton Oval/Kings Reserve.	1 July 2021	30 June 2022	50%	Design development has been stalled give the proposed impacts of the State Government Torrens to Darlington Project. The continuation has been included in the 2022-2023 financial year Organisational Service Plan and budget.
Manage the staged major redevelopment of Apex Park.	1 July 2021	30 June 2022	90%	The civic contractor has completed works and tenders for the landscape part of this project will be evaluated in the new financial year. Project costs are higher than what was budgeted due to COVID-19 and a report outlining options will need to be presented to Council in 2022-2023 financial year. The next stage of this project has been included in the next year's Organisational Service Plan and budget.
Manage the staged redevelopment of Camden Oval.	1 July 2021	30 June 2022	80%	New netball court surface and lighting towers were erected. Delays to commencing construction of the club shelter have occurred as a result of COVID-19 and availability of contractors and resources. Shelter construction is scheduled to begin in the first quarter of the 2022-2023 financial year.
Finalise the review of the City of West Torrens Open Space Plan	1 July 2021	31 December 2021	100%	Plan finalised and adopted by Council.
Finalise the development of the City of West Torrens Public Art Framework.	1 July 2021	31 March 2022	100%	Plan finalised and adopted by Council.
Focus area - Prosperity				

Work in partnership with private developers to facilitate the development of the Thebarton Schematic Structure Plan at the former Adelaide University Thebarton site.	1 July 2021	30 June 2022	100%	The assessment process of a number of applications for land divisions and other development has been completed.
Continue to participate in and work with partner councils on the Building Western Adelaide Strategy to improve economic prosperity.	1 July 2021	30 June 2022	100%	This is an ongoing partnership with the Cities of Charles Sturt, Port Adelaide Enfield and Holdfast Bay.
Advocate for and promote Henley Beach Rd as a main street project.	1 July 2021	30 June 2022	25%	Development of a Master Plan for this main street precinct has been included in the 2022-2023 Organisational Service Plan and budget.
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.	1 July 2021	30 June 2022	100%	Council and Lion are working together as part of the master planning process for the former West End Brewery site. No further communications regarding Coca-Cola site.
Continue to partner with Adelaide Airport Ltd. (AAL) in assisting to achieve the objectives of the Adelaide Airport Master Plan.	1 July 2021	30 June 2022	100%	Council Administration continues to have regular meetings with representatives from AAL.

Focus area - Environment and sustainability				
Develop a City of West Torrens Waste Management Strategy, including exploration of technological advances in this area.	1 July 2021	30 June 2022	75%	The draft plan will be presented to Council for approval for public consultation early in the new financial year and it scheduled for completion in the new 2022-2023 financial year.
Develop a City of West Torrens Climate Adaptation and Mitigation Strategy.	1 July 2021	30 June 2022	80%	Progress has been delayed due to staff resourcing issues. The draft plan will be presented to Council for approval for public consultation early in the new financial year and it scheduled for completion in the new 2022-2023 financial year.
Work in partnership with Green Adelaide, City of Charles Sturt and SA Water on the Breakout Creek Stage 3 redevelopment.	1 July 2021	30 June 2022	100%	Council continues to be part of the Steering Group and the main project works are due for completion in the next financial year.
Continue the Western Region Partnership to progress implementation of the AdaptWest Plan.	1 July 2021	30 June 2022	100%	Numerous projects were completed this past financial year and Council continues to be active in helping educate people in Western Adelaide about climate change and adaptation strategies.
Continue to partner with ICLEI on the Cities with Nature program, including our commitment to the ongoing greening of our City.	1 July 2021	30 June 2022	100%	Council has been active partner in this program via information sharing and undertaking research projects with ICLEI as part of the Cities with Nature program.
Work in partnership with Green Adelaide on making Adelaide a National Park City.	1 July 2021	30 June 2022	100%	Work has been ongoing as needed.

Focus area - Organisational strength				
Pursue high levels of engagement with our community to deliver exceptional customer experience.	1 July 2021	30 June 2022	100%	Exceptional customer service remained a priority.
Develop and implement an organisational-wide 'Voice of the Customer' program	1 July 2021	30 June 2022	100%	The customer-centric platform Qualtrics was upgraded this year and a 'close the loop' initiative has been instigated.
Manage the implementation of the local government reforms.	1 July 2021	30 June 2022	100%	The Local Government Reform has been implemented.
Commence the administration for the 2022 City of West Torrens Local Government general elections.	1 July 2021	30 June 2022	100%	Communication to all stakeholders and our local community regarding the 2022 Local Government elections commenced and will continue in the new 2022-2023 financial year.
Continue to implement and report on strategies to enhance and maintain high levels of governance and integrity across the organisation.	1 July 2021	30 June 2022	100%	Reports were presented to Council, Committees and Executive as required.
Continue to implement the City of West Torrens Continuous Improvement Program.	1 July 2021	30 June 2022	100%	Staff training has been undertaken and a number of process improvements have been established. Work will continue in the 2022-2023 financial year.
Continue the implementation of the program which identifies key WHS outcomes, to protect the health and safety of our employees.	1 July 2021	30 June 2022	100%	Actions within the WHS and Injury Management Annual Plan were closed out according to schedule.
Progress the City of West Torrens Cultural Initiative.	1 July 2021	30 June 2022	100%	A working party to help assist leaders to work with their teams in regards to culture was established, as was a small focus group of Culture Collaborators. Work will continue in the 2022-2023 financial year.

Develop a City of West Torrens Organisational Workforce Strategy.	1 July 2021	30 June 2022	70%	A recruitment plan is being developed which will be implemented in the new financial year. Ground work for significant projects which will benefit staff began this year and will continue in subsequent years.
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.	1 July 2021	30 June 2022	100%	Finances continued to be monitored and reported on in accordance with legislation, regulations and accounting standard requirements.
Improve the availability and capability of business intelligence to enhance decision making across the organisation	1 July 2021	30 June 2022	100%	A business intelligence design to supersede Council's Microsoft Reporting Services platform was researched and developed.

Office of the Mayor and Chief Executive Officer

The Office of the Mayor and Chief Executive Officer (CEO) supports both the Elected Council and Administration by researching and developing opportunities for growth and prosperity for Council and the wider community.

During the past year, this department continued to offer an internal and external focus; internally with regards to continuous improvement and externally around economic development.

Economic Development

Economic Development Plan

Our Economic Development Plan 2020 - 2025 has provided us with the catalyst to engage with local businesses and industry stakeholders to help identify areas of economic development for West Torrens.

During the year in review, a number of objectives of the plan continued to be actioned, focussing on the areas of employment growth, attraction of new businesses and retention of existing ones and identifying export opportunities over a 5 year timeline.

Business interaction

We continued our membership with the Western Business Leaders Group, which provided a forum for the 4 Western Adelaide councils (Cities of West Torrens, Charles Sturt, Port Adelaide Enfield and Holdfast Bay) to liaise with businesses in the area and assist with linking local business networks. This network, which is free for Western Adelaide businesses, provided opportunities for local operators to take part in networking events, workshops and courses.

We also continued our work the Adelaide Beaches Working Group; Adelaide Beaches being a tourism website encouraging people to be a tourist in the western region. Comprising the 4 councils listed above, the Working Group focussed its efforts on visitor attraction to the local area, capitalising on the lifting of travel restrictions as a result of COVID-19.

Grants

This financial year we applied for a number of State Government grants to help us fast track infrastructure spending and build capacity in assisting the community to continue employment.

We were successful in gaining funding through the Local Roads and Community Infrastructure Program, including funds for the first stage of the Richmond Oval and sporting infrastructure upgrade.

We were also successful in receiving funds for the Thebarton Theatre Master Plan, through the Local Government Infrastructure Partnership Program.

The Open Space and Places for People Grant Program saw us receive funding for Stage 2 of the redevelopment of Apex Park, as well as the acquisition of land along the River Torrens and we were successful in receiving funding via the Office for Recreation, Sport and Racing Funding Program for the Camden Oval Upgrade and Peake Gardens Riverside Tennis Club Upgrade.

GrantsGuru

We continued to support our business community with 'GrantsGuru', a web-based portal that enables businesses and community groups to search and be alerted to grants for which they may be eligible.

Growing business capacity

While the past year saw some local businesses begin to return to a 'new normal' as a result of forced closures the previous year due to COVID-19, we were still aware that there is much support to be provided to help our local economy get back on its feet. As a result of this, we continued our Small Business Resilience Grants Program. A total of 70 applications were received during the past financial year, with 58 being approved for grants totalling \$250,000.

Continuous Improvement

The Continuous Improvement (CI) team continued to facilitate and lead improvement initiatives across Council with their objective being to support the organisation in process improvement to deliver maximum value for our community. This was achieved in a number of ways including value creation, efficiency, cost savings and improved service delivery.

Customer Experience Improvements

A Continuous Improvement (CI) / Customer Experience (CX) roadmap was implemented this reporting year to align these activities across the organisation.

The focus of the roadmap is to strengthen capabilities in both CI and CX, as well to review and improve systems and structures which enhance customer-centricity and develop a customer improvement culture. Activities completed included the review of service levels provided to our customers by staff, with staff training programs being developed and delivered, along with the development of new customer standards.

Qualtrics review and relaunch

Our customer feedback survey system is used to measure community satisfaction levels so that we may improve our efforts which may be deficient. This year we reviewed this survey function to ensure that it captures the whole customer interaction with our Council, not just interactions customers may have with our Service Centre. The system is now also completely automated, capturing more community members than before.

Process improvement projects

While the focus has been on supporting and driving the customer experience framework this financial year, the team continued to facilitate and implement 8 improvement projects this financial year. The process improvement metrics are yet to be measured.

The coming year

As our local businesses return to having an active presence in our community our Economic Development team will continue to look at opportunities to maximise employment and increase business opportunities in West Torrens.

Our Continuous Improvement team will be focussed on partnering with all business units in Council to identify and create improvement efficiencies that have been trending as a result of our customer satisfaction surveys. The team will also focus on reviewing our customer feedback process, in particular around complaints, as well as our operational plant and equipment inventory management system and asset mobility projects and improvements.

City Development

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

The 2021 - 22 year was the first full financial year of implementing the new Planning and Design Code and the *Planning, Development and Infrastructure Act 2016 (PDI Act)* which replaced the former *Development Act 1993*.

There were 1,087 development applications lodged, representing an average of 90.58 applications each month. There were 1,041 development consents on which decisions were made by the City of West Torrens, including the Council Assessment Panel (CAP), Assessment Manager and delegated staff decisions.

In total, an estimated construction cost of \$253.5 million worth of development applications were lodged within West Torrens in the reporting year.

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

- Land division and various land use applications within the former University of Adelaide Thebarton campus adjacent the Torrens River (encompassing Stirling Street, Reid Street and Winwood Street) including a microbrewery/restaurant, upgrade to a local heritage place, a warehouse development, and dwellings.
- A residential land division at the former Marleston TAFE site.
- New education buildings at Immanuel College, Novar Gardens.
- New warehouse and industrial development in Camden Park, Keswick Terminal, North Plympton, Marleston and Torrensville.
- Continued medium density infill development within parts of the:
 - Neighbourhood zones, particularly in Fulham, Kurrulta Park, Lockleys, Marleston, Ashford, Plympton, North Plympton, Camden Park.
 - Urban Renewal Zone in Torrensville and Underdale.
 - Urban Corridor zones in Kurrulta Park and Plympton.

Council Assessment Panel

Development applications lodged with the City of West Torrens are lodged with either the Assessment Manager or the CAP, depending on whether the application requires public notification. Applications are then either assessed by staff under delegation or by the CAP.

Each application is assessed on its individual merits. If there is need for public notification, the CAP is the relevant deciding authority. Applications to warrant CAP decisions could include developments where a representor seeks to be heard on their submission, large-scale developments and multi-story residential developments.

During the past financial year, the Council Assessment Panel comprised the following members:

- Shanti Ditter (Presiding Member)
- Jane Strange (Independent Member)
- Michael Arman (Independent Member)
- Kon Corolis (Independent Member)
- Jim Gronthos (Deputy Independent Member) (until September 2021)
- Heath Edwards (Deputy Independent Member) (from January 2022)
- Graham Nitschke (Council Member)
- Jassmine Wood (Deputy Council Member)

A total of 12 CAP meetings were held, with member attendance records indicated below.

Panel member	Attendance	Apologies
Shanti Ditter (Presiding Member)	12	0
Jane Strange (Independent Member)	10	2
Michael Arman (Independent Member)	12	0
Kon Corolis (Independent Member)	12	0
Graham Nitschke (Council Member)	11	1
Jim Gronthos (Deputy Independent Member)*	0	N/A
Heath Edwards (Deputy Independent Member)*	1	1
Jasmine Wood (Deputy Council Member)*	1	N/A

* Deputy Council Members are only requested to attend when another member is an apology.

During the year, 25 development applications were determined by the CAP and of those 92 per cent were determined in line with staff recommendations.

There were few development assessment appeal matters, which is in part reflective of the robust decision making from both delegated officers and the CAP.

As part of its new functions under the PDI Act, the CAP is the review body for applicants seeking a review of an Assessment Manager decision. One application for review was considered by the CAP during 2021 - 22 and the CAP determined to 'affirm' the Assessment Manger's decision.

Three applications were subject of an appeal to the Environment, Resources and Development Court on CAP decisions:

- 5 Palmyra Avenue, Torrensville - refusal for the demolition of existing buildings and construction of 19 2-storey dwellings - the appeal was resolved by way of compromise amended application endorsed by the CAP.
- 437 Henley Beach Road, Brooklyn Park - refusal to vary a current authorisation Condition 3 in DA 211/262/2016 - extension to hours of operation - the appeal was resolved by way of compromise amended application endorsed by the CAP.
- 25 Mortimer Street, Kurralta Park - refusal for the demolition of existing structures and construction of 2 residential flat buildings - the appeal was resolved by way of compromise amended application endorsed by the CAP.

One application was subject of an appeal to the Environment, Resources and Development Court on a delegated staff decision:

- 233-235 Richmond Road, Richmond - refusal due to non-supply of information - demolition of existing dwelling and shed and the construction of warehouse, ancillary offices and showroom - the appeal is currently under consideration.

Compliance

A total of 255 development compliance issues were reported, reflecting a 16% decrease on the previous year. Of these, 32 remain ongoing matters. In addition, 2 enforcement notices (pursuant to Section 213 of the *PDI Act*) were issued.

City Development also conducts building inspections of developments under construction to ensure they are built in accordance with approved plans; 281 development applications, including swimming pools, were undertaken.

Building Fire Safety

The Building Fire Safety Committee held 6 meetings (including 2 special meetings) during the year. The Committee undertook 7 inspections and issued 4 fire safety notices.

Section 7 search requests

A Section 7 search can be requested by any person with an interest in a section of land, usually when the sale of a property occurs, and a Section 7 certificate is provided by Council. In the reporting year, Council issued 2,623 Section 7 certificates, which contained information such as property zoning and use of land. This was an 8.9% increase on the previous financial year and reflects ongoing strong activity in the residential property market.

Value adding to our service

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

Staff provided telephone, face-to-face and written advice to customers upon request. Interest in the new Planning System implemented in March 2021 continued to be high throughout the year.

The CAP held its meetings in person and also facilitated attendance for via the online electronic platform Zoom where people were not able to attend in person.

The coming year

City Development will again focus on a number of major endeavours in the new financial year, including the continued implementation of the new *Planning, Development and Infrastructure Act 2016*.

Key areas of focus will include:

- managing planning and building applications within legislated timeframes
- providing accurate and timely advice and support to customers
- streamlining internal processes to further enhance efficiency
- undertaking development compliance actions
- implementing changes to the building inspection regime
- updating and adding to information to assist customers through the assessment process, including information on infrastructure requirements
- providing input to the State Government to improve the efficiency, usability and customer-focus of the PlanSA Portal used by applicants, representors and relevant authorities.

City Operations

Comprising our Horticulture, Civil Works and Services and our Fleet Management teams, City Operations staff are responsible for managing and coordinating the delivery of services and projects that provide a safe, liveable and enjoyable environment for our community.

Horticultural Services

Our Horticultural Services Team recognises the importance of managing our natural spaces and landscapes for the benefit of our residents and the greater community. Our local open spaces include natural areas, together with gardens and reserves, and are the focus of continued improvements aimed at providing spaces for the whole community, improved biodiversity and tree assets. The aim of our Horticulture Services Team is to enhance the experience for all users of open space and the amenity of the West Torrens' area.

This year, more than ever before, we learned the importance that open space and parks play for our community as we saw a large increase in patronage to all facilities including parks, playgrounds, walking paths and cycle-ways.

Works

During the past year we undertook the following projects:

- Apex Park - the removal of weed species, trees and the reshaping of the wetland in readiness for the development of Stage 2.
- Britton St Reserve, West Richmond - new playground, installation of a new irrigation system and landscaping upgrade.
- Brown Hill Creek, Captain Mckenna Shared Path - installation of a new shelter and picnic setting.
- Mellor Park - new playground, community courts and landscaping.
- River Torrens Linear Park - Autumn Ave, Lockleys - installation of an irrigation system.
- Westside Bikeway- Creslin Terrace, Camden Park - new irrigation system and landscaping.
- Rex Jones Reserve - new playground.
- Landscape upgrade at the corner of James Congdon Drive and Sir Donald Bradman Drive, Mile End.

Trees

The Arboriculture team now has 40,000 tree assets recorded in our electronic management system. Each tree has had a risk assessment undertaken to determine its inspection regime between one - 4 years.

This year the team pruned and maintained more than 10,000 trees and planted 1,650 street and reserve trees as part of our greening program. Our Horticultural Services Team received 4,600 requests for tree maintenance and 1,500 requests for verges, parks and landscaped areas.

Tree Strategy

The past 12 months have seen us continue to develop our urban tree environment by undertaking strategies and actions outlined in our Tree Strategy. These actions help us improve the character, amenity and biodiversity of neighbourhoods in an effort to enhance the wellbeing of our local community.

Key accomplishments included:

- The development of a tree planting and replacement plan that prioritises new plantings in areas with low canopy cover or where gaps exist in streetscapes or parks.
- The promotion of the benefits of trees to the community through a variety of education initiatives.

- We continued our third year of an 'Adopt a Tree' project which provided a care package aimed at assisting residents to support the growth of newly planted street trees.
- We managed significant and regulated trees on public land.
- We were successful in securing a Greener Neighbourhoods grant for the planting of trees in challenging spaces.

Civil Works and Services

Our Civil Works and Services Team provides a host of services to our community including:

- capital works projects
- civil maintenance works
- cleansing services
- road and footpath sweeping
- stormwater drain maintenance
- street furniture maintenance
- line marking
- bus shelter maintenance
- playground equipment maintenance.

Staff also help maintain our roads, kerbs and footpaths and reserve amenities such as:

- playgrounds
- car parks
- street signage
- watertables.

In any given year our team works closely with City Assets to deliver annual capital works projects and this year we assisted with:

- road resealing program
- crack sealing program
- footpath renewal program
- kerb and watertable program
- pavement rejuvenation program
- bus stop renewal program.

Our Cleansing Team, which works within our larger Civil Works and Services Team, undertake proactive patrols of our city's streets, reporting and collecting illegally dumped rubbish and assisting with the delivery of our road sweeping program.

For the past financial year, 128.98 tonnes of illegally dumped rubbish was collected and 963.45 tonnes of debris dumped from road sweeping operations was also gathered. The past year presented us with the further challenge of continuing to deliver public services while being impacted by COVID-19, whether by State imposed restrictions or from staff shortages. We endeavoured to continue to have our road sweepers undertake double shifts and weekend work to improve our street sweeping services for our community and our staff responded to 664 customer requests for cleansing and urgent removal of dumped rubbish.

In the past financial year, our Civil Works and Services Team received 2,416 customer requests, of which 2,213 were closed out. This represented a 91 per cent success rate.

Fleet and Depot Facility Support

This team is primarily responsible for the management of all Council plant, equipment and vehicles and the operation of the Depot facility and associated services for City Operations. The department includes areas such as Stores for provision of general supplies and WHS related safety equipment, Workshop for repairs, maintenance and servicing of plant and equipment and Rapid Response for maintenance of the facility and the actioning of any urgent requests.

Fleet Management

The Fleet Team completed 70% of the programmed vehicle/plant purchases as per the 2021 - 22 Urban Services capital expenditure budget. Supply chain disruptions hampered the entire program being completed by 30 June 2022, with some items having an unconfirmed delivery date. Of the 29 capital plant items ordered, 21 were received, 5 are expected early in the new financial year and 3 are waiting on schedule dates.

Fleet programs:

This year several initiatives were introduced to enhance vehicle and driver safety:

- Dash cameras were installed in most commercial vehicles, including utilities.
- A new tyre monitoring system was installed and will be trialled into the next financial year. This system provides the driver the air pressures of all the tyres via an in-cab screen and sets off an alarm if the pressure of a tyre falls below a pre-set setting.
- Identification of harsh driving behaviours - harsh driver behaviours may result in driver training for staff members and will ultimately assist in minimising excessive wear and tear on the vehicle therefore reducing operational costs.
- Green Fleet - electric vehicles. Two full electric vehicles (EV) were introduced into the Council fleet. One (Hyundai Kona) is based in the Depot and the other (Kia Niro) is based in the Civic Centre. These 2 vehicles supplement the other 11 hybrid vehicles that Council has in its Green Fleet. The 2 EVs are being trialled to determine operational usage and environmental benefits.

Stores

The Stores department ensures that all essential items are purchased and are available for the City Operations teams to carry out their respective functions. The items purchased range from safety items, general consumables, tools, to fuels for vehicles and plant.

Barcoding

This year we began a barcoding program which will be completed early into the new year. All 600+ minor plant items will be identified, barcoded and given a unique asset identification which will help identify evidence of servicing, upgrading and disposal.

Rapid Response

The Rapid Response team actioned 277 requests from July 2021 to May 2022. These ranged from collection of dead animals, flooding related issues, pot holes in roads to fallen tree branches.

Workshop

The Workshop Team serviced more than 350 items of plant, ranging from heavy vehicles to minor plant. While supply chain disruptions in obtaining spare parts caused some issues, the team managed to keep vehicles operational with minimal downtime.

The coming year

Looking forward, quality open and natural spaces and improved green infrastructure continue to be our focus, with the following reserve, playground and/or irrigation upgrades scheduled for completion:

- Apex Park stage 2 construction of bmx track, event area and picnic areas.
- Replacement playground at Westside Bikeway Creslin Tce.
- Landscape upgrade project including paths and landscaping stage 2
- Replacement playground at Weigall Oval (junior playground).
- Camden Oval irrigation system upgrade and landscaping.
- Replacement playground at Mile End Common.
- Extension of the West Torrens Dog Park at Marleston.
- Richmond Oval playground stage one.
- Kesmond Reserve upgrade Stage one.

We also plan to add another 2 electric vehicles to our fleet (depending on availability).

We are also working on a new Fleet Management System, which will be fully implemented in the new financial year. This system will be fitted to Council vehicles and will provide service scheduling notification, duress alarms and GPS locations.

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City Property

Council's City Property Department is primarily responsible for managing essential services and projects in West Torrens by building, developing and maintaining and enhancing our property, facilities and amenity assets for our community.

Employees and contractors working within City Property deliver a variety of building and capital works projects and provide services in building, facility, lease and open space management, construction and maintenance.

Our department is responsible for maintaining and upgrading Council owned buildings, of which there are more than 140. These include sporting, community, recreational and commercially operated facilities.

During the past year we undertook a variety of building projects and facility improvements including:

- Upgrading fire systems, asbestos inspection and removal, electrical and building compliance and improvement works on Council-owned properties.
- Completing further upgrades and improvements to Star Theatre Complex including, fire compliance and electrical services.
- General building works, upgrades and improvements to various public toilet facilities in our community.
- The completion of the installation of the final stage of new pedestrian LED lighting along shared pathways on Captain McKenna Bikeway, Adelaide Airport and the Sturt Creek, Novar Gardens.
- Improvements to lighting in reserves, including Dove Street Reserve, Thebarton.
- Mellor Park, Lockleys, completion of a new playground, community courts, public facilities, car parking and landscaping.
- Commencement of Stage 2 of the Apex Park, West Beach project. Works completed included site preparation, civil and earthworks - the removal of weeds, trees and vegetation - and the reshaping to improve the functionality of the wetlands.
- Stage 1 began at Richmond Oval, Richmond, to upgrade and improve the open space areas of the oval for community and recreational use. This project includes a new play space, recreation and public facilities.
- The continuation of the development of the open space and recreation masterplan for Kesmond Reserve, Keswick. Funding of \$2 million has also been provided on a shared basis through the Open Space Fund to develop and improve the recreational and facilities in the reserve. Design works have commenced and will continue in the new financial year.
- Works began on a project at Camden Oval, Novar Gardens to develop and construct a new 4 court netball facility with lighting and a netball clubroom/shelter.
- Preliminary project works, including investigation and design, began regarding the upgrade and refurbishment of the Thebarton Theatre Complex. This is a staged project. Grant funding of \$4 million has been provided through the Local Government Infrastructure Partnership Program, which Council has contributed equal funding for a total project cost during the coming years of \$8 million.
- Design works have been completed for the new Peake Gardens Riverside Tennis Clubrooms located at the Peake Gardens Reserve, Marlestone.

New and upgraded playgrounds completed in the reporting year included:

- Rex Jones, North Plympton.
- Mellor Park, Lockleys.
- Britton St, West Richmond.
- Helenslea Ave, Brooklyn Park.

New and/or replacement outdoor gym and fitness equipment was installed at:

- Creslin Tce, Camden Park.
- Atlantic Ave, West Beach.
- Mile End Common, Mile End.

The coming year

Many of our large scale projects that either started or continued this past year will be continued in the 2022 - 23 financial year, subject to funding and resources. Among them will be:

- Mellor Park, Lockleys - building improvements to the existing community facility, construction of a war memorial for the Lockleys and surrounding district and the installation of public artwork (movie posters) in recognition of the former 'Nostalgia Walk' that was located in the cinema.
- Apex Park - completion of Stage 2 including a BMX track, pathway linkages to the River Torrens Linear Park and irrigated turfed open space.
- Richmond Oval - further development of the site masterplan/venue improvement plan - and preliminary works to development the grandstand.
- Kesmond Reserve - completion of physical onsite works by June 2023.
- Camden Oval - ongoing works due to project delays (this past financial year to improve the oval surrounds and build new netball facilities, (delays because of the lack of building resources and materials).
- Thebarton Theatre - staged project to continue.
- Peak Gardens Tennis Club - building of new clubrooms.

The following playgrounds are scheduled to be replaced:

- St Georges Ave Reserve, Glandore.
- Coast Watchers Park, Fulham - Ashburn Ave / Coral Sea Rd.
- Beare Ave Reserve, Netley.
- Mile End Common, Mile End.
- Weigall Oval Reserve (Corner of James St & Urrbrae Tce), Plympton.
- Creslin Tce, Camden Park.

City Assets

The City Assets Department is responsible for the management infrastructure assets in West Torrens, encompassing the portfolios of Asset and Project Management, Engineering Services and Traffic and Transport Services. The core responsibilities of the department are the development of asset management plans and strategies to achieve long-term sustainability of building and infrastructure assets in West Torrens, valued a replacement cost of \$836 million. Other responsibilities include traffic and parking analysis, infrastructure planning, design and construction and management of stormwater, including flood mitigation.

Major projects

Daly Street bridge upgrade - Kurralta Park

At a cost of \$1.4 million, we completed the reconstruction of the bridge crossing at Daly Street, Kurralta Park over Brown Hill Creek. Classified as a 'high priority' for replacement, the bridge (circa 1950) was considered to be one of the lowest in height of all existing bridges along Brown Hill Creek, with flood modelling showing that a substantial flood plain plume would have escaped from the creek at this location. This point had been reiterated during the past 15 years, following several high flow events, where water had begun to spill from this area.

While undertaking reconstruction works of the bridge, we also made some safety modifications to Daly Street by removing a sharp bend in the road and installing a new roundabout adjacent the street's intersection.

Admella Street Pocket Park - Thebarton

Following a request from local businesses and users in and around Admella Street, Thebarton, to look at ways to upgrade a pocket park at Admella Street, we began working with interested parties several years ago to scope and design a more user-friendly open space. This project was completed this past year with the opening of the new-look Admella Street Pocket Park, at a cost of almost \$1 million.

The original pocket park was created in the mid-1990s following the closure of the intersection of Admella and Chapel Streets to through traffic. During the years the park had been under-utilised, however with an influx of population and business in the Thebarton area over the past decade, interest in the space swelled among locals.

Known as 'Admella Place', the project delivered a space to meet the current and future needs, interests and demands of the local community. The project was also seen as an opportunity to develop and demonstrate new principles for 'high performing small spaces', with consideration of how small public spaces could provide high community value, particularly in corridor growth areas.

Bagot Avenue road upgrade - Mile End

The past year also saw the completion of the upgrade to Bagot Avenue at a cost of \$1.64 million. Here we improved the road pavement to a suitable standard for its current use and in anticipation of the increasing traffic that will result from a number of major changes to the area, including the State Government's 30-Year Plan for Adelaide. The upgrade provides improved facilities for pedestrians and cyclists.

Asset Management

This year we undertook a review of Asset Management practices and developed a 3-year game plan to help us stay on track and ensure that action-oriented recommendations and timeframes will be adhered to in the next few years. The game plan aims to help our organisation be more efficient and effective when it comes to managing our many assets.

We also continued, at cost of \$50,000, a rolling program for the condition auditing of our stormwater network assets and undertook a condition audit of our building assets, at a cost of \$60,000.

Roads and footpaths

In the past year more than \$9.5 million was spent to undertake transport related capital works. This program was derived from works identified within Council's Road and Footpath Asset Management Plans, which are annually reviewed and incorporate customer requests. Of the \$9.5 million spent on road and footpath capital works, \$3.03 million was allocated to the reconstruction of roads.

Of note, at a cost of \$3.32 million, we completed the road reconstructions of Netley Avenue, Lockleys; Owen Street, North Plympton; Bagot Avenue, Hilton; Admella Street, Thebarton; Hayward Avenue, Torrensville; Mabel Street, Plympton and Oscar Street, Brooklyn Park.

During the year we also spent around \$340,000 on renewing and constructing footpaths across West Torrens. Key sites included East Street, Torrensville; Lucknow Street, Marleston; Rankine Road, Mile End and Weber Street, Thebarton. Major works were also undertaken as part of the city-wide footpath remediation program addressing footway defect areas along major arterial roads. This remediation program provides greater pedestrian safety.

Other works totalling \$2.77 million comprised:

- \$540,000 for continuing to upgrade street lights to Light Emitting Diode (LED). There are around 8,500 street light assets across West Torrens that vary in ownership/maintenance arrangements between Council, SA Power Networks and the Department for Infrastructure and Transport (DIT). Around 5,300 of those are operated under by SA Power Networks, of which 4,700 are now LED. This change will help reduce energy consumption by up to 82%, reduce greenhouse gas emissions and decrease operational costs.
- The continued upgrading of public bus stops at a cost of \$200,000 at identified sites.
- \$1.2 million for minor traffic management work at identified locations, including pavement bar layouts, pedestrian kerb ramps, speed humps, indented parking, road realignments and road signage with associated line marking. Funds were also used to start the Novar Gardens Local Area Traffic Management Plan and the planning of the Richmond/Marleston /Hilton Local Area Traffic Management Plans.

Stormwater

In 2021 - 22 we began the \$1 million construction of underground drainage in Packard Street, North Plympton and the \$500,000 construction of underground drainage in Fulham Park Drive, Lockleys. We also contributed \$1.7 million to various projects for the upgrading of the Brown Hill Keswick Creek Flood Mitigation project.

Council also completed a draft Stormwater Management Plan, which will be used to model the performance of all of our existing stormwater systems from water quality and quantity perspectives. This will be helpful in forecasting impacts on our stormwater systems in the future, taking into consideration climate change and urban consolidation. The Stormwater Management Plan will ultimately help us to determine where future program works will be required.

Traffic Services

Transport Strategy

During past year, City Assets finalised the review of its Transport and Movement Strategy to achieve its goals in providing an interconnected transport system for all road users. The review, to be presented to Council for adoption in the new financial year, will ensure that our Strategy takes into account new transport trends and needs for our local community and commuters through our area.

We also undertook actions from our Local Area Traffic Management (LATM) plan for Torrensville and Novar Gardens, installing traffic control solutions including:

- a roundabout at the intersection of Shannon and McCann Avenues, Novar Gardens

- the construction of a driveway link at the junction of Hayward Avenue and Ashley Street, Torrensville
- installation of speed humps along Coorilla Avenue, Glenelg North
- the construction of a blister/slow point on Saratoga Drive, Novar Gardens.

We constructed indented parking on Errington Street, Plympton and completed the LATM study for the Mile End/Richmond precinct. The LATM study for the Kurralta Park/Marleston precinct area continued to be developed.

LATM is the planning and management of road space within a local traffic area. LATM involves the use of physical devices, street scaping treatments and other measures (including regulations and other non-physical measures) to influence vehicle operation, in order to create safer and more pleasant streets in local areas.

The coming year

We have numerous projects planned for the 2022 - 23 financial year including:

- The upgrade of the drain crossing at the intersection of Beare Avenue and Waston Avenue, Netley.
- The continuation of our stormwater network assets condition audit and a footpath recondition audit.
- New/upgraded underground stormwater projects including:
 - Gray St, Daly St, Warwick St, Cross Tce, Kurralta Park
 - Chapel St, Thebarton
 - North Plympton/Plympton Stage 2 works.
 - Cygnet St & Coach House Drive, Novar Gardens.
- Road upgrades including:
 - Pearson Street (Burt Avenue to Sir Donald Bradman Drive), Hilton,
 - Allchurch Avenue (Birdwood Terrace to Park Terrace), North Plympton,
 - McArthur Avenue (Tennyson Street to Birdwood Terrace), North Plympton,
 - Balmoral Street (Main Street to Lancaster Street), Lockleys,
 - Cygnet Street (Old Drive to Saratoga Drive), Novar Gardens,
 - Edwin Street (Guy Street to Press Road), Brooklyn Park,
 - Guy Street (Edwin Street to Carnarvon Avenue), Brooklyn Park
 - Wheaton Rd - (Clayton Avenue to Beckman Street), Plympton.

We will also continue to invest funds transitioning street lights to LED and will construct a new shared path along the River Torrens in Thebarton, as well as upgrading the Reece Jennings shared path.

We are earmarking more than \$650,000 to complete LATM plans for Mile End/Richmond, which will include the construction of speed humps in Elizabeth Street, Torrensville and traffic calming devices in Hounslow Avenue, Cowandilla.

Community Services

Our Community Services Department plays a pivotal role in our community by helping people connect, providing programs and services that enable them to learn and grow and, in some cases, services which help them stay in their homes.

Community Centres

Council owns a number of community centres which provide spaces and places for local groups, and groups further afield, to meet and undertake activities.

Thebarton Community Centre, located in Torrensville, is our largest centre and is a venue for hire, as well as home to many local groups. The popularity of Thebarton Community Centre continued to be strong this year. It was utilised a total of 11,040 hours (increase of 295 hours compared to previous year) over 309 days, with more than 500 different groups making bookings. Almost 50% of this usage was by local community groups.

Plympton Community Centre, which is provided to community groups free of charge or at a heavily discounted rate, saw an increase of 30% usage. On average, the centre was used 16 hours per day and 137 different groups made bookings. Statistics show utilisation of 5,054 hours over 309 days.

Apex Park Community Facility is a new facility to open this past year and was used by 221 different groups over 309 days. This facility has been popular for private hirers, especially for children's parties. The Centre was used for a total of 3,228 days over the year.

Weigall Oval Sporting Facility is another new facility open to the community for hire. This facility was used by community groups for a total of 3,813 hours by 21 different groups.

West Torrens Library Service

The West Torrens Library Service provides both the Hamra Centre Library and Mobile Library service to our community. Around 60,000 people attend the Hamra Centre each year, averaging around 700 visits per day.

During the year in review our Library Service was very busy providing programs and events to our community, including movie and cultural nights and our regular Story, Toddler and Baby Times to many young families in the area.

Digital Literacy

In addition to the existing digital literacy services offered, a State Government grant allowed us to develop a variety of tech help programs for our community this year. These included:

- creating instructional website 'how-to' videos to assist customers who couldn't visit the library in person
- providing classes via email and library social media apps
- synching customer's devices with our 'viewboard' to ensure COVID safe practices were being adhered to
- creating a digital literacy feature book collection.

Craft and Art Space

A new Craft and Art space was established in the Hamra Centre Library, equipped with supplies for customers to develop new art and craft skills while having fun through self-expression. Volunteers were on hand to assist with sewing machines, knitting, crochet, a Cricut machine, badgemaker and a variety of other art and craft items. Workshops with different themes were held in the space weekly to help people learn new skills, with between 5 - 10 participants attending each session.

Oral Local History Project

During the year we worked with members of the West Torrens Historical Society to create an Oral Local History collection to ensure that stories pertinent to the West Torrens community were recorded for posterity.

This will be an ongoing project into the next financial year, but we're pleased to report that we managed to transcribe interviews with 13 local families, detailing a record of their life in West Torrens from the 1800s and 1900s; created individual family history booklets with historical photos of family members, houses, businesses and the local area.

Active Ageing

Our CHSP (Commonwealth Home Support Programme) staff provided more than 15,000 hours of assistance to around 1,000 older residents this past year. The main aim of CHSP is to help our older residents stay in their homes longer and provide services where they can continue to be an active member of our local community. CHSP funding was transferred from our Council to an external aged care provider for the next financial year to continue providing the same services to our older community.

Our Active Ageing Program, funded directly by Council, continued to be highly successful with our older community. We provided residents aged 50+ with opportunities to live well and enjoy life locally through a suite of regular services and pop up activities at the Plympton Community Centre. This service emphasised community connection, happiness and positivity as part of its core ingredients.

Programs during the year ranged from chair based exercise classes, fit ball drumming, men's 8 ball, social lunches, brain training and regular drop in events to have a chat, meet with staff and providing linkages to other community opportunities. More than 60 older residents, ranging from 55 to 99 years of age, attended and participate in our Active Ageing programs each week.

Vulnerable residents continued to receive regular phone calls to support them in staying connected with their local community, as well as providing them with a means of support for service referrals and obtaining food/essentials when needed. Around 40 residents received this service during the year and were regularly contacted for a welfare check.

Youth

During Youth Week this year we facilitated 4 workshops attended by 10 to 30 young people:

- RAA car care workshop - a hands-on session where RAA representatives shared their expertise to build confidence in basic car maintenance. The workshop involved 30 minutes of classroom theory and an hour of hands-on vehicle experience whereby participants learned a broad range of skills including changing a tyre and checking the a vehicle's oil.
- Women's self-defence class - martial artist and self-defence expert Lauren Degabriele presented an introduction to women's self-defence. Topics included strategies for self-protection, crime prevention and personal awareness.
- Barista training with Living Jute and HG Coffee School - this workshop introduced young people to the skills needed to become a barista and covered grinding coffee beans, dosing and tamping coffee, steaming, stretching and pouring milk. It also included customer service and took a look at what it was like to work in a café.
- Talking Money financial literacy workshop - a financial literacy workshop organised by Uniting Care Wesley Bowden to teach young people how to save and spend money wisely.

We also facilitated the 'Love Bites' program to Year 10 students in 2 high schools in the local area. Love Bites is a respectful relationships education program for people aged 15 - 17 years. It consists of 2 interactive workshops: one regarding relationship violence and one discussing sex and relationships. Love Bites emphasises the importance of a whole-of-school commitment to respectful relationship education.

Activated community spaces

Exhibitions

Bird sculpture project

Work on this project between our Council, the City of Charles Sturt and West Beach Primary School began in June 2022 and will continue into the new financial year. Its aim is to have students work with an artist to create 12 local bird sculptures which will be installed at local amenities in the area.

Little Galleries

A new public art initiative was launched this year when we installed a range of Little Galleries across West Torrens to provide spaces for artists to share art. Little Galleries are similar to Little Libraries in that they are a small space - 500 x 600mm gallery - for small art for public display. The galleries have been placed in high traffic locations around West Torrens, giving people the chance to explore the area, learn the stories and enjoy the art in beautiful outdoor spaces. The locations of the Little Galleries:

- Hamra Centre - front garden bed (Hilton)
- Hamra Centre - children's story garden (Hilton)
- Mellor Park - playground path (Lockleys)
- Holland Street - (Thebarton)
- LoveOn Café - (Mile End)
- Linear Park Trail - Main Street (Lockleys)
- Apex Park - (West Beach)
- Weigall Reserve - playground (Plympton).

There were 2 exhibitions this year, one during the Fringe, called Westside Stories, and one as part of the SA History Festival. Both had a West Torrens theme, focussing on life and local stories.

Show Us Your Stobie Pole/Verge project

This project was created in partnership with our Environmental Sustainability team and aimed to inspire residents to add more colour to their suburban streets by creating attractive verge spaces and art on Stobie poles. To be continued into the new financial year, this project will look to have residents register their creations online as part of a 'Stobie Pole Art Gallery and a Virtual Verge Trail'.

Community Christmas Tree

In another art and craft first for our community this year, we began a Community Christmas Tree project late last year whereby a large metal Christmas Tree frame was constructed and erected outside the Hamra Centre Library facing the West Torrens Memorial Gardens, which was then decorated with handmade ornaments by our community. The aim of the project was to provide people with a sense of togetherness following 2 years of COVID-19 restrictions. Around 100 people participated in decorating our tree, with families from our Story Time sessions and members from our Craft and Art Space making ornaments.

Community gardens

The Community Gardens at Plympton and Torrensville were reinvigorated with several Saturday morning garden meetings to facilitate interaction and communication between the gardeners. Composting workshops were also held, with more educational workshops being planned in the new year. All 33 plots are currently allocated to local residents.

Grants programs

Our Community Grants program provides funding for a range of projects and programs in our community.

During the year we provided approximately \$110,000 in funding to various not-for-profit organisations and individuals including 43 community grants (13 equipment grants, 11 community project grants, 6 sponsorship grants) and 11 junior development grants in the areas of sport, recreation, science, arts and culture.

Access and Inclusion

An Easy English version of our 2021- 2025 Disability Access and Inclusion Plan (DAIP), which was approved by Council in the reporting year, was developed with Scope Australia, one of the largest providers of disability support services in the nation. The final document will be ready in the new financial year and local providers, community networks and community leaders will be made aware of the version so it can be accessed by their clients.

A review of our website accessibility was also completed, some very minor improvements were suggested but overall the website was found to be very accessible and inclusive. Universal design resources, which outline guiding principles of good accessibility design, were purchased for use by our community and we began a program of disability awareness training for staff.

The coming year

In the coming year the focus for our Community Services staff will be community activation and wellbeing.

We will look to implement programs and projects which increase wellbeing and reduce social isolation for our community and some of the major planned initiatives include:

- expanding our Active Ageing program to include more activities at more locations in West Torrens
- developing and implementing a new community garden in the Netley area
- reviewing and improving the West Torrens Art Prize to make it more relevant and appealing to local artists
- scoping and delivering initiatives towards the prevention of family and domestic abuse
- reviewing our Hamra Centre Library opening hours to ensure maximum value to the community.

Strategy and Business

Our Strategy and Business Department supports the organisation in developing key strategies and plans in consultation with the community, Elected Members and stakeholders. Staff work across the organisation in the areas of procurement, corporate planning, strategic economic projects, land use planning and advocacy, environmental sustainability, events, community engagement, media, public realm and open space planning and community planning.

Creative Services

Our Creative Services' team provides information to our community about projects, services, events and programs in order to help residents gain a better understanding of what is happening in West Torrens and where their dollars are being allocated.

The Creative Services' team use social media, advertising, posters, flyers, Council's magazine and the web to provide information to our community. Team members also help officers from across the organisation in organising community engagement projects so that residents can have a say on large-scale projects and ideas that are proposed.

In this current reporting year, the Creative Services' team supported the community by engaging with them through the social mediums of Facebook, Twitter, Instagram and YouTube. Our social media profiles grew to include TikTok for the Hamra Centre Library (implemented March 2022), taking the total number of pages and profiles across social media to 15.

Overall audience numbers across our social media platforms remained steady at 13,000, but post views grew by 26% and the rate of engagements grew by 93%.

We published our quarterly magazine 'Talking Points' and invited feedback and comments around projects and programs on our 'Your Say' platform. The uptake of Your Say was steady this year, with an additional 200 people registering, taking the total number of participants to 1,262. Your Say was visited around 12,300 times, with up to 275 visitors per day. Of these, 8,800 downloaded documents or took steps to obtain more information about topics on consultation; 1,800 completed submissions, surveys or asked questions.

The Creative Services team supported events and projects by providing design, consultation and media services. As an in-house creative team, we helped keep financial spend down by not having to contract these services to external agencies.

New projects where we provided design service included Westside Stories - Little Galleries, the new Hamra Centre Craft and Art Space and our new Community Christmas Tree project.

Environmental issues continued to be a major concern to our Council and Creative Services helped produce a large number of educational campaigns to inform our community. We produced material for the multi-council AdaptWest Climate Change project and created various campaigns for our Waste Services Team regarding recycling, composting and hard waste disposal.

With COVID-19 still at the forefront of our minds with regard to SA Health restrictions and directions, Creative Services helped keep our community abreast of decisions that affected us locally and will continue to do so in the future.

Community engagement and consultation projects for 2021-22

- Westival vendor feedback.
- Draft Budget and Annual Business Plan 2022 - 23.
- Transport and Movement Strategy 2022 - 2032.
- Waste in West Torrens (Waste Strategy initial consultation).
- Dogs and Cats in West Torrens (Dog and Cat Management Plan initial consultation).
- Malurus Ave, Lockleys Coral Gum removal.

- Emergency Management (internal).
- West Beach weekly organics trial.
- Public Health Plan.
- Weigall Oval playground replacement.
- Mile End Common playground replacement.
- Creslin Tce playground playground replacement.
- Lockleys Code Amendment.
- Lindfield Reserve perch tree removal.
- Participating in the community without NDIS funding.
- Apex Park redevelopment.
- 65 - 73 Mooringe Avenue, Plympton Code Amendment.
- Open Space Plan.
- 2021 Australian Liveability Census.
- Richmond Oval Redevelopment.
- Representation Review.
- CWT volunteer experience (internal).
- Disability Access and Inclusion Plan.
- Public Art Framework.
- Breakout Creek Stage 3 redevelopment.
- Local Area Traffic Management Plan - Ashford, Keswick, Kurralta Park, Marlestone and Plympton.
- Local Area Traffic Management Plan - Cowandilla, Hilton and Richmond.

Events

Council's annual Summer Festival series was scheduled to return in January 2021, however a wave of COVID-19 infections in South Australia forced a last minute cancellation of the event.

In response, we developed a new 4 date festival in April, 'Westival', which merged 3 rescheduled Summer Festival events with the return of our Fire & Spice Festival from 2020. Westival attracted 5,000 people across 3 events at Lockleys Oval and 1,650 people to Bloom Café's Block Party in Thebarton.

The Events Team managed 100 community event enquiries (an increase of 32% on the previous year) and provided support to a number of community-managed events, including the SANFL Chimney Unveiling Ceremony, the Hilton RSL sub-branch's ANZAC and Remembrance Day memorial services, Thai Festival, Kodomo No Hi Japan Festival, Bloody Long Walk and Athletics SA's Road 10km State Championship event.

The team contributed to our annual Australia Day Awards and Citizenship Ceremony and began planning for event activations to coincide with the annual Riverbank Christmas Display at the former West End Brewery (Lion). Council also welcomed a new Events team member in April 2021.

The annual City-Bay Fun Run, Dimitria Festival, Christmas Carols Festival and Back to Bethlehem event were cancelled as a result of COVID-19 restrictions.

Procurement

Our Procurement Policy ensures that all procurement activities deliver the following key objectives:

- Providing for equitable and ethical behaviour in all procurement activities and fair treatment of suppliers.
- Obtaining value for money.
- Delivering a high standard of contract management.
- Ensuring probity, accountability and transparency.
- Effective management of the end to end procurement lifecycle.
- Identification and management of risks.

- Consideration of community impact, including social, environmental and economic sustainability considerations and the use of local goods and services.
- Delegated signing authority.

The Procurement Policy is designed to drive processes that are consistent, transparent and cultivate a competitive environment.

To manage the tender and quotation process, panel contracts and supplier compliances, Council engages an online portal called VendorPanel. This has proven to be a successful procurement tool as it offers a streamlined method to upload tender documents to ensure as many suppliers as possible have the opportunity to submit quotations to carry out work for the Council. This, in turn, ensures we obtain best value for money while ensuring a robust procurement process.

The year past saw the creation of a new contracts register, which streamlined the information pertaining to each contract and offered improved visibility of the status of Council's contracts with external providers.

As the new register was being established, the team also undertook an audit review against each contract to ensure the Procurement Policy was being adhered to with respect to the number of quotes sought and the documentation required based on spend. The aim of the audit was to ensure probity and accountability and this will be ongoing.

Other notable achievements included:

- Revision and creation of new templates.
- Establishment of a purchasing spend matrix as a quick reference guide to identify the correct quotation process and documentation required for each expenditure bracket.
- New panel contracts for a range of services.
- Contract extensions for several agreements.
- Introduction of a tender statistics analysis report that summarises the number of tenderers who viewed a tender compared with actual responses received.
- Upskilling and knowledge building through LGA webinars and training.

In June 2022, Council agreed to implement Rapid Global's Contractor WHS Management System. The system, due for implementation by December 2022, will enable better monitoring and management of contractors WHS safety compliance through an online portal. It will also benefit contractors as they will only be required to submit compliance once, thereby reducing duplication and inefficiencies.

Strategy

During the reporting period the Strategy team progressed strategic projects, collaborations, partnerships and the development of key corporate documents.

Corporate plans and reporting

Annual Organisational Service Plan reporting continued to ensure our accountability to report and deliver on our organisation's goals and aspirations. The following plans were created or reviewed:

- Public Health Plan - a comprehensive review was undertaken and the new Public Health Plan 2021-2026 was approved by the Chief Public Health Officer and approved by Council in February 2022.
- Public Art Framework, approved in March 2022.
- Open Space Plan, approved in September 2021.
- Disability Access and Inclusion Plan - reviewed and the new plan approved in October 2021.

Economic development

The Building Western Adelaide Strategy 2021-2024 for regional economic development was approved. This sees the continued support of a regional western alliance between the Cities of West Torrens, Charles Sturt, Holdfast Bay and Port Adelaide Enfield, which began in November 2015. The intent of the Strategy is to:

- Create a coordinated approach to regional economic development activities.
- Collaborate on projects across the western region.
- Play an advocacy role with State and Commonwealth governments to secure funding and support for projects.

This approach has connected businesses across the region to individual projects and avoided duplication, assisting businesses to grow and prosper.

We also continued our commitment to the Small Business Friendly Council Charter and worked closely with neighbouring councils to undertake projects and planning for economic development of the Western Adelaide region.

Heritage grants

The 2021 round of Heritage Grants saw 22 grants awarded totalling \$40,605. A review of the grants will be undertaken in the next financial year to ensure equitable distribution across representative buildings and local heritage listed items.

Land use planning

Since the introduction of the Planning and Design Code (Code) by the State Planning Commission in March 2021, there have been a number of Code Amendments undertaken, of which Council has been formally consulted. These have included:

- Private Proponent Code Amendments within the City of West Torrens, being:
 - 65-73 Mooringe Avenue, Plympton Code Amendment
 - Lockleys Code Amendment.
- Code Amendments within neighbouring councils including:
 - Kidman Park Residential and Mixed Use Code Amendment
 - Albert Park Mixed Use Code Amendment.
- State Planning Commission Code Amendment of relevance to the State:
 - Local Design Review Code Amendment.
 -

Preliminary work has been undertaken on the following Code Amendments:

- State Planning Commission's Miscellaneous Technical Enhancement Code Amendment
- State Planning Commission's Future Living Code Amendment
- Private Proponent Code Amendment relating to the former West End Brewery land.

We also began the process of undertaking reviews of the Code in comparison to the former West Torrens Development Plan, and will continue to advocate for improvements to the *Planning, Development and Infrastructure Act* and associated legislation.

Environmental sustainability

More than 400 residents claimed a free pack of plants as part of the June 2022 Native Plant Giveaway. Seedlings were grown and cared for by volunteers at the Trees for Life nursery in Brooklyn Park and giveaway plants included species such as muntries (*Kunzea pomifera*). As part of this initiative 5,000 native plants made their way to new homes across West Torrens helping to create a greener, more sustainable urban environment.

Several community planting events were held across our city, including the River Torrens at Lockleys, which was declared 'Park of the Month' for June 2022 as part of Adelaide National Park City celebrations. We became a signatory to Adelaide as a National Park City in 2021, beginning

the journey to improve city life through everyday actions to enjoy connecting with nature and each other.

This year also marked a decade since the first community planting event was held along the River Torrens at Lockleys. During this time, Council has worked with Green Adelaide, Greening Australia and other partners to implement this long-term restoration project, which seeks to improve water quality, biodiversity and ecosystem function in the river and the coastal environment where it enters the sea.

We also worked closely with Green Adelaide as part of the River Torrens Recovery Project, which provided funding of \$17,000 towards weed management and revegetation in 21-22. This project also provided an opportunity to liaise with the other 8 councils whose boundaries reside along the river, which stretches 85 kilometres through the suburbs from Athelstone to Henley Beach. As part of this event, 4,000 native seedlings were planted by 120 community volunteers across the site. Event proceedings also included a Welcome to Country by Ngangki Warra, cubby building with Nature Play SA and macroinvertebrate testing.

An indicator of the success of this long-term restoration project has been the return of unique native wildlife at this site, including micro-bats, which were recently recorded in surveys undertaken by Wildlife Ecologist, Harry Rust. Six different species were recorded at the site; 2 of which included the Southern Forest Bat and Little Forest Bat which are rare, especially in an urban environment.

An additional community planting event was held to revegetate a section of coastline known as Lot 101, which stretches from Adelaide Sailing Club to Glenelg North.

Green Adelaide awarded the Adelaide Sailing Club a community environment grant to undertake this dune restoration project, working in partnership with SA Water, Greening Australia and Council. Site preparation included the removal of invasive weeds, which made way for 6,000 native seedlings across the site.

The event was attended by around 50 volunteers, who will continue to be involved in the project's future and the focus has expanded to the GPS monitoring of the movement of sand levels in the area. This data will help when planning for future projects and vegetation requirements along the site.

Our Council seeks to ensure that environment, businesses and industries across the Western Adelaide region remain productive and that communities stay connected and strong to the challenges and opportunities presented by a changing climate.

With a focus on adaptation, we continued our involvement with the AdaptWest program, in collaboration with western region council partners. The AdaptWest region comprises local, state and federal infrastructure and is home to more than 21,000 businesses and 300,000 residents.

The *AdaptWest Climate Change Adaptation Plan* (Plan) was approved by Council in 2016, as well as by the partner councils. The implementation phase of this Plan, the *AdaptWest in Action 3-Year Action Plan 2019-2022* (Action Plan) was approved by Council in 2019 and provides a forward program for projects which deliver against key priorities including:

- Enhancing open and green spaces to cool the urban environment.
- Managing stormwater to protect and enhance where people live and work.
- Increasing the resiliency of transport and essential services.
- Improving residential dwellings to be resilient to climate change.
- Building strong and connected communities.
- Preparing businesses and industry to be aware and resilient.
- Protecting coastal assets and environment.

Key outcomes for this financial year included the development of 'My Cool Home', an interactive housing design and development tool that helps educate residents living in Western Adelaide about the importance of environmental sustainability. This online tool can be used to assess the sustainability performance of new buildings and renovations, while also providing advice to renters to improve the energy efficiency of their dwelling.

Another key outcome was the AdaptNow! Changing for Climate Change event, which was underpinned by the hypothetical scenario of a 3-week spell of hot weather that saw a cascade of climate events occurring including bushfire smoke impacting Western Adelaide, a heat induced power outage and storm event that caused localised flooding across the region.

Several community workshops and business briefing sessions were organised to test and assist content development by guiding community members through the hypothetical in detail. The delivery was targeted and tailored towards Culturally and Linguistically Diverse Communities (CALD) and the Western Adelaide business sector.

Deliverables included:

- Production of a short film that documented the workshop process and the scenarios of AdaptNow.
- Creation of 8 adaptation 'checklists' focussed on themes explored by Western Adelaide community members and businesses.
- Translation of community checklist material into 6 key languages.
- Production of 4 short videos, addressing key themes including heatwave, bushfire smoke (and air quality in general), power outage and flooding.

As part of our commitment to the Global Covenant of Mayors for Climate and Energy, we progressed toward the adaptation milestone badge and have already been awarded 2 of the 3 badges as part of this program. We also joined the ICLEI Cities with Nature Program as a pioneer council to showcase our greening initiatives and achievements to others, while providing us with an opportunity to learn.

Water conservation in West Torrens was assisted through a total of \$9,250 in rebates being provided to 35 residents for rainwater tank installations. This resulted in an increase in rainwater tank storage volume of 88,571 litres, which will help mitigate flooding impacts through detention storage, as well as reducing mains water reliance. Council further demonstrated its commitment to water conservation by beginning a series of water efficiency audits on Council-owned buildings and facilities identified as high water consumption sites. The project aims to identify ways to reduce mains water consumption, reducing operating costs and improving their environmental sustainability.

During this year we developed concepts to transform a portion of the Keswick Creek corridor at Richmond into a green linear pathway for the benefit of our community and the environment. Some ideas for this space include planting trees to expand our tree canopy, opportunities to celebrate Kaurna culture, public art, outdoor classrooms for the local schools, park seating to enjoy the space, a corridor for 'active' transport and more open space to get in touch with nature.

Partnerships

- In collaboration with the State Government, we obtained and translated LiDAR (Light Detection and Ranging) data across West Torrens to develop tree canopy maps. LiDAR technology captures high resolution, 3-dimensional tree data by flying a plane across the study area and then creating maps, which are useful for benchmarking canopy cover and tree height at a point in time.
- Through AdaptWest and in conjunction with the Cities of Charles Sturt and Port Adelaide Enfield, we provided a joint response to the Natural Resources Committee Inquiry into Urban Green Spaces.
- AdaptWest partnered with Red Cross to implement the Climate Ready Communities Program. Residents from across the 3 neighbouring councils participated in training to explore climate impacts and encourage them to prepare and take action within their local community.

The coming year

The future challenge of climate impacts, which continue to require immediate action to mitigate further challenges, will continue to be a focus for us. The economic fallout of the COVID-19 pandemic will no doubt cause a greater consideration of finances, however we will continue to plan and undertake our ongoing projects and strategies and work towards providing our community with benefits such as economic, social and environmental sustainability.

We will continue to engage with and support our community via social media, digital media and our regular magazine, and our community engagement platform 'Your Say' will continue to be our major vehicle to seek feedback from our community around key projects and services.

Other key priorities for 2022 - 23 will include:

- Providing cost effective solutions to complex issues through strategic partnerships and collaboration with neighbouring councils.
- Developing our 2022-2023 Annual Service Plan.
- Developing a Climate Change Strategy.
- Finalising corporate plans that were delayed due to COVID-19 restrictions.
- Implementing a heritage grants scheme and a suite of environment grants and sustainability rebates.
- Responding to the ramifications of the Planning and Design Code and private proponent-led Code Amendments and advocating for better policy outcomes on behalf of community.
- Coordinating strategic information forums between Council and developers undertaking major infill development in West Torrens.
- Providing input to Green Adelaide's National Park City campaign.
- Continuing our commitment to small business capacity-building.
- Development of further incident specific hazard plans.
- Facilitating an intra-council emergency management testing event through the Western Adelaide Zone Emergency Management Committee.
- The possible redevelopment of a portion of the Keswick Creek corridor, Richmond, to establish a green linear pathway that will benefit our community and our environment.

Local Government Reform and Integrity

Local Government Reform and Integrity maintains the systems for good quality, ethical decision making that provides for a sustainable council, allowing for long-term value creation for the community. Using a cross organisational approach, the department incorporates Governance, Legislative Reform implementation, Risk Management, Internal Audit and Emergency Management.

Governance

Governance provides specialist advice, support and frameworks for staff and Elected Members to undertake their duties. Governance focuses on the accountability of staff to the Elected Council and the Elected Members and staff to the community.

Governance achieved a number of outcomes during this past year including:

- Ensuring timely updates and management of policies and procedures following new legislation, particularly as a result of COVID-19.
- Managing the introduction of a new delegations framework under a variety of legislative instruments
- Coordinating the implementation of the local government reforms.
- Managing Ombudsman enquiries.
- Managing public registers.
- Coordinating Freedom of Information applications.
- Coordinating and managing primary and ordinary returns.
- Managing authorisations and delegations.
- Reviewing and updating policies in collaboration with other departments across CWT and drafting new policies where required.
- Providing advice and workshops on matters concerning legislative amendments.
- Providing support to Council and Council committees.
- Providing election support in the lead up to the Local Government elections for 2022 to the organisation.

Strategic Resilience

Resilience includes activities related to internal audit, risk management and emergency management, with the outcome being a strong, adaptable and sustainable organisation and community.

Strategic Resilience is designed to help our organisation achieve its objectives by providing independent assurance on the effectiveness of risk management, internal control and governance processes.

The impacts of the COVID-19 pandemic are still being felt across the organisation and community, however, this has provided us with an opportunity to test and review our emergency management program.

During the past year, there was an ongoing focus on reviewing emergency management capabilities including the re-engineering of emergency management documentation including our human disease/pandemic hazard plan, increased training and increasing efforts to strengthen staff resilience.

Regardless of the significant and unprecedented challenges this year brought, a number of outcomes were achieved including:

- further embedding a risk culture within the organisation and building resilience of staff by conducting risk and resilience inductions, workshops and training

- developing new tools and frameworks to better assess risks and provide a greater risk based guide to decision making
- integrating positive risk assessments and internal audit with the organisation's Continuous Improvement functions
- undertaking significant emergency management training through our internally led i-Responda training program
- developing the 2022 - 2023 Risk and Resilience Plan
- continuing refinement of the Emergency Management Framework, Business Continuity Plan and Operations and Recovery Plan, as well as development of incident specific Hazard Management Plans
- completing numerous tests and microsimulations of the emergency management functions to ensure greater strength and capacity
- actively participating and engaging in the Local Government Functional Support Group (LGFSG)
- being an active participant in the Western Adelaide Zone Emergency Management Committee
- undertaking activities and audits associated with the 2019 - 2022 Internal Audit Plan.

The coming year

Local Government Reform and Integrity will implement and continue to implement a number of projects and programs in order to achieve the objectives of the department and organisation.

Key priorities 2022 - 23 will include:

- Providing election support for the November 2022 Local Government elections.
- Facilitating the start of a new 4 year Council term.
- Continuing to implement reforms into Local Government.
- Developing new and reviewing existing emergency plans and documentation.
- Facilitating an inter-council emergency management testing event through the Western Adelaide Zone Emergency Management Committee.
- Providing greater support to the community in emergency and hazard preparation.
- Continuing to support and implement the legislative compliance and policy frameworks within the organisation.
- Continuing to monitor and facilitate business continuity planning as a result of COVID-19 impacts.

Regulatory Services

Regulatory Services comprises teams in Waste Management, Environmental Health and Community Safety (Compliance) and is responsible for providing quality services to assist the community on issues around household waste disposal, animal management, immunisation and community health.

The teams share a commitment to work in partnership with community, business and government sectors to provide a safe, clean, healthy and sustainable environment.

Waste Management

Focused on resource recovery, the Waste Management team ensures that bins are collected on time, provides hard waste services, monitors and investigates illegal dumping activity and educates our community about the importance of recycling. They also provide access to tools to help our community recycle better, such as kitchen caddies and rebates for compost bins. In July 2021, we also took up an initiative to provide our community (upon request) with a free household recycle bin that can be used inside the home.

Officers provided education to businesses and households about changes to legislation, such as the *Single-Use and Other Plastic Products (Waste Avoidance) Act 2020*, provided sessions to schools and community groups and advice to businesses seeking to be more environmentally conscious. We supported our Community Development officers to facilitate composting and worm farm workshops at Council's community gardens and in April 2022 160 kitchen caddies and information on food recycling was provided to new members of our community at a citizenship ceremony.

Community enquiries

During the past year, we addressed more than 2,000 concerns and enquires relating to waste, including 1,087 reports of illegal dumping. In 2022 we began the journey to develop a 10 year Waste and Resource Recovery Strategy, which will be used to help guide service delivery and future innovation for West Torrens. Between April and May 2022, a community survey about waste and recycling was undertaken to learn what our community wants from Council as a pre-cursor to the Strategy's development.

Collaboration and innovation

During February 2021 to February 2022, we trialled a weekly organics bin collection with residents at West Beach to test the effectiveness of collecting these bins weekly. The trial showed that there is a strong understanding of how to use an organics bin, with participating households reducing the volume and weight of compostable food waste to their general waste bins by more than half. But while the trial was successful in diverting food waste to the correct bin, the overall weight of general waste bins did not significantly change. More education will be required before consideration will be given to a transition to weekly organic collections.

Throughout the year staff participated in workshops and strategic planning sessions to review the future of waste services in South Australia, product stewardship schemes and explored new technology and solutions to address the changing needs of our residents and businesses. We collaborated with other councils and Green Industries SA to develop improved education campaigns and programs to make recycling simpler and we are currently initiating 2 more trials that will help shape future solutions for waste management in multi-unit homes.

Highlights

- Waste services collected 2,523,913 red, yellow and green bins with a successful collection rate of 99.93% and repaired or provided replacements for 3,084 bins.
- Received 8,957 hard waste bookings and recycled 837.74 tonnes of material. 7.16 tonnes of e-waste and 1,717 mattresses were also recycled.
- Investigations into illegal dumping activities resulted in 62.66% of all reported illegal dumping incidents to be removed without further action by staff.
- 2,043 waste vouchers were issued to residents for material not accepted through the hard waste collection service.
- 59 residents took advantage of our 'Home Compost Systems' rebate program to purchase worm farms or compost bins.
- The Waste Management Team actioned 2,007 customer requests relating to waste and illegal dumping.
- Supported 9 community groups undertaking a 'Keep Australia Beautiful' clean-up program in addition to a Council-run initiative.

Environmental Health

The Environmental Health team promotes and protects the health of the community by providing and supporting public health services and education.

This year our staff continued to provide education and promote good food hygiene and safety and public health, and also supported businesses by monitoring health practices and administering legislation to ensure the required measures were in place to protect public health.

During the reporting year, officers attended 194 customer requests, ranging from food hygiene and safety concerns, environmental nuisances and risks, to public health due to poor health and hygiene conditions and communicable diseases.

We continued to participate in the food safety rating scheme and in the past 12 months, the following food safety rating certificates were issued to food business:

- 5 star rating 145
- 4 star rating 41
- 3 star rating 24.

Unrated inspection results were issued for 29 food businesses.

Immunisation

The provision of our immunisation service continued to be contracted to a local immunisation provider.

The ongoing impacts of COVID-19, particularly those relating to physical distancing and density requirements, saw us continue our online booking system for clinics in an effort to protect the health and wellbeing of clients accessing this service. We also continued the school immunisation program for all Years 8 and 10 secondary school students and 3,289 vaccines were administered to students and our community this reporting year.

Local Nuisance and Litter Control

Councils are responsible for administering and managing local nuisance and littering issues under the Local Nuisance and Litter Control Act, which includes noise, odour, dust, smoke and littering.

The following number of complaints and offences were recorded for the reporting year.

Total Number of complaints of local nuisance and littering	255
Number of offences under the Act that were expiated	8
Number of offences under the Act that were prosecuted	0
Number of nuisance and litter abatement notices issued	2
Civil penalties negotiated under Section 34 of the Act	0

Application by Council to the Court for orders for civil penalties under Section 34 of the Act and the number of orders made by the Court on those applications was zero.

COVID-19

The Environmental Health Team continued to monitor businesses to assess compliance with COVID-19 restrictions and controls put in place by SA Health. Compliance monitoring ceased with the restrictions being lifted and the Major Emergency Declaration removed.

Community Safety

Council's Community Safety Team is responsible for enforcement in areas such as parking, animal management, overgrown vegetation, backyard burning, goods on footpaths, illegal dumping and building works.

During the year officers investigated more than 3,023 customer requests, handled either through education or enforcement. Furthermore, of the total of 8,804 expiation notices that were issued, 1,366 applications were received and assessed for a section 270 review under the *Local Government Act* - 1,220 parking; 146 animals and 19 general compliance.

Officers who undertook animal management captured 176 dogs for wandering at large and investigated 56 dog attacks (36 on animals and 20 on humans) which generated 17 dog control orders being served.

Other administration tasks and inspections:

- Parking permits were issued to 347 residents.
- 125 European wasp nests and bee swarms were either removed or eradicated (97 wasps and 28 bees).
- During the fire season, 527 properties were assessed for being a fire hazard, 76 clean up notices were issued along with 17 expiation notices.

We opened a new dog holding facility towards the end of the financial year, approved by the Dog and Cat Management Board. The facility provides a calm and safe environment for found dogs and consists of 6 kennels, office area and exercise yard. The entire facility, including each kennel, has 24 hours live security cameras system in place. The aim of this facility is to alleviate the pressure on owners who have to travel long distances to retrieve their dogs if they are impounded by Council.

The coming year

During the next 12 months Regulatory Services will continue to investigate new opportunities and programs which may help us achieve our objectives. Activities will include:

- Continuing to educate the community about requirements in legislation, in particular dog registration.
- Further implementing mobile technology to improve our 'in the field' management of issues.
- Adopting and implementing new strategies in our revised Dog and Cat Management Plan.
- Continuing to provide a variety of education programs for schools and community groups about waste minimisation and recycling.
- Promotion of food waste recycling and encouragement of more households to take advantage of Council's kitchen caddy program.
- Increasing engagement with residents and businesses through improved waste management campaigns and collaboration.
- Reviewing and updating strategies and policies relating to waste management.
- Promoting circular economy principles for the community and Council.
- Finalising and implementing a 10 year Waste and Resource Recovery Strategy for West Torrens to address the changing environment and supports transition to circular economy practices.
- Partnering with other councils to undertake a project to determine the best way to improve recycling behaviour in multi-unit dwellings.

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Financial Services

Financial Services is responsible for the development, management and coordination of our annual budget to ensure that the long-term and realistic financial goals required to deliver the desired services and amenities to our community are in place.

Annual budget

The balanced budget presented to Council for 2021-22 included \$66.9 million operating expenditure and \$31.9 million capital expenditure, an outcome achieved while maintaining a modest average 1.85 per cent rate increase.

Key major projects and their budget allocations included:

- \$1.4 million for the Brown Hill Keswick Creek drainage project
- \$1.0 million towards venue improvement of Richmond Oval
- \$1.0 million towards the redevelopment of Apex Park
- \$1.8 million towards the upgrade of Kings Reserve and Thebarton Oval
- \$23.9 million for capital works throughout the city
- \$6.67 million for waste management
- \$3.4 million for recreation projects.

While our everyday service delivery started to get back on track following the COVID-19 disruption of the previous financial year, the 2021-22 period saw us hit with new challenges as we aimed to continue or complete projects in an environment where resources were increasingly hard to source. Despite this, we managed to continue many of our staged projects.

Ahead of finalising our 2021-22 budget, Financial Services undertook community consultation to encourage residents to be involved in the budget process, learn about Council's plans, ask questions and provide feedback. This information was used to inform our final budget decisions.

Reporting

Council met its financial and statutory reporting requirements for 2021-22, with all statutory audits successfully completed. Financial reporting was conducted on a full cost attribution basis, as required under the *Local Government Act 1999*, while the reporting of consolidated strategic and financial information continued throughout 2021-22 along with rigorous budget reviews. Long-term Financial Plan

Legislation requires Council to annually review its Long-term Financial Plan with consideration to the Annual Business Plan and associated Infrastructure and Asset Management Plans. The 2021-2022 review was completed in conjunction with Council's Budget and Annual Business Plan, while the Budget and Annual Business Plan for 2022-2023 was made available for community consultation on our website and at the Civic Centre during business hours.

The coming year

Council's 2022-2023 budget will be a challenging one, with the lessening, but ongoing impact of COVID-19 affecting our community. A surplus operating result has been budgeted to help sustain our financial position, this includes capital expenditure of \$38.1 million and a residential rate increase of an average of 3.0 per cent, with a minimum rate of \$989.

We are catering for an accelerated capital works program supported by Federal, State and Local Government grant funding that will see delivery of significant community facilities during the next few years. Grant funding assists in not only stimulating the local economy, but also by contributing to projects such as the staged redevelopment of Thebarton Theatre, Richmond Oval and Breakout Creek.

People and Culture

The People and Culture Department is responsible for partnering with the wider organisation to provide advice and assistance to attract, engage and develop employees and build a high performance culture. Our department includes Work Health Safety and Injury Management, People and Culture and Service Centre. Our focus and emphasis is providing advice in the areas of:

- people management
- organisational capability
- cultural development
- fair and equitable practices
- employee attraction, retention and succession planning
- learning and development
- industrial relations and risk management.

During the past year, People and Culture has partnered across all divisions to provide support, advice and coaching, ensuring our people leaders are equipped with the right tools, resources and training to enable them to support and motivate their teams to deliver on their Key Performance Indicators (KPIs).

Significant work has continued in the development of our leaders and emerging leaders, providing them with development opportunities to ensure the CWT is well positioned to retain our valued, high performing workforce. We have continued to partner with Local Government (LG) Professionals, providing opportunities for staff to access LG Professional programs and events as part of the CWT Council membership.

People and Culture has undertaken significant projects this year, including, but not limited to:

- Development towards Australia White Ribbon (AWR) Accreditation - final submission due late 2023.
- Development within the Local Government Association (LGA) Ageing and Work Health Program, due to be completed December 2022.
- Scout Talent - implementation of an electronic system to achieve efficiencies with the CWT recruitment and selection processes.
- The instigation of an Aggressive, Violent and Threatening behaviour public campaign - ongoing.
- Implementation of a Customer Relationship Management system - ongoing.
- Development of a Flexible Working Arrangement Policy and Guidelines.
- Initial development of the CWT Organisational Workforce Strategy (including, but not limited to, talent and succession, capability mapping, attraction and retention, exit interview system) - ongoing.

As we have continued to work our way through various restrictions and changes placed on our workplace due to COVID-19, we have maintained our efforts on resilience, wellbeing and positive mental health experiences for staff to ensure continuity and provision of services for our community. We progressed the development of 'dashboard reports' with our management team so they could report on department service standards, accountability and compliance.

During the year in review, People and Culture developed an online induction platform for all new employees and progressed the development and implementation of digitised employment packs. By introducing these initiatives and improvements, we have streamlined and enhanced onboarding journey for new staff and significantly reduced the need for high volume paper based documents.

Service Centre

Our Service Centre team is at the frontline of service delivery and as such they are primarily the first point of contact for our customers and community, offering multiple ways to contact the CWT including telephone, face-to-face, email, SMS, web chat, online service requests and social media.

The team's objective is to ensure our customers and community are at the heart of everything we do, by providing customer service excellence in a responsive, consistent, convenient and caring way.

The overall customer interactions completed in the past financial year included:

- answered 52,649 telephone calls
- responded to 3,683 web chats
- managed 1,553 SMS contacts
- replied to 5,298 emails
- processed 12,293 payment transactions.

As part of a 'Voice of the customer' program, and in collaboration with the Continuous Improvement team, our Service Centre staff will continue to distribute surveys and seek feedback from customers who have engaged with us via telephone, web chats and once a service request has been completed. This approach will provide us with reports of where we can improve as we strive for customer excellence.

The Service Centre has a commitment to implementing Customer Relationship Management (CRM) solutions in 2022 - 23, to streamline processes for efficiency and provide better outcomes for our customers. Enabling staff with the right resources provides an opportunity for us to focus on single point of contact to provide solutions in response to customer enquiries.

Work, Health and Safety

The COVID-19 pandemic has highlighted the importance of Work Health and Safety (WHS) laws and their practical application.

During the previous 12 months, the CWT continue to experience the impact of COVID-19, which required the organisation to be agile and quickly adaptable to produce critical WHS responses, guidance and support. We continued to prioritise the health and wellbeing of our staff by supporting flexible working arrangements, while ensuring we maintained a healthy working environment for all workers and other persons, including contractors and volunteers. We invested in health and wellbeing programs for our staff by providing significant benefits through early intervention, including physiotherapy treatments, Employee Assistance Program (EAP) and access to ergonomic assessments, relevant equipment and tools and ongoing training.

To further ensure the health, safety and welfare of workers, we continued to provide:

- appropriate WHS training to staff
- access to the EAP for family members as well as staff
- mental health first aid and mental health awareness training
- resilience tools and webinars
- information about healthy eating and good nutrition
- an annual wellbeing reimbursement for activities or therapies to help employees lead a healthy lifestyle.

The coming year

People and Culture will continue to progress a number of initiatives that started this reporting year, including our accreditation for the Australia White Ribbon program, development of an Ageing and Work Health program, an Aggressive, Violent and Threatening behaviour program and the instigation of our Flexible Working Arrangements for staff. We will also continue our work on our customer excellence program and will implement a Customer Relationship Management program.

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Information Services

The Information Services team provide a wide range of services to those that service the community. This year, in conjunction with people across the organisation, the Information Services team improved our cyber security and provided digital platforms that underpin more efficient and productive use of business information.

Performance

A key measure of our team's performance is the availability of the services we deliver. During 2021-22 the team achieved an average availability of services, including mail services, document production, information technology infrastructure, business applications, web services, desktops, servers and telephony of more than 99.9%. This high level of performance is primarily due to our robust and reliable systems and the team's commitment.

Cyber security

We have embraced several initiatives funded by Local Government Risk Services (LGRS), and this year focussed on the 'Essential 8' framework, developed by the Australian Cyber Security Centre and an assessment of how we are tracking, funded by the LGRS. In less than one year we achieved 21 of the 32 Essential 8 controls.

To help our workforce and our community, we conducted the 'Phriendly Phishing' cyber awareness campaign and published information on how people can become more cyber aware.

ePlanning data interchange

In June 2022, our Council became the first in SA to achieve a significant data interchange with the State Government's ePlanning portal. We now have more complete planning information that is available to our workforce and community via our existing business systems. An example of 2 data sources being better than one is that we can once again analyse development information against airport noise profiles.

Business intelligence

To improve business intelligence, our team has worked with many different areas of our business to help with the provision and use of information as we strive for a more efficient and productive workforce.

Some of the highlights have included:

- Helping our arboriculture workforce embrace tree and work management systems; this information will, ultimately, be available for our community.
- Providing self-service access to expiation information.
- Providing park and playground facilities information to our community.
- Preparing for our journey on a new PowerBI business intelligence platform.

The coming year

The people in Information Services will undertake a number of initiatives including:

- Retiring and replacing our first website chat-bots, Barton, Bindy and Paige, with artificial intelligence that can better interpret information we publish on our website and the questions asked. These tools will provide an effective knowledge base for both our workforce and our community.
- Our first significant initiative on our PowerBI platform will provide access to essential information on \$800million worth of community assets.
- Increasing security of our information and applications.
- Continue our "digitise by default" approach including back-scanning important Council information and records
- Increasing mobile access to our internal applications for greater productivity and efficiencies.

These initiatives help us deliver a better customer experience, a mobile, digital workforce and access to services outside business hours.

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Access to Council documents

This section of the Annual Report details information that Council is required to provide in accordance with relevant legislation. The documents and registers listed may be inspected:

- at the Civic Centre 165 Sir Donald Bradman Drive, Hilton during normal business hours
- on the Council website, westtorrens.sa.gov.au

Copies of the documents are available for a small fee unless otherwise stated.

Further information about the policies may be obtained from the Governance Team by emailing governance@wtcc.sa.gov.au or phoning 8416 6333 during business hours.

By-laws

The Council has 5 by-laws to ensure the good rule and government of an area, and for the convenience, comfort and safety of its community. These being:

- By-law No.1 - Permits and Penalties
- By-law No.2 - Local Government Land
- By-law No.3 - Roads
- By-law No.4 - Moveable Signs
- By-law No.5 - Dogs.

Codes

A list of codes of conduct or practice that are in place as required under the *Local Government Act 1999* or *Local Government (Elections) Act 1999* is provided as follows:

- Mandatory Code of Conduct for Council Members
- Mandatory Code of Conduct for Employees
- Code of Conduct - Assessment Panel Members
- Code of Practice - Access to Meetings and Documents
- Code of Practice - Procedures at Meetings.

Terms of Reference

The following Council committees are guided by Terms of Reference, which define the purpose, scope and authority of the Committee:

- Audit General Committee Terms of Reference
- Building Fire Safety Committee Terms of Reference
- Chief Executive Officer's Performance Review Committee Terms of Reference
- City Advancement and Prosperity General Committee
- City Facilities and Waste Recovery General Committee
- City Finance and Governance Standing Committee Terms of Reference
- City Services and Climate Adaption Standing Committee
- Council Assessment Panel Terms of Reference.

Policies

The City of West Torrens has 2 types of policies these being Council Policies and Administration Policies. Policies are regularly reviewed to reflect the Council's Corporate Planning Framework, legislative changes, Council resolutions and decisions of the Executive Management Team.

Council policies

Council policies may be required by statute, related to the Council as an elected member body and/or be in the public interest.

- Advertising on Council Land and Related Public Infrastructure Policy
- Animal Nuisance Complaints Policy
- Annual Budget Policy
- Asset Management Policy
- Asset Naming Policy
- Building and Swimming Pool Inspection Council Policy
- Capitalisation of Assets Policy
- Children and Vulnerable Persons Safety Policy
- Commonwealth Home Support Program (CHSP) Advocacy Policy
- Commonwealth Home Support Program (CHSP) Care Recipient Does Not Respond to a Scheduled Visit Policy
- Commonwealth Home Support Program (CHSP) Fees and Charges Policy
- Commonwealth Home Support Program (CHSP) Quality Assurance Policy
- Council Assessment Panel Policy: Review of a Decision of Assessment Manager
- Council Initiated Code Amendments Council Policy
- Council Reception Room - Richmond Oval Policy
- COVID-19 Rates Financial Hardship Policy
- Customer Complaints Policy
- Elected Member - Recognition of Service Policy
- Elected Member Gifts, Benefits and Hospitality Reporting Policy
- Elected Members Allowances, Facilities, Support and Benefits Policy
- Elected Members Professional Development Policy
- Elected Members Records Management Policy
- Elections Period Caretaker Policy
- Enforcement Policy
- Enterprise Risk Management Policy
- Expiation Notice Decision Review Policy
- Flags Policy
- Fleet Management Policy
- Food Act Inspections and Auditing Fees Policy
- Found Property Policy
- Fraud and Corruption Prevention, Control, Reporting and Investigation Policy
- Graffiti Management Policy
- Grants, Sponsorship and Donations Program Policy
- Impoundment of Vehicles Policy
- Internal Review of Council Decisions Policy
- Investment Policy
- Libraries Policy
- Memorials Policy
- Mendelson Foundation Investments Policy
- Mendelson Foundation Support Policy
- Mobile Closed Circuit Television Council Policy
- Mobile Food Vendors Policy
- Natural Environment Policy
- Order Making Policy
- Procedures at Council Assessment Panel Meetings
- Procurement Council Policy
- Provision of Council Gifts Policy
- Public Comment Policy
- Public Consultation Council Policy
- Public Consultation (COVID-19) Policy

- Public Interest Disclosure Council Policy
- Rate Rebates, Remissions and Postponement Policy
- Reporting and Investigating Council Member Code of Conduct Complaints
- Residential Parking Permits and Exemptions Policy
- Revaluation of Assets Policy
- Sale and Disposal of Assets Policy
- Social Media Use and Management Policy
- Talking Points Policy
- Treasury (Debt Management) Policy
- Tree Management Policy
- Use of Public Footpaths and Roads for Business Purposes Policy
- Verge Management Policy
- Waste Minimisation and Recycling Services Policy.

Administrative policies

Administration policies, other than some HR policies, are not required by statute. They contain policy statements, procedures and processes to guide employees in relation to particular matters. Administration policies are approved by the Executive Team, not the Elected Council.

- Attendance at South Australian Industrial Relations Commission Policy
- Building and Swimming Pool Inspection Administration Policy
- Business Casual Days Policy
- Classification Review Policy
- Conference Attendance by Employees Policy
- Corporate Wardrobe Administration Policy
- Correspondence Policy
- Credit Cards Policy
- Criminal and Relevant History Screening Policy
- Disposal of Computer and Related Equipment Policy
- Driver's Licence Fee Reimbursement Policy
- Employee Code of Behaviour
- Employee Gifts and Benefits Policy
- Employee Health and Wellbeing
- Employee Records Policy
- Enterprise Risk Management Framework
- Entertainment Expenditure Policy
- Financial Authorities Policy
- Fleet Management Administration Policy
- Higher Duties Policy
- Income Protection Policy
- Induction Policy
- Information Technology and Its Use Policy
- Leave Policy
- Managing Non Work Related Illness or Injury Policy
- Managing Performance, Misconduct and Inappropriate Behaviour Policy
- Mobile Devices Policy
- Natural Environment Guidelines for Works, Operations and Contractors Policy
- Operating Procedures at Building Fire Safety Committee
- Probation Review and Determination Policy
- Procurement Admin Policy
- Public Consultation Policy
- Purchased Leave Policy
- Recognition of 25 Years of Service Policy
- Recruitment and Selection Policy
- Remote Access and Network Security Policy

- Return from Parental Leave Policy
- Review of an Employment Decision - Employee Initiated Policy
- Salary Packaging Policy
- Special Leave Without Pay Policy
- Staff Functions and Catering Policy
- Study Assistance Policy
- Training and Development Policy
- WHS and IM Planning, Monitoring and Review Policy
- WHS and Injury Management Lead Policy
- WHS Asbestos Management Policy
- WHS Chemical Management Policy
- WHS Confined Space Policy
- WHS Consultation and Responsibilities Policy
- WHS Document Management Policy
- WHS Drug and Alcohol Policy
- WHS Electrical Safety Policy
- WHS Emergency Plan Policy
- WHS Excavation and Trenching Policy
- WHS First Aid Policy
- WHS Hazard Management Policy
- WHS Hazardous Manual Tasks
- WHS Hot Work (including Welding) Policy
- WHS Inclement Weather Policy
- WHS Induction and Training Policy
- WHS Injury Management and Return To Work
- WHS Injury/Incident Reporting and Investigation Policy
- WHS Isolation, Lockout and Tag Out Policys
- WHS Managing Aggressive Violent Threatening Behaviour Policy
- WHS Plant and Equipment Safety Policy
- WHS Prevention of Falls Policy
- WHS Vaccination (COVID-19) Policy
- WHS Working Alone or in Isolation Policy
- Working from Home During a Declared Emergency Policy
- Workzone Traffic Management Policy

Registers

A list of registers that Council keeps in accordance with the *Local Government Act 1999* the or *Local Government (Elections) Act 1999* is provided as follows

- Assessment Register (rateable land)
- Campaign Donations Return for 2018 Local Government Election*
- Campaign Donations Return for 2017 Keswick Ward Supplementary Election*
- Delegations and Sub Delegations Register
- Development Application Register
- Elected Member Register of Interest Information
- Register of Allowances and Benefits - Elected Members*
- Register of By-laws
- Register of Community Land
- Register of Conflicts of Interest
- Register of Gifts, Hospitality and Benefits - Elected Members
- Register of Gifts, Hospitality and Benefits - Officers
- Register of Interests - Elected Members and Independent Members
- Register of Interests - Development/Council Assessment Panel Independent Members
- Register of Interests - Officers#
- Register of Land Management Agreements
- Register of Public Roads
- Register of Remuneration and Benefits - Officers.

Registers, other than those listed below, may be viewed during normal business hours at the Civic Centre.

#Register of Interests – Officers is legally not available to view.

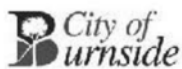
**A written application must be received by Council to view these registers.*



2021/22 Annual Report

Brown Hill and Keswick Creeks Stormwater Board

For the cities of Adelaide, Burnside, Mitcham, Unley and West Torrens



Acknowledgment of Country

The Brown Hill and Keswick Creeks Stormwater Board acknowledges that the project and our Constituent Councils are located on the traditional Country of the Kurna People of the Adelaide Plains and pays respect to Elders past and present.

We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kurna people living today.

We also extend that respect to other Aboriginal Language groups and other First Nations.

The Brown Hill and Keswick Creeks Stormwater Board tampendi, ngadlu Kurna yertangga banbabanbalyarnendi (inbarendi). Kurna meyunna yailtya mattanya Womma Tarndanyako.

Parnako yailtya, parnuko tappa purruna, parnuko yerta ngadlu tampendi. Yellaka Kurna meyunna itto yailtya, tappa purruna, yerta kuma burro martendi, burro warriappendi, burro tangka martulyoiendi.

Kumarta yailtya miyurna iyangka yalaka ngadlu tampinhi.

Kurna people play a key role in the design and delivery of the Brown Hill Keswick Creeks Stormwater Project and we value the input and guidance of representatives of the Kurna Nation Cultural Heritage Association (KNCHA) and RAW SA.

Willawilla - Brown Hill Creek



2021/22 Annual Report



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Chairperson's Report

This is the fifth annual report of the Brown Hill and Keswick Creeks Stormwater Management Board, a regional subsidiary established in February 2018 under the Local Government Act 1999 (SA).



The report canvasses the achievements of the Board over the preceding 12 months in implementing the Stormwater Management Plan and provides updates on the progress of continuing projects. Of particular note are:

- completion of the construction of the new wetland at the southern end of Victoria Park / Pakapakanthi (Park 16), which was opened to the public on 6 May 2022. The wetland is a substantial component of the flood mitigation strategy developed in the Stormwater Management Plan. The wetland has been designed to integrate the system with the existing natural environment, protect existing significant trees, substantially increase native plant species and provide passive recreational opportunities, enhanced by educational information and Kaurna cultural artwork. The Board is pleased to note the delivery of the wetland on time and within budget and wishes to recognise the significant contribution of all stakeholders;
- continuation of the Blue Gum Park / Kurangga (Park 20) creek works in the South Park Lands, due for completion in September 2022;
- preparation for the delivery of a package of Upper Brown Hill Creek works in Millswood, due to commence in 2023.

On behalf of the Board, I wish to thank retiring independent Audit and Risk Committee member Justin Humphrey for his valuable contribution and good counsel. I also wish to thank the Federal government for awarding a grant of \$10m, our many stakeholders for their ongoing support and contribution and in particular, the CEOs, members and staff of the 5 Constituent Councils, the Federal and State governments, the Stormwater Management Authority and Green Adelaide.

Judith Choate

2021/22 Annual Report

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Project Director's Report



The Board continues to make significant progress in the delivery of the capital works program with flood detention works nearing completion. The Victoria Park/ Pakapakanthi (Park 16) wetland opened to the public on May 6 2022 and the official opening was well attended by over 100 guests. The site was put to the test shortly after opening with 2 significant rainfall events in quick succession and it performed as designed - detaining water on site and releasing flows downstream in a controlled manner. It was remarkable to see how quickly water levels rose within the flood basin and then receded over a number of hours following the event. The wetland has been a significant drawcard to this southern area of Victoria Park and it really has been wonderful to see the number of visitors it has attracted, both human and the 4-legged kind.

Works just downstream of the wetland in Blue Gum Park/ Kurangga (Park 20) are due for completion in the coming weeks and will mark the end of stage 1 flood detention works. Stage 2 has us moving to the downstream Adelaide Airport end of lower Brown Hill Creek and working our way back upstream to Anzac Highway with the majority of the channel requiring capacity increase. Federal Government funding of \$10m has been committed under the Preparing

Australian Communities Program and allows for acceleration of Packages 1-3 of the lower Brown Hill Creek upgrades over the coming 3 years.

The reference design process has involved progressing the design for all remaining works to the preliminary 30% gateway, providing greater clarity regarding the extent and cost of works to be delivered. The reference design allows for early input from key stakeholders and ensures we will be ready to move quickly to shovel-ready stage should additional project funding be secured.

Our engagement with local professionals continues and is integral to the successful delivery of the project. I take this opportunity to personally thank those I have worked with over the past 12 months – from suppliers, engineers, project managers, landscape architects, construction personnel and everyone in between. Delivery of this project really is a collaborative effort and I am proud of the relationships that have been formed between like-minded professionals to ensure successful outcomes.

I once again thank the Stormwater Management Authority Board and their General Manager David Trebilcock for their continued commitment to our project. The success of the project is reliant upon support from our member Councils – the cities of Adelaide, Burnside, Mitcham, Unley and West Torrens – and I recognise the contributions made by each of the Councils, their elected members and staff, including representatives of the Owners Executive Committee, technical, finance and support staff.


Finally, I acknowledge the significant contribution of the Board and Audit and Risk Committee who, under the leadership of Chairperson Judith Choate, continue to provide the direction and encouragement required to ensure the continued success of the project.

Peta Mantzarapis

2

Brown Hill Keswick Creek
STORMWATER PROJECT

3 Strategy



Our Purpose

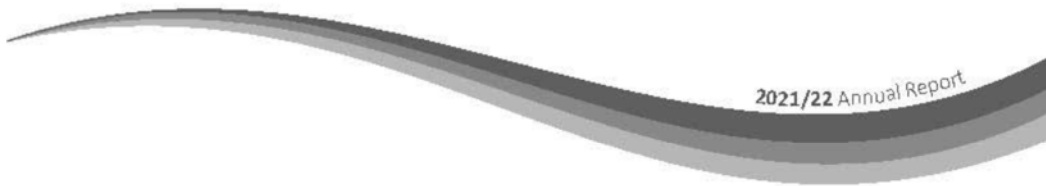
To effectively and efficiently deliver infrastructure works to mitigate serious flood risks and help safeguard properties across the Brown Hill Keswick Creek catchment.



Our Vision

To create a flood safe Brown Hill Keswick Creek catchment for residents and the public.

The cities of Adelaide, Burnside, Mitcham, Unley and West Torrens aim to become water sensitive cities. This vision is underpinned by six key objectives, the first of which is protection from flooding.



Our Values

The values that underpin the operations of the Board include:

- **Integrity** – acting ethically, doing what is right and doing what we say we will do
- **Collaboration** – respectful and insightful engagement with all stakeholders
- **Excellence** – striving for the best in all that we do and stretching our capabilities
- **Progressive** – thinking outside the box to innovate and improve
- **Simplicity** – focussing our efforts on the things that are important



Strategic Focus Areas

- **Effective and efficient delivery of the Stormwater Management Plan**
- **Pursue opportunities for accelerated delivery**
- **Maximise the utility of our assets**
- Enhance our partnerships and engagement
- **Strengthen organisational performance**



4

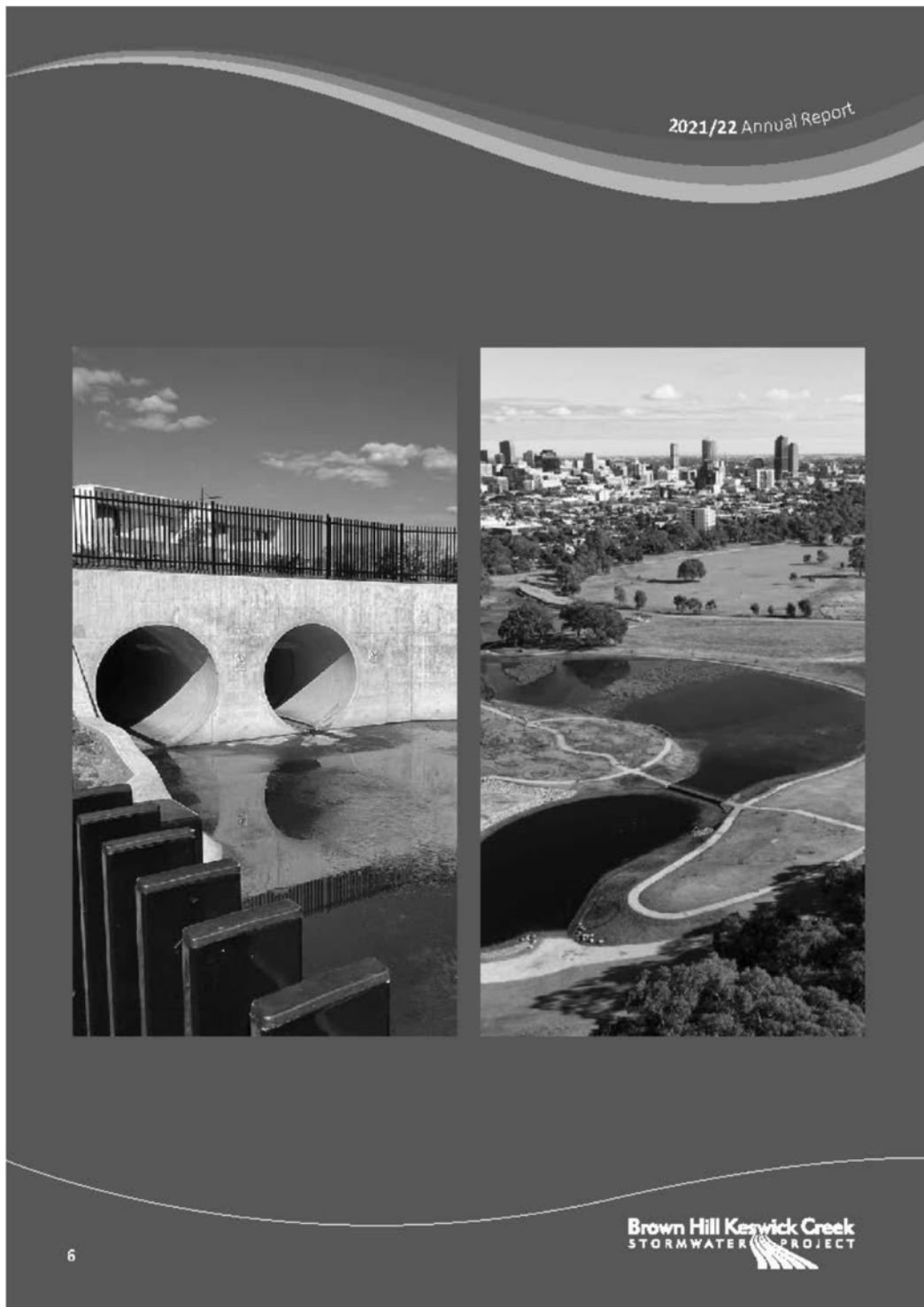
Establishment

The Brown Hill Keswick Creek Stormwater Project is the culmination of many years of investigation and planning. The Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens have worked collaboratively to develop a comprehensive Stormwater Management Plan to mitigate serious flood risk and help safeguard properties across the catchment.

From its inception in 2007 until February 2018, the project was conducted as a joint arrangement between the Constituent Councils. The Plan was developed during this phase, leading to its subsequent approval by the Stormwater Management Authority and gazettal of its adoption in February 2017. A condition of the Stormwater Management Authority approving the Plan was that a regional subsidiary be established within 12 months to implement the plan and manage its works. The Brown Hill and Keswick Creeks Stormwater Board was established in February 2018 as a regional subsidiary pursuant to section 43 of and schedule 2 to the Local Government Act 1999. Initially, the Owners Executive Committee, comprising a representative from each Constituent Council, acted as interim Board.

The Board is governed by a Charter prepared by the five Constituent Councils and subsequently approved by the Minister for Local Government. The inaugural Board was appointed in August 2018 and is responsible for the administration of the affairs of the regional subsidiary.





5

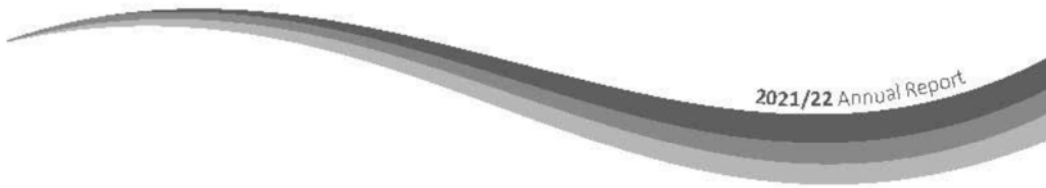
The Project

The Brown Hill Keswick Creek Stormwater Project is a collaborative effort between the Cities of Adelaide, Burnside, Mitcham, Unley and West Torrens to mitigate significant flood risks arising from four major watercourses in metropolitan Adelaide; Brown Hill, Keswick, Glen Osmond and Park Lands Creeks. The catchment is largely contained within the Constituent Council local government areas, which are home to more than 200,000 residents. The Brown Hill Keswick Creek Catchment Stormwater Management Plan outlines a comprehensive program of flood mitigation works to be delivered across the catchment.

The plan is designed to provide flood protection to the community in the event of a 100 year average recurrence interval (ARI) flood event which would impact over 2,000 properties and result in significant impact to the Adelaide Airport, Ashford Hospital, major arterial roads and freight corridors. Whilst a flood event of this magnitude has not occurred in the catchment since 1930, the high flow events of 2005 and 2016 have provided recent reminders of the impact a significant event would have.

The flood mitigation works outlined in the plan comprise detention storages in the upper reaches of the catchment, diversion of high flows away from flooding hotspots, and upgrades to the flow capacity of the channels. Fundamental to the successful delivery of this program of flood mitigation works is the principle of constraining flows from upstream and then 'working progressively in an upstream direction' to ensure that the downstream reaches of the creek system are ready to cater for the ultimate design flow before the works in the upper catchment are undertaken.





6

Governance

The Brown Hill Keswick Creek Stormwater Project is administered by a Board in accordance with the requirements of the Local Government Act 1999, the Board Charter, and various other policies.

The Board is comprised of 5 independent members, appointed following recommendations made by a Nominations Committee of representatives from each of the Constituent Councils. Each Board member contributes a unique set of skills and experience, particularly covering:

- Corporate financial management
- Corporate governance
- Project management
- General management
- Engineering
- Economics
- Environmental management

Current Board Members



Judith Choate
Chair since August 2018,
appointed August 2018



Geoff Vogt
Appointed August 2018



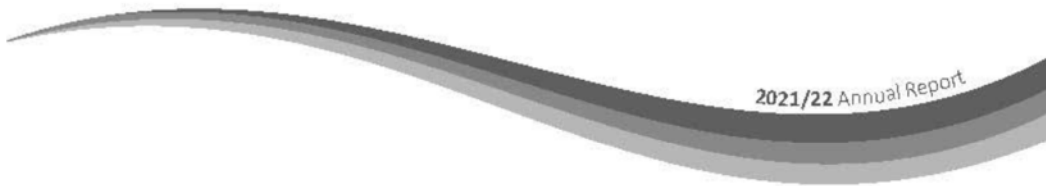
Rachel Barratt
Appointed August 2018



Rob Gregory
Appointed August 2020



Howard Lacy
Appointed August 2021



*Independent Member
of Audit and Risk
Committee*



Justin Humphrey
appointed
November 2018

The Board's Audit and Risk Committee comprises nominated Board members along with an independent member and meets quarterly.

We thank outgoing independent member of the Audit and Risk Committee, Justin Humphrey for his contribution to the project.

The Board appoints a Project Director who is responsible for implementing the decisions of the Board and managing the operational requirements of the project.

Project Director



Peta Mantzarapis
appointed
January 2019

Owners Executive Committee

The Owners Executive Committee is comprised of a representative from each of the Constituent Councils. Meetings between the Board and the Owners Executive Committee are scheduled quarterly and three meetings were held in the 2021/22 financial year.

Current membership of the committee is as follows:

Tom McCready	Director, City Services	City of Adelaide
Chris Cowley	Chief Executive	City of Burnside
Daniel Baker	General Manager Engineering & Horticulture	City of Mitcham
Aaron Wood	Manager Assets & Operations	City of Unley
Terry Buss	Chief Executive	City of West Torrens



Board Member Meeting Attendance 2021/22

Date	Judith Choate	Geoff Vogt	Rachel Barratt	Rob Gregory	Howard Lacy
1 Sep 2021	✓	✓	✓	—	✓
22 Sep 2021	✓	✓	✓	✓	✓
17 Nov 2021	✓	✓	✓	✓	✓
8 Dec 2021	✓	✓	✓	—	✓
18 Jan 2022	✓	✓	✓	✓	✓
15 Mar 2022	✓	✓	✓	✓	✓
12 Apr 2022	✓	✓	—	✓	✓
14 Jun 2022	✓	✓	✓	✓	✓

Audit and Risk Committee Meeting Attendance 2021/22

Date	Judith Choate	Geoff Vogt	Rachel Barratt	Justin Humphrey	Howard Lacy*
25 Aug 2021	✓	✓	✓	✓	n/a
20 Oct 2021	✓	✓	✓	✓	n/a
1 Mar 2022	✓	✓	✓	✓	✓
24 May 2022	—	✓ (Chair)	✓	✓	✓

* Howard Lacy joined the Audit and Risk Committee in March 2022

Working within the Community

The Brown Hill and Keswick Creeks Stormwater Project is pleased to engage with our local communities to provide project updates and educational opportunities.

Project Director Peta Mantzarapis and wetland designer Robin Allison toured the wetland site with Year 7 geography students from Christian Brothers College in November 2021.

Students heard about water sensitive urban design, stormwater management and the wetland project, before visiting the site to see the construction works underway.

“ Thank you for allowing us to come and learn more about the wetlands which you and your team are working on each and every day. It was a really good experience to see the wetlands construction first hand and being one of not many schools to see it. A few of our classes favourite things about the day were seeing the construction, walking around Victoria Park and being able to see the wetland and going on site where all the machinery and construction were. ”

CBC Student





7

Key Stakeholders

The Brown Hill and Keswick Creeks Stormwater Board works to deliver successful project outcomes in an efficient and professional manner. We interact with a diverse range of internal and external stakeholders and value the contribution they make.



Constituent Councils



Stormwater Management Authority



Green Adelaide



Adelaide Park Lands Authority



Karna Community



Residents



Community Groups



Suppliers



Consultants

Funding Acknowledgement

The Brown Hill Keswick Creek Stormwater Project is jointly funded by five Constituent Councils and the Stormwater Management Authority.



Government of South Australia
Stormwater Management Authority



8

Project Partners

Constituent Councils

The Brown Hill Keswick Creek Stormwater Project is the result of a collaborative effort over many years from our 5 Constituent Councils – the cities of Adelaide, Burnside, Mitcham, Unley and West Torrens. The majority of the Brown Hill and Keswick Creek catchments are contained within these local government areas, which are home to more than 200,000 residents.

Support is offered to the project from every level of Council, whether it be CEO or delegate involvement in the Owners Executive Committee, technical staff providing design input, finance staff liaison regarding project contributions and budgets, planning and environmental input to construction delivery, and everything in between. Regular project updates and briefing sessions are provided to Council Mayors, Elected Members and audit committees to ensure our member Councils are fully informed.

The project works in close liaison with our Constituent Councils to ensure we are working together to achieve successful project outcomes and identify opportunities to maximise the utility of our assets.



Council Mayors at Wetland Opening



Stormwater Management Authority

Continuing the collaborative approach adopted by the five Constituent Councils, the Stormwater Management Authority provides a key role in the delivery of the Project. Beyond the initial role the Authority played in the review and approval of the Plan, the Board's Project Director is in regular contact with the Authority's General Manager to ensure a well-informed and consistent approach to delivery. Through the Authority, the State Government has committed to providing 50% of capital funding up to \$70m over a 20 year timeframe and this funding is vital to ensuring the Project is delivered. Board representatives have established a strong working relationship with the Authority and work in partnership to deliver the works set out in the approved Stormwater Management Plan.



9

Delivering with Local Industry

Integral to the success of the Brown Hill Keswick Creek Stormwater Project are the relationships established with local suppliers, consultants and organisations. The Board places particular emphasis on ensuring a collaborative approach, bringing together a team of professionals who are leaders in their field and are equipped to deliver results.

Our focus is on providing a pipeline of work to build capacity and capability in the local market, with flow-on benefits for the local economy. The construction scheduling and packaging of works has been specifically developed to maximise participation from local tier 2 and tier 3 contractors. These are businesses that do not compete with the larger contractors for major road transport projects.

The project is supported by the knowledge and expertise of a wide range of professionals, providing services including project management, surveying, engineering, legal, environmental, cultural heritage, civil construction and arborial assessments.

“Leed is an award-winning, privately-owned engineering and construction company founded in South Australia and now delivering projects in metropolitan, regional and remote areas across the country.

Leed was proud to be the head contractor on the Blue Gum Park/Kurangga (Park 20) Drainage Works. This important project mitigates flood risk through the construction of a low-level mound and the realignment of existing creek lines in the south of the park. New open channels bring the existing creeks to a common point to enable controlled flows to discharge under Greenhill Road and downstream. The project also featured numerous concrete structures, pathways, a new footbridge and extensive landscaping.

We enjoyed an excellent, collaborative working relationship with the BHKC Stormwater Board, ProcurePM, and our subcontractors, most notably LCS Landscapes.”

Leed Engineering and Construction

Focus on Safety

The Brown Hill and Keswick Creeks Stormwater Board places great importance on the health and safety of our employees, our consultants and the communities within which we operate. Our extensive health and safety management systems ensure we partner with likeminded organisations and are subject to regular review and improvement.



Victoria Park/Pakapakanthi (Park 16) Wetland

47,980	0	0	3	1
Total Site Hours	Incidents	Lost Time Injuries	Property Damage	Near Misses

Blue Gum Park/Kurangga (Park 20) Creek works

12,918	0	0	5	0
Total Site Hours	Incidents	Lost Time Injuries	Property Damage	Near Misses

“WGA is a leading local multi-disciplinary Engineering and Project Management company that prides itself on solution excellence. Founded in South Australia, a local team of 220+ provide engineering excellence across the region.

Supporting the Brownhill Creek conservation and restoration, WGA has worked in partnership with the State Government and associated organisations to deliver civil and structural engineering services. Most recently, the team led the design of the undergrounding of the channel into a culvert at Everard Park, along with creating a green corridor above with landscaping and a shared bikeway. Several technical challenges were overcome during the project, including working within a narrow corridor with a high-density development under construction directly adjacent. WGA is currently working with the Board to prepare the reference design for 7kms of the Upper Brownhill Creek to provide a basis for planning future works. WGA looks forward to a long-standing contribution to the local community and is passionate about revitalising the natural environment for generations to come.”

WGA

“Ecodynamics is a landscape construction company with over 30 years’ experience in the civil infrastructure sector. We were privileged to be a part of delivering such a significant piece of stormwater infrastructure, in which we could apply our extensive knowledge of aquatic horticulture and general landscape construction. We look forward to watching the space develop to ‘green the community’ of Adelaide for decades to come.”

Ecodynamics

“TCL are a Landscape Architecture firm with strong local roots, and significant national and international standing.

Our 25 year journey is reflected in our approach to the South Park Lands flood management projects.

To begin locally with a detailed exploration of context, site and community, and translate this into a poetic expression of landscape and contemporary culture.

Working collaboratively with a strong team of committed consultants has been an ongoing highlight.

Our role as landscape architects has been to work closely with the project team to:

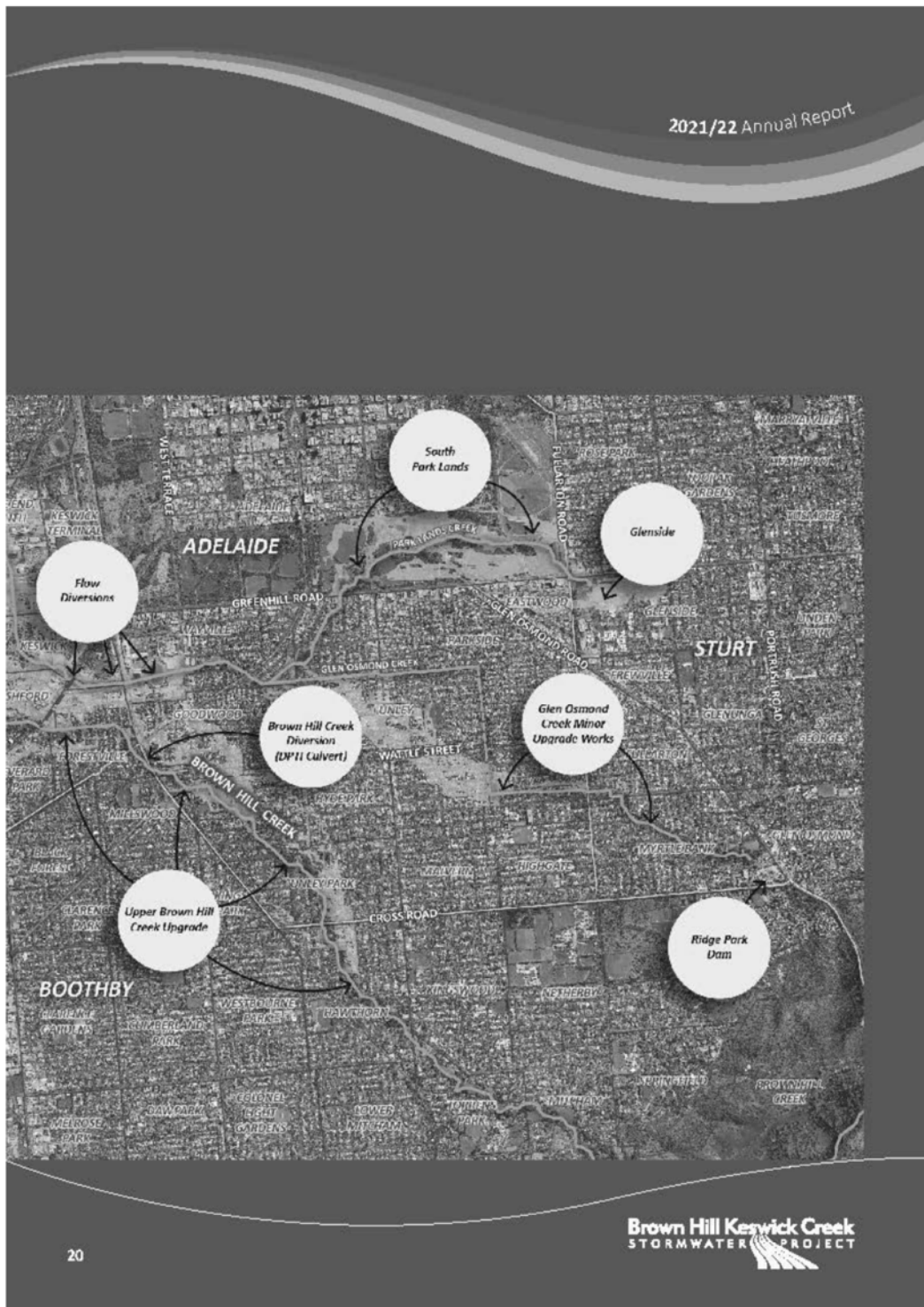
- sensitively integrate the wetland development within the parklands context,
- retain significant trees and develop an immersive day one experience
- provide spaces for community recreation and amenity
- deliver flood mitigation whilst enhancing water quality, ecological value and appreciation of site
- upgrade the city’s long term ecological and social resilience.”

T.C.L



10 Project Map





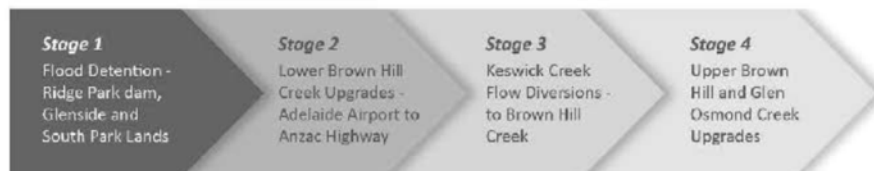
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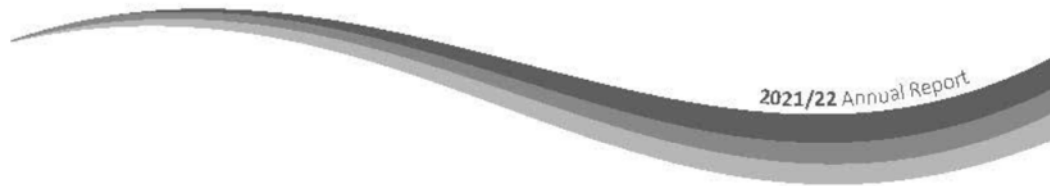
Project Schedule

The project works required to successfully meet the objectives of the Stormwater Management Plan are best described in 4 key stages. There is a logical progression in which the works should be delivered with consideration to:

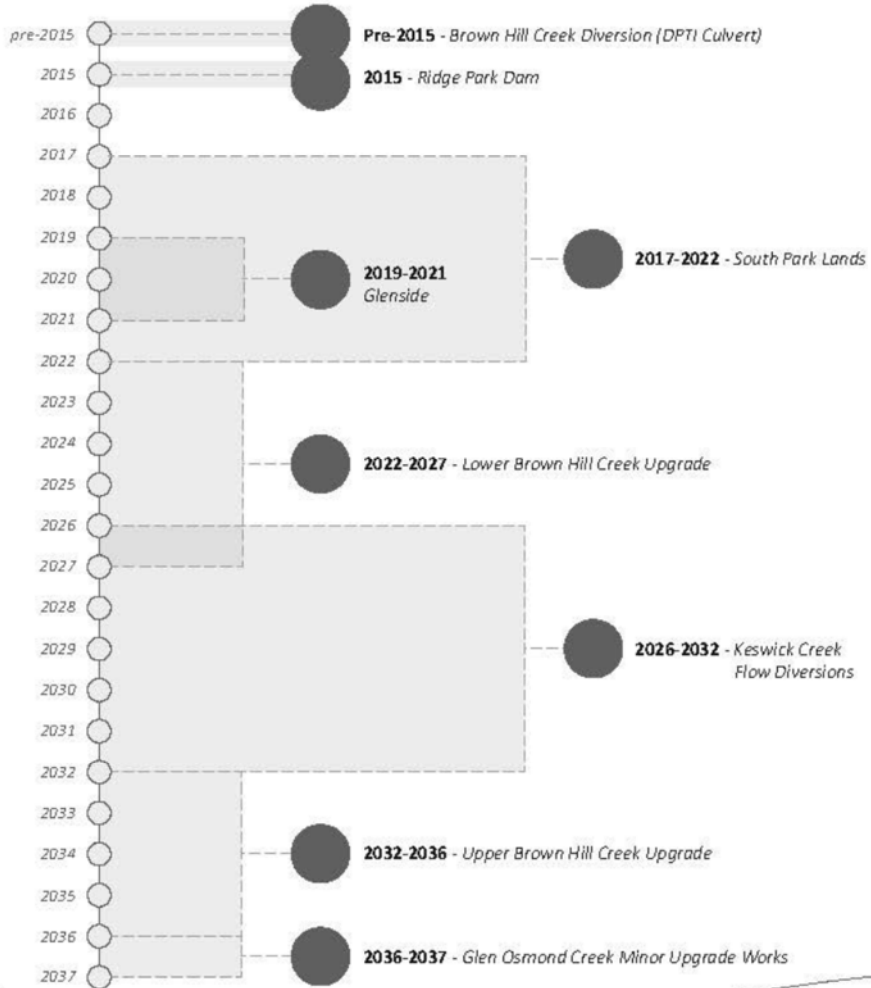
- The relative effectiveness of the individual works.
- The requirement to ensure the staging of works does not result in the temporary transfer of a flood problem elsewhere.
- Works involving temporary detention of flood waters can proceed at any time. They provide benefit even if other works are not completed.
- Channel upgrades should progress from downstream to upstream and should follow the construction of flood detention works, because channel upgrades are sized for reduced outflows from upstream detention systems.
- The completion of flow diversions from Keswick Creek to Brown Hill Creek must be staged to follow the Lower Brown Hill Creek upgrade.

There is an opportunity for works to be delivered out of schedule in instances where there is overwhelming justification for expedition. This justification may include access to a site that will no longer be available in the future or contribution to the cost of works by an interested party.





Indicative Timeline



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Completed Sub-projects

Brown Hill Creek Diversion (DPTI Culvert)

A section of Brown Hill Creek in Forestville was diverted by the Department of Planning, Transport and Infrastructure in 2013 as part of the Goodwood Junction Rail Upgrade project. The works, delivered in collaboration with and funded by the Brown Hill Keswick Creek Stormwater Project, involved diverting the creek into a new underground culvert constructed generally along the eastern side of the railway corridor from the southern side of Victoria Street, Goodwood to the northern side of the Glenelg tramway. The culvert discharges into the existing Brown Hill Creek within Forestville Reserve.

Ridge Park Flood Control Dam

A flood control dam was constructed on Glen Osmond Creek in Ridge Park Reserve, Myrtle Bank to reduce peak stormwater flow in Glen Osmond Creek and reduce the risk of flooding in downstream areas along Glen Osmond and Keswick Creeks.

Commissioned in July 2015, the Ridge Park flood control dam also collects stormwater for the City of Unley's managed aquifer recovery (MAR) scheme. Under the MAR, harvested stormwater is stored in an underground aquifer for irrigation of Unley's parks during periods of dry weather.



Constructed Culvert



Flood Control Dam

Upper Brown Hill Creek, Hawthorn Reserve

The Hawthorn Reserve works comprise a component of the Upper Brown Hill Creek Upgrade sub-project, initially earmarked for completion in the second half of the project's delivery program. Grant funding was sought and obtained by the City of Mitcham to upgrade the Hawthorn reserve precinct and the creek works associated with this community space were therefore expedited. The works involved creek widening and upgrade and were delivered by the City of Mitcham. The site was officially opened on May 9th 2019.

The creek has been widened to ensure sufficient capacity to endure a significant flood event. The banks have been laid back in the area of the creek adjacent the Mitcham library to retain a natural setting with native plantings within the creek channel and on the banks. These plantings have been established using a surface material that provides bank stability and allows plant growth. Stepping boulders and logs have also been installed to create an active nature play space for use when the creek is dry or not flowing. Further downstream, rock filled gabions have been installed. In addition, a floodwall has been constructed at George Street to protect properties from flooding and contain creek flows.



Rock filled gabions



Natural creek setting

Upper Brown Hill Creek, Area 1 (Everard Park)

Comprising portion of the Upper Brown Hill Creek Upgrade sub-project, these works are located between Anzac Highway, Everard Park and Third Avenue, Forestville. The works were expedited to take advantage of access to the site that would be significantly restricted following completion of an adjoining high density residential development. The project involved replacement of an existing open concrete channel with an increased capacity underground covered culvert. Subsequent to installation of the culvert, the City of Unley extended Wilberforce Walk to Anzac Highway, with a shared use path for pedestrians and cyclists traversing the culvert.

Culvert construction works commenced in April 2020 and were completed in August 2020, at which point the site was handed over to City of Unley for the shared use path works to be delivered.



After



Excavation progress



Before

Glenside

This project involved enlargement of an existing detention basin from a capacity of 18ML to 37ML, to limit flow to the existing capacity of the culvert under the Fullarton and Greenhill Roads intersection. The detention basin, together with other works in the South Park Lands, is intended to reduce the peak stormwater flows along Park Lands Creek and further downstream. Excavation of approximately 25,000m³ of material was required to form the detention basin and primary water quality treatment is provided via 3 new large gross pollutant traps.

The site accommodating the detention basin and associated stormwater infrastructure has been vested to City of Burnside as part of Council's open space and has been developed as a community reserve with playground and associated facilities.

The Glenside project works were delivered by Cedar Woods as part of their residential development and the site was opened to the public on July 2nd 2021.



Concrete swale and fencing



Concrete swale



Open Space

Lower Brown Hill Creek - Daly Street Bridge

The Daly Street bridge is located just downstream of Grassmere Reserve, Kurralta Park. The upgrade of this bridge was delivered by City of West Torrens in conjunction with an adjoining road realignment, with funding contribution from the Federal Government's Local Roads and Community Infrastructure Program.

Previously, the bridge comprised a corrugated domed tunnel of 2.3m in height and 3.7m in width with concrete headwalls on the upstream and downstream faces. This bridge, constructed circa 1950, had one of the lowest capacities of all existing bridges along Brown Hill Creek and especially through the lower reaches. It is known from the 2003 SMP flood modelling that a substantial flood plume was anticipated to escape from the creek in this location in the event of higher flows due to the restrictive capacity. Modelling also showed that this was the first location along lower Brown Hill Creek where creek surcharge would occur in a flood event.

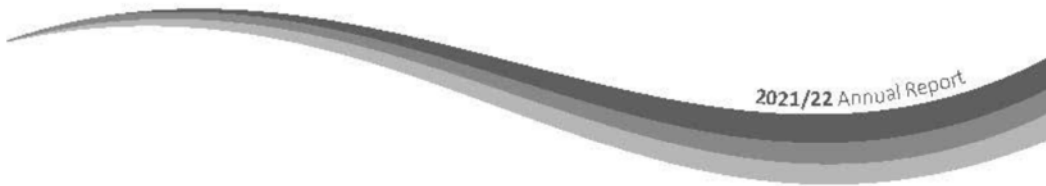
The new bridge comprises twin concrete culverts of 1.8m in height and 4.2m in width, providing a total traversable width of 8.4m. Upstream and downstream transitions comprise gabion basket wall elements, in keeping with the requirements for future channel upgrade through this section of lower Brown Hill Creek.



Before



After



South Park Lands – Victoria Park/ Pakapakanthi (Park 16) Wetland

This project involved construction of a wetland at the southern end of Victoria Park/ Pakapakanthi (Park 16), adjacent Park Lands Creek. Flows from approximately 600 hectares of urban land and 100 hectares of hills face land travel down Park Lands Creek, through the Glenside site and beneath the Fullarton and Greenhill Roads intersection into the Park Lands. The wetland is of approximately 3.2 hectares in area and provides 100 million litres of flood storage. It comprises areas of permanent water, areas that become inundated with stormwater during regular flow events and a broader area that will only become inundated during more significant flow events. The system provides regional benefits of flood detention, stormwater pollutant removal, amenity and recreational enhancement, and biodiversity creation with over 120 new trees and over 100,000 new plantings, including aquatic species.

The wetland design incorporates 4 main components-

1. Inlet pond - stormwater enters the site via a deeper pool known as the inlet pond which removes any course sediment and slows flow velocities into the vegetated area of the wetland. The pond has a cement treated base that makes it suitable for access by earthmoving equipment and it will need to be cleaned every 5-10 years.
2. Macrophyte zone – the main area of the wetland supports a diverse range of water plants that provide the majority of the stormwater treatment by filtering, collecting and processing stormwater pollutants. This area is designed as a series of deeper pools and marsh zones that will hold permanent water. Marsh zones are typically 100-350mm deep and become more inundated during regular flow events. The macrophyte zone is

designed to increase by up to 250mm in depth during storm events before overflowing from the inlet pond along Park Lands Creek. It takes 2-3 days to drain back down to permanent water levels.

3. Flood basin embankment – a vegetated embankment to the west of the wetland is designed to retain water during a significant storm event. During significant flow events, water levels in the wetland will rise and, once full, flow will overtop the inlet pond and continue along Park Lands Creek. A 1500mm x 1200mm box culvert is located at the downstream end of the wetland and controls outflows from Park 16. Once the capacity of the culvert is exceeded, water will pool behind the flood embankment and spread out over the area, including the wetland. Water will continue to flow through the culvert and, once the flood event has ceased, water levels will recede over a number of hours.
4. Landscape integration – the wetland design ensures integration of the system with the existing natural environment with a focus on protection of the butterfly conservation area and existing significant trees. The wetland creates a natural habitat with significantly increased native plant species and passive recreation opportunities including walking paths, wetland crossing points, viewing areas and extension of the Victoria Park running track.



The South Park Lands wetland project was supported by funding from Green Adelaide.



2021/22 Annual Report

Victoria Park/ Pakapakanthi (Park 16) Wetland Opening

The Victoria Park/ Pakapakanthi (Park 16) wetland was officially opened to the public on 6 May 2022. The opening was attended by over 100 guests.



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Brown Hill Keswick Creek
STORMWATER PROJECT

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Current Works

South Park Lands - Blue Gum Park/ Kurangga (Park 20) Creek Works

Together with the recently completed wetland, the creek works in Park 20 are aimed at reducing the peak stormwater flows from the Park Lands into downstream areas.

Works include construction of a low-level mound and the realignment of existing open channels in the southern section of the park. The mound is constructed to the south and west of the existing playing fields and stretches for a total distance of approximately 600metres. The works integrate with existing users of this space, including TreeClimb.

The Park 20 component of the South Park Lands sub-project has been delivered in 2 stages: excavation and construction works in late 2021/early 2022 and landscaping works in Autumn/Winter 2022, to take advantage of ideal planting weather.

The project is due for completion in September 2022.

Our Project Team

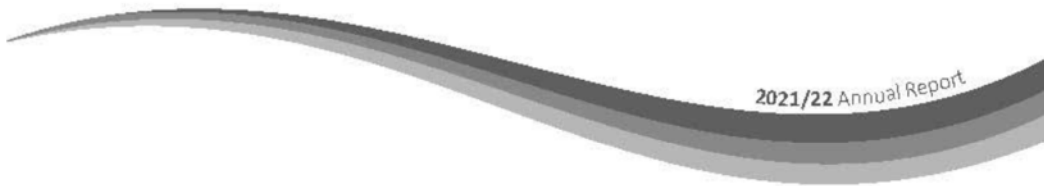
Project Delivery	ProcurePM
Design Team	Tonkin + T.C.L
Construction	Leed Engineering and Construction
Landscape	LCS Landscapes
Plant Supply	ecoDynamics
Stakeholder Engagement	URPS
Cultural Heritage	Kaurna Nation Cultural Heritage Association & RAW
Legal and Planning	Botten Levinson



Park 20 fencing and new planting



Park 20 new culvert and swale



Upper Brown Hill Creek – Millswood

A package of works is being delivered in Millswood, between Avenue Street at the upstream end and Regent Street at the downstream end. This section of upper Brown Hill Creek is located solely within privately owned property and road reserve. Hydraulic modelling has confirmed the channel characteristics required to meet flood mitigation objectives and the following upgrades are proposed:

- A rectangular channel that is up to 4.2 metres wide at the Avenue Street end, widening to 4.8 metres downstream of this point.
- A rectangular culvert that is 4.8 metres wide by 2.4 metres high at the Regent Street crossing.

Construction is due to commence in 2023.



Upper Brown Hill Creek - Millswood

Reference Design

The Stormwater Management Plan (SMP) provides a general description of the remaining infrastructure works to be delivered to meet flood mitigation objectives. The majority of the sub-projects had not yet progressed beyond the initial concept plans included in the Stormwater Management Plan, which are considered to represent the achievement of a 5-15% design gateway.

The over-arching objective of the reference design process has been to sufficiently detail the major features and functionality of the designs and to demonstrate how the designs will achieve the specified project requirements prior to advancing to the detailed design phase. Existing design work has been interrogated, a detailed gap analysis has been undertaken and new designs have been developed to ensure all remaining works meet the objectives of the SMP in the most cost-effective and preferred manner. Being at reference design stage means all remaining works are at the 30% design gateway and can be progressed to shovel-ready stage should additional project funding be secured or the need to accelerate works arises.

Inputs to the reference design process have included flood modelling, engineering design, engineering and boundary survey, service location and depthing, geotechnical and environmental investigations, arboreal assessments, cultural heritage services, constructability reviews and planning advice.

Reference designs are complete for the Lower Brown Hill Creek capacity upgrades and Keswick Creek Flow Diversions and are nearing completion for the Upper Brown Hill Creek and Glen Osmond Creek capacity upgrades.



14

Business Case

In recent months, the Board has been particularly focussed on pursuing opportunities for the project to secure additional funding to accelerate delivery of the project. Detailed economic and benefit cost analysis has been undertaken and a business case has been prepared with inputs including more intensive consultation with key stakeholders, revised flood damage estimates and updated cost estimates for project delivery. A \$10m grant has been secured toward delivery of the Lower Brown Hill Creek upgrades as part of the Federal Government's Preparing Australian Communities Program and a commitment of up to \$5m has been made as part of the Federal Government's Urban Rivers and Catchments Program.

Key findings

- Acceleration of the project will create:
 - \$145.5m in economic benefits
 - 1,200 jobs over the remaining construction period 2022-2032
- Adelaide Airport (leased to Adelaide Airport Limited), Keswick Army Barracks (Department of Defence), Ashford Hospital, interstate rail lines and the major arterials roads across the south-western suburbs, including the North South Corridor are all high risk assets that would be devastated by a flood
- 57% of the damage estimates are direct property damage, but indirect impacts such as business interruption, traffic disruption, social and environmental impacts add significantly to the total.
- The impacts of a major flood would extend far beyond the duration of the event, which itself could occur over several days, and it would be many months (or even years) before a return to 'business as usual' in the catchment.



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Financial Snapshot

The activities of the Board are funded by the five Constituent Councils and the Stormwater Management Authority.

Operational expenditure is funded equally by the Constituent Councils.

2021/22 Operational Funding		
City of Adelaide	20%	\$97,177
City of Burnside	20%	\$97,177
City of Mitcham	20%	\$97,177
City of Unley	20%	\$97,177
City of West Torrens	20%	\$97,177
Total		\$485,885

Capital expenditure is funded 50% by the Stormwater Management Authority and 50% by Constituent Councils. Grant funding is also sought for individual work packages.

2021/22 Capital Funding		
City of Adelaide	8%	\$320,000
City of Burnside	12%	\$480,000
City of Mitcham	10%	\$400,000
City of Unley	21%	\$840,000
City of West Torrens	49%	\$1,960,000
Stormwater Management Authority		\$5,000,000
Total		\$9,000,000



Brown Hill Keswick Creek
STORMWATER PROJECT



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Audited Financial Statements



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Brown Hill & Keswick Creeks Storm Water Board

Financial Statements for the year ended - 30 June 2022

Brown Hill & Keswick Creeks Storm Water Board
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As at 30 June 2022

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Brown Hill & Keswick Creeks Storm Water Board
Statement of comprehensive income
For the year ended 30 June 2022

	Note	2022 \$	2021 \$
Income			
Contributions	3	485,885	472,005
Investment income	4	<u>59,621</u>	<u>25,483</u>
		545,506	497,488
Total income		<u>545,506</u>	<u>497,488</u>
Expenses			
Employee Costs	5	(316,967)	(285,618)
Materials, Contracts & Other Expenses	6	(471,641)	(198,850)
Depreciation	8	(86,279)	(62,157)
Finance costs	7	<u>(220)</u>	<u>(293)</u>
Total expenses		<u>(875,107)</u>	<u>(546,918)</u>
Operating deficit		(329,601)	(49,430)
Capital Funding / Grants for New / Upgraded assets	9	5,000,000	9,876,755
Physical resources received free of charge		<u>463,605</u>	<u>-</u>
Net surplus for the year		5,134,004	9,827,325
Other comprehensive income			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Gain on the revaluation of land and buildings		<u>129,175</u>	<u>279,477</u>
Other comprehensive income for the year		<u>129,175</u>	<u>279,477</u>
Total comprehensive income for the year		<u>5,263,179</u>	<u>10,106,802</u>

The above statement of comprehensive income should be read in conjunction with the accompanying notes

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Brown Hill & Keswick Creeks Storm Water Board
Statement of financial position
As at 30 June 2022

	Note	2022 \$	2021 \$
Assets			
Current assets			
Cash and cash equivalents	10	9,502,569	12,135,273
Trade and other receivables	11	421,783	270,819
Other assets	12	19,521	-
Total current assets		<u>9,943,873</u>	<u>12,406,092</u>
Non-current assets			
Infrastructure, property, plant and equipment	13	25,786,423	13,634,383
Total non-current assets		<u>25,786,423</u>	<u>13,634,383</u>
Total assets		<u>35,730,296</u>	<u>26,040,475</u>
Liabilities			
Current liabilities			
Trade and other payables	14	537,080	117,054
Provisions	15	25,407	18,791
Total current liabilities		<u>562,487</u>	<u>135,845</u>
Total liabilities		<u>562,487</u>	<u>135,845</u>
Net assets		<u>35,167,809</u>	<u>25,904,630</u>
Equity			
Capital contributions of constituent councils	16	17,869,907	13,869,907
Asset revaluation reserve		408,652	279,477
Capital funding and grants	17	16,638,521	11,638,521
Accumulated surplus		250,729	116,725
Total equity		<u>35,167,809</u>	<u>25,904,630</u>

The above statement of financial position should be read in conjunction with the accompanying notes

Brown Hill & Keswick Creeks Storm Water Board
Statement of changes in equity
For the year ended 30 June 2022

	Capital Contributions of Council \$	Capital Funding and Grants \$	Asset Revaluation Reserve \$	Accumulated Surplus \$	Total equity \$
Balance at 1 July 2020	8,231,343	1,761,766	-	166,155	10,159,264
Net surplus for the year	-	-	-	9,827,325	9,827,325
Other comprehensive income for the year	-	-	-	-	-
Total comprehensive income for the year	-	-	-	9,827,325	9,827,325
Capital contribution of Councils	5,638,564	-	-	-	5,638,564
Transfer to capital funding / grants	-	9,876,755	-	(9,876,755)	-
Revaluation of infrastructure and land improvements	-	-	279,477	-	279,477
Balance at 30 June 2021	13,869,907	11,638,521	279,477	116,725	25,904,630
	Capital Contributions of Council \$	Capital Funding and Grants \$	Asset Revaluation Reserve \$	Accumulated Surplus \$	Total equity \$
Balance at 1 July 2021	13,869,907	11,638,521	279,477	116,725	25,904,630
Net surplus for the year	-	-	-	5,134,004	5,134,004
Other comprehensive income for the year	-	-	-	-	-
Total comprehensive income for the year	-	-	-	5,134,004	5,134,004
Capital contribution of Councils	4,000,000	-	-	-	4,000,000
Transfer to capital funding / grants	-	5,000,000	-	(5,000,000)	-
Revaluation of infrastructure and land improvements	-	-	129,175	-	129,175
Balance at 30 June 2022	17,869,907	16,638,521	408,652	250,729	35,167,809

The above statement of changes in equity should be read in conjunction with the accompanying notes

Brown Hill & Keswick Creeks Storm Water Board
Statement of cash flows
For the year ended 30 June 2022

	Note	2022 \$	2021 \$
Cash flows from operating activities			
Operating receipts from constituent councils		366,372	581,487
Payments to employees		(291,623)	(285,618)
Payments to suppliers		(503,546)	(417,837)
Interest received		59,621	25,483
Interest paid		(212)	(293)
Net cash used in operating activities	25	<u>(369,388)</u>	<u>(96,778)</u>
Cash flows from investing activities			
Payments for New / Upgraded assets		<u>(11,263,316)</u>	<u>(5,395,595)</u>
Net cash used in investing activities		<u>(11,263,316)</u>	<u>(5,395,595)</u>
Cash flows from financing activities			
Contributions from Constituent Councils	16	4,000,000	5,638,564
SMA Funding for New / Upgraded assets	9	5,000,000	6,821,233
NRM Board Water Sustainability Funding		-	165,000
Net cash from financing activities		<u>9,000,000</u>	<u>12,624,797</u>
Net increase/(decrease) in cash and cash equivalents		(2,632,704)	7,132,424
Cash and cash equivalents at the beginning of the financial year		<u>12,135,273</u>	<u>5,002,849</u>
Cash and cash equivalents at the end of the financial year	10	<u>9,502,569</u>	<u>12,135,273</u>

The above statement of cash flows should be read in conjunction with the accompanying notes

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 1. Significant accounting policies

New or amended Accounting Standards and Interpretations adopted

The Board has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Basis of preparation

The financial statements are general purpose financial statements that have been prepared in accordance with the Australian Accounting Standards as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and relevant South Australian Legislation. These financial statements comply with International Financial Reporting Standards as issued by the International Accounting Standards Board.

The Brown Hill and Keswick Creeks Stormwater Board (the Board) is a Local Government Regional Subsidiary established under Section 43 of and Schedule 2 to the Local Government Act 1999. The Regional Subsidiary is under the control of City of Adelaide, City of Burnside, City of Unley, City of Mitcham and City of West Torrens.

The Board was established by a Gazettal dated 27 February 2018. The Board has been established to implement the construction and maintenance of infrastructure and other measures for the purposes of a stormwater management plan prepared by the constituent councils and approved by the Stormwater Management Authority. Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions to which they apply. Material accounting policies adopted in the preparation of these financial statements are presented below and have been applied consistently unless otherwise stated.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

The financial statements were authorised for issue on 13 September 2022 by the members of the Board.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Board's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in Note 2.

(a) Revenue recognition

Revenue from contracts with customers

The core principle of AASB 15 is that revenue is recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the Board expects to receive in exchange for those goods or services. Revenue is recognised by applying a five-step model as follows:

1. Identify the contract with the customer
2. Identify the performance obligations
3. Determine the transaction price
4. Allocate the transaction price to the performance obligations
5. Recognise revenue as and when control of the performance obligations is transferred

Generally the timing of the payment for sale of goods and rendering of services corresponds closely to the timing of satisfaction of the performance obligations, however where there is a difference, it will result in the recognition of a receivable, contract asset or contract liability.

None of the revenue streams have any significant financing terms as there is less than 12 months between receipt of funds and satisfaction of performance obligations.

All revenue is stated net of the amount of goods and services tax (GST).

Specific revenue streams

The revenue recognition policies for the principal revenue streams of the Board are:

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 1. Significant accounting policies (continued)

Operating revenue from constituent councils

Operating revenue from constituent councils is recognised as income as and when the Board becomes entitled to receive the funds. This is outlined within the Boards Annual Budget which is agreed with all constituent councils.

Government grants

Government grants relating to costs are deferred and recognised in profit or loss over the period necessary to match them with the costs that they are intended to compensate.

Grant revenue

When grant revenue received meets the "enforceability" and "sufficiently specific" criteria in accordance with AASB 1058 and AASB 15, the grant revenue is recognised in the statement of financial position as a liability until the performance obligations have been met and delivered to the contributor.

Otherwise the grant is recognised as income in the statement of comprehensive income when the Board obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the Board and the amount of grant can be measured reliably.

Interest revenue

Interest revenue is recognised using the effective interest method, which for all floating rate financial assets is inherent in the instrument.

Other income

Other income is recognised on an accruals basis when the Board is entitled to it.

(b) Equity

Capital contributions

Capital contributions from constituent councils are recorded directly against equity as and when the Board becomes entitled to receive the funds. This is outlined within the Boards Annual Budget, which is agreed with all constituent councils.

(c) Income tax

The activities of the Board are exempt from taxation under the Income Tax Assessment Act.

(d) Goods and Services Tax ('GST')

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the tax authority is included in other receivables or other payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the tax authority, are presented as operating cash flows.

(e) Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

(f) Trade and other receivables

Trade receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any allowance for expected credit losses. Trade receivables are generally due for settlement within 30 days.

The Board has applied the simplified approach to measuring expected credit losses, which uses a lifetime expected loss allowance. To measure the expected credit losses, trade receivables have been grouped based on days overdue.

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 1. Significant accounting policies (continued)

(g) Financial instruments

Investments and other financial assets are initially measured at fair value. Transaction costs are included as part of the initial measurement, except for financial assets at fair value through profit or loss. Such assets are subsequently measured at either amortised cost or fair value depending on their classification. Classification is determined based on both the business model within which such assets are held and the contractual cash flow characteristics of the financial asset unless an accounting mismatch is being avoided.

Financial assets are derecognised when the rights to receive cash flows have expired or have been transferred and the Board has transferred substantially all the risks and rewards of ownership. When there is no reasonable expectation of recovering part or all of a financial asset, its carrying value is written off.

Financial instruments are recognised initially on the date that the Board becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs (except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

Classification

On initial recognition, the Board classifies its financial assets into the following categories, those measured at:

- amortised cost
- fair value through profit or loss - FVTPL
- fair value through other comprehensive income - equity instrument (FVOCI - equity)
- fair value through other comprehensive income - debt investments (FVOCI - debt)

Financial assets are not reclassified subsequent to their initial recognition unless the Board changes its business model for managing financial assets.

Financial assets at amortised cost

A financial asset is measured at amortised cost only if both of the following conditions are met: (i) it is held within a business model whose objective is to hold assets in order to collect contractual cash flows; and (ii) the contractual terms of the financial asset represent contractual cash flows that are solely payments of principal and interest.

The Board's financial assets measured at amortised cost comprise trade and other receivables and cash and cash equivalents in the statement of financial position.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income and impairment are recognised in profit or loss. Gain or loss on derecognition is recognised in profit or loss.

Impairment of financial assets

Impairment of financial assets have been determined using the simplified approach in AASB 9 which uses an estimation of lifetime expected credit losses. The Board has determined the probability of non-payment of the receivable and multiplied this by the amount of the expected loss arising from default.

The amount of the impairment is recorded in a separate allowance account with the loss being recognised in finance expense. Once the receivable is determined to be uncollectable then the gross carrying amount is written off against the associated allowance.

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 1. Significant accounting policies (continued)

Financial liabilities

The Board measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the Board comprise trade payables.

(h) Property, plant and equipment

Initial Recognition

All assets are initially recognised at cost. For assets acquired at no cost or nominal consideration, cost is determined as fair value at the date of acquisition. All non-current assets purchased or constructed are capitalised as the expenditure is incurred and depreciated as soon as the asset is held 'ready for use'. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees, engineering design costs and all other costs incurred.

The cost of non-current assets constructed by the Board includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. The Board considers that it controls the infrastructure assets in accordance with its Charter. The constructed infrastructure assets may be located on land owned by constituent councils.

Assets with an economic life in excess of one year are only capitalised where the cost of acquisition exceeds the materiality thresholds set by the Board within the capitalisation policy. In determining (and in annually reviewing) such thresholds, regard is had to the nature of the asset and its estimated service life. Current thresholds applicable to Board assets are as follows:

Stormwater infrastructure - \$2,000
 Computer equipment - \$1,000
 Office equipment - \$1,000

Subsequent Measurement

Stormwater infrastructure is subsequently measured at fair value less accumulated depreciation and impairment. Fair value is determined with regard to the asset's highest and best use (considering legal or physical restrictions imposed on the asset, public announcements or commitments made in relation to the intended use of the asset) and is determined using the current replacement cost method.

In line with the Board's capitalisation policy a valuation of infrastructure and land improvements has been undertaken as at 30 June 2022. The valuation was undertaken by Tina-James Freeman, Asset Consultant at Tonkin. Refer to Note 19 for additional information on fair value determination of stormwater infrastructure.

Computer equipment and office equipment are carried at cost less accumulated depreciation and impairment.

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the Board, commencing when the asset is ready for use.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Land improvements	1-10%
Office equipment	10%
Computer equipment	10-33%
Stormwater infrastructure	1-2%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 1. Significant accounting policies (continued)

(i) Impairment of non-financial assets

Non-financial assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount.

Recoverable amount is the higher of an asset's fair value less costs of disposal and value-in-use. The value-in-use is the present value of the estimated future cash flows relating to the asset using a pre-tax discount rate specific to the asset or cash-generating unit to which the asset belongs. Assets that do not have independent cash flows are grouped together to form a cash-generating unit.

(j) Trade and other payables

These amounts represent liabilities for goods and services provided to the Board prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

(k) Employee benefits

Short-term employee benefits

Provision is made for the Board's liability for employee benefits arising from services rendered by employees to the end of the reporting period.

Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates, with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in comprehensive income.

No accrual is made for sick leave. The Board does not make payment for untaken sick leave.

Superannuation

All superannuation schemes to which the Board makes contributions on behalf of employees are of the accumulation type, where the superannuation benefits accruing to the employee are represented by their share of the net assets of the scheme, and no further liability attaches to the Board.

(l) Economic dependence

Brown Hill and Keswick Creeks Stormwater Board is dependent on its constituent councils and other funding bodies for the majority of its revenue used to achieve its objectives. At the date of this report, the Board believe that the Member Councils and other bodies will continue to support the Board.

(m) New Accounting Standards and Interpretations not yet mandatory or early adopted

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the Board for the annual reporting period ended 30 June 2022. The Board has not yet assessed the impact of these new or amended Accounting Standards and Interpretations.

Note 2. Critical accounting judgements, estimates and assumptions

The Board makes estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 2. Critical accounting judgements, estimates and assumptions (continued)

Allowance for expected credit losses

The allowance for expected credit losses assessment requires a degree of estimation and judgement. It is based on the lifetime expected credit loss, grouped based on days overdue, and makes assumptions to allocate an overall expected credit loss rate for each group. These assumptions include recent sales experience and historical collection rates.

The fair value of assets and liabilities classified as level 3 is determined by the use of valuation models. Level 3 inputs are unobservable inputs. These include discounted cash flow analysis or the use of observable inputs that require significant adjustments based on unobservable inputs. For further information relating to fair value measurement, refer to Note 19.

Impairment of property, plant and equipment

The Board assesses impairment of property, plant and equipment at each reporting date by evaluating conditions specific to the Board and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions.

Key estimates fair valuation of stormwater infrastructure and land improvements

Stormwater infrastructure assets are carried at fair value. As there is no market for the Board to use to determine fair value, all assets have been valued as Level 3 inputs using a cost approach. Level 3 inputs are unobservable inputs. For further information relating to fair value measurement refer to Note 19.

Note 3. Contributions

	2022 \$	2021 \$
City of Mitcham	97,177	94,401
City of Burnside	97,177	94,401
City of West Torrens	97,177	94,401
The Corporation of the City of Adelaide	97,177	94,401
The Corporation of the City of Unley	97,177	94,401
	<u>485,885</u>	<u>472,005</u>

In accordance with the Charter of the Brown Hill and Keswick Creeks Stormwater Board Schedule 1, operating contributions are received equally from each of the constituent councils at an agreed rate. The total value of operating contributions to be received is agreed in the annual budget prepared by the Board.

Note 4. Investment income

	2022 \$	2021 \$
Bank Interest	<u>59,621</u>	<u>25,483</u>

Note 5. Employee Costs

	2022 \$	2021 \$
Salaries and Wages - Board	82,000	82,000
Salaries and Wages - Employee	197,086	178,184
Superannuation contributions	27,909	23,952
Workers compensation	3,356	1,482
Employee entitlement costs	6,616	-
Total Employee costs	<u>316,967</u>	<u>285,618</u>

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 6. Materials, Contracts & Other Expenses

	2022 \$	2021 \$
Contractor & Consultant Services	13,602	2,250
Meeting Room Hire and Teleconference	1,142	443
Financial Services	40,391	21,955
Insurance - Mutual Liability Scheme	46,649	33,321
IT Services	2,398	3,115
Legal Services	13,878	12,630
Office expenses, Printing and Postage	1,516	2,312
PR, Website and Graphic Design	9,683	11,241
Professional Development	1,129	3,695
Administration	-	13,245
Asset Operating Costs & Maintenance	71,345	420
Asset Valuations	-	9,350
Asset Management Plan & Valuations	21,654	5,760
Business Case & Funding Campaign	203,497	72,787
Cyber security cost	38,995	-
Human Resources	-	550
Prescribed Expenses - Audit Remuneration	5,150	5,000
Sundry	612	776
Total Materials, Contracts & Other Expenses	471,641	198,850

Note 7. Finance costs

	2022 \$	2021 \$
Bank fees	213	238
Interest expenses	7	55
Total finance costs	220	293

Note 8. Depreciation

	2022 \$	2021 \$
Depreciation	86,279	62,157

Note 9. Capital Funding / Grants for New / Upgraded assets

	2022 \$	2021 \$
Stormwater Management Authority	5,000,000	6,821,233
NRM Water Sustainability Grant	-	165,000
Gifted Infrastructure - Glen side Park	-	2,890,522
	5,000,000	9,876,755

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 10. Cash and cash equivalents

	2022 \$	2021 \$
<i>Current assets</i>		
Cash at bank and in hand	9,502,569	12,135,273

As at 30 June 2022, cash held includes an amount of \$1,920,000 (2021: \$7,235,798) which is restricted for the purpose of approved capital development projects.

Note 11. Trade and other receivables

	2022 \$	2021 \$
<i>Current assets</i>		
Trade receivables	230,802	104,500
GST receivable	190,981	166,319
	<u>421,783</u>	<u>270,819</u>

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

Note 12. Other assets

	2022 \$	2021 \$
<i>Current assets</i>		
Accrued revenue	7,276	-
Prepayments	12,245	-
	<u>19,521</u>	<u>-</u>

Note 13. Infrastructure, property, plant and equipment

	2022 \$	2021 \$
<i>Non-current assets</i>		
Infrastructure and Land Improvements - at independent valuation	21,226,430	8,779,900
Infrastructure and Land Improvements - accumulated depreciation	(148,436)	(62,157)
	<u>21,077,994</u>	<u>8,717,743</u>
Computer equipment - at cost	4,493	4,493
Less: Accumulated depreciation	(4,493)	(4,493)
	<u>-</u>	<u>-</u>
Capital works-in-progress	4,708,429	4,916,640
	<u>25,786,423</u>	<u>13,634,383</u>

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 13. Infrastructure, property, plant and equipment (continued)

Reconciliations

Reconciliations of the written down values at the beginning and end of the current and previous financial year are set out below:

	Capital Works in Progress \$	Infrastructure and Land Improvements \$	Office Equipment \$	Total \$
Balance at 1 July 2020	3,438,255	2,971,964	-	6,410,219
Additions	4,116,322	2,890,522	-	7,006,844
Transfers	(2,637,937)	2,637,937	-	-
Revaluation increments	-	279,477	-	279,477
Depreciation expense	-	(62,157)	-	(62,157)
Balance at 30 June 2021	4,916,640	8,717,743	-	13,634,383
Additions	11,645,539	463,605	-	12,109,144
Revaluation increments	-	129,175	-	129,175
Transfers in/(out)	(11,853,750)	11,853,750	-	-
Depreciation expense	-	(86,279)	-	(86,279)
Balance at 30 June 2022	4,708,429	21,077,994	-	25,786,423

Valuations of land and buildings

In line with the Board's capitalisation policy a valuation of completed infrastructure and land improvements was undertaken as at 30 June 2022. The valuation was undertaken by Tina-James Freeman, Asset Consultant at Tonkin. Refer to Note 19 for additional information on fair value measurement of stormwater infrastructure.

	2022 \$	2021 \$
Capital works-in-progress		
South Parklands Stormwater (Park 16 Wetland now complete; Park 20 creek works ongoing)	3,806,423	4,764,314
Reference Design - Capital	744,629	138,114
Lower Brown Hill Creek - Area 1-3	3,135	-
Upper Brown Hill Creek - Area 3 Millswood	93,415	14,212
Upper Brown Hill Creek -- Area 1C Forestville	46,873	-
Upper Brown Hill Creek - Area 3a Millswood Land	13,954	-
	4,708,429	4,916,640

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 14. Trade and other payables

	2022	2021
	\$	\$
<i>Current liabilities</i>		
Trade payables	180,862	108,646
Accrued expenses	341,129	-
Credit card	(837)	(79)
PAYG payable	8,899	4,256
Superannuation payable	7,027	6,765
Wages payable	-	(2,534)
	<u>537,080</u>	<u>117,054</u>

Trade and other payables are unsecured, non-interest bearing and are normally settled within 30 days. The carrying value of trade and other payables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

Note 15. Provisions

	2022	2021
	\$	\$
<i>Current liabilities</i>		
Provision for employee benefits	<u>25,407</u>	<u>18,791</u>

Note 16. Capital contributions of constituent councils

	2022	2021
	\$	\$
City of Mitcham	1,786,991	1,386,991
City of Burnside	2,144,389	1,664,389
City of West Torrens	8,756,254	6,796,254
Corporation of the City of Adelaide	1,429,593	1,109,593
Corporation of the City of Unley	3,752,680	2,912,680
Total Contributions by Owners	<u>17,869,907</u>	<u>13,869,907</u>
	2022	2021
	\$	\$
City of Mitcham Movement Table		
Opening balance	1,386,991	823,134
Contributions	400,000	563,857
	<u>1,786,991</u>	<u>1,386,991</u>
	2022	2021
	\$	\$
City of Burnside Movement Table		
Opening balance	1,664,389	987,761
Contributions	480,000	676,628
	<u>2,144,389</u>	<u>1,664,389</u>

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 16. Capital contributions of constituent councils (continued)

	2022 \$	2021 \$
City of West Torrens Movement Table		
Opening balance	6,796,254	4,033,358
Contributions	<u>1,960,000</u>	<u>2,762,896</u>
	<u>8,756,254</u>	<u>6,796,254</u>
	2022 \$	2021 \$
Corporation of the City of Adelaide Movement Table		
Opening balance	1,109,593	658,508
Contributions	<u>320,000</u>	<u>451,085</u>
	<u>1,429,593</u>	<u>1,109,593</u>
	2022 \$	2021 \$
Corporation of City of Unley Movement Table		
Opening balance	2,912,680	1,728,582
Contributions	<u>840,000</u>	<u>1,184,098</u>
	<u>3,752,680</u>	<u>2,912,680</u>

Capital contributions of Constituent Councils are payments received for investing in infrastructure. The rates of contributions are agreed in the Charter of the Board.

Note 17. Capital funding and grants

	2022 \$	2021 \$
Opening balance	11,638,521	1,761,766
Transfer from accumulated surplus	<u>5,000,000</u>	<u>9,876,755</u>
	<u>16,638,521</u>	<u>11,638,521</u>

Capital funding and grants are received from the funding providers for capital works and these funds are set aside until the construction projects are delivered.

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 18. Financial instruments

Financial risk management objectives

The Board is exposed to a variety of financial risks through its use of financial instruments. The most significant financial risks to which the Board is exposed to are described below:

Specific risks

- Liquidity risk
- Credit risk

Financial instruments used

The principal categories of financial instrument used by the Board are:

- Trade receivables
- Cash at bank
- Trade and other payables

Objectives, policies and processes

The Board of Directors have overall responsibility for the establishment of the Board's financial risk management framework. This includes the development of policies covering financial governance and the identification and management of financial risk in accordance with the Board's risk management policy.

Details of significant accounting policies and methods adopted including the criteria for the recognition, the basis of measurement and the basis on which income and expenses are recognised with respect to each class of financial asset, financial liability and equity instruments are disclosed in note 1 Summary of Significant Accounting Policies.

Mitigation strategies for specific risks faced are described below:

Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in a financial loss to the Board.

Credit risk arises from cash and cash equivalents, deposits with banks and financial institutions, as well as credit exposure to customers, including outstanding receivables and committed transactions.

The credit risk for liquid funds and other short-term financial assets is considered negligible, since the counterparties are reputable banks with high quality external credit ratings.

Credit risk is managed through maintaining procedures to regularly monitor the financial stability of customers and counterparties. There is no collateral held by the Board securing trade and other receivables.

Liquidity risk

Liquidity risk arises from the management of working capital. It is the risk that the Board will encounter difficulty in meeting its financial obligations as they fall due.

The Board manages this risk by preparing and monitoring budgets, only investing surplus cash with major financial institutions and proactively monitoring the recovery of unpaid debts.

At the reporting date, the Board has sufficient liquid resources to meet its obligations under all reasonably expected circumstances. The following table depicts the categorisation of financial instruments held by the Board, noting that due to the nature of the balances held, carrying value is equal to fair value:

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 18. Financial instruments (continued)

	2022 \$	2021 \$
Financial assets		
Held at amortised cost		
Cash and cash equivalents	9,502,569	12,135,273
Trade and other receivables	421,783	270,819
Total financial assets	9,924,352	12,406,092
	2022 \$	2021 \$
Financial liabilities		
Held at amortised cost		
Trade and other payables	537,080	117,054

Remaining contractual maturities

The table below reflects the undiscounted contractual maturity analysis for financial liabilities:

	Weighted average interest rate %	1 year or less \$	Between 1 and 2 years \$	Between 2 and 5 years \$	Over 5 years \$	Remaining contractual maturities \$
2022						
Non-derivatives						
<i>Non-interest bearing</i>						
Trade and other payables (excluding estimated annual leave)	-	537,080	-	-	-	537,080
Total non-derivatives		537,080	-	-	-	537,080
	Weighted average interest rate %	1 year or less \$	Between 1 and 2 years \$	Between 2 and 5 years \$	Over 5 years \$	Remaining contractual maturities \$
2021						
Non-derivatives						
<i>Non-interest bearing</i>						
Trade and other payables (excluding estimated annual leave)	-	117,054	-	-	-	117,054
Total non-derivatives		117,054	-	-	-	117,054

The timing of expected outflows is not expected to be materially different from contracted cashflows.

Note 19. Fair value measurement

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principal market; or in the absence of a principal market, in the most advantageous market.

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 19. Fair value measurement (continued)

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interests. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

Assets and liabilities measured at fair value are classified into three levels, using a fair value hierarchy that reflects the significance of the inputs used in making the measurements. Classifications are reviewed at each reporting date and transfers between levels are determined based on a reassessment of the lowest level of input that is significant to the fair value measurement.

For recurring and non-recurring fair value measurements, external valuers may be used when internal expertise is either not available or when the valuation is deemed to be significant. External valuers are selected based on market knowledge and reputation. Where there is a significant change in fair value of an asset or liability from one period to another, an analysis is undertaken, which includes a verification of the major inputs applied in the latest valuation and a comparison, where applicable, with external sources of data.

Fair value hierarchy

Infrastructure and land improvements are carried at fair value. AASB 13 Fair Value Measurement requires all assets and liabilities measured at fair value to be assigned to a 'level' in the fair value hierarchy as follows:

Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date

Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly

Level 3: Unobservable inputs for the asset or liability

In determining fair values for infrastructure and land improvements there is no known market for these assets, and they are valued at depreciated current replacement cost. This method involves:

- The determination of the cost to construct the asset (or its modern engineering equivalent) using current prices for materials and labour, the quantities of each being estimated based on recent experience, or on industry construction guides where these are more appropriate; and

- The calculation of the depreciation that would have accumulated since original construction using current estimates of residual value and useful life under the prime cost depreciation method adopted by the Board.

This method has significant inherent uncertainties, relying on estimates of quantities of materials and labour, residual values and useful lives, and the possibility of changes in prices for materials and labour, and the potential for development of more efficient construction techniques. Accordingly, the fair value of all assets within the infrastructure and land improvements class are considered Level 3 in the fair value hierarchy.

Note 20. Contingent liabilities

In the opinion of the Directors, the Board is unaware of any liability, contingent or otherwise, which has not already been recorded elsewhere in this financial report at 30 June 2022 (30 June 2021 : None).

Note 21. Commitments

	2022 \$	2021 \$
South Park Lands		
Park 16 - Wetland	600,000	6,414,058
Park 20 - Creek works	1,000,000	-
Project management	100,000	-
	<u>1,700,000</u>	<u>6,414,058</u>

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 21. Commitments (continued)

	2022 \$	2021 \$
Upper Brown Hill Creek - Area 3 Millswood		
Project Management	-	11,287
Engineering	-	85,460
	<u>-</u>	<u>96,747</u>
	2022 \$	2021 \$
Reference design		
Engineering Services	144,000	466,420
Consultant Services	24,000	258,573
Geotech	36,000	-
Legal	4,000	-
Project management	12,000	-
	<u>220,000</u>	<u>724,993</u>
	2022 \$	2021 \$
Total contracted commitments	<u>1,920,000</u>	<u>7,235,798</u>

All contracted commitments noted above are expected to be paid within the next twelve months.

The Authority was awarded a \$10 million grant from the Department of Industry, Science, Energy and resources (Commonwealth Government) for the Lower Brown Hill Creek Upgrades project which is due to commence construction during FY23. Per the agreed terms of the grant, the Authority is required to make a financial contribution to the project totalling \$10,353 million and will receive a financial contribution from the South Australian Government totalling \$10,353 million. As at the time of preparing the financial statements, construction works for the project had not commenced and no income has been recognised and/or received from funding parties.

Note 22. Related parties

Key management personnel of the Board include the Project Director and members of the Board appointed under section 112 of the Local Government Act 1999.

Payments made to key management personnel were as follows:

	2022 \$	2021 \$
Salaries and Wages	262,115	252,132

Other related parties include close family members of key management personnel and entities that are controlled or significantly influenced by those key management personnel or their close family members. There were no transactions with other related parties for the year ending 30 June 2022 (2021: Nil).

Note 23. Statutory Information

The registered office and principal place of business of the Board is:
 Brown Hill & Keswick Creeks Stormwater Board
 PO Box 124 Unley SA 5061

Brown Hill & Keswick Creeks Storm Water Board
Notes to the financial statements
As at 30 June 2022

Note 24. Events after the reporting period

No matter or circumstance has arisen since 30 June 2022 that has significantly affected, or may significantly affect the Board's operations, the results of those operations, or the Board's state of affairs in future financial years.

Note 25. Reconciliation of net surplus to net cash used in operating activities

	2022	2021
	\$	\$
Net surplus for the year	5,134,004	9,827,325
Adjustments for:		
Depreciation and amortisation	86,279	62,157
Capital funding / grants	(5,000,000)	(9,876,755)
Physical resources received free of charge	(463,605)	-
Change in operating assets and liabilities:		
Decrease/(increase) in trade and other receivables	(150,964)	54,303
Increase in accrued revenue	(7,276)	-
Increase in prepayments	(12,245)	-
Increase/(decrease) in trade and other payables	37,803	(171,860)
Increase in employee benefits	6,616	8,052
Net cash used in operating activities	<u>(369,388)</u>	<u>(96,778)</u>

Brown Hill & Keswick Creeks Storm Water Board
Certification of financial statements
For the year ended 30 June 2022

In the Board's opinion the attached financial statements comprising of the statement of comprehensive income, statement of financial position, statement of changes in equity, statement of cash flow and notes to the financial statements

- Presents a true and fair view of the financial position of Brown Hill and Keswick Creeks Stormwater Board as at 30 June 2022 and its performance for the year ended on the date in accordance with Accounting Standards and other mandatory professional reporting requirements;
- At the date of this statements there are reasonable grounds to believe that the Board will be able to pay its debts as and when they become due and payable.

On behalf of the Board

Judy Choate

Judy Choate (Sep 24, 2022 18:44 GMT+9.5)

Judith Choate
Board Member
14 September 2022

G. T. Vogt

G. T. Vogt (Sep 26, 2022 16:48 GMT+9.5)

Geoff Vogt
Board Member
14 September 2022

Brown Hill & Keswick Creeks Storm Water Board
Certification of auditor Independence
For the year ended 30 June 2022

To the best of our knowledge and belief, we confirm that, for the purpose of the audit of Brown Hill and Keswick Creeks Stormwater Board for the year ended 30 June 2022, the Board's Auditor, Dean Newbery & Partners has maintained its independence in accordance with the requirements of the Local Government Act 1999 and the Local Government (Financial Management) Regulations 2011 made under that Act.

This statement is prepared in accordance with the requirements of Regulation 22(3) Local Government (Financial Management) Regulations 2011.

Judy Choate

Judy Choate (Sep 14, 2022 18:44 GMT+9.5)

Judith Choate
Board Member
14 September 2022

G. T. Vogt

G. T. Vogt (Sep 14, 2022 18:48 GMT+9.5)

Geoff Vogt
Board Member
14 September 2022

3 FY22 Financial Statements

Final Audit Report

2022-09-14

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