

CITY OF WEST TORRENS



Notice of Committee Meetings

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

CITY FINANCE AND GOVERNANCE STANDING COMMITTEE

and

CITY ADVANCEMENT AND PROSPERITY 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, 7 MARCH 2023
at 6.00pm

Terry Buss PSM
Chief Executive Officer

INDEX

1	Meeting Opened	1
1.1	Acknowledgement of Country	
1.2	Evacuation Procedures	
1.3	Meeting Livestream	
2	Present	1
3	Apologies	1
4	Disclosure Statements	1
5	Confirmation of Minutes	1
6	Communications by the Chairperson	1
7	Questions with Notice	1
8	Questions without Notice	1
9	Motions with Notice	1
10	Motions without Notice	1
11	City Finance & Governance Report	2
11.1	Fees and Charges 2023-24.....	2
11.2	Register of Allowances and Benefits - 6 Months to 31 December 2022.....	53
11.3	Legislative Progress Report - March 2023.....	55
12	Meeting Close	74

1 MEETING OPENED**1.1 Acknowledgement of Country****1.2 Evacuation Procedures****1.3 Meeting Livestream****2 PRESENT****3 APOLOGIES****4 DISCLOSURE STATEMENTS**

Committee Members are required to:

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

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the City Finance and Governance Standing Committee held on 18 October 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 Fees and Charges 2023-24

Brief

This report presents revised Fees and Charges for 2023/24 for consideration and adoption pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

RECOMMENDATION

It is recommended to Council that the Fees and Charges for 2023/24 be adopted pursuant to Section 188 of the *Local Government Act 1999*.

Introduction

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

Discussion

Fees and charges have been reviewed by managers, and a summary of the proposed changes can be found in **Attachment 1**, with the full document included as **Attachment 2**.

Overall, there have been limited changes to the proposed 2023/24 Fees and Charges from the 2022/2023 financial year. Adelaide CPI is 8.6% Dec 2022 quarter.

Some exceptions to this include:

- **Private Works**
The fees for some private works for residents performed by City Works have increased by 2.5 per cent with most other fees remained unchanged. The only big increase is in road pavement repair which is cost recovery for the Council;
- **Community Development**
CHSP Fees & Charges removed, as from 1 July 2022, CWT is no longer a registered service provider with CHSP. Also, three more new facilities are available for public to hire - CaFHS Hut, Camden Oval Sporting Facilities and the Peake Gardens Sporting Facilities;
- **Compliance**
Some application fees, including mobile food vending, parking permit, skip bins, outdoor dining and temporary trading stands have increased ranging from 2 per cent to 6.3 per cent;
- **Environmental Health**
It is proposed to increase the fees for food inspection and food safety audits by between 3.4 per cent and 5.7 per cent and this is below the latest CPI.

Revised fees and charges will impact the 2023/24 budget which managers are now compiling.

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

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

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

Attachments

1. **Fees & Charges 2023/24 Summarised**
2. **Fees & Charges 2023/24**

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
City Assets and City Works									
Application Forms									
Permission to install vehicular crossing	No	Yes	No	N/A	31.00	N/A	34.00	9.7%	
Permission to install drain/s	No	Yes	No	N/A	31.00	N/A	34.00	9.7%	
Permission to lay underground cables	No	Yes	No	N/A	31.00	N/A	34.00	9.7%	
Contract Concrete Works									
Kerbing and Guttering	No	Yes	Yes	274.80	249.82	274.80	249.82	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables.
Vehicular Invert	No	Yes	Yes	274.80	249.82	274.80	249.82	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Spoon Drain	No	Yes	Yes	274.80	249.82	274.80	249.82	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Mountable Kerb	No	Yes	Yes	174.60	158.73	174.60	158.73	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 75mm depth	No	Yes	Yes	124.00	112.73	124.00	112.73	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 100mm depth	No	Yes	Yes	140.50	127.73	140.50	127.73	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 125mm depth	No	Yes	Yes	160.10	145.55	160.10	145.55	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Placement F82 reinforcing steel mesh	No	Yes	Yes	38.20	34.73	38.20	34.73	0.0%	Per m ² (5m ² minimum charge) - Increase relates to the supply/delivery costs of materials. Not a standard item used by Council.
Concrete Block Paving Works									
Paving 60mm (no base)	No	Yes	Yes	124.00	112.73	124.00	112.73	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 60mm (100mm base)	No	Yes	Yes	140.50	127.73	140.50	127.73	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 80mm (150mm base)	No	Yes	Yes	166.30	151.18	166.30	151.18	0.0%	Per m ² (5m ² minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Household Stormwater Connection Repairs									
Repair and replacement only of stub end	No	Yes	Yes	160.10	145.55	160.10	145.55	0.0%	
Replacement of the household stormwater pipe	No	Yes	Yes	672.50	611.36	672.50	611.36	0.0%	
Stormwater Adaptor - 90mm to 125x75mm	No	Yes	Yes	79.50	72.27	79.50	72.27	0.0%	
Other									
Road Pavement (Bitumen)	No	Yes	Yes	187.00	170.00	221.23	201.12	18.3%	Per m ² (2m ² minimum charge) - Increase in both Labour costs and supply/ disposal of materials. Additional costs include travel for collection Asphalt from Asphalt Plant (Ex-Bin).
Tree Removal for driveway construction	No	Yes	Yes	258.30	234.82	264.80	240.73	2.5%	Per metre if > 2m in height. If tree <= 2m, dead, diseased or determined by Council Officer - no charge; if not dead or diseased, an inspection fee of \$88 may apply.
Road Sweeper	No	Yes	Yes	227.30	206.64	233.00	211.82	2.5%	Per hour (minimum charge 3 hours = \$660); staff penalty rates apply after hours. Increase in both labour costs and waste disposal costs - including additional allowance for travel (Depot/Depot)
Removal of encroaching vegetation	No	Yes	Yes	93.00	84.55	95.30	86.64	2.5%	Per person, per hour. Minimum charge \$190.6 Increase in labour cost
Arboriculture services	No	Yes	Yes	141.50	128.64	145.00	131.82	2.5%	Per person, per hour. Minimum charge \$290 Increase in labour costs and additional allowance for works on site.
General gardening services	No	Yes	Yes	93.00	84.55	95.30	86.64	2.5%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours \$190.6 Staff penalty rates apply after hours / call outs. Increase in labour costs.
Irrigation repair & installation	No	Yes	Yes	93.00	84.55	95.30	86.64	2.5%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours \$190.6 Staff penalty rates apply after hours / call outs. Increase in labour costs.
Line marking (Sportsfield & Pavement Marking)	No	Yes	Yes	93.00	84.55	95.30	86.64	2.5%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours \$190.6 Staff penalty rates apply after hours / call outs. Increase in labour costs.
Tender Documents (Council documentation)	No	Yes	No	N/A	52.00	N/A	56.00	7.7%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
Road Events									
Temporary Parking Control									
Application Fee	No	Yes	No	N/A	52.00	N/A	56.00	7.7%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Authorisation Fee	No	Yes	No	N/A	53.00	N/A	57.00	7.5%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Road Events - Temporary Road Closures									
Application Fee	No	Yes	No	N/A	52.00	N/A	56.00	7.7%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Authorisation Fee	No	Yes	No	N/A	158.00	N/A	171.00	8.2%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Newspaper Advertising	No	Yes	Yes	POA	N/A	POA	N/A	N/A	POA - GST Taxable
Private Parking Areas									
Application Fee	No	Yes	No	N/A	52.00	N/A	56.00	7.7%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Authorisation Fee	No	Yes	No	N/A	145.00	N/A	157.00	8.3%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
City Development									
Consents									
Public Notification - Sign on Land Fee	No	Yes	Yes	330.00	300.00	330.00	300.00	0.0%	Applicable for new lodgement from 19 March 2021. For performance assessed development applications lodged in accordance with the Planning, Development and Infrastructure Act 2016 where the applicant has nominated for the relevant authority to place the notice on the land pursuant to Practice Direction 3 – Notification of Performance Assessed Development Applications 2019 shall attract a fee determined by the relevant authority.
Development Plan Amendments/File Recovery									
File Recovery from Secure Storage	No	Yes	Yes	30.00	27.27	30.00	27.27	0.0%	Any enquiry requiring DA file recovery from secure storage, actual cost (excl labour) ~\$35 (depends on file size).
Copy of Certificate of Title	No	Yes	Yes	38.25	34.77	39.00	35.45	2.0%	Reflects increase in cost set by Land Services SA, cost neutral. Taxable: • section 9-5 (prescribed under paragraph 81-10.01(1)(h) of the GST Regulations as consideration for subsection 81-10(2)).
Development approvals - Plan & Other Documentation Copies (Council Documents)									
A4 Black and White Plan Print	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A4 Colour Plan Printing	No	Yes	No	N/A	1.00	N/A	1.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Black and White Plan Printing	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Colour Plan Printing	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Black & White Plan Printing	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Colour Plan Printing	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Black & White Plan Printing	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Colour Plan Printing	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Black & White Plan Printing	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Colour Plan Printing	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
Development approvals - Plan & Other Documentation Copies (Non-Council Documents)									
A4 Black and White Plan Print	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (reviewed costs to be in line with advice from IT)
A4 Colour Plan Printing	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Black and White Plan Printing	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Colour Plan Printing	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (reviewed costs to be in line with advice from IT)
A2 Black & White Plan Printing	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (reviewed costs to be in line with advice from IT)
A2 Colour Plan Printing	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (reviewed costs to be in line with advice from IT)
A1 Black & White Plan Printing	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A1 Colour Plan Printing	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A0 Black & White Plan Printing	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (reviewed costs to be in line with advice from IT)
A0 Colour Plan Printing	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (reviewed costs to be in line with advice from IT)
Community Services									
Library Services									
Memory stick	No	Yes	Yes	Cost Recovery	N/A	Cost Recovery	N/A	P/A	Cost Recovery
Printing / Photocopies (b&w) A4	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (b&w) A3	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (colour) A4	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (colour) A3	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (reviewed costs to be in line with advice from IT)
Replacement membership card	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	
Headphones	No	Yes	Yes	Cost Recovery	N/A	Cost Recovery	N/A	P/A	Cost Recovery
Processing Fee for lost/damaged library material	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	flat fee of \$5, this is a uniform OneCard charge across the state. GST taxable - this is admin fee / staff time to process lost / damaged library material.
IT training - minimum course fee	No	Yes	Yes	Free	N/A	Free	N/A	P/A	Includes Basic Internet and Email (in house)
IT training - maximum course fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Learning Centre membership @ \$50 for 3 months; \$30 for 3 month renewal
Book Sales	No	Yes	Yes	\$0.10 - \$15.00	\$0.09 - \$13.64	\$0.10 - \$15.00	\$0.09 - \$13.64	0.0%	Prices vary according to nature of item (may be > \$15.00)
Community Development									
Community Activities									
Community Classes / Workshops / Activities (including Active Ageing activities)	No	Yes	Yes	\$0 - \$40.00	N/A	\$0 - \$40.00	N/A	P/A	Prices vary according to nature of activity, or as determined in consultation with Manager Community Services
Community Bus Service									
Regular routes, Recreational, Shopping, Social, Meal Programs	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Max per donation person per trip
Children's, Youth & Disability Program	No	Yes	Yes	Free	Free	Free	N/A	P/A	

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
Facility Hire									
Plympton Community Centre USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Plympton Hall South	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Plympton Hall North	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	Free with Hall South/Sewing Room
Sewing Room	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Plympton Community Centre - Whole Centre	No	Yes	Yes	500.00	454.55	500.00	454.55	0.0%	Includes Plympton Hall, kitchen, Meeting Room, Sewing Room 8am - 1am
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Plympton Community Centre USER CATEGORY B - Community based group when charging participants.									
Plympton Hall South	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Plympton Hall North	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	Free with Hall South/Sewing Room
Sewing Room	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	Per hour
Plympton Community Centre - Whole Centre	No	Yes	Yes	500.00	454.55	500.00	454.55	0.0%	Includes Plympton Hall, kitchen, Meeting Room, Sewing Room 8am - 1am
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Plympton Community Centre USER CATEGORY C - Corporate / Government / Private hire rates.									
Plympton Hall South	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour
Plympton Hall North	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour
Kitchen	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Adapting all kitchens to the same contribution rates
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	Free with Hall South/Sewing Room
Sewing Room	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Plympton Hall - Event Block - Lunch	No	Yes	Yes	170.00	154.55	170.00	154.55	0.0%	Includes Plympton Hall South, kitchen from 9am - 3pm
Plympton Hall - Event Block - Dinner	No	Yes	Yes	210.00	190.91	210.00	190.91	0.0%	Includes Plympton Hall South, Kitchen from 3.30pm - 11pm
Plympton Community Centre - Whole Centre	No	Yes	Yes	500.00	454.55	500.00	454.55	0.0%	Includes Plympton Hall South, kitchen, Sewing Room 8am - 1am
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Lockleys Community Room USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Lockleys CR Hall	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Lockleys Hall - Event Block - Lunch	No	Yes	Yes	N/A	N/A	Free	N/A		Includes Hall and Kitchen from 9am to 3pm
Lockleys Hall - Event Block - Dinner	No	Yes	Yes	N/A	N/A	Free	N/A		Includes Hall and Kitchen from 3:30pm to 11pm
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Lockleys Community Room USER CATEGORY B - Community based group when charging participants.									
Lockleys CR Hall	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Lockleys Hall - Event Block - Lunch	No	Yes	Yes	N/A	N/A	Free	N/A		Includes Hall and Kitchen from 9am to 3pm
Lockleys Hall - Event Block - Dinner	No	Yes	Yes	N/A	N/A	Free	N/A		Includes Hall and Kitchen from 3:30pm to 11pm
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Lockleys Community Room USER CATEGORY C - Corporate / Government / Private hire rates.									
Lockleys CR Hall	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour
Kitchen	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Adapting all kitchens to the same contribution rates
Lockleys Hall - Event Block - Lunch	No	Yes	Yes	N/A	N/A	300.00	272.73		Includes Hall and Kitchen from 9am to 3pm
Lockleys Hall - Event Block - Dinner	No	Yes	Yes	N/A	N/A	370.00	336.36		Includes Hall and Kitchen from 3:30pm to 11pm
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Cowandilla Community Room USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Cowandilla Hall	No	Yes	Yes	Free	Free	Free	N/A	P/A	
Kitchen	No	Yes	Yes	Free	Free	Free	N/A	P/A	
Community Art Exhibition	No	Yes	Yes			Free	N/A		New 2023/24
Drop Zone	No	Yes	Yes			Free	N/A		New 2023/24 - Small area for small drop-in meetings
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Community Room USER CATEGORY B - Community based group when charging participants.									
Cowandilla Hall	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Community Art Exhibition	No	Yes	Yes			Free	N/A		New 2023/24
Drop Zone	No	Yes	Yes			Free	N/A		New 2023/24 - Small area for small drop-in meetings
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Community Room at 173 Sir Donald Bradman Drive USER CATEGORY C - Corporate / Government / Private hire rates.									
Cowandilla Hall	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	Per hour
Kitchen	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	2023/24 Adapting all kitchens to the same contribution rates
Community Art Exhibition	No	Yes	Yes			Free	N/A		New 2023/24
Drop Zone	No	Yes	Yes			Free	N/A		New 2023/24 - Small area for small drop-in meetings
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
CaFHS Hut/Outdoor Kitchen USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Hut with kitchen	No	Yes	Yes	Free	Free	Free	N/A	Free	New item 2023/24
CaFHS Hut/Outdoor Kitchen USER CATEGORY B - Community based group when charging participants.									
Hut with kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	New item 2023/24
CaFHS Hut/Outdoor Kitchen USER CATEGORY C - Corporate / Government / Private hire rates.									
Hut with kitchen	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	New item 2023/24
Apex Park Community Facility - USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Apex Hall 1	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Apex Hall 2	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Apex Park Community Facility - USER CATEGORY B - Community based group when charging participants.									
Apex Hall 1	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Change from 1 large hall to 2 smaller halls (separate or combined)
Apex Hall 2	No	Yes	Yes	12.00	10.91	12.00	10.91	0.0%	
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Adapting all kitchens to the same contribution rates
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Apex Park Community Facility - USER CATEGORY C - Corporate / Government / Private hire rates.									
Apex Hall 1	No	Yes	Yes	30.00	27.27	30.00	27.27	0.0%	Change from 1 large hall to 2 smaller halls (separate or combined)
Apex Hall 2	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	
Kitchen	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Adapting all kitchens to the same contribution rates
Apex Hall - Event Block - Lunch	No	Yes	Yes	300.00	272.73	300.00	272.73	0.0%	New 2023/24 Includes Apex Hall 1,2 and kitchen from 9am - 3pm
Apex Hall - Event Block - Dinner	No	Yes	Yes	370.00	336.36	370.00	336.36	0.0%	New 2023/24 Includes Apex Hall 1,2 and kitchen from 3.30pm - 11pm
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Weigall Oval Sporting Facility - USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Weigall Hall	No	Yes	Yes	Free	N/A	Free	N/A	P/A	
Set-Up Service fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	
Weigall Oval Sporting Facility - USER CATEGORY B - Community based group when charging participants.									
Weigall Hall	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour
Set-Up Service fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	
Weigall Oval Sporting Facility - USER CATEGORY C - Corporate / Government / Private hire rates.									
Weigall Hall	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	Per hour
Set-Up Service fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	
Camden Oval Sporting Facility - USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Clubhouse	No	Yes	Yes			Free	N/A	N/A	New 2023/24
Set-Up Service fee	No	Yes	Yes			250.00	227.27	N/A	New 2023/24
Camden Oval Sporting Facility - USER CATEGORY B - Community based group when charging participants.									
Clubhouse	No	Yes	Yes			25.00	22.73	N/A	Per hour; New 2023/24
Set-Up Service fee	No	Yes	Yes			250.00	227.27	N/A	New 2023/24
Camden Oval Sporting Facility - USER CATEGORY C - Corporate / Government / Private hire rates.									
Clubhouse	No	Yes	Yes			55.00	50.00	N/A	Per hour; New 2023/24
Set-Up Service fee	No	Yes	Yes			250.00	227.27	N/A	New 2023/24
Peake Gardens Sporting Facility - USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Clubhouse	No	Yes	Yes			Free	N/A	N/A	New 2023/24
Kitchen	No	Yes	Yes			Free	N/A	N/A	New 2023/24
Set-Up Service fee	No	Yes	Yes			200.00	181.82	N/A	New 2023/24
Peake Gardens Sporting Facility - USER CATEGORY B - Community based group when charging participants.									
Clubhouse	No	Yes	Yes			25.00	22.73	N/A	Per hour; New 2023/24
Kitchen	No	Yes	Yes			10.00	9.09	N/A	Per hour; New 2023/24
Set-Up Service fee	No	Yes	Yes			200.00	181.82	N/A	New 2023/24
Peake Gardens Sporting Facility - USER CATEGORY C - Corporate / Government / Private hire rates.									
Clubhouse	No	Yes	Yes			55.00	50.00	N/A	Per hour; New 2023/24
Kitchen	No	Yes	Yes			15.00	13.64	N/A	Per hour; New 2023/24
Set-Up Service fee	No	Yes	Yes			200.00	181.82	N/A	New 2023/24
Lockleys Oval Sporting Facility - USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Meeting Room 1	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Room 2	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Set-Up Service fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	
Lockleys Oval Sporting Facility - USER CATEGORY B - Community based group when charging participants.									
Meeting Room 1	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Meeting Room 2	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Set-Up Service fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	
Lockleys Oval Sporting Facility - USER CATEGORY C - Corporate / Government / Private hire rates.									
Meeting Room 1	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Meeting Room 2	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Set-Up Service fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
Thebarton Community Centre - USER CATEGORY A - Community based group or provision of services for the community, with no fees or charges involved.									
Meeting Room 2	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Room 3	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Room 4	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	Free with room hire
Hall A	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 4 hours
Hall B	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 4 hours
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Thebarton Hall - Event Block - Lunch	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	None applicable
Thebarton Hall - Event Block - Dinner	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	None applicable
Thebarton Community Centre - Whole Centre	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Thebarton Community Centre - USER CATEGORY B - Community based group when charging participants.									
Meeting Room 2	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Meeting Room 3	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Meeting Room 4	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per hour
Tea Area - Light refreshment preparation	No	Yes	Yes	Free	N/A	Free	N/A	P/A	Free with room hire
Hall A	No	Yes	Yes	35.00	31.82	35.00	31.82	0.0%	Per hour weekend hire - min 4 hours
Hall B	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour weekend hire - min 4 hours
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Adapting all kitchens to the same contribution rates
Thebarton Hall - Event Block - Lunch	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	None applicable
Thebarton Hall - Event Block - Dinner	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	None applicable
Thebarton Community Centre - Whole Centre	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
Thebarton Community Centre - USER CATEGORY C - Corporate / Government / Private hire rates.									
Meeting Room 2	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Meeting Room 2	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Per hour
Meeting Room 4	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	Free	N/A	P/A	Free with room hire
Hall A	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	Per hour weekend hire - min 4 hours
Hall B	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	Per hour weekend hire - min 4 hours
Kitchen	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Hourly fee - separated from Hall hire fee to make clearer
Thebarton Hall - Event Block - Lunch	No	Yes	Yes	600.00	545.45	600.00	545.45	0.0%	Includes Thebarton Hall A, B and kitchen from 9am - 3pm
Thebarton Hall - Event Block - Dinner	No	Yes	Yes	900.00	818.18	900.00	818.18	0.0%	Includes Thebarton Hall A, B and kitchen from 3.30pm - 1am
Thebarton Community Centre - Whole Centre	No	Yes	Yes	2,400.00	2,181.82	2,400.00	2,181.82	0.0%	Flat rate - Hall event block: includes Hall A, Hall B, Front Foyer and main kitchen
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Set-Up Service fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
All Community Centres - Additional Fees (note 6)									
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	Applicable to all hiring facilities
Emergency Staff Assistance	No	Yes	Yes	150.00	136.36	150.00	136.36	0.0%	
Service Provider Attendance	No	Yes	Yes	Cost recovery		Cost recovery		P/A	On-charge of cleaning / security or other services as required
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	85.00	77.27	0.0%	
Access FOB replacement	No	Yes	Yes	80.00	72.73	80.00	72.73	0.0%	
Master-Type key replacement	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	
General-key type replacement	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Key-Tag replacement	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Square Tablecloth (230x230cm)	No	Yes	Yes			3.00	2.73	N/A	New item 2023/24
Round Tablecloth 8ft 240cm	No	Yes	Yes			5.00	4.55	N/A	New item 2023/24
Round Tablecloth 10ft 300cm	No	Yes	Yes			6.00	5.45	N/A	New item 2023/24
Tablecloth (135x300cm)	No	Yes	Yes			3.00	2.73	N/A	New item 2023/24
Room re-set weekday 8.30am -5pm	No	Yes	Yes	40.00	36.36	40.00	36.36	0.0%	Charged per hour in 15 min blocks
Room re-set weekday after 5pm	No	Yes	Yes	50.00	45.45	50.00	45.45	0.0%	Charged per hour in 15 min blocks
Room re-set weekend	No	Yes	Yes	100.00	90.91	100.00	90.91	0.0%	Charged per hour in 15 min blocks
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Room set up fee	No	Yes	Yes	200.00	181.82	200.00	181.82	0.0%	
Room set up fee	No	Yes	Yes	250.00	227.27	250.00	227.27	0.0%	
Damaged/ lost linens	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	P/A	
Security presence	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	P/A	
Hire items	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	P/A	
Public Liability Insurance contribution fee	No	Yes	Yes			Cost recovery	N/A	N/A	
West Torrens Auditorium and Gallery Hire									
Special Use									To be determined by the Manager Community Services

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
Compliance									
Animal Control - Dog Registrations									
Non-Standard Dog Registration	Yes	Yes	No	N/A	90.00	N/A	95.00	5.6%	Council can set fees. Max. fee \$100 (increase fee every two years)
Standard Dog Registration	Yes	Yes	No	N/A	45.00	N/A	47.50	5.6%	50% off the "Non-Standard Dog Registration Fee"
Dog Registration - Replacement Tag/Disc	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery - Replacement Disc
Animal Control -Rebate Category									
Dog Registration - Specified Training Program (10% rebate = \$9.5)	Yes	Yes	No	N/A	81.00	N/A	85.50	5.6%	\$85.50 on a non-standard dog registration or \$38.00 for standard dog registration if no other rebate applies.
Dog Registration - Pensioner Concession	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	P/A	50% concession on remaining fee after rebates.(Not including late payment fee/replacement disc)
Dog Registration - Part year Jan - May	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	P/A	50% discount subject to dog being at the mandatory registration age of 3 months when registered
Dog Registration - Part year June	Yes	No	No	N/A	No Fee	N/A	No Fee	P/A	No Fee being the mandatory age of 3 months when registered
Dog Registration - Business involving Kennel ... - Annual Fee (No rebates apply)	Yes	Yes	No	N/A	90.00	N/A	95.00	5.6%	Per dog (No rebates apply)
Dog Registration - Late Registration Fee	Yes	Yes	No	N/A	22.50	N/A	23.75	5.6%	25% of maximum fee; In addition to registration fee
Dog Registration - Seizure & Detention Fee - Registered Dog	Yes	Yes	No	N/A	80.00	N/A	85.00	6.3%	Detained Registered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Seizure & Detention Fee - Registered Dog (After Hours)	Yes	Yes	No	N/A	110.00	N/A	115.00	4.5%	Detained registered dog returned to owner - Not taken to impound facility - After hours
Dog Registration - Seizure & Detention Fee - Unregistered Dogs	Yes	Yes	No	N/A	90.00	N/A	95.00	5.6%	Detained Unregistered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Seizure & Detention Fee - Unregistered (After Hours)	Yes	Yes	No	N/A	150.00	N/A	155.00	3.3%	Detained registered dog returned to owner - Not taken to impound facility - After hours
Dog Registration - Impounding Fee/External Facility	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost recovery - Impound External Facility
Dog Registration - Pound Fee / Sustenance Fee/External Facility	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost recovery - Impound External Facility
Dog Registration - Impounding Fee/Council Facility	No	No	No	N/A	80.00	N/A	85.00	6.3%	Impound Daily Fee - Impound Council Facility
Dog Registration - Impounding Fee/Council Facility with Control (Dangerous & Menacing Dog) Orders	No	No	No			N/A	100.00	N/A	New 2023/24 Impound Daily Fee - Impound Council Facility GST Exempt: section 81-15 (prescribed under paragraph 81-15.01(f) of the GST Regulations as not the provision of consideration).
Dog Registration - Impounding Fee/Council Facility: Delivery of a registered dog to owner fee in CWT area	No	No	No			N/A	80.00	N/A	New 2023/24 Impound Daily Fee - Impound Council Facility GST Exempt: section 81-15 (prescribed under paragraph 81-15.01(f) of the GST Regulations as not the provision of consideration).
Dog Registration - Impounding Fee/Council Facility: Delivery of a non-registered dog to owner fee in CWT area	No	No	No			N/A	90.00	N/A	New 2023/24 Impound Daily Fee - Impound Council Facility GST Exempt: section 81-15 (prescribed under paragraph 81-15.01(f) of the GST Regulations as not the provision of consideration).
Dog Registration - Impounding Fee/Council Facility: Delivery of a registered dog to owner fee in CWT area afterhours	No	No	No			N/A	110.00	N/A	New 2023/24 Impound Daily Fee - Impound Council Facility GST Exempt: section 81-15 (prescribed under paragraph 81-15.01(f) of the GST Regulations as not the provision of consideration).
Dog Registration - Impounding Fee/Council Facility: Delivery of a non-registered dog to owner fee in CWT area afterhours	No	No	No			N/A	155.00	N/A	New 2023/24 Impound Daily Fee - Impound Council Facility GST Exempt: section 81-15 (prescribed under paragraph 81-15.01(f) of the GST Regulations as not the provision of consideration).
Dog Registration - Impounding Fee/Council Facility: Delivery of dog to owner fee after impounded	No	No	No			N/A	75.00	N/A	New 2023/24 Impound Daily Fee - Impound Council Facility GST Exempt: section 81-15 (prescribed under paragraph 81-15.01(f) of the GST Regulations as not the provision of consideration).
Dog Registration - Impounding Fee/Council Facility: Veterinarian medical fee	No	No	No	N/A	Cost recovery	N/A	Cost recovery	N/A	
Other Animal Control									
Dog rehoming fee	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Allows for increases to occur without updating this document
Dog holding fee at another facility	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Allows for increases to occur without updating this document
Surrender of Dog	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Allows for increases to occur without updating this document
Surrender of Cat or Kitten	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Allows for increases to occur without updating this document
Dog Microchipping	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost recovery - Impound Facility or Veterinarian or Registered Microchipping Organisation
Dog Desexing	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost recovery - Impound Facility or Veterinarian
Dog - Veterinarian Medical	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility or Veterinarian - Medical
Dog Collars - Dangerous/Menacing/Guard Dogs	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost recovery - Purchase of Collars
Dog Signs - Dangerous/Guard Dogs	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost recovery - Purchase of Signs
Printed extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract
Possum/Cat Trap Deposit (Refundable)	No	Yes	No	N/A	80.00	N/A	80.00	0.0%	Deposit will be refunded if the cage is returned within the agreed hire return due date & not damaged
Parking Permit, Exemptions & Vouchers - Residential Permits									
Transitional 1 year	No	Yes	No	N/A	16.00	N/A	17.00	6.3%	
Transitional 2 years	No	Yes	No	N/A	26.00	N/A	28.00	7.7%	
Zone Permit Vehicle Specific 1 year	No	Yes	No	N/A	31.00	N/A	32.00	3.2%	
Zone Permit Vehicle Specific 2 year	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Zone Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	P/A	
Zone Permit Vehicle Transferrable 1 year	No	Yes	No	N/A	31.00	N/A	32.00	3.2%	
Zone Permit Vehicle Transferrable 2 year	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Zone Permit Vehicle Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	P/A	

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
Parking Permit, Exemptions & Vouchers - Business Parking Permits									
Business Street Permit Transferrable 1 year	No	Yes	No	N/A	203.00	N/A	215.00	5.9%	
Business Street Permit Transferrable 2 year	No	Yes	No	N/A	386.00	N/A	400.00	3.6%	
Parking Permit, Exemptions & Vouchers - Visitor Parking Permits									
Visitor Parking Permits 12 per book	No	Yes	No	N/A	16.00	N/A	17.00	6.3%	
Temporary Tradesperson Parking Permit	No	Yes	No	N/A	Free	N/A	Free	P/A	
Community Services Parking Permit	No	Yes	No	N/A	Free	N/A	Free	P/A	
Replacement Permit	No	Yes	No	N/A	11.00	N/A	11.00	0.0%	
By-laws									
By-law Maximum Penalty	Yes	Yes	No			N/A	1,250.00	N/A	New 2023/24 - Maximum Penalty \$1,250 Council to fixed maximum penalty- Local Government Act s246(3)
By-law expiation fee	Yes	Yes	No	N/A	185.00	N/A	187.50	1.4%	Up to 25% of Maximum Penalty \$1,250 is fixed by Local Government Act s246(5)
By-law Continuous Offence expiation fee	Yes	Yes	No	N/A	12.50	N/A	50.00	300.0%	Maximum of \$50 is fixed by Local Government Act s246(5) for every day on which the offence or breach of the by-law continues
Sign display - Application By-Law 4	No	Yes	No	N/A	61.00	N/A	62.00	1.6%	Split Fees to Application (Non Refundable) & Permit Fee
Sign display - Authorisation Permit By-Law 4	No	Yes	No	N/A	61.00	N/A	62.00	1.6%	
Release Impounded Banners/Signs/Election Signs	No	Yes	No	N/A	65.00	N/A	66.00	1.5%	
By-Law 2 & 3 Activity Application Fee	No	Yes	No	N/A	80.00	N/A	81.00	1.3%	Split Fees to Application (Non Refundable) & Permit Fee
By-Law 2 & 3 Activity Authorisation Permit	No	Yes	No	N/A	44.00	N/A	45.00	2.3%	Split Fees to Application (Non Refundable) & Permit Fee
Exemption to limit on no. of dogs - Application Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	By-Law 5
Exemption to limit on no. of dogs - Permit Fee	No	Yes	No	N/A	20.00	N/A	21.00	5.0%	By-Law 5 - permit fee
Alteration to Public Roads									
Skip Bins - Application Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	Administration and initial assessment
Skip Bins - Permit Fee	No	Yes	No	N/A	11.00	N/A	12.00	9.1%	Per day
Skip Bins - Extension of permit duration	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	Authorisation to extent permit plus permit fee per day of extension duration
Hoardings - Application Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	Duration of authorisation - cost neutral
Hoardings - Permit Fee	No	Yes	No	N/A	11.00	N/A	12.00	9.1%	Per day
Hoardings - Extension of permit duration	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	Authorisation to extent permit plus permit fee per day of extension duration
Outdoor Dining									
Outdoor Dining Application Fee	No	Yes	No	N/A	Free	N/A	Free	P/A	The Outdoor Dining Application Fees and Permit Fees abolished 17 November 2020
Outdoor Dining Annual Permit Fee	No	Yes	No	N/A	Free	N/A	Free	P/A	The Outdoor Dining Application Fees and Permit Fees abolished 17 November 2020
Outdoor Dining Transfer Fee	No	Yes	No	N/A	Free	N/A	Free	P/A	The Outdoor Dining Application Fees and Permit Fees abolished 17 November 2020
Other									
Temporary Trading Stands - Application Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Temporary Trading Stands - Permit Fee	No	Yes	No	N/A	24.00	N/A	25.00	4.2%	New 2020/21 - Duration of authorisation GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Mothers Day Flowers Side of Rd - Application Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Mothers Day Flowers Side of Rd - Permit Fee	No	Yes	No	N/A	24.00	N/A	25.00	4.2%	New 2020/21 - Duration of authorisation GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Real Estate Advertising Signs - Authorisation - Residential	No	Yes	No	N/A	270.00	N/A	270.00	0.0%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Commercial	No	Yes	No	N/A	640.00	N/A	640.00	0.0%	Duration of authorisation
Selling Goods on Footpath App'n Fee	No	Yes	No	N/A	80.00	N/A	85.00	6.3%	
Footpath - Up to 2.5 sq. mtrs	No	Yes	No	N/A	92.00	N/A	93.00	1.1%	
Footpath - 2.6 - 5.0 sq. mtrs	No	Yes	No	N/A	132.00	N/A	133.00	0.8%	
Footpath - 5.1 - 10.0 sq. mtrs	No	Yes	No	N/A	183.00	N/A	184.00	0.5%	
Footpath - 10.1 + sq. mtrs	No	Yes	No	N/A	301.00	N/A	321.00	6.6%	
Footpath - Transfer Fee	No	Yes	No	N/A	64.00	N/A	65.00	1.6%	
Unightly Condition of Land Clearance	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Fire Prevention block clearance	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Mobile Food Vending Permits									
Application Fee	No	Yes	No	N/A	53.00	N/A	55.00	3.8%	
Monthly Fee	No	Yes	No	N/A	146.00	N/A	148.00	1.4%	
Annual Fee	No	Yes	No	N/A	1,460.00	N/A	1,550.00	6.2%	
Transfer Fee	No	Yes	No	N/A	65.00	N/A	65.00	0.0%	
Impounded Vehicles									
Motor Vehicle Search Fee	Yes	No	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Encumbrance Search Fee	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Towing Fee (Business Hrs)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Towing Fee (After Hrs)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Advertising Fee (if applicable)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Storage Fee (per day)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	P/A	Cost Recovery
Unclaimed Goods									
Storage Fee	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	P/A	Cost Recovery for goods claimed after proceedings commenced
Maintaining goods	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	P/A	Cost Recovery for goods claimed after proceedings commenced

2023/24 Fees & Charges Increase Analysis

Department	Statutory Charge?	Discretionary?	GST?	2022/23 Fee (incl. GST)	2022/23 Fee (excl. GST)	2023/24 Fee (incl. GST)	2023/24 Fee (excl. GST)	% change in base price	Comments
Corporate Publicity & Promotion									
Advertising Rates									
Inside pages (colour)	No	Yes	Yes	460.00	418.18	460.00	418.18	0.0%	No change for FY23/24
Inside pages (colour)	No	Yes	Yes	230.00	209.09	230.00	209.09	0.0%	No change for FY23/24
Inside pages (colour)	No	Yes	Yes	77.00	70.00	77.00	70.00	0.0%	No change for FY23/24
Council Documents									
Copies of Council Documents									
A4 Black and White Copies	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A4 Colour Copies	No	Yes	No	N/A	1.00	N/A	1.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Black and White Copies	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Colour Copies	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Black and White Copies	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Colour Copies	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Black and White Copies	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Colour Copies	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Black and White Copies	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Colour Copies	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
Individual extract from various registers / records	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
Copies of Non-Council Documents									
A4 Black and White Copies	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges and other Council documents)
A4 Colour Copies	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (in line with Library charges and other Council documents)
A3 Black and White Copies	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges and other Council documents)
A3 Colour Copies	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (in line with Library charges and other Council documents)
A2 Black and White Copies	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (in line with Library charges and other Council documents)
A2 Colour Copies	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (in line with Library charges and other Council documents)
A1 Black and White Copies	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (in line with Library charges and other Council documents)
A1 Colour Copies	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (in line with Library charges and other Council documents)
A0 Black and White Copies	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (in line with Library charges and other Council documents)
A0 Colour Copies	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (in line with Library charges and other Council documents)
Environmental Health Services									
Local Nuisance Exemption									
Exemption - Application Fee	Yes	Yes	No	N/A	100.00	N/A	100.00	0.0%	Application Fee for Exemption to Section 18 of the Local Nuisance & Litter Control Act 2016. - Under The LN&LC Act Section 51(d) Regulation 6.1(b) prescribes that Council is to set the fee in accordance with Section 188(1)(g) of the Local Government Act
Exemption - Extras e.g. Advertising	Yes	Yes	No	N/A	Cost Recovery	N/A	Cost Recovery	P/A	Cost recovery for any extras such as advertising etc - as per quote provided
Legionella Legislative Requirements									
High Risk Manufactured Water System	Yes	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	P/A	Microbiological sampling of water sample collected from HRMWS
Food Act									
Inspection of small businesses	Yes	Yes	No	N/A	90.50	N/A	95.00	5.0%	ATO ruling that food premises inspections are GST exempt
Inspection of large businesses	Yes	Yes	No	N/A	228.00	N/A	241.00	5.7%	
Food Safety Audits									
Community and charitable organisations									
On-site audit	No	Yes	No	N/A	86.00	N/A	90.00	4.7%	Per hour - based on 15 minute increments rounded down to nearest quarter hour. ATO ruling that audits are GST exempt
Desk-top audit	No	Yes	No	N/A	43.50	N/A	45.00	3.4%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	86.00	N/A	90.00	4.7%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
For all other organisations									
On-site audit	No	Yes	No	N/A	171.50	N/A	180.00	5.0%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Desk-top audit	No	Yes	No	N/A	86.00	N/A	90.00	4.7%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	171.50	N/A	180.00	5.0%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Sharps Containers									
1.4 litre	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	Based on cost recovery only.
3.2 litre	No	Yes	Yes	9.30	8.45	9.30	8.45	0.0%	Based on cost recovery only.
7.8 litre	No	Yes	Yes	14.30	13.00	14.30	13.00	0.0%	Based on cost recovery only.
Pest Control									
Rat Bait (6 x 25g packets)	No	Yes	Yes	6.50	5.91	6.50	5.91	0.0%	Based on cost recovery only.
Sundry Fees & Charges									
e.g. Overheads, Rates Fines	See complete fees & charges document for details								
Rate Notice reprint request	No	Yes	Yes	6.00	5.45	10.00	9.09	66.7%	Per individual extract - Admin Cost

CITY OF WEST TORRENS



FEES AND CHARGES

**Pursuant to Section 188 of
the Local Government Act 1999**

EFFECTIVE 1 JULY 2023

TABLE OF CONTENTS

CITY ASSETS AND CITY WORKS	1
CITY DEVELOPMENT	7
COMMUNITY SERVICES	9
COMPLIANCE	20
CORPORATE PUBLICITY AND PROMOTION	28
COUNCIL DOCUMENTS.....	30
ENVIRONMENTAL HEALTH SERVICES	33
SUNDRY FEES AND CHARGES	37

CITY OF WEST TORRENS



City Assets and City Works

City of West Torrens**Effective 1 July 2023****Fees and Charges – City Assets and City Works****Revised 7 March 2023**

Roads and Related Construction Works

Pursuant to Sections 212 and 213 of the Local Government Act 1999, the maximum charges are to be made for all roads and related construction works.

Private Works

The cost of work carried out by Council for private residents is recoverable by Council under Sections 212, 213, 218, 221 and 254 of the Local Government Act 1999. It is Council policy that private works are the responsibility of the individual resident. Council will however, provide information as to contractor options for residents requesting assistance.

Where the distance across the footpath and crossing places exceeds 4 metres, Council will meet the cost of constructing the additional length, except in the case of crossings into industrial and commercial premises.

The full cost of reinforced concrete crossings into industrial or commercial properties is to be paid by owners.

Fees are calculated on the basis of contractor cost plus Council overheads.

Refer to schedules later in this paper.

Road Reinstatement

Council reinstates roads that have been opened or broken up by statutory authority. Costs are recoverable pursuant to Section 213 of the Local Government Act 1999.

Road reinstatement charges are made up of the recovery to Council of charges for labour, materials and overheads.

Application Forms

Application fee to undertake private works on Council land. ^ \$ 34.00

E.g. for permission pursuant to Section 221 of the Local Government Act 1999 to install a vehicular crossing, to install a drain or drains in any street for the purpose of removing stormwater from the adjacent property or to lay underground cables in a road reserve.

Contract Concrete Works

All contract work includes Council overheads and goods and services tax (GST). The following rates are inclusive of excavation and placement costs.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2023****Fees and Charges – City Assets and City Works****Revised 7 March 2023**

The minimum charge rate for the following concrete kerbing works is two (2) linear metres (m).

Kerbing and guttering	\$ 274.80 per metre
Vehicular Invert	\$ 274.80 per metre
Spoon drain	\$ 274.80 per metre
Mountable kerb	\$ 174.60 per metre

The minimum charge rate for concrete paving type works is five (5) square metres (m²).

Concrete 75mm depth	\$ 124.00 per metre
Concrete 100mm depth	\$ 140.50 per metre
Concrete 125mm depth	\$ 160.10 per metre
Placement F82 reinforcing steel mesh	\$ 38.20 per metre

Concrete Block Paving Works

All contract work includes Council overheads and goods and services tax (GST). The following rates are inclusive of excavation and placement costs.

The minimum charge rate for block paving type work is five (5) square metres (m²).

Paving 60mm (no base)	\$ 124.00 per metre
Paving 60mm (100mm base)	\$ 140.50 per metre
Paving 80mm (150mm base)	\$ 166.30 per metre

Household Stormwater Connection Repairs

Repair and replacement only of stub end of the household stormwater connection at the road kerb and gutter	\$ 160.10
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Replacement of the household stormwater pipe from the property boundary to the road kerb and gutter, including replacement of footpath	\$ 672.50
--	-----------

Stormwater Adaptor - 90mm to 125x75mm	\$ 79.50
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Road Pavement (Bitumen)

All contract work includes Council overheads and goods and services tax (GST). The following rate is inclusive of excavation and placement costs.

The minimum charge rate for road pavement works is two (2) square metres (m²).

Road pavement repair	\$ 221.23 per metre
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[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – City Assets and City Works

Effective 1 July 2023
Revised 7 March 2023

Verge Material

Council may replace nature strips with a suitable quarry crushed rock material free of charge.

Road Verge Maintenance

There is no charge for road verge maintenance.

Tree Removal for Driveway Construction

The tree is dead, dying, diseased, disfigured or dangerous, reference to the Council Policy, Urban Tree Management, Section 5.0	No charge
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All Other Trees	\$ 264.80 per metre
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At the discretion of the Council Officer, for trees less than or equal to two (2) metres in height, an inspection fee of \$ 88.00 may be charged.

Directional Signs

Directional signs relating to community facilities

Signs approved to Council standard are purchased by the individual organisation and are erected by Council at no cost to the applicant.

Directional signs relating to commercial facilities

Location approvals and the processing of these types of installations are carried out by the City Assets department.

The applicant is charged a set fee for the purchase and erection by Council of each sign.

The cost of purchase and erection of each directional sign is determined by the Manager City Assets.

Replacement signs

Deterioration due to natural causes	Cost to applicant
Damage due to other causes	Cost to Council

Road Sweeper

Normal business hours	\$ 233.00 per hour
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A minimum charge out of three (3) hours applies for each site. Costs are charged from depot to depot. Staff penalty rates will apply for afterhours work and call outs. Consumables and waste disposal costs are charged in addition to the hourly rate.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – City Assets and City Works

Effective 1 July 2023
Revised 7 March 2023

Encroaching Vegetation from Private Property

Where encroaching vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, a charge of \$ 95.30 per person per hour shall apply, with a minimum charge of \$ 190.60.

Arboriculture Services

Where vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, and requires use of specialist arboriculture plant and equipment, a charge of \$ 145.00 per person per hour shall apply with a minimum charge of \$ 290.00.

General Gardening Services

General gardening activities including mowing \$ 95.30 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

Irrigation Works

Repair and installation \$ 95.30 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Components and consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

Line Marking (Sports Field and Pavement Marking)

New and remarking \$ 95.30 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Materials and consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

Tender Documentation

Sets of documentation for City of West Torrens projects are presently available free of charge or as determined by the Manager City Assets from time to time. A fee of up to ^ \$ 56.00 may be charged for voluminous sets of tender documentation.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2023****Fees and Charges – City Assets and City Works****Revised 7 March 2023****Road Traffic Act - Ministers Notice*****Temporary Parking Controls***

Subject to temporary changes of parking needs within an area, Temporary Parking Control signs can be installed.

Application Fee	^ \$ 56.00 *
Authorisation Fee	^ \$ 57.00

Road Events - Temporary Road Closures

For specific public events temporary road closures are permitted.

Application Fee	^ \$ 56.00 *
Authorisation Fee	^ \$ 171.00
Newspaper Advertising	price on application (POA)

Private Parking Areas Act 1986***Agreements by owner of private parking area and Council for the area***

To draw up plans and an agreement between applicant and Council for the enforcement of the provisions of Part III of the Act and the provisions of Part IV of the Act extend to the enforcement of these Regulations.

Application Fee	^ \$ 56.00 *
Authorisation Fee	^ \$ 157.00

Refunds

Application fees marked * are not refundable when the application has been rejected or not authorised.

^ Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



City Development

City of West Torrens
Fees and Charges – City Development

Effective 1 July 2023
Revised 7 March 2023

Note: The majority of City Development fees are set by legislation and are not included in this document.

Public Notification - Sign on Land Fee

For performance assessed development applications lodged in accordance with the *Planning, Development and Infrastructure Act 2016* where the applicant has nominated for the relevant authority to place the notice on the land pursuant to *Practice Direction 3 – Notification of Performance Assessed Development Applications 2019* shall attract a fee determined by the relevant authority.

Sign on land fee	\$ 330.00
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Development Application / File Recovery

A \$ 30.00 fee will apply to any enquiry requiring Development Application (DA) file recovery from secure storage.

Certificates of Title

A \$ 39.00 fee will apply to obtain a copy of a Certificate of Title upon an applicant's request.

Development Approvals - Fees to Provide Information

Fees associated with supplying copies of plans and other documentation from development approval files are shown below. Copying of Council documents is GST free, however copying other documents is subject to GST.

A4 Black and white copies per page	\$ 0.20
A4 Colour copies for page	\$ 1.00
A3 Black and white copies per page	\$ 0.40
A3 Colour copies for page	\$ 2.00
A2 Black and white copies per page	\$ 10.00
A2 Colour copies for page	\$ 10.00
A1 Black and white copies per page	\$ 12.50
A1 Colour copies for page	\$ 12.50
A0 Black and white copies per page	\$ 15.00
A0 Colour copies for page	\$ 15.00

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Community Services

- **West Torrens Library Service**
- **Community Development**
- **Facility Hire**

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

General

The following applies in relation to all Community Services' fees and charges:

- Fee rate changes (e.g. resulting from external changes such as the review of Commonwealth policy) must be authorised by the General Manager Business and Community.
- Some fees may be reduced (or waived) if the Manager Community Services is satisfied that payment would result in financial hardship for the client.
- The borrowing of the community resource collection is free of charge however if resources are broken, damaged or missing the hirer will be charged for the replacement or repair cost of the item.

Services to the community provided free of charge

For community groups:

- Use of community resource collection

For all residents:

- Annual "Summer Festival Entertainment"
- Several school Holiday Activities
- Community Garden Plots
- Loans from any public library in South Australia
- Library membership card
- Wireless access to the internet (within boundaries of the Hamra Centre)
- Access to loan of material from all library collections, printed and digital
- Reservations on items
- Notification when reserved items are available for collection
- Public access to computers in Hamra Centre Library
- Afterhours access to the Library catalogue, ebooks and electronic databases via the City of West Torrens website
- Digital literacy programs
- Access to exhibitions in the West Torrens Auditorium Gallery
- Library and several Community Development programs and events

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

West Torrens Library Service

Council administers a free lending library (Hamra Centre Library) as well as a mobile library service for the City of West Torrens.

Fees for services are determined in accordance with the guidelines set out by the Libraries Board and are charged pursuant to Section 188 of the Local Government Act 1999. Some fees may be reduced (or waived) if the Manager Community Services is satisfied that payment would result in financial hardship for the client.

Fees

USB Memory stick	Cost Recovery
Printing/photocopies (b&w)	\$ 0.20 / A4 page
Printing/photocopies (b&w)	\$ 0.40 / A3 page
Printing/photocopies (colour)	\$ 1.00 / A4 page
Printing/photocopies (colour)	\$ 2.00 / A3 page
Replacement membership card	\$ 2.50
Headphones	Cost Recovery

Library merchandise, including USBs and headphones - prices vary according to the costs incurred by the Library, and are authorised by the Manager Community Services. Note that USB capacity may vary according to available stock.

Inter Library Loans

Inter library loans from outside the South Australia public library network are charged at the rate set by the Australian Library & Information Association plus any associated costs e.g. postage.

Lost Items

Items 28 days overdue are classified as lost items.

Replacement cost of the item is charged, based on the original purchase price or where unknown, on the average book price issued by the State Library - Public Library Services, a processing fee of \$ 5.00 may apply.

If the outstanding item/s are not returned, and the replacement amount due is not paid, the matter may be placed in the hands of debt collectors.

IT Training

The Learning Centre offers training in various software packages and one-on-one assistance from the Learning Centre tutors and volunteers. The majority of courses are free however there may be a cost dependent on resources involved in delivery.

Courses	Free to \$ 75.00
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[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Book Sales

Items no longer required by the library are offered for sale to the public at prices considered appropriate for the item.

Fees are determined and authorised by the Manager Community Services. Current sale prices are between \$ 0.10 and \$ 15.00, but on occasions items may be offered at more than \$ 15.00 if appropriate.

Special Programs and Functions

A fee is sometimes charged for special functions and programmes offered through the library.

Community Development

Community Activities

Community classes / workshops / activities (Including Active Ageing activities) Prices vary according to the nature of the activity	Free to \$ 40.00 per person
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Community Bus Service

Regular Routes, Recreational, Social, Shopping Programs	Free to \$ 4.00 donation per person return trip
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Children's, Youth & Disability Programs	Free
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Special Programs and Functions

A fee is sometimes charged for special functions and programs offered through the Community Development programs. Prices vary according to the costs incurred and are authorised by the Manager Community Services.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Facility Hire

Room hire fee structure is based on category of user and their use as follows:

- A: City of West Torrens community based groups or provision of services for the community, with no fees or charges involved
- B: As above, but fees or charges for participants
- C: Corporate / Government / Private hire

All weekend hire charged at Category C - Corporate / Government / Private hire rates

<i>Plympton Community Centre</i>			
Room	User Category A	User Category B #	User Category C #
Plympton Hall South	Free*	\$ 15.00 / hr	\$ 25.00 / hr
Plympton Hall North	Free*	\$ 15.00 / hr	\$ 25.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Tea Area - Light Refreshment Preparation	Free with Hall South/Sewing Room Hire	Free with Hall South/Sewing Room Hire	Free with Hall South/Sewing Room Hire
Sewing Room	Free*	\$ 5.00 / hr	\$ 10.00 / hr
Plympton Hall - Event Block - Lunch Includes: Plympton Hall South & kitchen from 9am - 3pm	N/A	N/A	\$170.00
Plympton Hall - Event Block - Dinner Includes: Plympton Hall South & kitchen from 3.30pm - 11pm	N/A	N/A	\$210.00
Plympton Community Centre - Whole Centre Includes: Plympton Hall South, sewing room & kitchen from 8am - 1am	\$ 500.00	\$ 500.00	\$ 500.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Lockleys Community Room			
Room	User Category A	User Category B #	User Category C #
Lockleys Hall	Free*	\$ 15.00 / hr	\$ 25.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Lockleys Hall - Event Block - Lunch Includes: Lockleys Hall & kitchen from 9am - 3pm	N/A	N/A	\$ 300.00
Lockleys Hall - Event Block - Dinner Includes: Lockleys Hall & kitchen from 3:30pm - 11pm	N/A	N/A	\$370.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

Cowandilla Community Room			
Room	User Category A	User Category B #	User Category C #
Cowandilla Hall	Free *	\$ 25.00 / hr	\$ 55.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Community Art Exhibition	Free**	Free**	Free**
Drop Zone	Free**	Free**	Free**
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

**Special use only - determined by the Manager Community Services. Public Liability Insurance contribution fee may apply.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

CaFHS Hut / Outdoor Kitchen			
Room	User Category A	User Category B #	User Category C #
Hut with Kitchen	Free*	\$ 10.00 / hr	\$ 15.00 / hr

Apex Park Community Facility			
Room	User Category A	User Category B #	User Category C #
Apex Hall 1	Free*	\$ 15.00 / hr	\$ 30.00 / hr
Apex Hall 2	Free*	\$12.00 / hr	\$25.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Apex Hall - Event Block - Lunch Includes Apex Hall 1, 2, and kitchen from 9am - 3pm	N/A	N/A	\$300.00
Apex Hall - Event Block - Dinner Includes Apex Hall 1, 2, and kitchen from 3.30pm - 11pm	N/A	N/A	\$370.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

Weigall Oval Sporting Facility			
Room	User Category A	User Category B #	User Category C #
Weigall Hall	Free*	\$ 25.00 / hr	\$ 55.00 / hr
Setup Service Fee	\$ 250.00	\$ 250.00	\$ 250.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Camden Oval Sporting Facility			
Room	User Category A	User Category B #	User Category C #
Clubhouse	Free*	\$ 25.00 / hr	\$ 55.00 / hr
Setup Service Fee	\$ 250.00	\$ 250.00	\$ 250.00

Peake Gardens Sporting Facility			
Room	User Category A	User Category B #	User Category C #
Clubhouse	Free*	\$ 25.00 / hr	\$ 55.00 / hr
Kitchen	Free*	\$10.00 / hr	\$15.00 / hr
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

Lockleys Oval Sporting Facility			
Room	User Category A	User Category B #	User Category C #
Meeting Room 1	Free*	\$ 10.00 / hr	\$ 15.00 / hr
Meeting Room 2	Free*	\$ 10.00 / hr	\$ 15.00 / hr
Setup Service Fee	\$ 250.00	\$ 250.00	\$ 250.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Thebarton Community Centre			
Room	User Category A	User Category B	User Category C
Meeting Room 2	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Meeting Room 3	Free *	\$ 15.00 / hr	\$ 25.00 / hr
Meeting Room 4	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Tea Area - Light refreshment preparation	Free with room hire	Free with room hire	Free with room hire
Thebarton Hall A	Free *	\$ 35.00 / hr	\$ 65.00 / hr
Thebarton Hall B	Free *	\$ 25.00 / hr	\$ 55.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Thebarton Hall - Event Block - Lunch Includes Thebarton Hall A, B, front foyer and the main kitchen from 9am - 3pm	N/A	N/A	\$ 600.00
Thebarton Hall - Event Block - Dinner Includes Thebarton Hall A, B, front foyer and the main kitchen from 3.30pm - 1am	N/A	N/A	\$ 900.00
Thebarton Community Centre - Whole Centre Includes Thebarton Hall A, B, kitchen, room 2, 3, 4, front foyer and tea area from 6am - 4am	N/A	N/A	\$ 2,400.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Note 6 Services incurring additional fees:

• Bond - High risk (applicable to all hiring facilities)	\$ 1,000.00
• Emergency staff assistance	\$ 150.00 / call-out
• Service provider attendance	Cost recovery
• Security call out (fault of hirer)	\$ 85.00
• Access FOB replacement	\$ 80.00 / item
• Master-type key replacement	\$ 65.00 / item
• General-type key replacement	\$ 10.00 / item
• Key-tag replacement	\$ 5.00 / item
• Square tablecloth (230 x 230cm)	\$ 3.00 / item
• Round tablecloth (8ft 240cm)	\$ 5.00 / item
• Round tablecloth (10ft 300cm)	\$ 6.00 / item
• Tablecloth (135 x 300cm)	\$ 3.00 / item
• Room re-set weekday 8.30am - 5pm ^{Note 2}	\$ 40.00 / hr
• Room re-set weekday after 5pm ^{Note 2}	\$ 50.00 / hr
• Room re-set weekend ^{Note 2}	\$ 100.00 / hr
• Tea and Coffee - fresh option with filter coffee ^{Note 3}	\$ 3.50 / pp
• Tea and Coffee - stored option with stored coffee ^{Note 3}	\$ 3.00 / pp
• Tea and Coffee - fresh or stored option with Nespresso ^{Note 3}	\$ 2.50 / pp
• Hire Items	Cost recovery
• Public Liability Insurance contribution fee	Cost recovery

Note 1 Weekend rate for Halls is always combined hall and kitchen rate.

Note 2 Room re-set fees charged per hour in 15 minute increments

Note 3 Fresh option includes fresh milk and juice, stored option includes UHT milk and long life juice.

If setting up equipment the night prior: A minimum booking time of 4 hours must be made with end time no earlier than 9pm - charges to cease when hirer leaves the building. The following day will be charged from 12pm at the latest with a 4 hour minimum.

Unless otherwise specified, hourly rates have been quoted above.

* Fee is not applicable unless extra costs are incurred by Council
(e.g. extra cleaning or call out costs).

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Community Services

Effective 1 July 2023
Revised 7 March 2023

Terms and conditions apply. For further information and application forms, please see [Council's website](#).

West Torrens Auditorium and Gallery

Special use only - determined by the Manager Community Services.

^ Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Compliance

City of West Torrens
Fees and Charges – Compliance

Effective 1 July 2023
Revised 7 March 2023

Within the Compliance area, Regulations and / or Acts set the majority of the fees and charges; only the fees and charges set by Council are included in this document.

Animal Control

Section 26 of the *Dog and Cat Management Act 1995* assigns administrative responsibility for dog control to Council.

Fees and charges are prescribed in Schedule 2 of the Regulations under the Act. Fines and expiation fees for offences under the Act are prescribed in the Appendix to the Act.

Dog Registrations

Registration Category

- | | | |
|-----|---|--|
| (a) | If the assistance dog is accredited by the Dog and Cat Management Board or prescribed accreditation body; | No fee |
| (b) | Maximum registration fee for non-standard dogs - meaning a dog that is not desexed and microchipped in accordance with the Dog and Cat Management Act 1995; | ^ \$ 95.00 |
| (c) | Maximum registration fee for standard dog - meaning a dog that is microchipped and desexed in accordance with the Dog and Cat Management Act 1995; | ^ 50% of maximum non-Standard dog registration fee |
| (d) | Replacement registration discs | ^ Cost Recovery |

Rebate Category

- | | | |
|-----|---|------------------------------|
| (e) | If the dog is obedience trained; | 10% of the maximum fee |
| (f) | If the dog is owned by a person eligible for a pensioner rebate and that the rebate shall be applied after the deduction of all other qualifying rebates (Not including late payment fee/replacement disc); | 50% of fee otherwise payable |
| (g) | If the dog is registered for the first time between 1 st January and 30 th May, and are at the mandatory registration age of 3 months when registered; a 50% discount will apply: | 50% of fee otherwise payable |
| (h) | If the dog is registered for the first time between 1 st June and 30 th June, and are at the mandatory registration age of 3 months when registered no fee will apply: | No Fee |

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens

Effective 1 July 2023

Fees and Charges – Compliance

Revised 7 March 2023

- (i) Registration, or renewal of registration, of a business consisting of or involving a kennel at which dogs are bred or trained or the provision of security or other services involving the use of dogs shall be the maximum registration fee per dog multiplied by the maximum number of dogs that it is intended will be kept or used in connection with the business at any one time during the period of registration;

Annual fee ^ \$ 95.00 per dog

Pursuant to Section 26(6)(b)(i) of the *Dog and Cat Management Act 1995*, a differential fee for dog registration, being a pensioner rebate, shall apply to a person who holds a current Centrelink Concession Card; or

Pursuant to Section 26(6)(b)(ii) of the *Dog and Cat Management Act 1995*, a late payment fee will apply after the grace period has expired - 25% of the maximum fee, in addition to the fee that would otherwise be due for registration.

Pursuant to Section 26(6)(b)(iii) of the *Dog and Cat Management Act 1995*, the fee for the initial seizure and detention of a **dog registered** with Council, and the dog is returned to its owner during business hours, is ^ \$ 85.00 and ^ \$115.00 (after hours). If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs.

Pursuant to Section 26(6)(b)(iii) of the *Dog and Cat Management Act 1995*, the fee for the initial seizure and detention of a **dog unregistered** with Council, and the dog is returned to its owner during business hours, is ^ \$ 95.00 and ^ \$155.00 (after hours). If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs.

Fees for offences against the *Dog and Cat Management Act 1995* are prescribed within the Act and Regulations.

Impounded Dog Holding Facility

Daily dog holding fee per day or part thereof	^ \$ 85.00 per day
Daily dog holding fee per day or part thereof Dog with Control (Dangerous or Menacing) Order	^ \$100.00 per day
Delivery of a registered dog to owner fee in CWT area	^ \$ 80.00
Delivery of a non-registered dog to owner fee in CWT area	^ \$ 90.00
Delivery of a registered dog to owner fee in CWT area afterhours	^ \$110.00
Delivery of a non-registered dog to owner fee in CWT area afterhours	^ \$155.00
Delivery of dog to owner fee after impounded	^ \$75.00
Veterinarian medical fee	^ Cost recovery

Other Fees and Charges

Dog rehoming fee	^ Cost recovery
Dog holding fee at another facility	^ Cost recovery
Surrender of dogs	^ Cost recovery
Surrender of cats or kittens	^ Cost recovery
Microchipping	^ Cost recovery

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2023****Fees and Charges – Compliance****Revised 7 March 2023**

Desexing	^ Cost recovery
Dog Collars - Dangerous/Menacing/Guard Dogs	^ Cost recovery
Signs - Dangerous/Guard Dogs	^ Cost recovery
Printed extract from Register (per A4 page, single sided)	^ \$ 6.00

Possums/Cat Cages

Trap cages deposit	^ \$ 80.00 #
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Deposit will be refunded if the cage is returned by the hire return due date and not damaged.

Parking Expiation Fees

Fees for offences against the Australian Road Rules are prescribed in Schedule 9 of the *Road Traffic (Miscellaneous) Regulations 1999*.

Fees for offences against the *Private Parking Areas Act 1986* are prescribed within the Act.

Parking Permits, Exemptions and Vouchers

Residential Permits:

Transitional (1 year)	^ \$ 17.00
Transitional (2 year)	^ \$ 28.00
Zone Permit Vehicle Specific (1 year)	^ \$ 32.00
Zone Permit Vehicle Specific (2 year)	^ \$ 52.00
Zone Permit Vehicle Specific Pensioners	^ 50% discount
Zone Permit Vehicle Transferrable (1 year)	^ \$ 32.00
Zone Permit Vehicle Transferrable (2 year)	^ \$ 52.00
Zone Permit Vehicle Transferrable Pensioners	^ 50% discount

Business Permits:

Transferrable (1 year)	^ \$ 215.00
Transferrable (2 year)	^ \$ 400.00

Visitor Parking Permits (12 per book)	^ \$ 17.00 per book
Temporary Tradesperson Parking Permit	No charge
Community Services Parking Permit	No charge
Replacement Permit	^ \$ 11.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Compliance

Effective 1 July 2023
Revised 7 March 2023

By-Laws

Pursuant to Section 794a(1) of the *Local Government Act 1934* and Section 246(5)(b) of the *Local Government Act 1999*, as amended, expiation fees may be fixed by regulation for offences against the regulations, and or offences against by-laws.

Council By-Law No. 1 Permits and Penalties stipulates that the maximum amount is to be paid, pursuant to Section 794a of the *Local Government Act 1999* and may be set by Council resolution for by-law offences of a continuing nature.

In accordance with Section 246(3)(g) of the *Local Government Act 1999* Council may fix a maximum penalty for any breach of a By-Law provided that the maximum penalty so fixed does not exceed \$1,250.

Maximum Penalty	^ \$ 1,250.00
Expiation fee	^ \$ 187.50
Continuous offence	^ \$ 50.00 per every day
Permit to display a banner/sign in accordance with By-Law No. 4 Moveable Signs	
- Application Fee	^ \$ 62.00 *
- Permit Fee	^ \$ 62.00
Release impounded banner/sign/election signs	^ \$ 66.00
Permit for any activity requiring permission under By-Law No. 2 Local Government Land and By-Law 3 Roads	
- Application Fee	^ \$ 81.00 *
- Permit Fee	^ \$ 45.00
Exemption to keep more than the limit on dog numbers in accordance with By-Law No. 5 Dogs	
- Application fee	^ \$ 85.00 *
- Permit fee	^ \$ 21.00

Local Government Act - Section 221

Under Section 221 of the *Local Government Act 1999*, Council may authorise to make an alteration to a public road.

Skip Bins

Application fee	^ \$ 85.00 *
Permit fee	^ \$ 12.00 per day
Extension of duration of permit	^ \$ 31.00 Administration fee plus Permit fee per day for extension duration

Hoardings

Application fee	^ \$ 85.00 *
Permit fee	^ \$ 12.00 per day
Extension of duration of permit	^ \$ 31.00 Administration fee plus Permit fee per day for extension duration

^ Fee is GST free

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City of West Torrens
Fees and Charges – Compliance

Effective 1 July 2023
Revised 7 March 2023

Local Government Act - Section 222

Under Section 222 of the *Local Government Act 1999*, Council may authorise by a permit to conduct business on a public road.

Expiation fee for using the public road for business purposes without authorisation is prescribed in Section 222.

Outdoor Dining

Application fee	Free
Annual permit fee (Setting 1 table and up to 4 chairs)	Free
Transfer fee	Free

Temporary Trading Stands

Application fee	^ \$ 85.00 *
Permit fee	^ \$ 25.00 duration of authorisation

Mother's Day Flower Sales from Side of Road

Authorisation fee	^ \$ 85.00 *
Permit Fee	^ \$ 25.00 duration of authorisation

Real Estate Advertising Signs

Authorisation fee:	
- Residential properties	^ \$ 270.00 duration of authorisation
- Commercial properties	^ \$ 640.00 duration of authorisation

Goods on the Footpath

Application fee	^ \$ 85.00 *
Annual fees:	
- Up to 2.5 square metres	^ \$ 93.00
- 2.6 - 5.0 square metres	^ \$ 133.00
- 5.1 - 10.0 square metres	^ \$ 184.00
- 10.1 + square metres	^ \$ 321.00
Transfer fee	^ \$ 65.00

Mobile Food Vending Permits

Application fee	^ \$ 55.00 *
Monthly fee	^ \$ 148.00
Annual fee	^ \$ 1,550.00
Transfer fee	^ \$ 65.00

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Compliance

Effective 1 July 2023
Revised 7 March 2023

Local Government Act
Abandonment of Vehicles

Expiation fees for abandoning a vehicle are prescribed in Section 236(1) of the *Local Government Act 1999*.

Removal of Vehicles

Pursuant to Section 237 of the *Local Government Act 1999* Council has the authority to remove a vehicle after 24 hours has expired since placement of a prescribed warning notice.

The fees to be charged for the release of an impounded vehicle will be the actual expenses incurred by Council in connection with the:

- Removal, custody and maintenance of vehicles;
- Motor Vehicle Search - Registered Owner Details;
- Personal Property Security Register;
- Serving, posting or publishing of notices required by the *Local Government Act 1999*;
- Sale or attempted sale, or otherwise disposal, of vehicles.

Road Traffic Act - Section 40N

Pursuant to Section 40N of the *Road Traffic Act 1961* Council has the authority to remove a vehicle unattended or broken down if the vehicle and is in a dangerous position or obstructing:

- causing harm, or creating a risk of harm, to public safety, the environment or road infrastructure
- Causing or likely to an obstruction to traffic or any event lawfully authorised to be held on a road
- Obstructing or hindering, or likely to obstruct or hinder, vehicles from entering or leaving land adjacent to the road

The fees to be charged for the release of an impounded vehicle will be the actual expenses incurred by Council in connection with the:

- Removal, custody and maintenance of vehicles;
- Serving, posting or publishing of notices required by the *Road Traffic Act 1961*; and
- Sale or attempted sale, or otherwise disposal, of vehicles

Environment Protection (Burning) Policy

Pursuant to Schedule 1 of the Environment Protection (Burning) Policy 1994, burning on domestic premises is prohibited in the City of West Torrens.

Fines and expiation fees are prescribed in Section 34 of the *Environment Protection Act 1993*. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Clause 5 of the Environment Protection (Burning) Policy 1994 prohibits burning under specific circumstances.

[^] Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Compliance

Effective 1 July 2023
Revised 7 March 2023

Fire Prevention (Fire and Emergency Services Act 2005)

Council requires owners or occupiers of property to destroy all inflammable undergrowth.

In the event of non-compliance with a Council order to destroy undergrowth, Council may carry out the requirements and recover costs from the owner or occupier.

To recover costs, each block will be individually assessed.

Expiation fees are prescribed in the *Fire and Emergency Services Act 2005*.

Local Nuisance and Litter Control Act 2016 - Orders

Local Nuisance

Pursuant to Section 18 of the *Local Nuisance and Litter Control Act 2016*, a person who carries on an activity intentionally or recklessly and with the knowledge that local nuisance will result is guilty of an offence or a person who carries on an activity that results in local nuisance is guilty of an offence.

Expiation fees are prescribed in the *Local Nuisance and Litter Control Act 2016*.

Local Nuisance and Litter Control Act 2016 - Anti Pollution Measures

Deposit of Litter

Pursuant to Section 22 of the *Local Nuisance and Litter Control Act 2016*, any person who deposits litter or goods on any land or into any waters is guilty of an offence.

Expiation fees are prescribed in the *Local Nuisance and Litter Control Act 2016*.

Unclaimed Goods Act 1987 - Release of Goods Found in Vehicles

Where Council has commenced proceedings for the sale or disposal of goods under the Act which were found in a vehicle removed under the authority of Section 237 of the *Local Government Act 1999*, the fees to be charged for the release of goods will be the actual expenses incurred by Council in connection with the storage and maintaining the goods.

Late Payment Fee

Regulation 5(a) of the *Expiation of Offences Regulations 1993* prescribes a fee for the late payment of an expiation fee.

Refunds

Application fees marked (*) are not refundable when the application has been rejected or not authorised.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Corporate Publicity and Promotion

Effective 1 July 2023
Revised 7 March 2023

CITY OF WEST TORRENS



Corporate Publicity and Promotion

City of West Torrens**Effective 1 July 2023****Fees and Charges – Corporate Publicity and Promotion****Revised 7 March 2023****Commercial Advertising**

Council has the ability to receive income from local businesses advertising in its newsletter 'Talking Points'.

Talking Points is published quarterly in January/February, April/May, July/August, October/November and is circulated to households within the City of West Torrens.

Talking Points is A4, full colour, and predominantly features between 20 - 24 pages, however this can be decreased to 16 should the need arise.

Advertising is limited to the following sizes and costs:

Advertising rates

- Full page - 264mm (height) x 190mm (width) \$ 460.00
- Half page - 132mm (height) x 190mm (width) \$ 230.00
- Sixth of a page - 132mm (height) x 60mm (width) \$ 77.00

All artwork must be provided as high resolution pdf or eps file.

Council does not allow advertorial to be published in Talking Points and commercial advertising space is subject to:

- space being available and equivalent to one page in the particular issue
- artwork being approved by Council's administration.

The City of West Torrens reserves the right to decline or cancel any advertisement at any time. Booking cancellations by the advertiser must be received one week before the publication's deadline. If the advertisement is cancelled after the deadline, no refund will be provided.

The City of West Torrens reserves the right to refuse any advertising material which is:

- considered to be offensive, discriminative or inappropriate including, but not limited to, the promotion of alcoholic beverages, tobacco products and/or gambling
- promoting any particular political party, Elected Member, election candidate and/or Member of Parliament.

CITY OF WEST TORRENS



Council Documents

City of West Torrens
Fees and Charges – Council Documents

Effective 1 July 2023
Revised 7 March 2023

Access to Council Documents under the *Local Government Act 1999*

Section 132 and Schedule 5 of the *Local Government Act 1999*, requires Council to allow public access to certain Council documents. These documents are available to the public for inspection free of charge or may be purchased at the charges shown below.

A4 Black and white copies per page	^ \$ 0.20
A4 Colour copies for page	^ \$ 1.00
A3 Black and white copies per page	^ \$ 0.40
A3 Colour copies for page	^ \$ 2.00
A2 Black and white copies per page	^ \$ 10.00
A2 Colour copies for page	^ \$ 10.00
A1 Black and white copies per page	^ \$ 12.50
A1 Colour copies for page	^ \$ 12.50
A0 Black and white copies per page	^ \$ 15.00
A0 Colour copies for page	^ \$ 15.00

A charge of ^ \$ 6.00 applies per individual extract / entry from the following records / registers:

- Assessment Record
- Register of Salaries
- Elected Member Register of Interest Returns
- Register of Community Land
- Public Roads Register
- Register of By-laws and Certified Copies
- Register of Delegations / Sub-delegations
- Register of Elected Member Allowances and Benefits
- Elected Members Gifts, Benefits and Hospitality Register
- Council Employees Gifts, Benefits and Hospitality Register

Documents to be made available:

Reviews of Council constitution, wards and boundaries

- Reports on reviews of Council composition or ward structure (Chapter 3 Part 1 Division 2)

Registers and returns

- Registers required under the *Local Government Act 1999* or the *Local Government (Elections) Act 1999*, other than the Register of Interests kept for the purposes of Chapter 7 Part 4 Division 2

Codes

- Code of Conduct for Assessment Panel Members
- Code of Practice - Access to Meetings and Documents (Section 92)

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens**Effective 1 July 2023****Fees and Charges – Council Documents****Revised 7 March 2023**

Information and briefing session papers

- Record made by council or chief executive officer relating to an order under section 90(2) (in accordance with section 90A(4)) made at or in relation to an information or briefing session
- Record made by council or chief executive officer of the information that is required to be published as soon as practicable after the holding of an information or briefing session in accordance with section 90A(7)(b)

Meeting papers

- Notice and agenda for meetings of the Council, Council Committees and electors
- Minutes of meetings documents and reports (including attachments and any information or material referred to in the documents or reports) supplied to the Council or a Council Committee that are able to be supplied to members of the public
- Recommendations adopted by resolution of the council
- Schedule of dates, times and places set for meetings of the council or council committee

Policy and administrative documents

- Record of delegations under the *Local Government Act 1999* (other than delegations made by the Minister)
- Procurement Council Policy (Section 49)
- Sale and Disposal of Assets Council Policy (section 49)
- Policy for reimbursement of members' expenses
- Strategic management plans
- Draft annual business plan, annual business plan (after adoption by council) and the summary required under the *Local Government Act 1999*
- Annual budget (after adoption by Council)
- Audited financial statements
- Annual report
- List of fees and charges
- Extracts from the Council's assessment record
- List of fees and charges
- Public Consultation Council Policy (Section 50)
- Behavioural management and behavioural support policies
- Employee behavioural standards
- Management plans for community land
- Order-making Council Policy (Section 259)
- Procedure for Internal Review of Council Decisions (Section 270) and any report under section 270(8)
- Charter for subsidiaries established by the Council or for which Council is a constituent Council
- The most recent information statement of the Council under the *Freedom of Information Act 1991*
- Any policy document of the Council within the meaning of the *Freedom of Information Act 1991* (if not already referred to above)

By-laws

- By-laws made by the Council (Section 252)
- Any determination in respect of by-law (Section 246(3)(e))

^ Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Environmental Health Services

City of West Torrens
Fees and Charges – Environmental Health Services

Effective 1 July 2023
Revised 7 March 2023

Local Nuisance and Litter Control Act 2016 - Orders

Local Nuisance

Pursuant to Section 18 of the Local Nuisance and Litter Control Act 2016, a person who carries on an activity intentionally or recklessly and with the knowledge that local nuisance will result is guilty of an offence or a person who carries on an activity that results in local nuisance is guilty of an offence.

Expiation fees are prescribed in the Local Nuisance and Litter Control Act 2016.

Local Nuisance and Litter Control Act 2016 - Exemptions

Pursuant to Section 19 of the Local Nuisance and Litter Control Act 2016, a person will be exempt from the application of Section 18 of the Act. A person is required to apply for a declaration under this section to Council for an exemption in respect of a specified activity.

Application Fee	^ \$100.00 *
Extras - e.g. Advertising etc.	^ Cost recovery

Environment Protection (Air Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Environment Protection (Water Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Supported Residential Facilities

Under Section 9 of the Supported Residential Facilities Act 1992, Council is responsible for licensing Supported Residential Facilities within the Council area.

Fees are prescribed and set out in Schedule 1 of the Supported Residential Facilities Regulations 2009.

Supported Residential Facilities Indemnity Fund

Pursuant to Section 56 of the Supported Residential Facilities Act 1992, the minister must establish the Supported Residential Facilities Indemnity Fund. 10% of licensing fees, expiation fees and fines, will be remitted by Council to the Supported Residential Facilities Indemnity Fund (Regulation 26).

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Environmental Health Services

Effective 1 July 2023
Revised 7 March 2023

Public Health

Council administers the provisions of various Acts in relation to public health:

- Food Act 2001
- South Australian Public Health Act 2011
- Environment Protection Act 1993

Fines and expiation fees for offences under these Acts are prescribed in the Acts. Fines plus any costs awarded against offenders are paid into Court and remitted to Council.

High Risk Manufactured Water System

Under Regulation 5 of the South Australian Public Health (Legionella) Regulations 2013, all high risk manufactured water systems situated within the City of West Torrens are required to be registered with Council.

Fees are prescribed by Regulation 21 of the South Australian Public Health (Legionella) Regulations 2013, and set out in Schedule 1 of the Regulations.

The owner of premises where a high risk manufactured water system is installed, is liable to pay Council a fee equal to any expenses incurred by Council in arranging for microbiological testing of water samples from the system by a NATA accredited laboratory.

Food Premises inspections

Under Regulation 13 of the Food Regulations 2017 a Council may impose an inspection fee for the carrying out of an inspection of any food premises or food transport vehicle. The Regulations impose a maximum inspection fee that must not be exceeded.

Food Premises Inspections fees

Inspection fees for small businesses	^ \$ 95.00
Inspection fees for large businesses	^ \$ 241.00

Food Safety Audits fees

Community and charitable organisations

On-site audit	^ \$ 90.00 per hour
Desk-top audit	^ \$ 45.00 per hour
Follow up audit	^ \$ 90.00 per hour

For all other organisations

On-site audit	^ \$ 180.00 per hour
Desk-top audit	^ \$ 90.00 per hour
Follow up audit	^ \$ 180.00 per hour

(Based on 15 minute increments rounded down to the nearest quarter hour)

Food Premises Inspections fees and Food Safety Audit fees are GST free.

^ Fee is GST free

All fees include GST unless otherwise indicated

City of West Torrens
Fees and Charges – Environmental Health Services

Effective 1 July 2023
Revised 7 March 2023

Sharps Containers

Council is reimbursed by the recipients of this service

1.4 litre	\$	6.00 per container
3.2 litre	\$	9.30 per container
8 litre	\$	14.30 per container

Pest Control

Rat bait (6 x 25g packets)	\$	6.50
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Late Payment Fee

Regulation 5(a) of the Expiation of Offences Regulations 1993 prescribes a fee for the late payment of an expiation fee.

Refunds

Application fees marked (*) are not refundable when the application has been rejected or not authorised.

[^] Fee is GST free

All fees include GST unless otherwise indicated

CITY OF WEST TORRENS



Sundry Fees and Charges

City of West Torrens
Fees and Charges – Sundry Fees and Charges

Effective 1 July 2023
Revised 7 March 2023

Council Overheads

An overheads allocation is included in the cost of works carried out by Council.

As the allocation of time becomes less specific, the overheads allocation percentage becomes greater due to the diversity of overhead charges which must be absorbed by users.

Where relevant the overheads rate includes a charge for:

- **Employee on-costs** (annual leave, sick leave, long service leave, public holidays, insurance premiums, workers compensation, superannuation)
- **Engineering and infrastructure administration**
- **Depot infrastructure costs**
- **Other administration**

Overhead Rates

Council employees	80%
Contractors depot	45%
Contractors drainage	10%
Contractors capital works	10%
Contractors road reconstruction	10%
Materials ex store	25%
Direct materials – depot	25%
Fuel and oil	5%
Plant hire	Various

Rates Arrears and Interest

Fine

Pursuant to Section 181(8) of the Local Government Act 1999, if an instalment of rates is in arrears a fine may be made.

Fine 2% of the amount due

Interest

Following the expiration of one month from the date of arrears, interest on the amount of arrears including the amount of any previous unpaid fine and interest is payable.

Interest is calculated at the “prescribed percentage” - see Section 181(8)(c) and 181(17) of the Local Government Act 1999.

Interest on Postponement of Rates - Seniors

Pursuant to Section 182A(5) of the Local Government Act 1999, interest will accrue on the amount affected by the postponement at the prescribed rate as calculated under Section 182A(12).

Reprint of Rate Notices

A charge of \$ 10.00 applies per reprint request per rate notice.

^ Fee is GST free

All fees include GST unless otherwise indicated

11.2 Register of Allowances and Benefits - 6 Months to 31 December 2022

Brief

This report tables the register of allowances and benefits for Elected Members for the 6 months to 31 December 2022, prepared pursuant to the requirements of Section 79 of the *Local Government Act 1999*.

RECOMMENDATION

The Committee recommends to Council that the register of allowances and benefits for Elected Members for the 6 months to 31 December 2022, prepared pursuant to the requirements of Section 79 of the *Local Government Act 1999*, be received.

Discussion

The register of allowances and benefits for Elected Members for the 6-month period to 31 December 2022 is included with this agenda for information (**Attachment 1**). All amounts are gross, with reimbursements shown in the second last column.

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 register of allowances and benefits for Elected Members for the 6 months to 31 December 2022 is tabled for information.

Attachments

1. Register of Allowances and Benefits - 6 Months to 31 December 2022

Register of Allowances and Benefits for the period from 1 July 2022 to 31 December 2022

Elected Member	Allowance YTD	Phone & Internet	Vehicle Running Costs	Taxi Fares	Air Fares & Mileage	Professional Development	Accomm	Reimburse Expenses	Sundry	Meals & Functions	Reimburse to Council	Total
Mayor Coxon	44,544.00	0.00	0.00	0.00	0.00	275.00	0.00	360.00	180.00	0.00	-85.00	45,274.00
Cr Reynolds	13,852.00	74.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,926.95
Cr Wood	11,082.00	299.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,381.88
Cr Vlahos	13,852.00	74.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,926.95
Cr C O'Rielley	13,852.00	329.82	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00	0.00	14,481.82
Cr Woodward	13,852.00	89.94	0.00	0.00	0.00	0.00	0.00	360.00	0.00	0.00	0.00	14,301.94
Cr Papanikolaou	11,082.00	299.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,381.88
Cr Kym McKay	13,852.00	299.88	0.00	0.00	35.52	1,056.14	0.00	180.00	0.00	0.00	-85.00	15,338.54
Cr Huggett	11,082.00	264.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,346.89
Cr Anne McKay	11,082.00	89.94	0.00	0.00	0.00	0.00	0.00	540.00	0.00	0.00	0.00	11,711.94
Cr Wilton	13,852.00	239.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,091.30
Cr Tsiaparis	13,852.00	74.95	0.00	0.00	0.00	0.00	0.00	590.00	0.00	0.00	0.00	14,516.95
Cr Pal	11,082.00	89.94	0.00	0.00	0.00	0.00	0.00	360.00	0.00	0.00	0.00	11,531.94
Cr Mugavin	13,852.00	74.95	0.00	0.00	0.00	0.00	0.00	360.00	0.00	0.00	0.00	14,286.95
Cr Nitschke	14,406.00	89.94	0.00	0.00	0.00	0.00	0.00	659.95	0.00	0.00	0.00	15,155.89
Cr Gelonese	0.00	51.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.14
Cr Papafilopoulos	0.00	51.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.14
Cr Comrie	0.00	51.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.14
Cr Whiting	0.00	49.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49.98
Cr Demetriou	0.00	14.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.99
Total	225,176.00	2,393.21	0.00	0.00	35.52	1,331.14	0.00	3,709.95	180.00	0.00	-170.00	232,655.82

Note: (1) Allowances to Crs. Tsiaparis and Wilton include payments to each as members of the Mendelson Trust Management Committee. This payment is as a consequence of the Council's role as Trustee and not pursuant to any entitlement under the Local Govt Act, 1999 or the Local Govt (Members Allowances and Benefits) Regulations 2010.

(2) Complimentary tickets to SANFL matches at Richmond Oval are made available to Elected Members upon request.

11.3 Legislative Progress Report - March 2023

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 City Finance and Governance Standing Committee in December 2022 and 16 February 2023.

RECOMMENDATION

The Committee recommends to Council that the *Legislative Progress Report - March 2023* 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

Fair Work (Family and Domestic Violence Leave) Amendment Bill

On the 17 November 2022, the Minister for Women and the Prevention of Domestic Violence, the Hon KA Hildyard introduced the *Fair Work (Family and Domestic Violence Leave) Amendment Bill*, a Bill to amend the *Fair Work Act 2009*, to provide for paid family and domestic violence leave, and for related purposes. This Bill will allow all employees up to 10 days of paid family and domestic violence leave each year. This new paid entitlement will replace the existing 5 days of unpaid family and domestic violence leave under the National Employment Standards.

The House of Assembly adjourned the second reading until 21 February 2022.

Further information can be found on the South Australian Legislative Tracking website.

Bills previously reported on where the status changed

Automated External Defibrillators (Public Access) Bill 2022

The *Automated External Defibrillators (Public Access) Bill 2019* (Bill) was introduced to the Legislative Council on 7 September 2022 by the Hon. F Pangallo (MLC).

An Automated External Defibrillator is a portable device able to treat cardiac arrest by applying an electric shock to restore normal heart rhythm.

The Bill seeks mandatory Automated External Defibrillators in all public buildings from 1 January 2025 (including schools and universities, libraries, sporting facilities, local council offices and swimming pools) which the public have access to.

Privately owned buildings including shopping centres, aged care and retirement villages, certain commercial properties, and certain residential apartments will also be required to install the devices. It will also be mandatory for the devices to be installed in all emergency services vehicles, including SAPOL, Metropolitan Fire Service, Country Fire Service and State Emergency Service.

A maximum fine of up to \$20,000 would be imposed on those who failed to abide by the new laws.

Council has installed defibrillators in the Civic Centre, Hamra Centre, Thebarton Community Centre and Plympton Community Centre as well as in a number of its leased facilities including the Hilton RSL, Western Youth Centre, Fulham Community Centre, Airport Over 50s Club etc. In addition, it has provided community grants to other community groups such as the Glenelg Baseball Club. The Administration will review the requirements of the Act and the associated Regulations, when released, and ensure all requirements are implemented

The Bill passed the Legislative Council on 16 November 2022 and passed the House of Assembly on 30 November 2022. Consequently on 8 December 2022 the Bill was assented to by the Governor and came into operation that same day.

Further information can be found on the South Australian Legislative Tracking website.

Local Government (Defaulting Council) Amendment Bill

Following an investigation by the Ombudsman SA, the District Council of Coober Pedy has been under administration since 24 January 2019. However, on 7 September 2022, the Minister for Local Government, Hon G Brock, introduced a Bill to extend the period of this administration until the local government periodic elections in 2026.

The House of Assembly resumed the second reading debate for this Bill on 8 September 2022 and passed the Bill without amendment. It was then sent it to the Legislative Council for its consideration and passed, without amendment, on 27 September 2022.

Consequently, the Bill was assented to by the Governor on 18 October 2022 and subsequently commenced on 2 February 2023.

Further information can be found on the South Australian Legislative Tracking website.

Bills previously reported on where the status remains unchanged

Unclaimed Money Bill 2021

Government Bill

The Hon. D C van Holst Pellekaan MP introduced the *Unclaimed Money Bill 2021* to the House of Assembly on 5 May 2021.

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 *Unclaimed Moneys Act 1891*.

The House of Assembly passed the Bill without amendment and sent it to the Legislative Council for consideration on 26 October 2021.

The Legislative Council returned the Bill without amendment on the 16 November 2021 and the Bill was subsequently assented to by the Governor on 30 November 2021.

The Bill is currently awaiting commencement.

Further information can be found on the South Australian Legislative Tracking website.

Government Gazette Notices

Planning, Development and Infrastructure Act 2016 - Section 78 Amendment to the Planning and Design Code

In the Government Gazette on 19 January 2023 it was published that it is necessary to amend the Planning and Design Code in order to counter applications for undesirable development with the area affected by the City of West Torrens - Glandore Character Protection Code Amendment.

Further information can be found in the Government Gazette No 4 - 19 January 2023

Local Government (Elections) Act 1999 - Local Government Election Results

The Local Government Elections Results for the City of West Torrens were published in the Government Gazette on December 8, 2022, in accordance with the Local Government (Elections) Act 1999.

Further information can be found in Government Gazette No 84 - 8 December 2022

Proclamations

In the Government Gazette 16 February 2023, notice was given in accordance with section 54 of the *Local Government Act 1999*, announcing the vacancies that have occurred across several councils due to Elected Members failure to submit their Returns for Campaign Donations within the required timeframe. The impacted councils are:

- City of Burnside (1 Office of Councillor)
- City of Campbelltown (1 Office of Councillor)
- City of Port Adelaide Enfield (3 Office of Councillor)
- City of Tea Tree Gully ((1 Office of Councillor)
- City of Prospect (1 Office of Mayor)
- Regional Council of Goyder (1 Office of Councillor)
- District Council of Mount Remarkable (1 Office of Councillor)
- District Council of Tumby Bay (1 Office of Mayor)
- District Council of Ceduna (1 Office of Councillor)

Further information can be found in Government Gazette No 12 - 16 February 2023

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 16 February 2023

Attachments

- 1. House of Assembly - Weekly Summary - 17 November 2022 to 9 February 2023**



Statements and resolutions

Valedictory Statements

On Thursday 2 December, the Premier (Hon. P B Malinauskas) and the Leader of the Opposition (Hon. D J Spiers) made valedictory remarks to mark the end of the parliamentary term.

The Hansard transcript of the statement is available from the [Parliament's website](#).

Business of the House

Suspension of Standing Orders to enable Private Members Business: Other Motions to take precedence over Government Business forthwith.

On Thursday 1 December, The Treasurer (Hon S C Mullighan), on behalf of the Minister for Infrastructure and Transport (Hon. A Koutsantonis) moved that Standing Orders and Sessional Orders be and remain so far suspended as to enable Private Members Business: Other Motions: Notice of Motion in the name of Ms. Hood re: that the Strangers Gallery be renamed the Public Gallery, set down on the Notice Paper for Wednesday 7 December, take precedence over Government Business, forthwith.

The Question was put and passed.

Motions

International Day of People with Disability

On Wednesday 30 November, the House agreed to the following motion moved by the Member for Davenport (Ms Thompson):

That this House –

- (a) Recognises that 3 December 2022 is International Day of People with Disability;
- (b) notes that this is a day to celebrate people living with disability, to promote public awareness of the issues people face, and to consider how we improve access and inclusivity in our communities;
- (c) acknowledges that 46,000 South Australians, including children, receive support from the National Disability Insurance Scheme, with South Australian taxpayers contributing more than \$840 million to the scheme each year;
- (d) remembers that the NDIS is a scheme that was designed by Labor to give people with disability choice and control over their own lives – which is an objective we continue to strive for in our state-run Supported Independent Living homes and other disability services; and
- (e) applauds the dozens of State and Local Government bodies that have developed and implemented Disability Access and Inclusion Plans.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Lot Fourteen

On Wednesday 30 November, the House agreed to the following motion moved by the Member for Morphet (Mr Patterson) and amended by the Member for King (Ms Pearce):

That this House –

- (a) recognises that during its four year term the Marshall Liberal Government enacted the former Labor Government's plan to transform the old Royal Adelaide Hospital site into a hub of technology, innovation and culture;
- (b) recognises that Lot Fourteen is creating thousands of jobs and showcasing South Australia to the world;
- (c) recognises that Lot Fourteen is host to Australia's National Space Agency, cementing South Australia as the national centre of Australia's space industry;
- (d) recognises that Lot Fourteen will showcase our rich and diverse Aboriginal culture to the world and attract more visitors to South Australia with establishment of the Aboriginal Art and Cultures Centre; and
- (e) acknowledges that Lot Fourteen is a vibrant, world-class innovation, start-up growth precinct.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Ruby Awards

On Wednesday 30 November, the House agreed to the following motion moved by the Member for Adelaide (Ms Hood):

That this House –

- (a) acknowledges the important cultural, social and economic contribution of the South Australian arts and cultural sector to our State;
- (b) recognises the importance of the Ruby Awards in honouring the best of South Australia's arts and cultural sector – recognising artistic excellence, creative achievement, innovation, community involvement and inspirational leadership; and
- (c) congratulates the winners of the 2022 Ruby Awards.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Strangers Gallery Renaming

On Thursday 1 December, following a Suspension of Standing Orders to enable Private Members Business: Other Motions to take precedence over Government Business forthwith, the House agreed to the following motion moved by the Member for Adelaide (Ms Hood):

That the Strangers Gallery be renamed the 'Public Gallery', and that it continue to be so named unless and until amended or rescinded by the House in this or a subsequent Parliament.

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

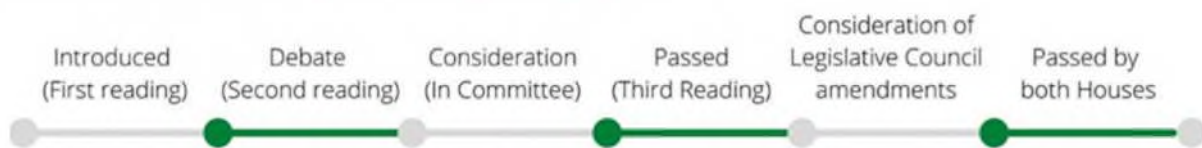
Automated External Defibrillators (Public Access) Bill



On Tuesday 29 November the House commenced and completed the second reading debate on this Bill (received from the Legislative Council on 17 November) and proceeded to the committee stage. The committee stage continued on Wednesday 30 and Thursday 1 December when the House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

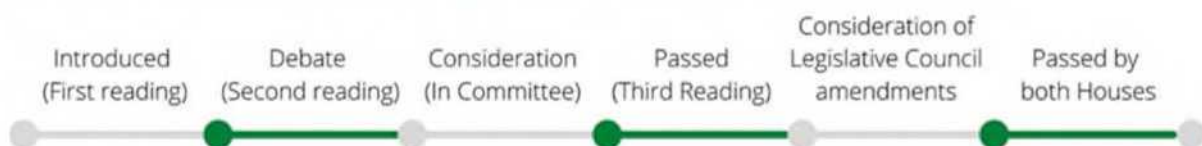
Criminal Procedure (Monitoring Orders) Bill



On Tuesday 29 November the House commenced the second reading debate on this Bill (received from the Legislative Council on 15 November) and debate was adjourned until the next day of sitting. On Wednesday 30 November debate resumed and the House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

Statutes Amendment (Attorney-General's Portfolio) (No 3) Bill



On Wednesday 30 November the House commenced the second reading debate on this Bill (received from the Legislative Council on 15 November) The House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

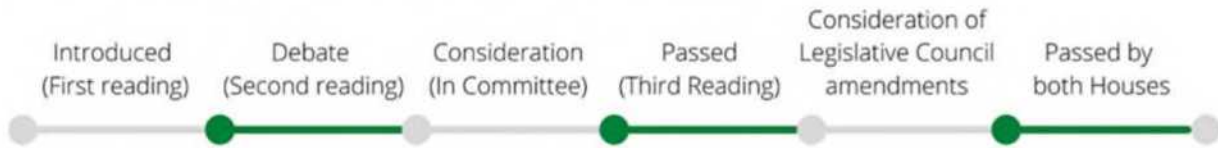
Statutes Amendment (Stealthling and Consent) Bill



On Wednesday 30 November the House commenced the second reading debate on this Bill (received from the Legislative Council on 3 November) The House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

Summary Offences (Dog Theft) Amendment Bill



On Thursday 1 December the House commenced the second reading debate on this Bill (received from the Legislative Council on 17 November). The House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

Livestock (Emergency Animal Disease) Amendment Bill



On Thursday 1 December the House commenced the second reading debate on this Bill (received from the Legislative Council on 15 November). Following debate the Bill passed its second reading and was considered in Committee, agreed to with an amendment, and returned to the Legislative Council for consideration. Later that day, the Legislative Council agreed to the amendment and the Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

Bills introduced

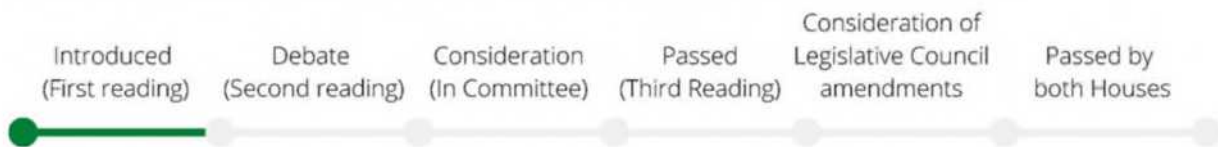
National Gas (South Australia) (East Coast Gas System) Bill



On Wednesday 30 November, the Minister for Infrastructure and Transport (Hon. A Koutsantonis), introduced a Bill for an Act to amend the National Gas (South Australia) Act 2008. The second reading debate was adjourned until Thursday 1 December.

The Bill is available from the [Legislation SA website](#).
 The Minister's second reading speech is available from the [Parliament's website](#).

Statutes Amendment (Education, Training and Skills Portfolio) Bill



On Wednesday 30 November, the Minister for Training and Skills (Hon. B I Boyer), introduced a Bill for an Act to amend the Education and Children's Services Act 2019, the Education and Early Childhood Services (Registration and Standards) Act 2011 and the History Trust of south Australia Act 1981. The second reading debate was adjourned until Thursday 1 December.

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 returned without amendments



The following Government Bills were returned from the Legislative Council without amendments:

- Health Care (Acquisition of Property) Amendment Bill
- Statutes Amendment (Use of Devices in Vehicles) Bill

The Bills are now awaiting Royal Assent and 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 introduced

Construction Industry Commissioner Bill



On Wednesday 30 November, the Member for Black (Hon. D J Speirs) introduced a Bill for an Act to establish the office of the Construction Industry Commissioner, to provide for the powers and functions of the commissioner and for other purposes. The second reading debate was adjourned until Wednesday 7 December.

The Bill is available from the [Legislation SA website](#).
 The Member for Black'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 Bill was passed by the Legislative Council and sent to the House of Assembly for consideration:

- Tobacco and E-Cigarette Products (Tobacco Product Prohibitions) Amendment Bill

On Thursday 1 December the Bill was received and read a first time and the moving of the second reading was made an order of the day for Wednesday 8 February 2023.

The Bill is 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>

Committees established

Select Committee on Access to Urinary Tract Infection Treatment

On 1 December, the Member for Badcoe (Ms Stinson) pursuant to notice, moved to introduce the following motion to establish a Select Committee on Access to Urinary Tract Infection Treatment:

That this House establish a Select Committee to inquire into and report upon:

- (a) barriers facing sufferers of Urinary Tract Infections (UTIs) in gaining timely access to treatment;
- (b) the applicability of implementing Queensland's Urinary Tract Infection Community Pharmacy Service in South Australia; and
- (c) any other related matter.

The House agree to the motion and the following Members were appointed to the Committee:

- Member for Unley (Hon. D G Pisoni);
- Member for Gibson (S Andrews);
- Member for Waite (Ms Hutchesson);
- Member for Frome (Ms Pratt); and
- Member for Badcoe (Ms Stinson)

Under Standing Order No. 317, five Members are appointed to Select Committees unless otherwise ordered.

It was also ordered on motion of Ms Stinson that the Committee have power to send for persons, papers and records and to adjourn from place to place and to report on Thursday 8 December 2022.

Committee Reports tabled

Legislative Review Committee

The Member for Playford (Mr Fulbrook) tabled one report of the Legislative Review Committee:

- 20th Report – Subordinate Legislation

Public Works Committee

The Presiding Member (Mr Brown) of the Public Works Committee, tabled four reports:

- 15th Report – Bookmark Creek Project
- 16th Report – Bolivar Wastewater Treatment Plant Inlet Works Project
- 17th Report – Lyell McEwin Hospital 48 Bed Expansion
- 18th Report – Lefevre Peninsula Upgrade

Committee Reports noted

Aboriginal Lands Parliamentary Standing Committee

On Thursday 1 December, the Member for Giles (Mr Hughes) moved to note the Final Report of the Aboriginal Lands Parliamentary Standing Committee entitled Inquiry into Aboriginal Governance. The motion to note the report was agreed to.

Public Works Committee

On Thursday 1 December, the Presiding Member (Mr Brown) of the Public Works Committee moved to note the following reports of the Committee which were agreed to:

- 12th Report – Ethelton Railway Station Platforms Replacement Project
- 13th Report – Augusta Highway Junction Upgrade (Horrocks Pass Road, Winninowie)

A number of Members spoke to the reports. The Hansard transcripts of the debates are available from the [Parliament's website](#).

Petitions

Three petitions were presented:

- No. 16 Mr Whetstone from 205 Residents of South Australia requesting the House to urge the Government to take immediate action to abolish commercial net fishing of Yellowtail Kingfish and impose a three fish per day commercial trip limit.
- No. 17 Mr Telfer from 289 Residents of South Australia requesting the House to urge the Government to invest significant funding to ensure the long-term future of the Tumby Bay Jetty.
- No. 18. Mr Telfer from 273 Residents of South Australia requesting the House to urge the Government to invest significant funding to ensure the long-term future of the Tumby Bay Jetty.

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)

61 questions were asked to Ministers during Question Time (45 by Opposition Members, 14 by Government Members and 2 by Independent Members). 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](#).

Matter of Privilege – Member for Flinders

On Thursday 1 December, the Minister for Infrastructure and Transport (Hon. A Koutsantonis) raised, as a matter of privilege, the alleged misleading of the House during Question Time by the Member for Flinders (Mr Telfer), by his denial of remarks attributed to him.

During the Grievance debate later that day, the Member for Flinders addressed the House, withdrawing and apologising for remarks attributed to him during Question Time.

The Minister for Infrastructure and Transport then withdrew the Matter of Privilege and the Speaker stated that the Matter of Privilege has been resolved and therefore it was unnecessary for him to rule on it.

Sitting times and adjournment

Sitting times

The House sat for three days and a total of 17 hours and 54 minutes:

- Tuesday 29 November – 11.00 am to 5.59 pm
- Wednesday 30 November – 10.30 am to 5.54 pm
- Thursday 1 December – 11.00 am to 5.49 pm.

Adjournment

At 5.49 pm on Thursday 1 December, the House adjourned until Tuesday 7 February 2023 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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Motions

International Volunteer Day

On Wednesday 30 November, the House agreed to the following motion moved by the Member for Adelaide (Ms Hood)

That this House –

- (a) notes that on 5 December 2022 we celebrate International Volunteer Day;
- (b) acknowledges the valuable contribution that volunteers made to the economic and social wellbeing of local communities; and
- (c) calls on all South Australians to thank and show their appreciation to all volunteers in our community.

The Hansard transcript of the debate is available from the [Parliament's website](#).

National Corrections Day

On Wednesday 30 November, the House agreed to the following motion moved by the Member for Playford (Mr Fulbrook)

That this House –

- (a) notes that 20 January 2023 is National Corrections Day, recognising the tireless work and efforts of our dedicated corrections staff to reduce reoffending and to make the community safer; and
- (b) expresses its gratitude to all corrections staff in all roles across the State, including correctional officers, community corrections officers, Aboriginal liaison officers, social workers, psychologists, correctional educators and administration and project staff for their professionalism, skill and compassion.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Surf Life Saving SA

On Wednesday 30 November, the House agreed to the following motion moved by the Member for Gibson (S Andrews)

That this House –

- (a) acknowledges the important role the surf life saving clubs in South Australia perform in keeping many of the State's popular beaches safe, particularly during summer months;
- (b) recognises the many volunteers who dedicate their time to surf life saving patrols each weekend and on public holidays;
- (c) recognises the important role of surf life saving support operations, such as volunteer radio room operators, to keeping beachgoers safe;
- (d) recognises the important role that first-aid officers and training officers perform to ensure club patrolling members are proficient each season;

- (e) recognises the volunteer junior committees and age group managers that run junior nipper programs teaching the next generation how to be beach safe; and
- (f) notes the funding support provided to Surf Life Saving South Australia from the Emergency Services Levy via the Community Emergency Services Fund.

The Hansard transcript of the debate is available from the [Parliament's website](#).

Türkiye and Syria Earthquake

On Wednesday 30 November, the House agreed to the following motion moved by the Minister for Multicultural Affairs (Hon. Z L Bettison)

That this House –

- (a) notes with concern the severe earthquake that has occurred in Türkiye and Syria, and the huge loss of life and injury suffered by people living in affected regions;
- (b) notes with concern the high level of destruction that these earthquakes will have caused to people's homes and livelihoods;
- (c) recognises the enormous emotional toll that will be felt by South Australians who originate from Türkiye and Syria, especially those who have relatives and friends living in affected regions;
- (d) stands with our Turkish, Syrian, Kurdish and other communities in South Australia with ties to the regions; and
- (e) calls on the Federal Government to provide urgent humanitarian relief through DFAT and relevant aid organisations as soon as possible.

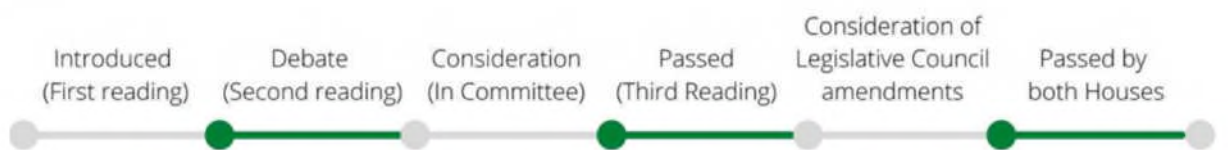
The Hansard transcript of the debate is available from the [Parliament's website](#).

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

Statutes Amendment (Attorney-General's Portfolio and Other Justice Measures) Bill



On Tuesday 7 February, the House resumed the second reading debate on this Bill (adjourned on Wednesday 19 October 2022). The House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).

The Hansard transcript of the debate is available from the [Parliament's website](#).

Statutes Amendment (Attorney-General's Portfolio) (No 2) Bill



On Tuesday 7 February the House commenced and completed the second reading debate on this Bill (received from the Legislative Council on Thursday 3 November 2022) The House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

National Electricity (South Australia) (Ministerial Reliability Instrument) Amendment Bill



On Tuesday 7 February, the House resumed the second reading debate on this Bill (adjourned on Wednesday 16 November 2022). On Wednesday 8 February, 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](#).

Gene Technology (Adoption of Commonwealth Amendments) Amendment Bill



On Wednesday 8 February, the House resumed the second reading debate on this Bill (adjourned on Wednesday 7 September 2022). 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](#).

Burial and Cremation (Interment Rights) Amendment Bill



On Wednesday 8 February, the House commenced the second reading debate on this Bill (received from the Legislative Council on 8 September 2022). On Thursday 9 February, the House passed the Bill without amendment. The Bill was returned to the Legislative Council. This Bill is now awaiting Royal Assent.

The Bill is available from the [Legislation SA website](#).
 The Hansard transcript of the debate is available from the [Parliament's website](#).

Bills debated

Advance Care Directives (Review) Amendment Bill



On Thursday 9 February, the House resumed the second reading debate on this Bill (adjourned on Wednesday 19 October 2022). The debate was further adjourned until Tuesday 21 February.

The Bill is available from the [Legislation SA website](#).
 The Minister’s second reading speech is available from the [Parliament’s website](#).

Fair Work (Family and Domestic Violence Leave) Amendment Bill



On Thursday 9 February, the House resumed the second reading debate on this Bill (adjourned on Wednesday 16 November 2022). The debate was further adjourned until Tuesday 21 February.

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 (Civil Enforcement) Bill

On Thursday 9 February the Bill was read a first time and the moving of the second reading was adjourned until the next day of sitting.

The Bill is available from the [Legislation SA website](#).

Bills returned without amendments



The following Government Bills were returned from the Legislative Council without amendments:

- Motor Vehicles (Electric Vehicle Levy) Amendment Repeal Bill
- Rail Safety National Law (South Australia) (Miscellaneous) Amendment Bill

The Bills are now awaiting Royal Assent and are available from the [Legislation SA website](#).

The Hansard transcript of the debate is available from the [Parliament's 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 introduced

Statutes Amendment (Personal Mobility Devices) Bill

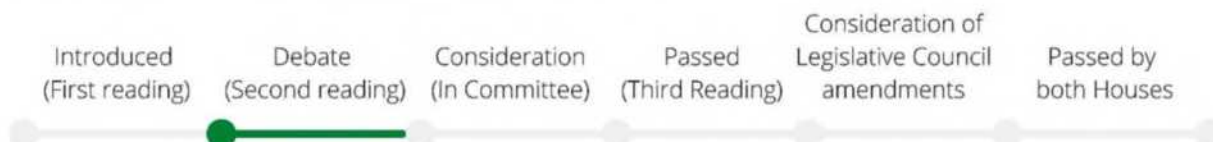


On Wednesday 8 February, the Member for Hartley (Mr Tarzia) introduced a Bill for an Act to amend the Motor Vehicles Act 1959 and the Road Traffic Act 1961. The second reading debate was adjourned until Wednesday 22 February.

The Bill is available from the [Legislation SA website](#).
Mr Tarzia's second reading speech is available from the [Parliament's website](#).

Bills debated

Construction Industry Commissioner Bill



On Wednesday 8 February, the House resumed the second reading debate on this Bill (adjourned on Wednesday 30 November 2022). The debate was further adjourned until Wednesday 22 February.

The Bill is available from the [Legislation SA website](#).
The Hansard transcript of the debate is available from the [Parliament's 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 membership

The House was notified of the following change of committee membership by the Legislative Council:

- **Aboriginal Lands Parliamentary Standing Committee** – Hon. L A Henderson MLC replaced Hon. S G Wade MLC, resigned.

Select Committee on Access to Urinary Tract Infection Treatment – Extension of time for bringing up Report

On behalf of Ms Stinson, Mr Odenwalder moved that the time for bringing up the Report of the Select Committee on Urinary Tract Infection Treatment be extended until Thursday 31 August 2023.
Question put and passed.

Committee Reports tabled

The following reports were tabled by the Speaker, having been received and published pursuant to section 17(7) of the Parliamentary Committees Act 1991.

This section of the Act allows for reports that are completed during an extended break of more than 14 calendar days between the sittings of the House to be published prior to their presentation to the House by the Speaker in consultation with the Committee.

Public Works Committee

- 19th Report – Truro Bypass Project (Paper No. 213)
- 20th Report – Findon Technical College (Paper No. 214)
- 21st Report – Flinders Medical Centre Medical Imaging Expansion and Repat Health Precinct Geriatric Evaluation and Management Service Development (Paper No. 215)
- 22nd Report – BreastScreen SA Relocation Works (Paper No. 216)
- 23rd Report – Warren Dam Outlet Works Reliability Project (Paper No. 217)

Public Works Committee

The Presiding Member (Mr Brown) tabled the 24th Report of the Public Works Committee entitled South Australian Sports Institute New Work.

Standing Orders Committee

The Member for Elizabeth (Mr Odenwalder) tabled the 1st Report of the Standing Orders Committee.

Committee Reports noted

Public Works Committee

On Thursday 9 February, the Presiding Member (Mr Brown) of the Public Works Committee moved to note the following reports of the Committee:

- 14th Report – Princes Highway (Drain L) Culvert Replacement Project
- 15th Report – Bookmark Creek Project
- 16th Report – Bolivar Wastewater Water Treatment Plant Inlet Works Upgrade
- 17th Report – Lyell McEwin Hospital 48 Bed Expansion
- 18th Report – Lefevre Peninsula Upgrade
- 19th Report – Truro Bypass Project

A number of Members spoke to the reports. The Hansard transcripts of the debates are available from the [Parliament's website](#).

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)

58 questions were asked to Ministers during Question Time (48 by Opposition Members and 10 by Government Members). 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](#).

Sitting times and adjournment

Sitting times

The House sat for three days and a total of 17 hours and 9 minutes:

- Tuesday 7 February – 11.00am to 5.33 pm
- Wednesday 8 February – 10.30am to 5.32 pm
- Thursday 9 February – 11.00am to 5.34 pm.

Adjournment

At 5.34 pm on Thursday 9 February, the House adjourned until Tuesday 21 February 2023 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;
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- [Hansard](#) – transcripts of the proceedings of Parliament; and
- [Glossary](#) – a glossary of Parliamentary terms.

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12 MEETING CLOSE

INDEX

1	Meeting Opened	1
2	Present	1
3	Apologies	1
4	Disclosure Statements	1
5	Confirmation of Minutes	1
6	Communication by the Chairperson	1
7	Outstanding Reports / Actions	1
8	Reports of the Chief Executive Officer	2
8.1	Proposed Renaming of Admella Place, Sanders Lane, Dew Street Reserve, Transport Avenue, Frank Norton Reserve and Kesmond Reserve	2
8.2	Changes to the Heritage Grants Eligibility Criteria	33
8.3	Opportunities to accumulate revenue to purchase land for open space.....	42
8.4	Council Policy - Behavioural Management	46
8.5	Community Grants - March 2023.....	69
8.6	Organisational Annual Service Plan 2nd Quarter 2022/23 Progress Update	118
8.7	Strategy Unit Activity Report: November 2022 to February 2023.....	139
8.8	Progress on Implementing Council Decisions	149
9	Other Business	165
10	Confidential	165
11	Next Meeting	165
12	Meeting Close	165

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

Committee Members are required to:

1. Consider Section 74, 75 and 75A 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 75B and 75C of the *Local Government Act 1999*.

5 CONFIRMATION OF MINUTES**RECOMMENDATION**

That the Minutes of the meeting of the City Advancement and Prosperity Standing Committee held on 25 October 2022 be confirmed as a true and correct record.

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

Nil

8 REPORTS OF THE CHIEF EXECUTIVE OFFICER

8.1 Proposed Renaming of Admella Place, Sanders Lane, Dew Street Reserve, Transport Avenue, Frank Norton Reserve and Kesmond Reserve

Brief

This report seeks to commence, or a deferment, of the process to rename Admella Place Reserve, Thebarton, Sanders Lane, Richmond, Dew Street Reserve, Thebarton, the extension of Transport Avenue, Netley, Frank Norton Reserve, Torrensville, and Kesmond Reserve, Keswick.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The commencement of a consultation process, in line with *Council Policy - Asset Naming* and *Council Policy - Public Consultation*, to rename the following three (3) City of West Torrens assets be approved:
 - Admella Place, Thebarton to Inparri Wama, Thebarton
 - Sanders Lane, Richmond to William Lane, Richmond
 - Transport Avenue (part of), Netley to Young Avenue, Netley
2. A report be brought back to the next City Advancement and Prosperity Standing Committee with a name proposal(s) for Kesmond Reserve following consultation with the Kaurna community.
3. Dew Street Reserve renaming be deferred until such time as a report on the proposal, from the South Australian Bangladeshi Association (SABCA), for the installation of an International Mother Language Day Monument on the reserve has been considered by Council.
4. The renaming request for Frank Norton Reserve, Torrensville to Poole Reserve, Torrensville not be progressed given the historic nature of the current name.
5. A report be presented to the next appropriate City Facilities and Waste Recovery Standing Committee regarding the installation of a display at Frank Norton Reserve recognising the Poole family.

Introduction

At the 7 September 2021 meeting of Council, Council resolved the following:

1. *A report be brought forward to Council in due course outlining all Council Assets within the City of West Torrens that are considered appropriate for naming or re-naming.*
2. *Such a report to include a review of Council's policy on Asset Naming.*

Consequently, a number of reports were presented to Council during 2021 and 2022 with regard to requests to rename Sanders Lane, Richmond, Dew Street Reserve, Thebarton and Kesmond Reserve, Keswick as well as the naming a road reserve on Admella Street in Thebarton. Decisions on these requests were deferred pending the completion and consideration by Council of the asset naming conventions project, established by Council.

Having completed and presented the outcomes of the asset naming conventions project to the 19 July 2022 meeting of Council, Council further resolved the following:

Asset renaming processes for Admella Place, Sanders Lane, Dew Street Reserve and Kesmond Reserve be presented to the next appropriate meeting of the City Finance and Governance Standing Committee.

A report was presented to the 16 August 2022 City Finance and Governance Standing Committee meeting, advising that the proponents had identified a preferred name for Admella Place and Dew Street Reserve, being Inparri Wama and Barbara Hanrahan Park, respectively. Consequently, it was proposed that no alternative names be determined and only these names be subjected to public consultation. However, at this meeting it was resolved:

That this matter be referred to the appropriate Committee so that, in accordance with Council Policy relating to the renaming of assets, a pool of appropriate names (including Barbara Hanrahan) can be recommended to Council for consideration.

Therefore, this report presents a number of assets proposed for renaming and a selection of appropriate names for recommendation to Council.

Discussion

Asset Renaming Requirements

Council has the power to assign a name to, or change the name of, a public place pursuant to s219 of the *Local Government Act 1999* (Act).

The *Council Policy - Asset Naming* (Policy) contains the process by which Council can name or rename an asset it owns within the City of West Torrens (CWT) (**Attachment 1**).

Consultation Requirements

To progress the renaming, or naming, of an asset, Clause 6 of the Policy requires that consultation is required with affected land owners (being those that own or reside in a property within 300m of the asset) and relevant agencies including but not limited to Australia Post, SA Ambulance Service, Metropolitan Fire Service, SA Power Networks and the Local Government Association. This consultation is required to adhere to the public consultation requirements contained within *Council Policy - Public Consultation*.

Each of the assets for naming or renaming will be subjected to the same consultation process. Additional consultation will be required if an indigenous name has been selected for an asset. Consequently, Kurna Warra Karrpanthi, the State Government body responsible for indigenous names, will be consulted where required.

If Council approves the proposed renaming of all assets, following the presentation of the outcomes of the consultation process, then a series of actions will need to be undertaken to effect that decision(s) which will be included in the report detailing the consultation feedback:

Admella Place, Thebarton

In March 2022, a report was presented to Council as a result of a request received from Mr Lauro Martire, owner of Mr Sunshine's Café in Thebarton, to name a road reserve at the corner of Admella Street and Chapel Street in Thebarton, colloquially known as Admella Place (**Attachment 2**). The request to name Admella Place did not extend to rename Admella Street itself.

Admella Place contains a number of fixtures but does not contain any playground equipment. It was created as a result of the closure of the intersection of Admella Street and Chapel Street in Thebarton to through traffic in the mid-1990s (**Attachment 3**). No official naming records have been located and, while its informal naming appears to be derived from being located on Admella Street, it is unnamed on Google Maps.

Following an approach from Mr Martire, acting as the figurehead for the greater local community (both residential and businesses), Council redeveloped Admella Place as a community driven project which was recognised at the South Australian Planning Institute of Australia Awards for Planning Excellence in 2019, with a commendation in the Public Engagement and Community Planning category.

Mr Lauro Martire has requested that Admella Place be named 'Inparri Wama', having sought approval of this name from Kurna Warra Karrpanthi, the organisation in South Australia responsible for indigenous name conventions, it being the Kurna phrase for meeting place.

However, as Admella Place is owned by Council, approval needed to be obtained directly from Kurna Warra Karrpanthi, to confirm that Inparri Wama is its preferred name for Admella Place along with licencing requirements and costs. Having received that confirmation, it is proposed that the renaming process commences and consultation be undertaken to change of Admella Place to Inparri Wama.

Sanders Lane, Richmond

As a result of a request received from Mr Vasilios Droulias, a resident of Sanders Street, Richmond, to rename Sanders Lane in Richmond, a report was presented to the July 2022 meeting of Council (**Attachment 4**).

Sanders Lane, at the north end of the Lane, is blocked for vehicular traffic and there is no vehicular access to Lucas Street (**Attachment 5**). There is currently only one (1) residential property on Sanders Lane (**Attachment 6**). Research indicates that Sanders Street was named after local landowners and graziers, William and Rebecca Sanders. No official naming records have been located for either Sanders Street or Sanders Lane. However, it is presumed that Sanders Lane, being mostly a commercial access roadway was named due to its extension from Sanders Street. The surrounding residential streets are all named after local landowners from the 1800s.

Mr Droulias lives on Sanders Street and has requested that Sanders Lane be renamed to prevent mail and packages constantly being misdirected and misdelivered between the two. Other concerns range from identify theft, anxiety over lost mail, incorrect deliveries and unwanted delivery personnel disturbing his family at inopportune moments.

To assist Mr Droulias to address the above issues, the Administration has corrected any relevant, internal and external geographical information systems and ensured the street signage is correct. Australia Post was also contacted but advised that complaints must be received from the resident for privacy reasons. Mr Droulias has advised that he has made complaints to Australia Post but the matter has not been resolved.

Mr Droulias has not proposed a new name for Sanders Lane at this time. However, following further research, the Administration proposes that Sanders Lane be renamed William Lane. William being the first name of the landowner who owned the land surrounding Sanders Lane and Sanders Street. It would be in keeping with the theme of the original lane name and meets policy criteria. William Sanders has historical significance to the area and it refers to the history and development of the City of West Torrens. No additional names are proposed for Sanders Lane.

Extension of Transport Avenue, Netley

A request has been received from Adelaide Airport Limited to rename a portion of Transport Avenue in Netley to Young Avenue (**Attachment 7**). The portion of Transport Avenue is located on the eastern side of the Airport for primarily commercial businesses and is currently referred to as 'Road 2' (**Attachment 8**). The road is also blocked to vehicular traffic at the western end.

Research indicates that Transport Avenue was not named for any particular reason. It is presumed that, given the areas links to larger scale commercial and industrial warehousing, the street received the name 'Transport Avenue' due to the number of trucks and other larger vehicles that use the road.

Adelaide Airport Limited have requested that the portion of Transport Avenue (Road 2) be named Young Avenue.

Mark Young, a former employee of Adelaide Airport Limited, provided 21 years of service to the organisation as Chief Finance Officer and Managing Director. They seek to honour his service to the organisation.

Clause 5.3.2 of the *Council Policy - Asset Naming* states that names will be selected that are appropriate to the physical, historical or cultural character of the area concerned. Although Mr Young is still living which is contrary to clause 5.4.1 of the Policy, given the service of Mr Young to the Airport and the location of the roadway in close proximity to the Airport, the Administration propose that the name Young Avenue is appropriate.

Dew Street Reserve, Thebarton

At its 18 May 2021 meeting, Council resolved to investigate changing the current name of the 'Dew Street Reserve' located in Thebarton, to the 'Barbara Hanrahan Park' after the author/artist Barbara Hanrahan who lived in Thebarton. Further, a petition was received at the 2 August 2022 meeting of Council in regards to this issue.

George Dew was the Mayor of the West Torrens District Council from 1860 to 1863. He arrived in South Australia on the vessel BABOO in 1840 with his wife Dinah Pomeroy and their infant daughter, Ann Elizabeth.

Mr Dew was a founding member of the West Torrens District Council and a Councillor for 21 years before he retired in 1876. Mr Dew was an active campaigner for sanitation and law and order, with one of his first acts being to tackle the issue of blood and refuse discharged into the River Torrens from the city slaughterhouse. He also sought to bring Thebarton within the limits of the Police Act.

Dew Street (originally Dew Road) was first referenced in 1859 and it appears that Dew Street was named when the subdivision of the area first occurred. It is thought that George Dew's contribution to the area was so significant that the road was named after him, particularly given that he had only served as a Councillor for six years at this point.

Dew Street Reserve is located on Dew Street in Thebarton (**Attachment 9**). No official records have been located with regard to any official naming of this reserve. Rather, its naming appears to be colloquial in nature i.e. being a reserve located on Dew Street. According to Certificate of Title 1824/40, reserve land was bought by the Corporation of the Town of Thebarton in June 1950. Aerial maps show that from about that time onward it was an open space. There is no evidence to suggest that Dew Street Reserve was named after George Dew and so there is no obligation on Council to retain its colloquial name.

The Reserve contains a number of fixtures including community art works, a number of mosaics and other artistic touches. It does not contain any playground equipment.

It has been proposed that the reserve on Dew Street be named in recognition of long-standing resident of Thebarton, author and artist, Barbara Janice Hanrahan. Born on 6 September 1939, Ms Hanrahan was raised by her mother, her grandmother and her great-aunt in Thebarton. She was educated at Thebarton Technical School, Adelaide Teachers College and the SA School of Arts.

Her most well-known book, *The Scent of Eucalyptus*, describes her childhood and early years growing up in Rose Street, Thebarton. It also details the people and places of the area. In addition to being an author, Ms Hanrahan was also a prolific print maker, with the National Gallery of Australia holding approximately 453 of her drawings and prints. The Art Gallery of South Australia holds a further 200 while her artwork has been exhibited in many countries including London and the United States. Ms Hanrahan passed away in 1991.

The western end of Kintore Lane has been named Barbara Hanrahan Lane in honour of Ms Hanrahan but it is important to note that this name change is symbolic in nature following a failed attempt to officially rename Kintore Lane to Barbara Hanrahan Lane.

The Barbara Hanrahan Fellowship for South Australian Writers was established in 1994 and, in 1997, a building at the University of South Australia's City West campus was named in honour of her memory.

The house that Ms Hanrahan lived in on Rose Street is no longer standing but was located in what is now the car park at St George Greek Orthodox Church Thebarton.

Since the proposal to change the name of Dew Street Reserve to recognise Barbara Hanrahan, a proposal has been received from the South Australian Bangladeshi Community Association (SABCA) to erect an installation to honour and celebrate International Mother Language Day on Dew Street Reserve. There are many such installations across interstate councils and around the world, including Canada, Wales, England, Bangladesh, Chile, Egypt and India. If Council approves the installation then it will be the first in South Australia.

International Mother Language Day is a worldwide, annual observance held on 21 February each year to promote awareness of linguistic and cultural diversity and to promote multilingualism. SABCA proposes, subject to Council's approval of the installation proposal, the renaming of the reserve with a Kurna name given the meaning and symbolism of the installation and the aim of International Mother Language Day to raise awareness of the importance and significance of Mother Languages and the retention of these into the future to ensure they do not become extinct. This clearly has significance within the locale given the cultural diversity of the area and the diversity of mother languages of many local residents.

Consequently, at this point rather than proceeding with the name change of Dew Street Reserve, it is proposed that the proposed re-naming be put on hold pending a report on the monument to Council and, subject to Council's approval of the installation and name change proposal, to allow the Administration to work with Kurna Warra Karrpanthi to determine a short list, or one, of suitable Kurna names for Dew Street Reserve. Of course, both the selected Kurna name and 'Barbara Hanrahan Park' would both be subjected to public consultation.

Kesmond Reserve, Keswick

At its 14 December 2021 meeting, Council resolved to investigate the name change of 'Kesmond Reserve' located on the corner of Everard Avenue, Keswick and Surrey Road, Keswick (**Attachment 10**).

'Kesmond' is a combination of the location names, Keswick and Richmond. Keswick was named in 1882 by Charles John Everard. Mr Everard named the suburb after the Cumberland Keswick, which is located in England, where the poet Robert Southey died. The name of Richmond was originally applied to a one-acre farm allotment owned by Robert Fletcher Bradshaw in 1839. The farm was named "The Village of Richmond" after a suburb in London, which adjoins Twickenham.

There is no direct link between the names Keswick or Richmond and the City of West Torrens.

The application of a Kurna name has been suggested for Kesmond Reserve. As such, it is proposed that the Administration consults with the Kurna Warra Karrpanthi on potential names then undertakes public consultation, on the preferred name (or names). Once a name(s) has been identified, the Administration will present a report to Council seeking approval to commence the renaming process.

Frank Norton Reserve, Torrensvile

A request has been received from a local resident, Mr Ralph Abbot, via Cr Cindy O'Rielly to rename Frank Norton Reserve to Poole Reserve (**Attachment 11**). Frank Norton Reserve is located in Torrensvile and contains a playground and community facilities such as a barbecue, shelters and picnic tables (**Attachment 12**). There is also a plaque dedicated to Cr Norton in the Reserve (**Attachment 13**). Further, a draft Master plan has been developed for this Reserve and is currently being consulted upon with the community.

In 1993, Frank Norton Reserve was named for Cr Frank Norton who was a Councillor for the City of West Torrens from 1962 to 1980 and again from 1985 to 1994. Cr Norton was also a life member of the Western Youth Centre (1917 to 1994).

Mr Abbot proposes the Reserve be renamed as Poole Reserve. He states that a number of generations of his family, the Poole family, have lived in the area surrounding Frank Norton Reserve from the early 1900s. He is disappointed that the Reserve is named after a Councillor as opposed to being named after long standing residents and property owners. He proposes that the name be changed to Poole Reserve or a display board installed acknowledging the development of the area by the Poole family.

Clauses 5.3.1 and 5.3.2(ii) of the Policy provide that preferences for an asset name source should refer to the history and development of the CWT and reference the names of eminent or notable persons with a connection to the area. Cr Norton was a councillor for 27 years and a plaque recognising this contribution has been installed at the location. Given the existing plaque, the historic nature of the name and the contribution of Cr Norton to the City of West Torrens, it is not proposed that Frank Norton Reserve be renamed Poole Reserve.

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 climate impact considerations with respect to this report.

Conclusion

This report seeks the commencement of the process to rename Admella Place, Thebarton, Sanders Lane, Richmond, Dew Street Reserve located in Thebarton and Kesmond Reserve located in Keswick.

Attachments

1. **Council Policy - Asset Naming**
2. **Request to rename Admella Place, Thebarton**
3. **Location of Admella Place, Thebarton**
4. **Request to rename Sanders Lane, Richmond**
5. **Location of Sanders Lane, Richmond**
6. **Location of Sanders Lane, Richmond - Zoomed View**
7. **Request to rename extension of Transport Avenue, Netley**
8. **Location of Transport Avenue, Netley**
9. **Location of Dew Street Reserve, Thebarton**
10. **Location of Kesmond Reserve, Keswick**
11. **Request to rename Frank Norton Reserve, Torrensville**
12. **Location of Frank Norton Reserve, Torrensville**
13. **Plaque in Frank Norton Reserve, Torrensville**

CITY OF WEST TORRENS



Council Policy: Asset Naming

Classification:	Council Policy		
First Issued:	June 2010		
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Next Review Due:	2023		
Applicable Legislation:	Local Government Act 1999 Geographical Names Act 1991		
Related Policies or Corporate Documents:	Council Policy - Public Consultation		
Associated Forms:			
Note:	Amendments and/or adoption of this policy require public notification. Formally Road Naming Policy		
Responsible Manager:	General Manager Business and Community Services		
Confirmed by General Manager:	General Manager Business and Community Services	Date	
Approved by Executive		Date	3 November 2020
Endorsed by Council:		Date	27 October 2020

City of West Torrens Council Policy - Asset Naming

Table of Contents

1. Introduction	3
2. Purpose	3
3. Scope	3
4. Definitions	3
5. Policy Statement	5

Council Policy - Asset Naming

1. Preamble

- 1.1. A Council has the power under section 219 of the *Local Government Act 1999* (the Act) to assign a name to, or change the name of a:
 - 1.1.1. public road
 - 1.1.2. private road
 - 1.1.3. public place.
- 1.2. Council must assign a name to each public road created by land division.
- 1.3. Council has the ability to name Council owned assets such as sporting or community facilities that may fall outside the scope of a public place and are therefore not covered by the scope of section 219 of the Act.

2. Purpose

- 2.1. The purpose of this Policy is to:
 - 2.1.1. Provide a framework for selecting new and replacement names for assets in the City of West Torrens (CWT).
 - 2.1.2. Provide staff, the local community and developers with clear information on Council's requirements for the naming and renaming of assets.
 - 2.1.3. Ensure asset names are appropriate, will stand the test of time and preferably are of local or historical significance.

3. Scope

- 3.1. This policy applies to:
 - 3.1.1. All existing and proposed assets and public places in the CWT; including both public and private assets with the exception of internal rooms within council's operational buildings.
 - 3.1.2. All sealed and all formed public roads within the CWT.
 - 3.1.3. All formed private roads that are accessible to the public; including (but not limited to) roads within complexes such as hospitals and retirement villages.

4. Definitions

- 4.1. **Administration** means the administrative staff of the Council.
- 4.2. **Affected land owners** means:
 - 4.2.1. For the purposes of naming a road those people who own, reside in or occupy land adjacent to the road.
 - 4.2.2. For the purposes of naming a public place those people who own, reside in or occupy land within a 300m radius of the place to be named.

City of West Torrens Council Policy - Asset Naming

- 4.2.3. An adjoining council.
- 4.3. **Asset** means a fixed item or facility used to satisfy a service potential or enabling the CWT to meet its corporate or community objectives. There are types of assets:
- 4.3.1. Infrastructure including roads, bridges, footbridges, footpaths, bike paths, carparks, drainage, walkways, alleys, laneways, thoroughfares, stormwater and traffic infrastructure.
- 4.3.2. Community assets including parks, playgrounds, sporting fields, monuments, community buildings and hubs (including interior rooms to those assets).
- 4.3.3. Corporate assets including the Civic Centre, depot and other administrative buildings.
- 4.4. **Community** means the residents, businesses and community groups of the City of West Torrens or any natural person who has held office within Council whether that be elected or appointed.
- 4.5. **Council** means the body corporate of the Corporation of the City of West Torrens.
- 4.6. **Developer** means a person, persons or company that has submitted a development application to Council.
- 4.7. **Land division** is a reference to the division of an allotment under the Development Act 1993, the Planning Development and Infrastructure Act 2016 or to the dealing with land under the Roads (Opening and Closing) Act 1991 so as to open a road.
- 4.8. **Property owner** means the registered owner of the relevant parcel of land or building.
- 4.9. **Road** means a public or private street, road or thoroughfare to which public access is available on a continuous or substantially continuous basis to vehicles or pedestrians or both and includes:
- 4.9.1. a bridge, viaduct or subway
- 4.9.2. an alley, laneway or walkway.
- 4.10. **Private road** means a road that is on private property that is not under the care and/or control of Council.
- 4.11. **Public place** means an area that is used for a public purpose or is open to access by the public.
- 4.12. **Sporting or Community Facilities** means Council owned and controlled facilities that are made available for use by the general public and are used to satisfy a service potential or enabling the Council to meet its corporate and community objectives including but not limited to:
- 4.12.1. Community centres, halls, libraries, theatres and other similar fixed structures.
- 4.12.2. Sportsgrounds including buildings and other fixed structures therein primarily used for active recreational activities.

City of West Torrens Council Policy - Asset Naming

5. Policy Statement

5.1. An asset or public place naming process may be initiated if:

- 5.1.1. A request is received by the Council from the Department of Planning, Transport and Infrastructure (DPTI).
- 5.1.2. A request is received by the Council from an affected land owner or their agent; or the community.
- 5.1.3. Council resolves that a name change be investigated.
- 5.1.4. The Administration determines it is in the public interest to investigate a change in name.
- 5.1.5. Council or DPTI opens or forms a road or public place.
- 5.1.6. Council receives an application for a land division.

5.2. General Principles

In the naming and renaming of assets and public places the following principles will be observed:

5.2.1. Uniqueness

- i. An asset or public place will have only one name.
- ii. Duplicate names and similar sounding names within a suburb or locality will be avoided where possible. (e.g. Paice, Payce or Pace Roads).
- iii. Wherever practicable, road names will be continuous from the logical start of the road to the logical end of the road, irrespective of Council boundaries, landforms and intersecting roads.

5.3. Name Sources

Names will be selected that are appropriate to the physical, historical or cultural character of the area concerned.

- 5.3.1. Preference will be given to names for any asset that refer to the history and development of the CWT; including first nation history.
- 5.3.2. Sources for road or public place names may include:
 - i. Names that have a historical or geographical significance to CWT.
 - ii. Names of eminent or notable persons with a connection to the area.
 - iii. Names which represent the CWT's multi-cultural community i.e. Asian, African and European names.
 - iv. Landscapes or physical forms.
 - v. Achievements in arts, culture, education, law, medicine, research sciences and sports.

City of West Torrens Council Policy - Asset Naming

- vi. Thematic names such as flora, fauna, ships, etc.
 - vii. Commemorative names.
 - viii. Aboriginal names taken from the local Aboriginal language; only after consultation with the Aboriginal community and obtaining the appropriate permissions.
 - ix. A group with a connection to the asset (where it is a sporting or community asset) being charitable, social, cultural, sporting or community.
 - x. Names that reflect the unique characteristics of the site.
- 5.3.3. The origin and significance of each name should be clearly stated and Council will not assign the name of a serving member of the Elected Council, or of the Administration, to an asset owned and/or controlled by the CWT.
- 5.3.4. The practice of naming sportsgrounds and community facilities after their suburb or street location is strongly encouraged as it facilitates ready identification of the location of the sportsground or community facility by residents and the wider community and enables and supports public safety by emergency services.
- 5.4. Propriety
- 5.4.1. Names, which may be characterised as follows, will not be used:
- i. Offensive or likely to give offence.
 - ii. Incongruous - out of place
 - iii. Could be construed as advertising particular commercial or industrial enterprise unless compliant with clause 5.5 of this Policy
 - iv. Names of living persons, except in exceptional circumstances, or where the naming is for that of a hall or room within a Community Facility as per clause 5.8.4.
- 5.5. Form
- 5.5.1. Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public.
- 5.5.2. Unduly long names and names composed of two or more words or unusual combinations of words will be avoided.
- 5.5.3. When using geographical place or feature names, the form adopted in the State Gazetteer will be used.
- 5.5.4. Road or public place names will not contain abbreviated prefixes, with the exception of "St" in place of "Saint" and "Mt" in place of "Mount".
- 5.5.5. The possessive case will not be used e.g. "Smith's Road" would be "Smith Road".
- 5.5.6. The use of given names or both given names and surname or initials should generally be avoided.

City of West Torrens Council Policy - Asset Naming

- 5.5.7. The use of hyphens or other similar diacritical marks will be avoided. However, hyphens may be used when naming a road after a person with a hyphenated name.
- 5.5.8. Asset names should be practical for maps and plans when possible. Long street names should not be allocated to short roads as the inclusion of such names on street directories and other maps can result in name crowding difficulties for the mapmakers and confusion or uncertainty for the people using the maps.
- 5.5.9. Asset names will not contain a prefix or an additional suffix, e.g. "north" or "extension".
- 5.6. Road Type
- 5.6.1. Road names will include an appropriate road type suffix (e.g. Smith Road) conforming with the following guidelines:
- i. The appropriate suffix will be selected from those approved at Appendix 1.
 - ii. The suffix chosen will be compatible with the class and type of road and any geometry of the road form where appropriate e.g. a crescent shaped road takes the suffix Crescent (Cr).
 - iii. Road name signs will, as far as practicable, be placed at every road intersection.
- 5.7. Naming of Sporting Grounds
- 5.7.1. Sportsgrounds, as a general rule, will be named after the suburb or street in which they are located for example, Richmond Oval, Lockleys Oval, etc. but may be assigned a name which has historical or cultural significance for example, Weigall Oval, Apex Park, etc.
- 5.7.2. Where the Council approves the naming of a Sportsground consistent with clause 5.7.1 that is, after a suburb or street in which the Sportsground is located, the placement of a plaque and the inscription on the plaque shall be consistent with the requirements set out in clause 5.7.7 except that there is no requirement to acknowledge an individual's contribution given that the name assigned is a suburb or street where the facility is located.
- 5.7.3. This policy does not contemplate that a sportsground will be named after an individual however, under exceptional circumstances and at the complete discretion of Council, consideration may be given to such a request or initiative.
- 5.7.4. Requests or initiatives to name a sportsground after an individual will not be encouraged as a general rule and will require careful scrutiny, assessment and community consultation in line with Council Policy: Public Consultation
- 5.7.5. Where a request is made or initiative proposed to name a Sportsground after an individual it must be made posthumously. The application must demonstrate that the person commemorated and the name chosen meets the following requirements:
- i. Is widely known and respected within the local community;

City of West Torrens Council Policy - Asset Naming

- ii. Is recognised as having a historical link with the locality or is generally acknowledged as having made a significant contribution to the social, sporting, economic or cultural development of the local community;
 - iii. Is considered by the Council to be of good repute and not likely to be the subject of controversy.
- 5.7.6. Council will determine whether a request will be granted taking into consideration the advice of the CEO and/or Administration and the outcomes of the community consultation.
- 5.7.7. Where the Council approves to have a Sportsground named after an individual, a plaque will be erected bearing the Council Coat of Arms and will acknowledge the nature of the individual's contribution to the local community. In addition:
 - i. Where there is an official naming ceremony the plaque will also include in the inscription that the naming was dedicated by His/Her Worship the Mayor, with a relevant date, and attended by all other Members of the Council of the day irrespective of their attendance at the dedication ceremony.
 - ii. Where there is no official naming ceremony conducted, the wording on the plaque shall indicate that the naming was dedicated by His/Her Worship the Mayor, with a relevant date, and also list all other Members of the Council of the day.
- 5.8. Naming of Community Facilities (Buildings)
 - 5.8.1. Requests or initiatives to name a Community Facility (Building) and halls or rooms within these facilities can only be considered for a new or unnamed facility and it is not considered appropriate to rename an existing facility.
 - 5.8.2. As a general rule, the new or unnamed Community Facility (Building) will not be named after an individual but it is considered appropriate to name halls, rooms, foyers, etc. within the building after individuals.
 - 5.8.3. Community Facilities (Buildings), as a general rule will be named after the suburb or street in which they are located for example, Thebarton Community Centre, Plympton Community Centre etc. At the complete discretion of the Council, Community Facilities (Buildings) may be named after individuals for example, Council's library, the Hamra Centre.
 - 5.8.4. Criteria for naming Community Facilities (Buildings) and halls or rooms within these facilities after individuals should be consistent with the criteria listed in clause 5.7- Naming of Sportsgrounds except that there is no requirement for the request or initiative to be made posthumously.
 - 5.8.5. Where the Council approves the naming of a Community Facility (Building), the placement of a plaque and the inscription on the plaque shall be consistent with the requirements set out in clause 5.7.7 except that consistent with clause 5.7.2 there is no requirement to acknowledge an individual's contribution where the name assigned is a suburb or street where the facility is located.
 - 5.8.6. Where the Council approves the naming of a hall or room or foyer, etc. within a Community Facility (Building), a plaque will be erected that

City of West Torrens Council Policy - Asset Naming

acknowledges the individual's contribution to the local community. There is no requirement to inscribe on the plaque that the naming was dedicated by the Mayor or list the other Members of the Council of the day.

- 5.8.7. For clarity, plaques indicating that the naming of a Community Facility (Building) was dedicated by the Mayor on a certain date, and lists all the Members of the Council of the day, shall only apply to the naming of the entire building. Naming of separate halls or rooms or foyers within the building will only have a plaque consistent with the requirements of clause 4.3.6.

6. Consultation

6.1. Affected Land Owners

- 6.1.1. If Council decides to change the name of a road or public place, such as a reserve, it will:
- i. consult with affected parties for 28 days.
 - ii. consider any representations made in response to the notice.
- 6.1.2. An internal room of a Sporting or Community Facility or Council operational building is exempt from this clause unless otherwise recommended by Council.

6.2. Aboriginal Community

- 6.2.1. Names taken from the local Aboriginal language may be used only after consultation with the Aboriginal community and obtaining the appropriate permissions.

6.3. Consultation with External Agencies

- 6.3.1. A view, of the proposed asset name change, must be sought from the following external agencies, allowing 28 days for response:
- i. Australia Post
 - ii. Telstra
 - iii. SA Water
 - iv. SA Power Networks
 - v. SA Ambulance Service
 - vi. Metropolitan Fire service
 - vii. State Emergency Services
 - viii. Local Government Association
 - ix. Royal Society for the Blind.
- 6.3.2. An internal room of a Sporting or Community Facility or Council operational building is exempt from this clause unless otherwise recommended by Council.

City of West Torrens Council Policy - Asset Naming

- 6.4. All responses from the consultation process will be considered by Council prior to the adoption of any proposed asset name change.

7. Naming of Private Roads

- 7.1. Private land owners are not obliged to seek Council approval for naming their roads. However, there is a public interest in encouraging private land owners and developers to select suitable names, preferably in accordance with this policy, and to obtain Council endorsement for the name.
- 7.2. When Council proposes to assign or change a private road name, in addition to the requirements at clause 5.3, it will also consult with the owner of the land over the proposed name and the signage requirements for the road.

8. Temporary Naming Agreements for Sponsorship Purposes

- 8.1. Lessees or licensees of Council owned property may seek to enter into naming rights agreements with other parties.
- 8.2. Lessees or licensees of Council property who wish to enter into commercial arrangements with third parties to temporarily rename a Council asset must, before entering into any agreement, seek and receive Council's consent for the proposed arrangement in writing. The request for consent should include the following information, the:
 - 8.2.1. existing name (if any) of the Council asset.
 - 8.2.2. proposed temporary name of the asset.
 - 8.2.3. commercial benefit of temporarily renaming the asset.
 - 8.2.4. proposed duration of the naming agreement.

9. Council Decisions and Responsibility for Costs

- 9.1. A report will be put before Council for a decision detailing the selected name(s), outlining compliance with clause 5.2 of this policy and providing any submissions made in the consultation phase of the naming process.
- 9.2. The cost of implementing any decision to assign or change a name, that being public notification and signage, will be borne by Council unless otherwise specified.
- 9.3. When a developer proposes to change the approved layout of a development or the layout adjacent to a development that will require a change of an existing or approved road or public place name(s), all costs and any associated public consultation requirements will be borne by the developer.

10. Public Notice of Name Assignment or Name Change

- 10.1. Council will give public notice of the assigning or changing of a road or public place name by publication on the Council website, in the Government Gazette and by notice in the Advertiser newspaper, as required under s219 of the Act. The public notice will include the date that the name change takes effect.
- 10.2. The date when an asset or public place name assignment or change takes effect shall be the date specified in the resolution of Council, which may be the date of gazattel.

City of West Torrens Council Policy - Asset Naming

- 10.3. A room that is part of a Sporting or Community Facility that does not meet the definition of public place is exempt from this clause.

11. Advise Relevant Parties of Name Assignment or Change

- 11.1. Council will provide written notice of Council's decision of a name assignment or change to the Registrar-General, Surveyor-General and Valuer-General in accordance with s219 of the Act.
- 11.2. All parties identified in clause 5.3, as appropriate, will be notified in writing of the change of asset name and date of effect of the name change.
- 11.3. Council will update the Register of Public Roads as required by s231 of the Act.
- 11.4. A room forms part of a Sporting or Community Facility or Council operational building that does not meet the definition of public place is exempt from this clause.

12. Signage

- 12.1. Council will ensure signage is in accordance with the relevant Australian Standard is erected.
- 12.2. Signage may be erected during construction of a sub-division.

City of West Torrens Council Policy - Asset Naming

Appendix 1. APPROVED ROAD SUFFIXES

Two lists are provided in this Appendix:

- Suffixes for Open Ended Roads.
- Suffixes for Cul-de-sacs.

		Open Ended Roads
Alley	Al	A usually narrow roadway for people or vehicles in cities and towns. A minor roadway through the centre of city blocks or squares.
Arcade	Ar	A passage having an arched roof, or any covered passageway, especially one with shops along the sides.
Avenue	Av	A broad roadway, usually planted on each side with trees.
Boulevard	Bvd	A wide roadway, well paved, usually ornamented with trees and grass plots.
Break	Bk	A vehicular access on a formed or unformed surface which was originally prepared as a firebreak.
Bypass	By	An alternative roadway constructed to enable through traffic to avoid congested areas or other obstructions to movement.
Circle	Ci	A roadway that forms a circle or part of a circle.
Circus	Cs	A circular open place where many roads come together.
Circuit	Cct	A roadway enclosing an area.
Crescent	Cr	A crescent or half-moon shaped roadway.
Drive	Dr	A wide thoroughfare allowing a steady flow of traffic without many cross streets.
Edge	Ed	A roadway constructed along the edge of a cliff or ridge.
Entrance	Ent	A roadway connecting other roads.
Esplanade	Esp	A level roadway, often along the seaside or a river.
Fairway	Fry	A short open roadway between other roadways.
Formation	Fmn	A formed surface, once a timber railway, which now provides vehicular access.
Freeway	Fwy	An express highway with limited or controlled access.
Highway	Hwy	A main road or thoroughfare. A main route.
Interchange	Int	A highway or freeway junction designed so that traffic streams do not intersect.
Lane	La	A narrow way between walls, building, etcetera. A narrow country or city roadway.
Loop	Lp	A roadway that diverges from and rejoins the main thoroughfare.
Mall	Ml	A sheltered walk, promenade or shopping precinct.
Meander	Mr	A sinuous winding roadway, wandering at random through an area or subdivision.
Parade	Pde	A public promenade or roadway which has good pedestrian facilities along the side.
Parkway	Pwy	A roadway through parklands or an open grassland area.
Pass	Ps	A roadway connecting major thoroughfares or passing through hills.
Path	Pt	A roadway usually used for pedestrian traffic.
Promenade	Prm	A roadway-like avenue with plenty of facilities for the public to take a leisurely walk. A public place for walking.
Quays	Qs	A roadway leading to a landing place alongside or projecting into water.
Ramble	Ra	A roadway that meanders from place to place.
Road	Rd	A place where one may ride. An open way or public passage for vehicles, persons and animals. A roadway forming a means of communication between one place and another.
Rotary	Rty	An intersection of two or more carriageways at a common level where all traffic travels around a central island.
Row	Rw	A roadway with a line of professional buildings on either side.
Spur	Sp	A minor roadway off at less than 45 degrees.

City of West Torrens Council Policy - Asset Naming

Street	St	A public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides.
Terrace	Tce	A roadway usually with houses on either side raised above the road level.
Track	Tk	A roadway with a single carriageway.
Trail	Trl	A roadway through a natural bushland region.
Turn	Tn	A roadway containing a sharp bend or turn.
Vista	Vs	A road with a view or outlook.
Walk	Wk	A thoroughfare with restricted vehicle access used mainly by pedestrians.
Way	Way	An access way between two streets.
Closed Ended Roads		
Close	Cl	A short enclosed roadway.
Court	Ct	A short enclosed roadway.
Courtyard	Cy	An enclosed area.
Cove	Ce	A short enclosed roadway.
Cross	Cro	A roadway forming a "T" or cross.
Elbow	El	A roadway containing a sharp bend or turn.
Gardens	Gns	A roadway with special plantings of trees, flowers, etcetera, and often leading to a place for public enjoyment.
Green	Grn	A roadway often leading to a grassed public recreation area.
Grove	Gr	A roadway which often features a group of trees standing together.
Mews	Me	A roadway having houses grouped around the end.
Place	Pl	A short sometimes narrow enclosed roadway.
Plaza	Pa	A roadway enclosing the four sides of an area forming a market place or open space.
Retreat	Rt	A roadway forming a place of seclusion.
Square	Sq	A roadway bounding the four side of an area to be used as open space or a group of buildings.
View	Vw	A roadway commanding a wide panoramic view across the surrounding areas.

From: Mister Sunshines [REDACTED]
Sent: Saturday, 15 January 2022 4:45 PM
To: Joseph Ielasi
Subject: Fwd: New park and Admella lane

Hi Andrew and Joseph

Id like to chat about Admella lane and the new parklet that is getting built, I believe it is at the half way mark now and as exciting as it is to see it start taking shape I feel there is an opportunity which is just as big as the space itself if not bigger.

From the beginning and the time I approached council about the space I also had the idea or plan to also give it its own unique name, a name which not only represents the type of community we are in but the land in which we live on.

The language we use today with family, friends, within our community and on social media is very forward thinking and somewhat a direction of repairing from the past, I believe we have a unique opportunity to integrate this space as part of the traditional land we live on.

Middle of last year I began the process of obtaining the rights to a name which represents the space and the social environment we are living within, a traditional kaurna name from the administration which represents the Kaurna people in South Australia.

In December I was granted a certificate to use this name for the new park/space, during this process I also realised that in not park in south Australia has it ever been given a traditional name from the beginning of when it may of been built. Only years later as an after thought, unfortunately what this has achieved is society still calling parks or spaces by its Australian name not its native traditional given name.

The beautiful situation with this new space is it has no name only a location name of admella lane, we have the opportunity to be part of the eduction process to integrate the use of the traditional language into everyday life. This is something that South Australia as well as australia is falling behind on. New Zealand air very much at the fore front of this movement as well as a little in Brisbane.

I wish to propose with the assistance of you both that council seriously;y consider using this name for the new park space from the begining and in its references, it would be a first for any council in South Australia. An achievement we can all be proud to be a part of.

Depending on your responses I will embark on a community petition with social media and hopefully the broader community to emphasise the need for this naming if need be, of course it would be amazing and best if council got on board and owned the process.

I have attached the certificate as well as the audio granted for the park, I think you will find it fitting and easy to use.

I look forward to hearing both your thoughts.

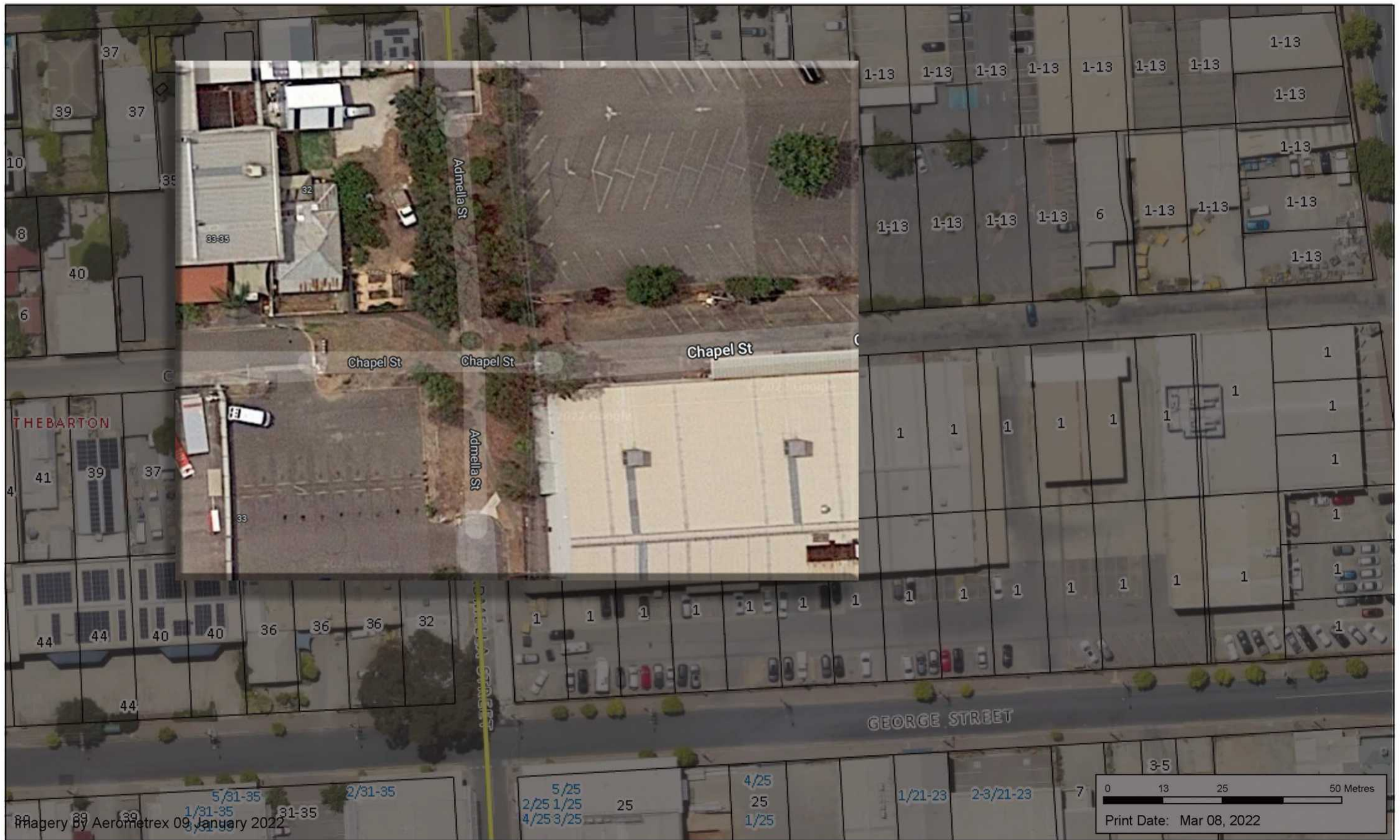
Regards

Lauro

Mister Sunshines
[REDACTED]



ABN 99 144 581 144



Disclaimer
The City of West Torrens accepts no liability for any reliance placed on the validity and accuracy of data in this publication. While care and effort has been taken in the presentation of this data it is only to be used for demonstration purposes.



From: Droulias, Vasilios (Health) <[REDACTED]>
Sent: Friday, 27 May 2022 11:15 AM
To: Liz Johnson
Cc: WestTorrens@parliament.sa.gov.au
Subject: RE: Sanders Street and Sanders Lane

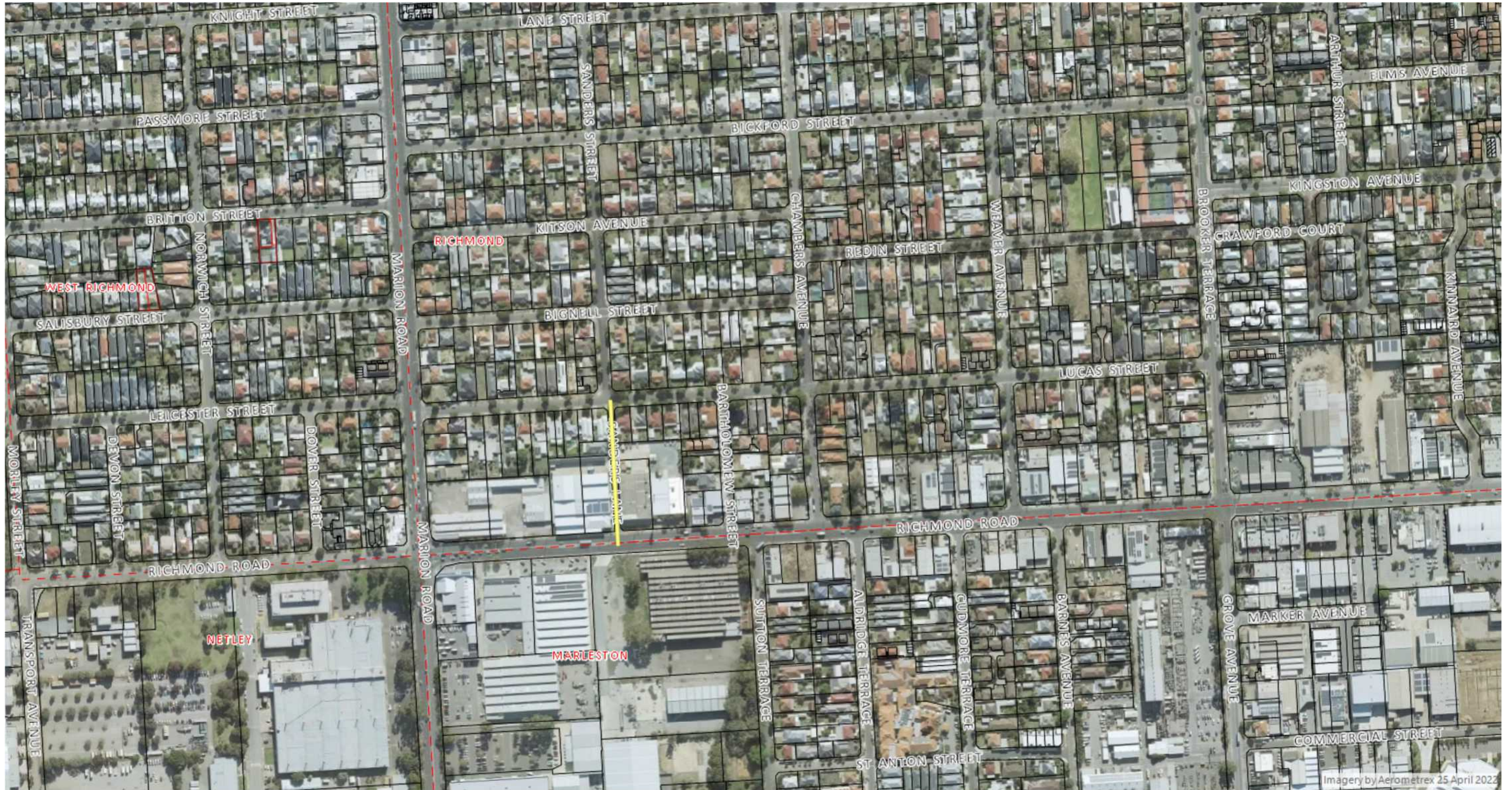
Good morning Liz and thank you for your response.

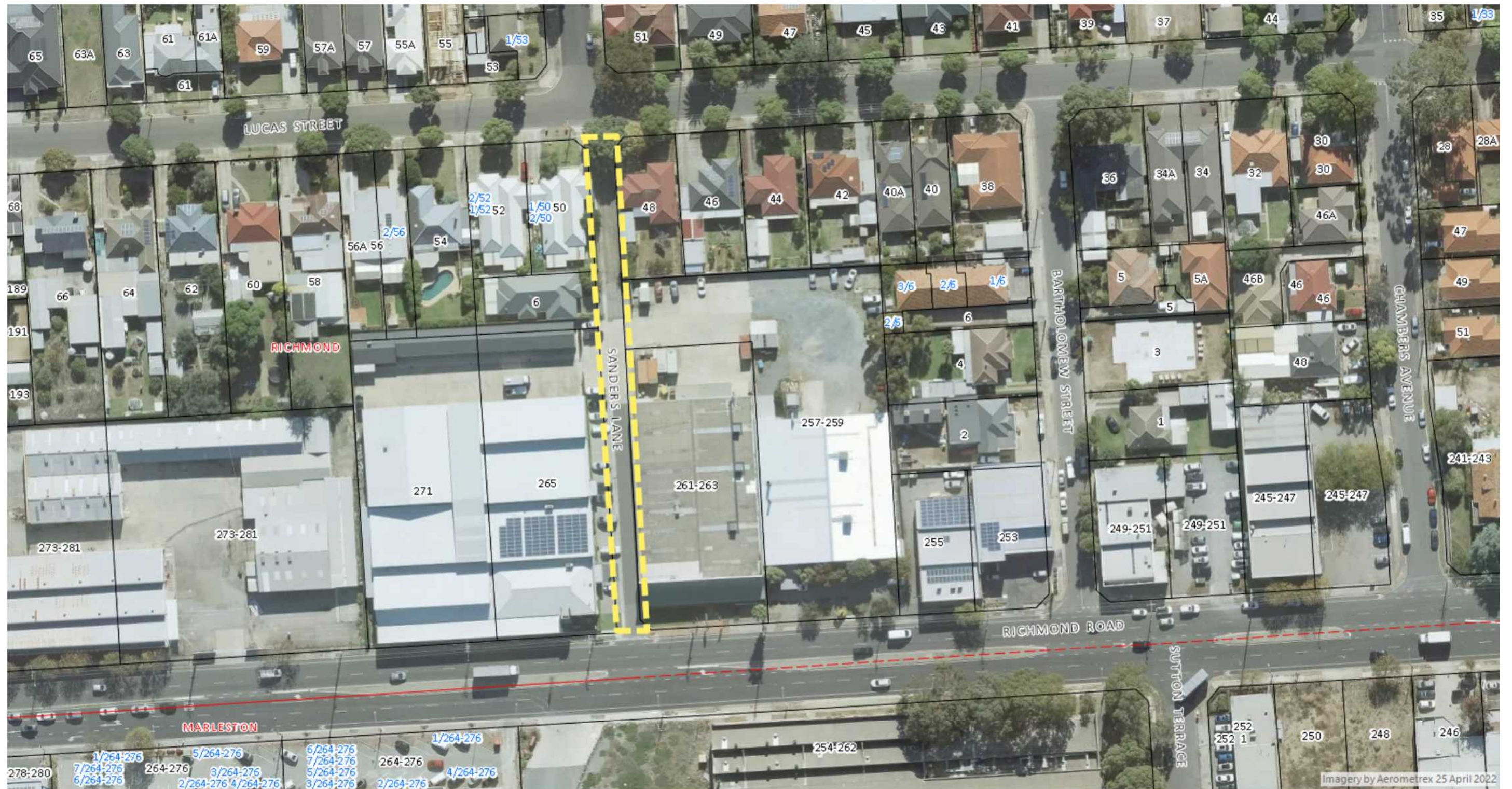
I appreciate the follow up with Aust Post, Google Maps etc. Unfortunately the persisting problem is a concern to me and my family, in particular with 'identity' fraud, anxiety of lost mail, in appropriate deliveries and unwanted knocks at the door at inappropriate times etc, escalating fear and at times security for me and my family.

If there was more housing developed in Sanders Lane then I would think the issue would not be as severe as it is now. However, with only one dwelling situated behind large scaled businesses really highlights how ludicrous even the highly intelligent Aust post contractors or uber drivers find it difficult to find & instead throw my address in the mix.

Liz, can we please commence the process of a change of street name please.

Kind Regards,
Vasilios





From: Brenton Cox
Sent: Thursday, 19 January 2023 6:09 PM
To: Liz Johnson
Cc: Adrian Dallenogare
Subject: Renaming of extension of Transport Avenue
Attachments: Name change to Transport Avenue.png

Dear Liz

I hope you are well. I refer to prior correspondence between you and Adrian Dallenogare

We confirm that the extension of Transport Avenue at Netley will be renamed 'Young Avenue'. Please see attached a snapshot identifying the new road extension.

Please do not hesitate to let us know if you need anything further for us to give effect to this change.

Kind Regards
Brenton

Brenton Cox
Managing Director

M:
E:



Share our vision for a stronger South Australia.
Watch the videos: airportbusinessdistrict.com

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Share our vision for a stronger South Australia.
Watch the videos: airportbusinessdistrict.com

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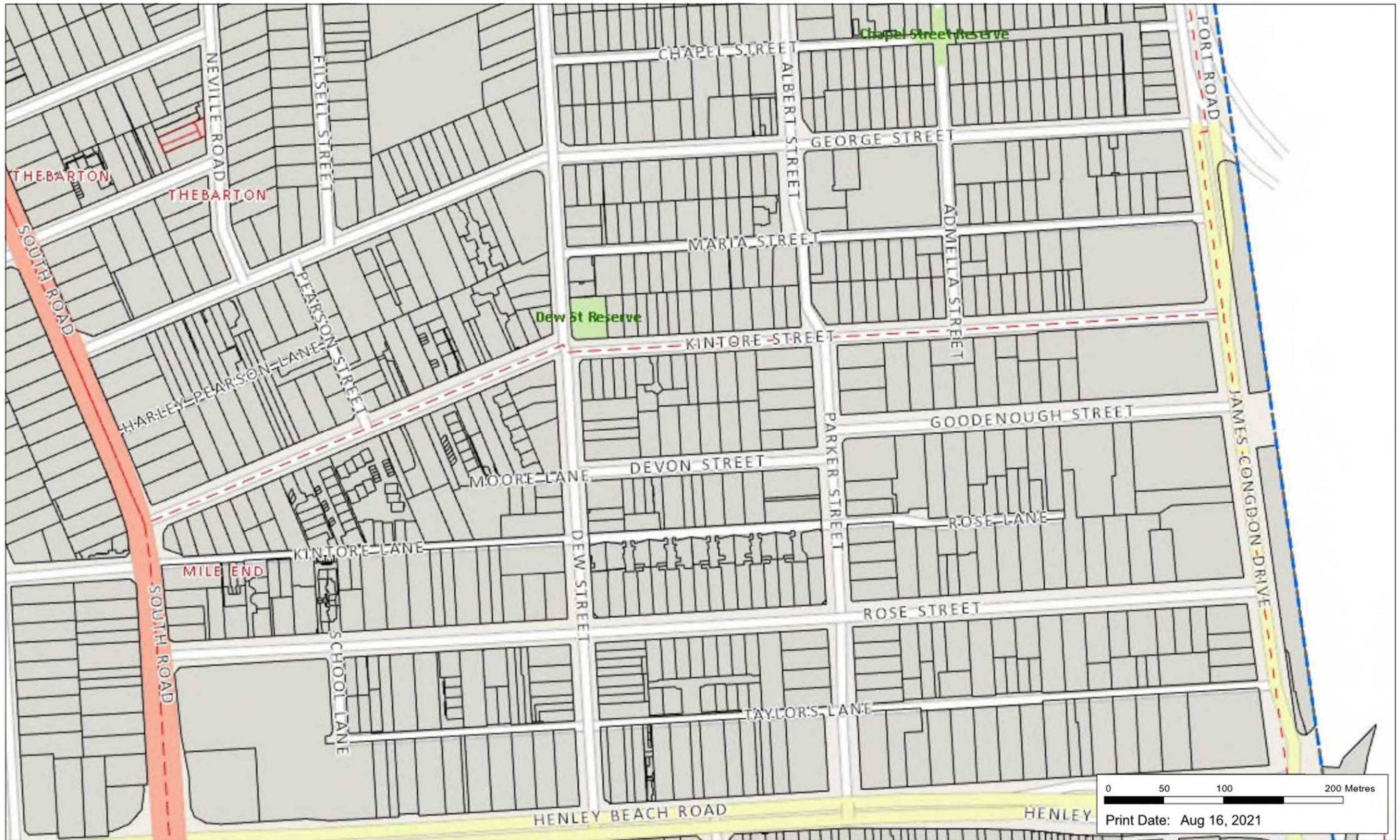

Adelaide Airport
 1 James Schofield Drive
 Adelaide Airport
 South Australia 5950
 Phone +61 8 8308 9211
 Fax +61 8 8308 9311
 adelaideairport.com.au



Airport East Road 2 / Transport Ave
 SCALE 1 : 1250 @ A3
 FILE: T:\Drafting\04_AAL Concepts\3-91-153 Airport East\2022\AAL\220215_Road 2 Design Check\220215_Road 2 Design Check.dgn

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Request from resident renaming Frank Norton Reserve

Sent: 22 January 2023 20:34

From: Cr Cindy O'Rielley

To: Office of the Mayor and Chief Executive;

Hi,

I received the request below from Ralph regarding naming of the Frank Norton Reserve.

This may be a good opportunity to revisit with the master plan in progress.

I'm not sure of the history of how Frank Norton came into play but wondering if we can look into this as there does seem to be a lot of history relating to Poole in the area.

Otherwise incorporating a display board would seem appropriate.

Happy to hear your thoughts.

Kind Regards

Cindy

Sent from my iPad

Begin forwarded message:

From: Cr Cindy O'Rielley <corielley@wtcc.sa.gov.au>

Date: 22 January 2023 at 8:28:11 pm ACDT

To: Cr Cindy O'Rielley <corielley@wtcc.sa.gov.au>

Hi Cindy

I'm Ralph [REDACTED] in [REDACTED] and have your yellow How to Vote letter from back then.

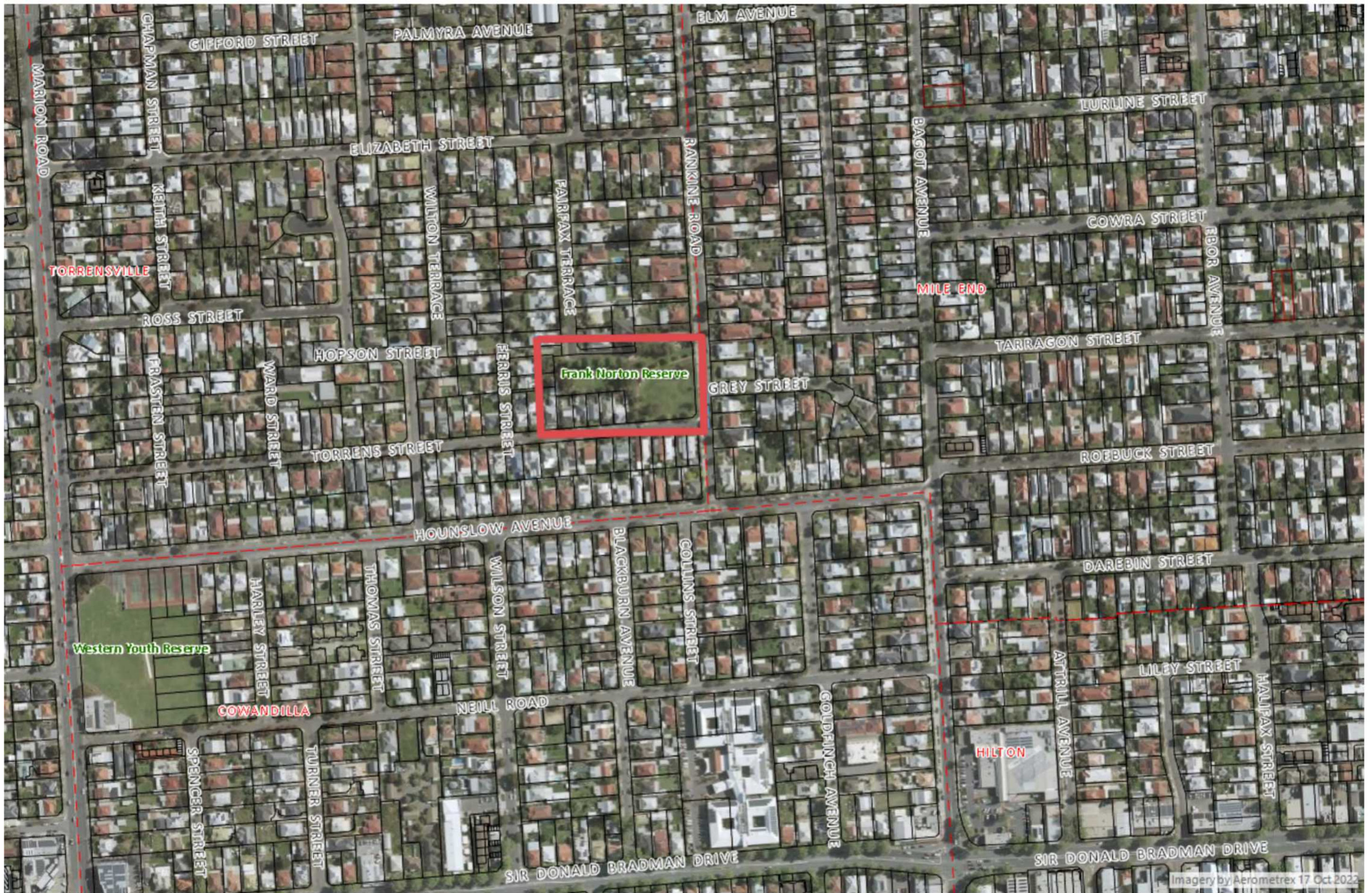
I'm interested in Frank Norton Reserve, or at least the name of it. My mother was raised on that estate as a child. The Poole family owned that area from early 1900s to 1957. As kids we went there every Christmas and played on Grandma's blocks of land. There was a lane that crossed their land that the public used. Grandma should have closed it one day each year but didn't and it became a public road. That was at the northern end, continuation of Fairfax Tce.

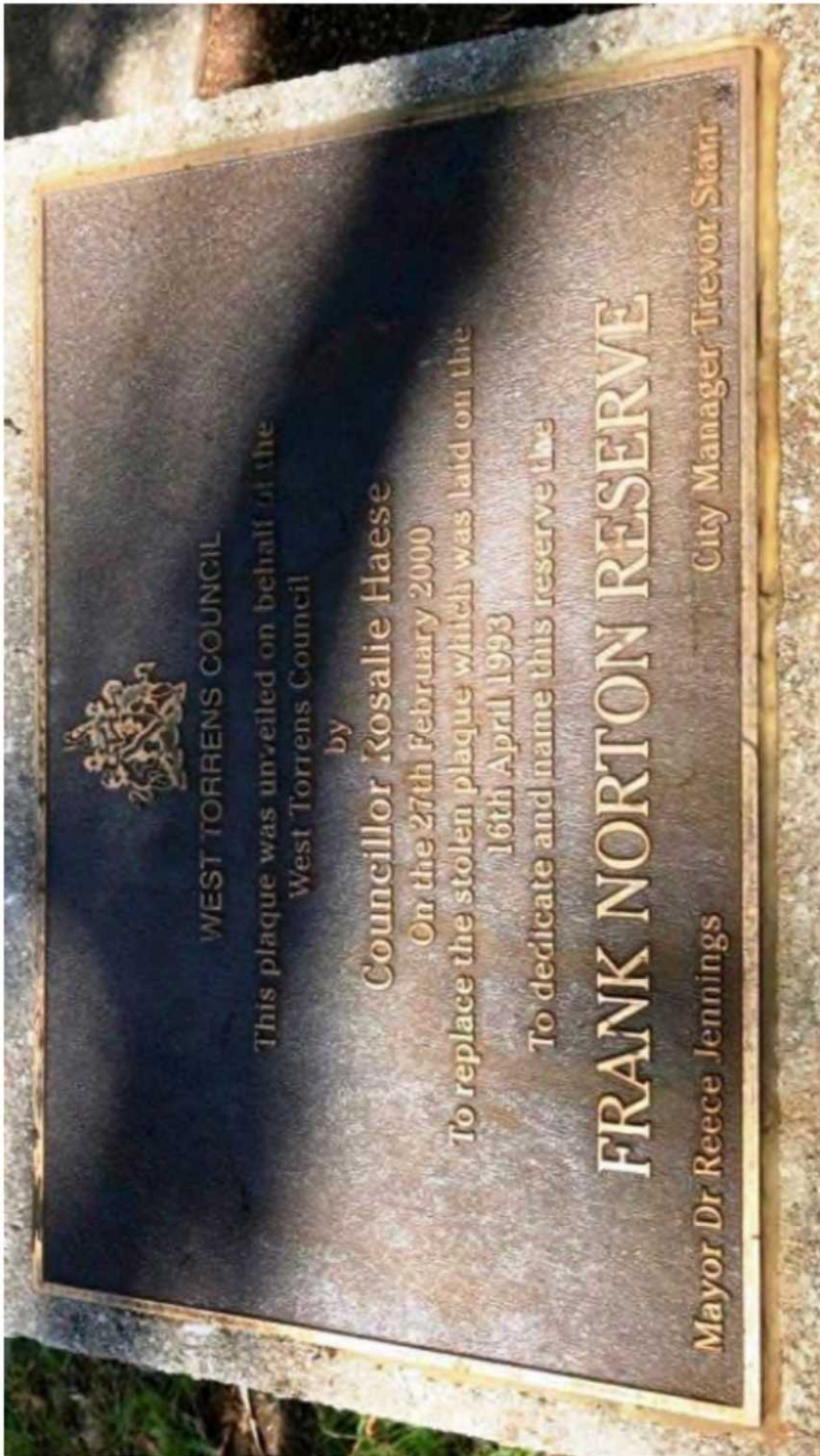
Our family is disappointed that a Councillor has his name on it whereas the original owners who occupied it for more than 50 years have been ignored.

We, the Poole descendants, would like to see the name of the Reserve changed to Poole Reserve, or at least a display board acknowledging the development of that area by the Poole family. My grandfather Poole died b4 I was born but for 50 years saw my grandmother Eliza Poole frequently.

Best wishes

Ralph [REDACTED] Sent from my iPhone





8.2 Changes to the Heritage Grants Eligibility Criteria

Brief

This report presents a review of the Heritage Grants eligibility criteria.

RECOMMENDATION

The Committee recommends to Council that the Heritage Grants eligibility criteria be amended to:

1. Limit the heritage grants to one per three year period for each single property subject to the application meeting the grant eligibility and funding availability; and
2. Articulate that change of ownership of a property will not affect the entitlement.

Introduction

At its meeting on 26 April 2022, the Committee recommended to Council that:

"The Administration review the Heritage Grants criteria to provide options with regard to limiting the maximum amount of the heritage grant made available for any individual property."

This is to ensure the equitable distribution of funds from the heritage grants budget and to ensure an applicant or property does not receive an inequitable share of Council funds. The review of the guidelines was subsequently placed on hold to allow the new Council to consider prior to the 2022-23 grant round.

Discussion

Council's continuing support for heritage grants is considered important to the continued economic development and maintenance of the heritage of the area. The types of works approved, in association with heritage grants, generally result in the employment of local tradespeople with specialised skills as well as the use of local materials such as bricks, stone and timber. Some proposals also require architects, engineers and planners for the preparation of development applications.

Offering heritage grants to owners of heritage properties, to undertake necessary repairs and/or restoration to heritage-listed properties, enables them to keep their properties in good repair and prevents demolition due to neglect, which, in turn, protects the property's contribution to West Torrens' local heritage while increasing hours of employment available in the construction industry and associated fields.

Currently, heritage grants are available to individuals, community organisations and other organisations who own or occupy a Local Heritage or Representative Building in West Torrens. Priority in the assessment phase of Heritage Grant applications is already given to those who have not received previous Heritage Grant funding. However, those having received previous funding may still be considered if there are insufficient eligible applications received for the grants round. The current grants are 50% of the project cost up to a maximum of \$2,000.

Options for Limiting Funding

Options considered for limiting funding included limiting the number of grants per owner, limiting the number of grants per property or reducing the amount of an individual grant. The option of limiting the number of grants per owner was discounted as it would disadvantage owners with more than one heritage property. It is also more difficult to track ownership than properties.

A review of other councils' heritage grants schemes revealed that heritage grants are tied to the property and not the owner.

The number of grants available and the value and co-contribution requirements varied considerably as shown in the table below.

Council	Financial	Eligibility
City of Port Adelaide Enfield	Maximum of 50% of the cost of the work up to a maximum grant of \$3,000	Properties that have received similar funding in the previous 5 financial years are not eligible
City of Prospect	Maximum of 50% of the cost of the work up to a maximum grant of \$2,000	Priority given to buildings that have not previously received grant funding
City of Charles Sturt	Maximum of 50% of the cost of the work up to a maximum grant of \$2,000	Properties that have received the maximum funding are not eligible to apply for a period of 24 months from the date the funding was received
City of Burnside	Maximum of 50% of the cost of the work up to a maximum grant of \$2,000 in a financial year	One grant per 5-year period
City of Holdfast Bay	Maximum of 50% of the cost of the work up to a maximum grant of \$4,000 in a financial year	One grant per financial year
City of West Torrens	Maximum of 50% of the cost of the work up to a maximum grant of \$2,000	One grant per financial year with preference given to properties that have not previously received funding

Maintaining the current criteria of a maximum of 50% of the cost of the work up to a maximum grant of \$2,000 appears reasonable when comparing to other councils.

In previous rounds of the heritage grants, the grant funding has either been fully allocated or there has been a shortfall in funding. This could be assisted by limiting the number of grants for a property. Since the heritage grants began in 2018, of the 63 grants approved, only five (5) properties have received more than one grant and these have all received two (2) grants. However, in order to ensure equitable distribution of grants funds in the future, it is proposed that properties that have received a grant in any financial year be excluded from applying for the subsequent two (2) financial years.

In any one year, grants will then be assessed on merit with previous grant funding not being taken into consideration until the exclusion period has elapsed. Both a track changes copy of the amended guidelines and a clean copy with the proposed changes are attached **(Attachments 1 and 2 respectively)**.

Properties that have received grant funding in the last three (3) financial years prior to 2022-23 will not be eligible again until 3-year period has elapsed since the approval of their grant.

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.)

Regular maintenance of heritage buildings prevents them from falling into disrepair and at risk of demolition. In doing so, it ensures that these buildings are retained, thereby reducing the impact of embedded carbon in these buildings being wasted, and new more carbon intensive buildings being built in their place. When repaired in accordance with heritage standards, heritage buildings use local materials and therefore use less carbon miles through transport or importing of materials, therefore they have a smaller carbon footprint and require less embedded water usage than new buildings.

Conclusion

This report provides an option for limiting the maximum amount of heritage grant funding provided for the maintenance of heritage properties while still providing incentives for building owners to preserve these important structures.

Attachments

1. **Heritage Grant Guidelines June 2021 with Proposed Amendments (Track Changes)**
2. **Heritage Grant Guidelines**

Guidelines for City of West Torrens Heritage Grants

Civic Centre
165 Sir Donald Bradman Drive
Hilton, SA 5033
Tel: 08 8416 6333
Email: info@wtcc.sa.gov.au
SMS: 0429 205 943
Web: westtorrens.sa.gov.au



1. Council's vision

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

2. Purpose of the grants

The Heritage Grants Program provides funding to eligible organisations and individuals who submit applications that demonstrate consistency with Council's Community Plan 2030 and official heritage lists.

Relevant sections of the Community Plan include strategies to foster a sense of identity and pride within the West Torrens Community by creating greater public awareness and appreciation of heritage sites, events and people of local significance.

The heritage grants seek to support successful applicants to undertake necessary repairs and/or restoration to heritage-listed properties. It is intended that assisting private owners to maintain heritage properties as 'community heritage assets' will assist to keep properties in good repair and prevent demolition due to neglect; thereby protecting the property's contribution to our area's local heritage story.

3. Eligibility criteria

Funding for properties that best align with key strategic objectives outlined in council's Community Plan may be given priority. People who own (or rent with the approval of the property owner) a heritage listed property, are eligible to apply if the following criteria are met either in full or part:

1. The proposed heritage repair or maintenance (work) is to be carried out at an address located within the City of West Torrens
2. The subject property is listed on the local heritage register, or is listed as a representative building as identified by the Plan SA database at the time of submitting the grant application.
3. The proposed work is required to provide structural stability to the building and/or protect and maintain and conserve the heritage value.
4. The value of the proposed heritage restoration or maintenance work will be equal to or exceed \$2,000.
5. The work will be undertaken by a suitably qualified and experienced business, or tradesperson with a current ABN (ABN to be submitted with application).
6. The Work for which funding is sought has not already been completed or commenced at the time of submitting the grant application, and will be undertaken within 12 months of the grant approval. (In exceptional circumstances and extension of time for completion of works may be sought from Council in writing).
7. All relevant Development Approvals (if required) associated with the work have either been obtained or applications have been lodged with Council and awaiting approval prior to the lodgement of the heritage grant application.

8. The required works are not the primary role or responsibility of another level of government.
9. The work is not for the purposes of making financial profit or to undertake commercial activities.
10. All grant funds received from City of West Torrens are to be used to remunerate tradespersons engaged to undertake the required work and not to be used for the purchase or hire of plant and equipment to undertake the work.

11. The property has not received grant funding in the last 3 years.

124. The following is not eligible:

- a) any property in which an Elected Member or employee has an interest other than their principal place of residence.

Promotion

132. The applicant (and property owner where applicable) is/are willing to permit the City of West Torrens or their agent to photograph the site prior, during, and after completion of the work, in order to promote the Heritage Grants, or to illustrate in Council publications (which may include online publications).

143. The applicant and/or property owner (or tenant, where applicable) is/are willing to display a corflute sign, supplied by Council, on the land where the heritage works are being undertaken-in a position visible from the street to promote the Heritage Grants.

4. Assessment of applications

All applications will be assessed against these guidelines and applicants will be notified in writing of the outcome of their application as soon as practically possible.

Assessment for **Heritage Grants** will be scored in the following manner:

No.	Consideration	Weighting
	<i>Property has received grant in the last 36 months</i>	<i>Ineligible</i>
1.	Clearly identify the scope of works, timeframe and any supporting photographs.	250%
2.	The application outlines project funding, including total cost of project, amount sought through grant (up to \$2000), and cost to applicant	20%
3.	Relevant development consents have been granted or are being sought prior to the grant round close date.	10%
4.	The relevant conservation work will be visible from the streetscape and contribute to the community's ability to appreciate heritage in the Council area.	250%
5.	The work is required due to structural and safety concerns.	20%
6.	Receipt of previous Heritage Grants (within the last 36 months)	10%
	Total	100%

5. Accountability

City of West Torrens will reimburse successful applicants at the completion of works, after an inspection is conducted and proof of expenditure is received. All successful applicants will be required to provide photographic evidence and a short written report of all outcomes of the project funded by Council.

Reports must be accompanied by a copy of the invoice for services and relevant receipts.

6. General requirements

- Grant funding will not be paid prior to the completion of works being undertaken.
- Applicants may only receive one heritage grant funding per financial year.
- Individuals and organisations that have not fulfilled reporting obligations on grants provided through Council's other grants programs may be rendered ineligible for Heritage Grants.
- Financial remittance forms must be completed within six weeks of the building work being completed unless otherwise negotiated.
- Applicants must ensure that tradespersons undertaking the work hold a current ABN and relevant insurances.
- Applications must be completed in full or they will not be accepted.
- Council will not be responsible for any expenses incurred by an applicant in preparing their application or as a result of an applicant anticipating approval of their application.
- Approval of applications is subject to annual budgetary limitations.
- Properties consisting of multiple tenancies may only be awarded one grant per year.

7. Grant amounts

- A project must cost more than \$2,000 to be eligible for a Heritage Grant. A minimum of two quotes from suitably qualified tradespersons must be provided to verify the estimate.
- A maximum grant of up to 50% of the cost of the work will be available, up to \$2,000 per eligible property. For example, a project that costs \$3,000 will be eligible to receive a grant of up to \$1,500. Projects that cost more than \$4,000 are eligible to receive a grant of up to a maximum of \$2,000.

8. Further information

For further information or assistance, please contact: Strategy Team on (08) 8416 6333.

Guidelines for City of West Torrens Heritage Grants

Civic Centre
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The heritage grants seek to support successful applicants to undertake necessary repairs and/or restoration to heritage-listed properties. It is intended that assisting private owners to maintain heritage properties as 'community heritage assets' will assist to keep properties in good repair and prevent demolition due to neglect; thereby protecting the property's contribution to our area's local heritage story.

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Funding for properties that best align with key strategic objectives outlined in council's Community Plan may be given priority. People who own (or rent with the approval of the property owner) a heritage listed property, are eligible to apply if the following criteria are met either in full or part:

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3. The proposed work is required to provide structural stability to the building and or protect and maintain and conserve the heritage value.
4. The value of the proposed heritage restoration or maintenance work will be equal to or exceed \$2,000.
5. The work will be undertaken by a suitably qualified and experienced business, or tradesperson with a current ABN (ABN to be submitted with application).
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7. All relevant Development Approvals (if required) associated with the work have either been obtained or applications have been lodged with Council and awaiting approval prior to the lodgement of the heritage grant application.
8. The required works are not the primary role or responsibility of another level of government.

9. The work is not for the purposes of making financial profit or to undertake commercial activities.

10. All grant funds received from City of West Torrens are to be used to remunerate tradespersons engaged to undertake the required work and not to be used for the purchase or hire of plant and equipment to undertake the work.

11. The property has not received grant funding in the last 3 years.

12. The following is not eligible:

a) any property in which an Elected Member or employee has an interest other than their principal place of residence.

Promotion

13. The applicant (and property owner where applicable) is/are willing to permit the City of West Torrens or their agent to photograph the site prior, during, and after completion of the work, in order to promote the Heritage Grants, or to illustrate in Council publications (which may include online publications).

14. The applicant and/or property owner (or tenant, where applicable) is/are willing to display a corflute sign, supplied by Council, on the land where the heritage works are being undertaken, in a position visible from the street to promote the Heritage Grants.

4. Assessment of applications

All applications will be assessed against these guidelines and applicants will be notified in writing of the outcome of their application as soon as practically possible. Assessment for Heritage Grants will be scored in the following manner:

	Consideration	Weighting
	<i>Property has received grant in the last 36 months</i>	<i>Ineligible</i>
1	Clearly identify the scope of works, timeframe and any supporting photographs.	25%
2	The application outlines project funding, including total cost of project, amount sought through grant (up to \$2000), and cost to applicant.	20%
3	Relevant development consents have been granted or are being sought prior to the grant round close date.	10%
4	The relevant conservation work will be visible from the streetscape and contribute to the community's ability to appreciate heritage in the Council area.	25%
5	The work is required due to structural and safety concerns.	20%
	Total	100%

5. Accountability

City of West Torrens will reimburse successful applicants at the completion of works, after an inspection is conducted and proof of expenditure is received. All successful applicants will be required to provide photographic evidence and a short written report of all outcomes of the project funded by Council.

Reports must be accompanied by a copy of the invoice for services and relevant receipts.

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7. Grant amounts

- A project must cost more than \$2,000 to be eligible for a Heritage Grant. A minimum of two quotes from suitably qualified tradespersons must be provided to verify the estimate.
- A maximum grant of up to 50% of the cost of the work will be available, up to \$2,000 per eligible property. For example, a project that costs \$3,000 will be eligible to receive a grant of up to \$1,500. Projects that cost more than \$4,000 are eligible to receive a grant of up to a maximum of \$2,000.

8. Further information

For further information or assistance, please contact: Strategy Team on (08) 8416 6333.

8.3 Opportunities to accumulate revenue to purchase land for open space.

Brief

This report provides options to accumulate revenue for the purchase of land for open space purposes.

RECOMMENDATION

The Committee recommends to Council that having considered the options to accumulate revenue for the purchase of land for open space, it approve further investigations by the Administration into Options 1-5 as detailed in the report.

Introduction

As urban infill and population numbers increase in the future, there will be greater pressure on the current open space network to meet the current and future needs of the community for accessible, quality open space. Accordingly, the Open Space Plan for the City of West Torrens includes actions to enhance the quality of existing open space, to transform underutilised spaces, and to seek opportunities to purchase land for open space purposes.

At its 3 August 2021 meeting, Council resolved the following:

That in conjunction with the newly released Open Space Plan for public consultation, with 'Goal 1: Diverse open spaces close to people' and to 'Purchase land and/or repurpose council-owned land for open space purposes when possible', Elected Members are provided with a report identifying opportunities to accumulate revenue to achieve this strategic objective.

Consequently, this report identifies a range of options to accumulate revenue to purchase land for open space for Council's information.

Discussion

The Administration has undertaken research and held discussions with other metropolitan councils to identify methods to accumulate revenue that can be dedicated to the purchase of land for open space.

The following methods presented below are used by some councils to generate a revenue for open space purposes:

1. Use funds raised from the disposal of Council land and/or buildings to generate a revenue stream for open space purposes.

There are limited opportunities to expand Council's open space network. Therefore, it is important that consideration of open space opportunities is undertaken prior to the disposal of any Council-owned land/property. However, should a Council-owned site be disposed of, the proceeds of sale could be allocated to a dedicated open space fund. This fund would accumulate over time and be used for the future purchase of land for open space.

The Administration considers this to be a good option because it already owns the asset being sold and hence it can directly influence how funds can be spent.

2. Sell parcels of poor quality open space to purchase land that will provide higher quality open space.

As changes in our population occur, the demand and use of open spaces can change e.g. young families are likely to have a need for a playgrounds and community gardens while other people may desire sporting facilities, spaces for events or ornamental gardens, etc.

Regular reviews of Council's open space network should be undertaken to determine if it is fulfilling the needs of the community.

If this process determines that a parcel of open space is no longer fulfilling the needs of the community, or its location has poor accessibility that can't be easily overcome, this option proposes that Council sells that land and places the proceeds of that sale in a dedicated open space fund so Council has funds available to purchase a more desirable parcel of land that will better meet the needs of the community.

The Administration considers this to be a good option because it already owns the asset being sold and can directly influence how funds can become a revenue for future open space.

3. Allocate annual budget contributions to a dedicated budget for open space through the long-term financial planning process.

Purchasing land on the open market is expensive and having access to available council funds can be critical in securing a purchase in a competitive and time sensitive real estate environment.

Establishing an internal open space fund and directing a portion of Council funds into it each year through the long-term financial planning process can be a useful method to build up a pool of funding which will then be available to purchase land in the future.

By way of example, another metropolitan Adelaide council recently resolved to allocate \$250,000 annually for this purpose.

The Administration acknowledges that this option would provide the much needed funding to enable the purchase of land, however it would need to explore a budget allocation with Council and the relative priority of this project to other projects and the capacity for Council to fund the allocation.

4. Use funds from the Urban Tree Canopy Off-set Scheme.

Under the *Planning, Development and Infrastructure Act 2016* (the PDI Act) the Minister has established the Urban Tree Canopy Off-set Scheme. The Scheme operates on a flexible arrangement whereby an applicant can elect to pay into the Urban Tree Canopy Off-set Fund in lieu of providing the required number of tree(s) on-site, but this option is only available in designated areas.

The Fund can be accessed by Council up to the amount paid into the Fund for the relevant council in the previous financial year. This means that, in cases where tree planting may not be feasible with new housing due to soil type or limited building setbacks, money can instead be invested in:

- The planting, establishment and maintenance of trees within reserves or public land; or
- The purchase of land to preserve trees or to establish trees in an area with a low urban tree canopy level or a demonstrated urban tree canopy loss.

This is a relatively new fund and so it is not yet known how much will be received by Council each year from the State Government. Although it is not anticipated to become a significant source of revenue on its own, any such funds could be set aside in a dedicated Council open space fund to accumulate and then be used to supplement other revenue stream(s) for the purchase of land in the future (in accordance with the permissible use of the money outlined in the Scheme). It is noted that Council's response to the Urban Tree Enquiry strongly advocated for the tree offset fee to be increased.

The Administration recommends that Council set up an internal open space fund so it is ready to receive the money from the State Government and allow it to accumulate over time so it can be available for open space and tree related projects in the future.

5. Use funds from the Open Space Contribution Scheme for open space purposes.

The subdivision of land process requires a contribution of open space, and this is done via the Open Space Contribution Scheme.

There are two potential scenarios:

- For large subdivisions, the developer is to provide up to 12.5% of the land as open space to be vested in the Council, or a payment is made to Council in lieu of open space provision, in accordance with the PDI Act 2016.

These types of large land divisions do not often occur in West Torrens and therefore the Scheme is not often triggered. Should this be triggered, generally we would seek open space to be provided in lieu of payment.

However, it is recommended that should payment be made, this could be directed into an internal Council open space fund to help accumulate a revenue stream for the future purchase of open space.

Smaller subdivisions require an open space contribution or payment is made to the State Government's Planning and Development Fund in lieu of providing open space. The payment amount is based on the number of allotments and the rate set by regulations. This Fund provides grant-funding opportunities for councils through the State Government's Open Space Grant Program. Councils are encouraged to apply for these grants to assist with the purchase and enhancement of public open space.

It is recommended that Council continue to seek opportunities each year to apply for this funding, to purchase and/or enhance the open space network.

6. Use funds received from the Urban Tree Fund.

The Urban Tree Fund receives payments from the removal of significant and regulated trees through the development application process. Monies can be used to maintain or plant trees that are or will constitute significant trees under the *PDI Act 2016* or to purchase land for increasing the coverage of these types of trees.

A significant portion of this fund is currently being used by the City of West Torrens to offer the community rebates on maintaining significant and regulated trees on private land, and therefore it is not considered to be a realistic option at present. As such, this is not a recommended option as a revenue for purchasing open space.

In addition to purchasing land for open space, there are opportunities to improve and increase open space, as outlined below:

- **Repurpose Council-own land.**

Purchasing land is an expensive exercise and so it is important that any underutilised council-owned land is assessed for its potential as public open space.

For example, a study is currently underway to investigate the opportunities to transform underutilised council-owned land along a portion of the Keswick Creek corridor into a green open space corridor for the community to enjoy, as well as helping to enhance our tree canopy cover and cool our neighbourhoods.

- **Rationalise car parking areas to provide open space.**

Due to the costly nature of purchasing land, the Administration could investigate the opportunities to transform portions of council-owned car-parking areas into public open space.

- **Modify roads to create open spaces, such as through road re-design.**

Re-designing roads to provide areas of open space, even if this is a small space to enjoy nature, can be a cost-effective option. Streetscapes can be designed to fulfil multi-objective criteria, such as providing green spaces, managing stormwater, enhancing safety and local amenity and alleviating rat-running through local streets.

The Administration could investigate opportunities to provide areas of open space through road upgrade projects, etc.

- **Continue to apply for funding for open space purposes.**

The Administration is currently managing numerous open space grants from the State Government, such as the City Shaping grants and the State Government's Planning and Development Fund. These funding programs usually require matching funding from council. It is recommended that the Administration continues to seek funding opportunities to enhance the open space network.

- **Explore opportunities with other institutions and schools in West Torrens to share open spaces.**

The sharing of open space between Council and another land owner is based on an agreement that allows public access during 'out of hours' and in return Council contributes to maintenance of the site, such as a school oval. As part of delivering Council's Open Space Strategy, the Administration is seeking opportunities to establish these shared use agreements.

Recommendation

It is recommended that the Administration continues to further investigate the options presented in this report to assist in accumulating a revenue stream to purchase open space, with the exception of option 6) Urban Tree Fund, as that is already being used as a community incentive scheme for protecting and enhancing tree canopy cover on private land in West Torrens.

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.)

Open spaces play an important role in building resilience and adapting to the challenges created by a changing climate. Access to quality open spaces is also linked to positive physical and mental health outcomes for the community.

Conclusion

A key strategy in the Open Space Plan 2021-26 is to increase the provision of open spaces. This report provides options to accumulate a revenue to purchase land for open space, for Council consideration.

Attachments

Nil

8.4 Council Policy - Behavioural Management

Brief

This report presents the *Council Policy - Behavioural Management* to Council for its consideration and approval.

RECOMMENDATION

The Committee recommends to Council that:

1. The *Council Policy - Behavioural Management* be approved.
2. The *Council Policy - Reporting and Investigating Council Member Code of Conduct Complaints* be revoked.
3. The Chief Executive Officer be delegated authority to make amendments of a formatting and/or minor technical nature to the *Council Policy - Behavioural Management*.

Introduction

The *Statutes Amendment (Local Government Review) Act 2021* (Reform Act) substantially amends the *Local Government Act 1999* (Act). Commencement of the various amendments contained in the Reform Act is being staged with the first tranche of amendments taking effect from 20 September 2021.

The provisions relevant to the Elected Member Behavioural Management Framework (Framework) commenced on 17 November 2022. Pursuant to s262B of the Act, all councils must adopt a Behavioural Management Policy relating to a range of matters as detailed in s262B of the Act.

Elected Member Mandatory Training on the Framework and Policy by KelledyJones Lawyers is scheduled for 30 May 2023.

Discussion

The Reform Act makes significant changes to the way Elected Member behaviour issues are addressed. The Framework divides conduct into four types, defining which Standards apply to each type of conduct and who the investigative body for each type of conduct is. The Framework incorporates the Behavioural Management Standards, Council-developed Behaviour Management policies and the mechanisms for dealing with breaches.

Sections 75E, 75F and 262B of the Act commenced on 17 November 2022 at which point, the Mandatory Code of Conduct for Elected Members (Code) was repealed and replaced by 'Behavioural Standards' (Standards) published by the Minister for Local Government (Minister). Elected Members are now required to observe these Standards.

The Code was supported by Council's current *Council Policy - Reporting and Investigating Council Member Code of Conduct Complaints* which detailed the process to be undertaken if and when a complaint was made regarding the behaviour of an Elected Member.

In addition to these Standards, councils are now required to prepare and adopt their own Behavioural Management Policy to deal with breaches and complaints. To facilitate commencement of the new Framework, transitional regulations are currently in place which deem the LGA Model Behavioural Management Policy as each councils' policy from the commencement of the new framework for a period of six (6) months. This has allowed councils sufficient time to consider and adopt their preferred Behavioural Management Policy with appropriate Council specific clauses.

In order to satisfy the requirements of s262B of the Act and meet the timeframes provided by the transitional regulations, a *Council Policy - Behavioural Management* (BM Policy) has been created (**Attachment 1**).

The BM Policy sets out the approach to the management of complaints about the behaviour of Elected Members and the approach to be adopted when there has been an alleged breach of the Standards. The BM Policy is substantially the same as Council's current *Council Policy - Reporting and Investigating Council Member Code of Conduct Complaints* (Current Policy) (**Attachment 2**).

The key differences between the BM Policy and the Current Policy are:

- The Current Policy encourages complainants to direct their complaints to the CEO directly and a process will commence. The BM Policy directs complainants to the Mayor or Deputy Mayor (depending on whether the Mayor is the subject of the complaint).
- The BM Policy provides for a number of different paths a complainant can take whereas the Current Policy only provided for formal investigations. These are:
 - Informal Action
A complainant can discuss the matter directly with the Elected Member who is the subject of the complaint to seek resolution. Alternatively, they can speak to the Mayor or Deputy Mayor. Only Council employees are encouraged to raise concerns with the CEO in the first instance.
 - Formal Action
The process for lodging a complaint is substantially the same between the two policies. However, formal complaints must be directed to the Mayor or Deputy Mayor (depending on whether the Mayor is the subject of the complaint).
- The BM Policy incorporates the new legislative framework introduced by the Reform Act so, there are minor differences in terminology and process between the BM Policy and the Current Policy.
- The BM Policy provides a number of outcomes that may occur from a formal complaint which were not available prior to the commencement of the Standards and Framework. This flexibility will allow the most appropriate and suitable resolution to be facilitated with all parties for each matter, incident or concern.

As the Code is no longer in operation, it is recommended that the *Council Policy - Reporting and Investigating Council Member Code of Conduct Complaints* be revoked in favour of the *Council Policy - Behavioural Management*.

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

Pursuant to s262B of the *Local Government Act 1999*, *Council Policy - Behavioural Management* has been created and is presented to the Committee for its consideration and subsequent recommendation to Council. As part of this, it is recommended that the *Council Policy - Reporting and Investigating Council Member Code of Conduct Complaints* be revoked.

Attachments

1. **Proposed Behaviour Management Policy**
2. **Reporting and Investigating Council Member Code of Conduct Complaints Policy**

CITY OF WEST TORRENS



Council Policy: Behavioural Management

Classification:	Council Policy
First Issued:	TBA
Dates of Review:	TBA
Next Review Due:	2027
Version Number:	1
Objective ID:	TBA
Applicable Legislation:	Local Government Act 1999 Independent Commission Against Corruption Act 2012 Ombudsman Act 1972 Public Interest Disclosure Act 2018
Related Policies or Corporate Documents:	Behavioural Standards for Council Members Council Policy - Customer Complaints Council Policy - Public Interest Disclosure
Associated Forms:	
Note:	
Responsible Manager:	Chief Executive Officer
Confirmed by General Manager:	Date
Approved by Executive:	Date
Endorsed by Council	Date

City of West Torrens Council Policy - Behavioural Management

Table of Contents

1. Preamble	3
2. Purpose	3
3. Scope	3
4. Definitions.....	3
5. Policy Statement.....	5
6. Procedure.....	7

Draft BM Policy

City of West Torrens Council Policy - Behavioural Management

COUNCIL POLICY - Behavioural Management

1. Preamble

1.1 The *Elected Member Behavioural Management Framework* (Framework), which applies to all Elected Members in South Australia, comprises of the legislative framework pursuant to the *Local Government Act 1999* (Act), which includes the *Behavioural Standards for Council Members* and a *Behavioural Management Policy* (Policy) relating to the management of behaviour of Elected Members, including the process for receipt and management of a complaint received regarding the conduct of an Elected Member.

1.2 This Policy has been developed in accordance with s262B of the Act.

2. Purpose

2.1 This Policy forms part of the Framework for Elected Members and sets out the approach to the reporting and management of complaints about the alleged breach of the Behavioural Standards for Council Members by an Elected Member.

2.2 This Policy sets out the procedures for dealing with an allegation of a breach of the behavioural requirements applying to Elected Members. Allegations of breaches of the behavioural requirements can be made by members of the community, other Elected Members or an employee of the City of West Torrens.

3. Scope

3.1 This Policy does not apply to complaints about Council employees or Council as a whole. For such matters, refer to the *Council Policy - Customer Complaints*.

3.2 This Policy does not apply to the resolution methods of a dispute between two parties.

3.3 This Policy does not deal with the reporting and investigating of criminal matters - refer to *Council Policy - Fraud and Corruption Prevention, Reporting and Investigation* for the reporting and investigation of fraud and/or corruption.

3.4 This Policy does not consider disputes which will be handled directly by the parties involved.

4. Definitions

4.1 **Behavioural Management Framework** – comprises four components:

- The legislative framework within which all Council Members must operate;
- The *Behavioural Standards for Council Members*, determined by the Minister for Local Government, which apply to all Council Members in South Australia;
- The mandatory *Behavioural Management Policy* (Policy) relating to the management of behaviour of Council Members and adopted pursuant to s262B of the Act;
- Optional Behavioural Support Policy designed to support appropriate behaviour by Council Members and adopted pursuant to section 75F of the Act.

City of West Torrens Council Policy - Behavioural Management

- 4.2 **Behavioural requirements** refers collectively and individually to the *Behavioural Standards for Council Members*, the *Behavioural Management Policy* and any Behavioural Support Policies adopted by Council.
- 4.3 **Behavioural Standards Panel Contact Officer** refers to the person appointed by the Chief Executive Officer to comply with any lawful request of the Panel for information related to a matter under consideration and receive and respond to notices relating to matters under consideration by the Panel
- 4.4 **Behavioural Standards for Council Members** – are those standards established by the Minister for Local Government, and published as a notice in the SA Government Gazette, specifying standards of behaviour to be observed by members of councils; and providing for any other matter relating to behaviour of members of councils.
- 4.5 The **Behavioural Standards Panel** refers to the independent statutory authority which comprises of three members and has powers to impose sanctions on those Elected Members who breach the behavioural requirements.
- 4.6 **Disputes** refer to the situation when there a difference of opinion or disagreement between two parties which may involve a heated discussion or some other unsatisfactory exchange between parties but may not amount to conduct inconsistent with the behavioural requirements.
- 4.7 **Elected Member** means a Council Member and includes the Mayor and Councillors of the City of West Torrens.
- 4.8 **Frivolous** means a complaint lacking in any serious purpose and therefore not worthy of serious notice.
- 4.9 **Misbehaviour** is defined in s262E of the Act as:
- (a) A failure by a member of a council to comply with a requirement of Council under s262C(1); or
 - (b) A failure by a member of a council to comply with a provision of, or a requirement under, Council's behavioural management policy; or
 - (c) A failure by a member of a council to comply with an agreement reached following mediation, conciliation, arbitration or other dispute or conflict resolution conducted in relation to a complaint under Division 1
- 4.10 **Natural justice** means procedural fairness by which:
- a. decision makers act fairly and provide reasons for decisions;
 - b. the person affected is given a fair hearing;
 - c. all parties to a matter have an opportunity to put their case
 - d. all relevant arguments are considered and irrelevant arguments are excluded.
- 4.11 **Person responsible for managing the complaint** means, subject to any resolution of Council to the contrary;
- 1. the Mayor; or
 - 2. if the complaint relates to or involves the Mayor, the Deputy Mayor; or
 - 3. if the complaint relates to or involves the Mayor and Deputy Mayor, another Elected Member appointed by Council.

City of West Torrens Council Policy - Behavioural Management

Where reference has been made to Mayor throughout this Policy, it is to be read in line with this definition as appropriate to the circumstances of the complaint.

- 4.12 **Repeated misbehaviour** is defined in s262E of the Act as a second or subsequent failure by a member of a council to comply with Chapter 5 Part 4 Division 2 (Ch 5-Members of council, Pt 4-Member integrity and behaviour, Div 2-Member behaviour)
- 4.13 **Serious misbehaviour** is defined in s262E of the Act as a failure by a member of Council to comply with s75G (Health and safety duties)
- 4.14 **Trivial** means a complaint that is insignificant or the grounds for the complaint cannot be identified.
- 4.15 **Vexatious** means a complaint by which the complainant seeks to abuse the normal complaints process in order to cause annoyance, frustration, detriment and/or worry and the complaint lacks substance i.e.:
- a. The complaint has been addressed previously and no new evidence is provided.
 - b. The complaint appears to be without reasonable grounds and appears to have been deliberately made for the sole purpose of causing detriment, annoyance, frustration and/or worry.

5. Policy Statement

- 5.1 All involved persons are encouraged to resolve disputes and complaints in a proactive, positive and courteous manner before they are escalated.
- 5.2 Informal resolution of concerns regarding behaviour alleged to be contrary to the behavioural requirements are encouraged. A person may therefore consider raising the matter directly with the Elected Member concerned without the need to lodge a formal complaint under this Policy or seek informal intervention by or with the Mayor.
- 5.3 A person may raise their concern with the Mayor on an informal basis or lodge a formal complaint in accordance with this Policy.
- 5.4 If the Mayor considers that access to resources to support impacted parties and facilitate early resolution of the matter will be provided, the Mayor will request the CEO to facilitate access to relevant resources. The CEO will not refuse any reasonable request for resources made in accordance with this Policy.
- 5.5 While members of the community can lodge a complaint with Council in accordance with this Policy, they cannot lodge a complaint directly with the Behavioural Standards Panel.
- 5.6 An Elected Member will be afforded natural justice when a complaint concerning their behaviour is being assessed and investigated.
- 5.7 A complainant may withdraw their complaint at any stage.
- 5.8 All Elected Members are required to comply with this Policy and support the person responsible for managing the complaint.

City of West Torrens Council Policy - Behavioural Management

5.9 Responsibilities

5.9.1 The Mayor, Deputy Mayor (if appointed) or other Elected Member appointed by Council as the person responsible for managing complaints, is responsible under this Policy to:

- Perform the tasks conferred on the person responsible for dealing with a complaint pursuant to this Policy
- In consultation with, and approval by, the CEO, facilitate access to resources to support impacted parties and resolve the concerns raised in a timely manner prior to the matter becoming serious, or escalating to a formal complaint.
- In consultation with, and approval by the CEO, engage external resources to assist with investigation and resolution of matters.

5.9.2 The CEO must:

- manage the administrative receipt, acknowledgement, record keeping and allocation of a complaint lodged in accordance with this Policy; and
- facilitate access to external resources to support the resolution of complaints lodged in accordance with this Policy.

5.9.3 The *Behavioural Standards Panel Contact Officer* (appointed by CEO) must:

- Comply with any lawful request of the Panel for information related to a matter under consideration;
- Receive and respond to notices relating to matters under consideration by the Panel; and
- Keep the Mayor and CEO informed of the status of matters under consideration by the Panel.

5.10 Confidentiality

5.10.1 Complaints made in accordance with this Policy will be managed on a confidential basis until such a time as they are required to be reported to Council in a public meeting in accordance with this Policy or are otherwise lawfully made public or disclosed.

5.10.2 Access to information relating to complaints and information about complaints will be limited to parties to the complaint and individuals with a responsibility within the complaint handling process or as otherwise provided for within this Policy.

5.10.3 A person who has access to information about a complaint (including the complainant and the person complained about) must not directly, or indirectly disclose to any person (including to an Elected Member) that information except:

- For the purpose of dealing with the complaint;
- When required by law;
- For the purpose of obtaining legal advice or legal representation or medical or psychological assistance from a medical practitioner, psychologist or counsellor;
- When the disclosure is made to an external party, investigating the complaint or mediator/conciliator engaged in accordance with this Policy;

City of West Torrens Council Policy - Behavioural Management

- When the information has been made public in accordance with this Policy or this Policy otherwise authorises or requires the disclosure of the information.

5.10.4 While a complainant may request their identity be kept confidential from the person complained about. This does not constitute an anonymous complaint. The Mayor will consider such requests on a case-by-case basis, having regard to any applicable legal requirements.

5.11 Records Management

5.11.1 The Mayor must ensure that all actions and records relating to allegations about a breach of the Framework by an Elected Member are lodged in Council's electronic data management system.

5.11.2 Records of any complaint must include:

- Details of the complainant
- Details of the person being complained about
- A summary of the matter
- A summary of actions taken in response
- Details of agreed actions if any
- Formal report (if appropriate)
- Statements, emails and notes gathered during an investigation (if appropriate)

6. Procedure

6.1 Lodging a Complaint

6.1.1 A complaint must:

6.1.1.1 Be received in writing and marked with "Confidential Elected Member Complaint", addressed to the Mayor and forwarded to 165 Sir Donald Bradman Drive, Hilton SA 5033.

6.1.1.2 Provide:

- the name of the Elected Member who has allegedly breached the behavioural requirements;
- the name and contact details of the complainant;
- the name and contact details of the person submitting the complaint (if different to the complainant); and
- the name and contact details of any witnesses or other persons able to provide information about the complaint.

6.1.1.3 Be specific (including identifying the behavioural requirements the complainant alleges have been breached).

6.1.1.4 Provide as much supporting evidence as possible to assist an investigation, including the grounds and circumstances of the complaint (e.g. where, when, impact of the behaviour, actions taken to try to resolve the issue, relevant records or documents).

6.1.1.5 Identify the outcome being sought.

City of West Torrens Council Policy - Behavioural Management

- 6.1.2 A complaint made to the Mayor in accordance with this Policy must be lodged within six (6) months of the behaviour that is inconsistent with the behavioural requirements.
- 6.1.3 A decision may be made to accept a complaint lodged more than six (6) months after the behaviour that is inconsistent with the behavioural requirements, on a case-by-case basis, at the discretion of the Mayor.
- 6.1.4 The Mayor will acknowledge the complaint in writing to the complainant within three (3) working days of receipt and a copy of this Policy will be provided to the person making the complaint.

6.2 Initial Complaint Assessment

- 6.2.1 An initial assessment is not an investigation or adjudication of a complaint and no findings as to the merits of the complaint will be made at this stage.
- 6.2.2 The Mayor will undertake an assessment of the content of the complaint to determine whether it relates to the behavioural requirements and whether the conduct occurred in the context of the Elected Member carrying out their official functions and duties.
- 6.2.3 In undertaking the assessment, the Mayor will have regard to the following matters:
- the person that is making the complaint (or on whose behalf the complaint has been made) has a sufficient interest in the matter;
 - the complaint is trivial, frivolous or vexatious or not made in good faith;
 - the complainant does not have sufficient personal interest in the matter raised in the complaint;
 - the complaint has been lodged with another authority;
 - the subject matter of the complaint has been or is already being investigated by Council or another body;
 - it is unnecessary or unjustifiable for Council to deal with the complaint;
 - Council has dealt with the complaint adequately.
- 6.2.4 The person complained about will be provided a summary of the matter, at a sufficient level of detail, to understand the nature of the allegations and enable them to provide a preliminary response. The summary will be provided either in person or in writing, and will be provided within five (5) days of receipt of the complaint. The response must be received by the Mayor within ten (10) days of this summary being provided. The person complained about may have a support person present during any discussions. In circumstances when the complainant has not requested their identity be kept confidential, a copy of the complaint may be provided in full.
- 6.2.5 The Mayor will determine what action will result from the initial assessment. A matter may proceed to formal consideration under this Policy, unless there are grounds to take one of the following actions pursuant to section 262B(2)(b):
- refusing to deal with the complaint or determining to take no further action;

City of West Torrens Council Policy - Behavioural Management

- referring to an alternative resolution mechanism or to propose training for relevant parties (e.g. facilitated discussion, provision of training, mediation, arbitration, conflict resolution, etc.);
- referring the matter to another body or agency (e.g., the Ombudsman SA or the Behavioural Standards Panel);
- Proceed to formal consideration and investigation.

6.2.6 The outcome of the initial assessment and the determination of what action will result from the initial assessment will be provided to the complainant and person complained about in writing as far as is permitted by law, within 21 days of receipt of the complaint.

6.2.7 **Refusing to deal with the complaint/Determining to take no further action**

6.2.7.1 When the Mayor makes a decision not to proceed with formal consideration of the matter the following steps will be taken:

- the complainant will be provided written reasons explaining the decision
- the person complained about will be provided with a brief summary of the complaint and the reasons for not proceeding.
- A record of these steps and the decision not to proceed must be made.

6.2.7.2 When a matter does not proceed past an initial assessment, the Mayor may discuss the issues informally with the parties and identify strategies to build skills, facilitate positive relationship development and reduce the likelihood of repeat occurrences.

6.2.8 **Decision to refer to alternative resolution mechanism:**

6.2.8.1 When the Mayor decides that referring the complaint to an alternative resolution mechanism is the preferred approach, the Mayor will discuss this with:

- the CEO if there are any budgetary implications.
- both the complainant and the person complained about to determine whether there is support for this approach. Alternative resolution mechanism includes facilitated discussion, mediation, arbitration, conflict resolution or training.

6.2.8.2 If sufficient support exists, the Mayor will take steps to facilitate access to appropriate internal or external support (not being for the purposes of obtaining legal advice) for parties to the complaint if required

6.2.8.3 The complainant and the person complained about will be provided written confirmation of the alternative resolution mechanism to be used for the purposes of resolving the complaint.

6.2.9 **Decision to refer to another body or agency**

6.2.9.1 When the Mayor makes a decision to refer the matter to another body or agency, the Mayor will follow any direction from that body or agency regarding what information is to be provided to the

complainant and the Elected Member complained about regarding the referral.

6.3 Formal Consideration and Investigation

6.3.1 When the Mayor makes a decision to proceed to formal consideration, both the person complained about and complainant will be provided with a copy of this Policy and a summary document setting out:

- the specific provision(s) of the behavioural requirements alleged to have been breached;
- the contact details for the Mayor;
- the circumstances where this breach is alleged to have occurred;
- confirmation of the decision to proceed to formal consideration and investigation; and
- in circumstances where the complainant has not requested their identity be kept confidential, a copy of the complaint may be provided in full.

6.3.2 When a decision to formally consider the complaint has been made the Mayor may determine:

- that they are the appropriate person to formally consider the complaint; or
- to engage a third party to formally consider the complaint and report to the Mayor, for example an investigator or external service provider with skills relevant to the matter; or
- to refer the complaint to the Behavioural Standards Panel.

6.3.3 If a third party is engaged, all available material will be provided to them including the written complaint that has initiated the investigation.

6.3.4 The Mayor will advise both the complainant and the person complained about that they are able to have a support person accompany them during discussions relating to the complaint.

6.3.5 It is the expectation of Council that both the complainant and the person complained about will cooperate with any such process to consider the complaint and, if requested, participate in meetings in a timely manner.

6.3.6 The Elected Member will be given adequate notice in the formal investigation process in order to have sufficient time to prepare. If the Elected Member believes that insufficient time for preparation has been allowed, the Mayor may grant a reasonable extension of time.

6.3.7 Failure, by the Elected Member complained about, to comply with this requirement may be taken into account when considering the actions to be taken under section 262B(2)(e) of the Act and may constitute grounds for referral to the Behavioural Standards Panel for misbehaviour.

6.3.8 Further consideration by the Mayor (or the third party engaged), may (at the discretion of that person) involve:

- exploring the complaint with the complainant and the person who is the subject of the complaint
- speaking with other persons who have been nominated by the parties to have observed the behaviour
- speaking directly with witnesses to the conduct complained about

City of West Torrens Council Policy - Behavioural Management

- requesting the provision of information or documents relevant to the investigation, which may include access to audio or video recordings of meetings.

6.3.9 Investigations will be concluded within three (3) months of receipt of the original complaint.

6.4 Formal Investigation Findings, Actions and Report to Council

6.4.1 The Mayor (or the third party engaged) will prepare a report summarising the matter and setting out their findings, conclusions and recommendations. The report must set out:

- Allegations made in the complaint
- Summary of evidence to which the investigation had regard
- Findings
- Conclusions
- Recommendations

6.4.2 A report will generally include a recommended action for the parties to consider and/or participate in such as, but not limited to the imposition of sanctions as per the Act:

- discussions with parties to the complaint to seek agreement
- formal mediation if not already undertaken
- conciliation
- arbitration
- education and further training

6.4.3 A copy of the draft report will be provided to the parties to the complaint who will be given a reasonable opportunity, but no more than ten (10) business days, to make submissions in relation to the draft report. The Mayor (or the third party engaged) may provide a longer period of time for lodgement of submissions to the draft report at their discretion. The Mayor (or the third party engaged) will have regard to any submissions made in preparing a final report.

6.4.4 Outcome of Formal Consideration and Investigation

6.4.4.1 When the finding is that no breach of the behavioural requirements has occurred a final report will be prepared by the Mayor (or third party engaged) and provided to the complainant and the person complained about.

The complaint will remain confidential in accordance with the requirements of this Policy, except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled at the next practicable Council meeting. If no such request is received, no further action will be taken.

6.4.4.2 When the finding is that a breach of the behavioural requirements has occurred and the complainant and the person complained about agree to a path for resolution, that agreement will be documented including matters such as:

- actions to be undertaken
- responsibility for completing actions

City of West Torrens Council Policy - Behavioural Management

- timeframes for completion of actions
- what will occur if there is a repeat of the behaviours complained about
- monitoring arrangements for completion of actions
- what will occur if the actions aren't completed
- confirmation that the matter is considered resolved

Such agreement will be made in writing, including a commitment by parties to the complaint to abide by the agreement (which may be by electronic means). A copy of the agreement will be retained by each party and a copy held in Council records.

The complaint will remain confidential in accordance with the requirements of this Policy except at the request of the person complained about. If such a request is made, a copy of the final report will be tabled at the next appropriate Council meeting.

6.4.4.3 When the finding is that a breach of the behavioural requirements has occurred and the parties to the complaint have failed to reach agreement as to the resolution of the matter, a final report will be presented to Council for determination. The CEO will include the final report in the Council Agenda as soon as practical.

6.4.5 Actions of Council

6.4.5.1 When the parties are not able to agree on an approach to resolve the matter, the matter will be provided to Council for determine the actions to be taken which may include:

- taking no further action
- passing a censure motion in respect of the member;
- requiring the member to issue a public apology (in a manner determined by Council)
- requiring the member to undertake a specified course of training or instruction;
- removal or suspension from one or more offices held in the member's capacity as a member of Council or by virtue of being a member of Council – but not the office of Member of Council;

6.4.5.2 If Council determines to take action, a report on the matter must be considered at a meeting open to the public.

6.4.5.3 If Council resolves to take no further action, the complainant will be advised of this along with reasons, which may include:

- (a) the grounds that, having regard to all the circumstances of the case, it is unnecessary or unjustifiable for Council to deal with or continue to deal with the complaint;
- (b) the grounds that the subject matter of the complaint has been or is already being investigated, whether by Council or another person or body; or
- (c) the grounds that Council has dealt with the complaint adequately.

6.4.5.4 In making a determination under s262C(1) of the Act, Council will be reasonably prescriptive about the manner and time periods in which the action must be completed. Section 262E defines a

City of West Torrens Council Policy - Behavioural Management

failure to comply with a requirement of Council under s262C(1) as 'misbehaviour which may result in a referral to the Behavioural Standards Panel.

6.4.5.5 The matter will be reported in Council's Annual Report which will contain the information required by the Regulations.

6.5 Behaviour Standards Panel

6.5.1 In accordance with s262Q of the Act, a complaint alleging misbehaviour, repeated misbehaviour or serious misbehaviour may be made to the Panel by:

- a resolution of Council;
- the Mayor; or
- at least 3 members of Council
- responsible person under 75G which can be the CEO, Mayor, or Deputy Mayor – direction not to attend meeting.

6.5.2 The contact person for matters referred to the Behavioural Standards Panel is the General Manager Business and Community Services.

City of West Torrens Council Policy - Reporting and Investigating Council Member Code of Conduct Complaints

CITY OF WEST TORRENS



Council Policy: Reporting and Investigating Council Member Code of Conduct Complaints

Classification:	Council Policy
First Issued:	2 September 2014
Dates of Review:	
Version Number:	1
DW Doc set ID:	2236607
Applicable Legislation:	<ul style="list-style-type: none"> • Independent Commissioner Against Corruption Act 2012 (SA) • Code of Conduct for Council Members • ICAC Directions and Guidelines for Inquiry Agencies, Public Authorities and Public Officers and Directions and Guidance for Inquiry Agencies and Public Authorities (2013)
Related Policies or Corporate Documents:	
Associated Forms:	
Note:	
Responsible Manager:	Chief Executive Officer
Confirmed by Chief Executive Officer:	Date: 22 July 2014
Approved by Executive	Date: 22 July 2014
Endorsed by Council:	Date: 2 September 2014

City of West Torrens Policy - Reporting and Investigating Council Member Code of Conduct Complaints

Table of Contents

1.	Preamble	3
2.	Purpose	3
3.	Scope.....	3
4.	Definitions	3
5.	Policy Statement.....	4
5.1	Complaint about an Alleged Breach of Part 2 - Behavioural Code of the Code of Conduct for Council Members	4
5.2	Complaint of an Alleged Breach of Part 3 - Misconduct of the Code of Conduct for Council Members	5
6.	Procedure.....	5
6.1	Reporting Process.....	5
6.2	Initial Assessment Process	6
6.3	Investigation Process	6
6.4	Investigation Findings and Report to Council	7
6.5	Records Management.....	8

City of West Torrens Policy - Reporting and Investigating Council Member Code of Conduct Complaints

COUNCIL POLICY - Reporting and Investigating Council Member Code of Conduct Complaints

1. Preamble

- 1.1 The mandatory [Code of Conduct for Council Members](#) (the Code) is set by regulation and was gazetted on 18 August 2013. The Code describes the standard of behaviour of all Elected Members which is considered essential to upholding the principles of good governance in councils.
- 1.2 The Code requires that each council adopts a process for the handling of alleged breaches of the Code which is to be reviewed within twelve (12) months of a general election.

2. Purpose

- 2.1 This policy details the process for reporting and managing complaints about the conduct of Elected Members alleged to have breached the requirements of the Code.

3. Scope

- 3.1 This Policy applies to Elected Members and any person wishing to make a complaint about an alleged breach of the Code of Conduct for Council Members (the Code) by an Elected Member.
- 3.2 This policy does not deal with the reporting and investigating of criminal matters as detailed in the Appendix to the Code, please refer to Council's [Fraud and Corruption Prevention, Control, Reporting and Investigation Policy](#) for the reporting and investigation of fraud and/or corruption.

4. Definitions

- 4.1 **Elected Member** means a council member (for the purposes of the Code of Conduct) and includes the Mayor and Councillors of the City of West Torrens.
- 4.2 **Frivolous** complaint means a complaint lacking in any serious purpose and therefore not worthy of serious notice.
- 4.3 **ICAC** means the person appointed to the position of Independent Commissioner Against Corruption.
- 4.4 **Natural justice** means procedural fairness by which:
 - a. decision makers act fairly and provide reasons for decisions;
 - b. the person affected is given a fair hearing;
 - c. all parties to a matter have an opportunity to put their case
 - d. all relevant arguments are considered and irrelevant arguments are excluded.
- 4.5 **OPI** means the Office for Public Integrity.
- 4.6 **Trivial** means a complaint that is insignificant or the grounds for the complaint cannot be identified.

City of West Torrens Policy - Reporting and Investigating Council Member Code of Conduct Complaints

- 4.7 **Vexatious** complaint means a complaint by which the complainant seeks to abuse the normal complaints process in order to cause annoyance, frustration, detriment and/or worry and the complaint lacks substance i.e.:
- a. The complaint has been addressed previously and no new evidence is provided.
 - b. The complaint appears to be without reasonable grounds and appears to have been deliberately made for the sole purpose of causing detriment, annoyance, frustration and/or worry.

5. Policy Statement

5.1 Complaint about an Alleged Breach of Part 2 - Behavioural Code of the Code of Conduct for Council Members

- 5.1.1 Any person who believes that a breach of Part 2 - Behavioural Code has occurred may make a complaint to the Chief Executive Officer (CEO) in accordance with clause 6 of this Policy.
- 5.1.2 Complaints to the CEO should be raised in a timely fashion to enable the complaint to be dealt with promptly.
- 5.1.3 Anonymous complaints will not be considered under this process because the CEO or investigator will not be able to verify the contents of the complaint nor engage the complainant in the complaints resolution process.
- 5.1.4 An Elected Member will be accorded natural justice when a complaint concerning their behaviour is being assessed and investigated.
- 5.1.5 If an investigation finds a breach of the Code has occurred then, in accordance with clause 2.24 of the Code, this will be reported to Council at a public meeting no later than six (6) weeks after the investigation concludes.
- 5.1.6 If an Elected Member does not cooperate with the process then the matter may be referred, by resolution of the Council, to the OPI for investigation under Part 3 of the Code.
- 5.1.7 If an Elected Member fails to comply with the findings of an investigation approved by Council, the Council may, by resolution, refer the matter to the OPI for investigation under Part 3 of the Code.
- 5.1.8 Repeated and sustained breaches of Part 2 of the Code by the same Elected Member may, by resolution of the Council, be referred to the OPI as a breach of Part 3 of the Code.
- 5.1.9 The CEO may engage legal and/or other support at any time to assist in the management of the complaint process.

5.2 Complaint of an Alleged Breach of Part 3 - Misconduct of the Code of Conduct for Council Members

- 5.2.1 A failure by an Elected Member to comply with Part 3 of the Code constitutes misconduct. As such any person may report an alleged breach of Part 3 of the Code to the Council, the OPI, the Ombudsman or the Electoral Commissioner (for alleged breaches of clause 3.8 of the Code).
- 5.2.2 Complaints lodged with the OPI, Ombudsman or the Electoral Commissioner may result in the matter being referred back to Council. If this is the case the procedure detailed in this policy will be followed, unless otherwise directed by the ICAC or Ombudsman.
- 5.2.3 If a complaint about an alleged breach of Part 3 of the Code is received, and the Chief Executive Officer (CEO) is satisfied, after assessing the complaint in accordance with clause 6.2 of this policy, that the alleged breach falls within Part 3 - Misconduct of the Code, then the CEO will refer the complaint to the Ombudsman for investigation under Section 263 of the Local Government Act 1999, or to the Electoral Commissioner if the allegation relates to a breach of clause 3.8 of the Code, and not proceed to investigate the allegation.
- 5.2.4 If a report received from the Ombudsman finds that an Elected Member has breached Part 3 of the Code, the CEO must ensure that the report is presented to a public meeting of Council within two ordinary meetings of Council from its receipt.
- 5.2.5 If an Ombudsman's report is presented to a public meeting of Council, Council will pass resolutions that give effect to any recommendations made by the Ombudsman.

6. Procedure

6.1 Reporting Process

- 6.1.1 If a person believes that an Elected Member has behaved contrary to the requirements of the Code, they may make a complaint to this effect to the Chief Executive Officer (CEO).
- 6.1.2 If a complaint is made to the CEO, the complaint must be in written format and:
1. Detail the name of the Elected Member who has allegedly breached the Code.
 2. Detail the complainant's name and contact details.
 3. Specify the behaviour alleged to have breached the Code and specify which clause.
 4. Provide as much supporting evidence as possible including the names and contact details of any witnesses.

City of West Torrens Policy - Reporting and Investigating Council Member Code of Conduct Complaints

- 6.1.3 If the complaint relates to Part 3 - Misconduct of the Code, and the CEO is satisfied, after assessing the complaint in accordance with clause 6.2 of this policy, that the alleged breach falls within Part 3 - Misconduct of the Code, then the CEO will make a report to the OPI, will refer the matter to the Ombudsman or, in the instance of an alleged breach of clause 3.8 of the Code to the Electoral Commissioner for investigation and not proceed to deal with the complaint.
- 6.1.4 On receipt of a complaint the CEO must advise the Mayor of the complaint within twenty four (24) hours of its receipt unless the complaint is about the Mayor in which case the CEO will advise the Deputy Mayor of the complaint.
- 6.1.5 The Elected Member who is the subject of the complaint must be advised of the complaint and its substance within five (5) working days of receipt of the complaint.
- 6.1.6 The CEO must acknowledge the complaint in writing to the complainant within three (3) working days of receipt.

6.2 Initial Assessment Process

- 6.2.1 The CEO will make an initial assessment of the complaint to determine if the complaint has merit or is vexatious, trivial or frivolous and whether it falls within Part 2 – Behavioural Code or Part 3 – Misconduct.
- 6.2.2 The initial assessment relating to the complaint against the Code will be undertaken in confidence and may be undertaken in consultation with a member of the Executive Management Team.
- 6.2.3 If the CEO determines that the complaint constitutes misconduct as defined in Part 3 of the Code, the CEO will refer the matter to the Ombudsman for investigation in accordance with Section 273 of the *Local Government Act 1999* and take no further action in relation to the matter other than advising the complainant of the referral.
- 6.2.4 If the complaint relates to allegations of fraudulent or corrupt conduct, the CEO will progress the matter in accordance with [Council's Fraud and Corruption Prevention, Control and Reporting Policy](#).
- 6.2.5 If the CEO determines that the complaint is vexatious, frivolous, trivial or does not have merit, the complaint will be closed and the complainant advised accordingly in writing.

6.3 Investigation Process

- 6.3.1 If the CEO considers that the complaint has merit and does not fall under Part 3- Misconduct of the Code, the CEO will refer the complaint to an impartial independent investigator for investigation and advise the complainant accordingly.
- 6.3.2 All available material will be provided to the investigator including the written complaint that has initiated the investigation.

City of West Torrens Policy - Reporting and Investigating Council Member Code of Conduct Complaints

- 6.3.3 In accordance with the principles of natural justice, the CEO must advise the Elected Member, against whom a complaint is made, of the particulars of the complaint and give them the opportunity to respond in writing and/or be interviewed by the investigator.
- 6.3.4 The Elected Member will be given adequate notice of the time, the place and the purpose of an interview with the investigator in order to have sufficient time to prepare. If the Elected Member believes that insufficient time for preparation has been allowed, the CEO may grant a reasonable extension of time.
- 6.3.5 Generally, there should be no need for lawyers to be present at the time of interview however, an Elected Member may request the attendance of a legal representative or other professional advisor, the costs to be met by Council. Costs to be reimbursed will not exceed the lowest partner hourly rates, current at that time, at one of the law firms with which Council has a contractual arrangement.
- 6.3.6 All allegations and any documents which are to be relied upon in relation to the complaint must be provided to the Elected Member as soon as possible but at least 7 days prior to them meeting with the investigator, subject to any laws relating to the release of that information.
- 6.3.7 Investigations will be concluded within three (3) months of the original complaint.

6.4 Investigation Findings and Report to Council

- 6.4.1 The investigator must report the investigation findings to the CEO.
- 6.4.2 If the investigation finds (on balance) that a breach of the Code has occurred then the CEO must ensure that a report is presented to a public meeting of Council within four (4) weeks of receiving the report, which details:
- a. the name of the Elected Member against whom the breach is found,
 - b. the investigation process,
 - c. the findings of the investigation
 - d. options available to Council to deal with the matter.
- 6.4.3 Following consideration of this report, Council may resolve the following to deal with the matter:
- a. take no action;
 - b. pass a censure motion in respect of the Elected Member;
 - c. request a written or verbal public apology;
 - d. request the Elected Member to attend training on the specific topic(s) found to have been breached;
 - e. resolve to remove or suspend the Elected Member from a position within the Council (not including the Member's elected position to Council);
 - f. request the Elected Member to repay monies to the Council.

City of West Torrens Policy - Reporting and Investigating Council Member Code of Conduct Complaints

6.5 Records Management

The CEO must ensure that all actions and records relating to allegations about a breach of the Code by an Elected Member are lodged in Council's electronic data management system.

Current Policy

8.5 Community Grants - March 2023

Brief

This report presents the community grant applications received since 1 January 2023.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. The following grant applications be approved:
 - a) Equipment grant of \$3,000 to Elion Society of SA the Olympic Flame Inc. towards the cost of a Barbeque for social gatherings in CWT.
 - b) Equipment grant of \$3,000 to Malibu Squash Club towards the cost of a balustrade to make viewing area safe.
 - d) Donation of \$1,000 to the Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) towards the cost of donation items to Kickstart For Kids.
 - e) Donation of \$200 to Genesis Pregnancy Support to purchase infant car seats for families in need.
2. The following grant application not be approved due to the organisation being located outside of the West Torrens area and the training program being statewide:
 - c) Equipment grant of \$3,000 to St John Ambulance towards the cost of resuscitation/CPR equipment.
3. The amount of \$2,690 be added to the Community Grants budget for the 2022/2023 financial year; and
4. The Community Grants and Junior Development and International Representation Grants programs be closed for the remainder of the financial year pending a review of the Policy and Guidelines.

OR

4. The community grants budget be increased by \$25,000 (\$20,000 to be attributed to Community Grants and \$5,000 to the Junior Development and International Representation Grants) to enable the community continued access to community grants for the remainder of the 2022/23 Financial Year.

Introduction

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

\$100,000 was approved by Council for community grants in the 2022/23 budget and a subsequent \$30,000 has since been approved following the Meeting of Council on 21 February 2023 to part fund the new Community Food Bus for the Camden Community Centre, making a total of \$130,000. Council's Community Grants Program comprises community grants, sponsorship grants, community equipment grants, junior development grants, international representation grants, women in sports grants and donations, all of which are funded from the \$100,000 budgeted for the Community Grants program.

It is worth noting that this budget does not include larger donations made by Council to disaster affected areas or groups supporting disasters i.e. the devastating bushfire in Kalamata several years ago.

As per a Council resolution, and due to the urgency of processing Junior Development Grant and - International Representation grant applications, as well as the very small grants available (\$100 per person at intrastate activities, \$200 for interstate activities when representing South Australia or \$500 when representing Australia overseas), the Administration has delegation to approve these small grants and so these are not presented to Council for approval.

Discussion

No community grant or sponsorship applications have been received since 1 January 2023. However, Council has received 5 community equipment grants and 2 donation requests have been received, as per below.

The maximum funding amount per community equipment grant is \$3,000 and the maximum funding for donation requests is \$1,000.

The table below details a summary of the 5 grant applications received, along with:

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

The full applications, containing all details are included in **Attachment 1**.

EQUIPMENT GRANTS (Maximum \$3,000)				
Organisation/Group	Grant request:	Amount requested:	Previous Applications:	Recommendation that:
a) Elion Society of SA the Olympic Flame Inc. <i>Cultural Community Group located at Torrensville.</i>	Grant to purchase BBQ for social gatherings open to CWT community. Total cost of Equipment is \$3,020.	\$3,000	Nil	\$3,000 equipment grant be approved on the basis that the Community Group is within CWT and is open to the CWT community.
b) Malibu Squash Club <i>Community sporting club located in Lockleys.</i>	Grant to pay towards installation of balustrade to make viewing area safe. Total cost of equipment is \$6,190.	\$3,000	<u>2012-22</u> \$1,500 equipment grant	\$3,000 equipment grant be approved on the basis that the Club is within CWT and is open to the CWT community.
c) St John Ambulance <i>Not-for-profit healthcare organisation based in Woodville South.</i>	Grant to pay towards cost of resuscitation/CPR training equipment. Total cost of event is \$4,292.	\$3,000	Nil	\$3,000 equipment grant not be approved due to the organisation being located outside of the WTC area and the training program being State wide.
Total \$ Equipment Grants Recommended for Approval				\$6,000

Donations (Maximum \$1,000)				
Organisation/Group	Grant request:	Amount requested:	Previous Applications:	Recommendation that:
d) Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) <i>Community Cultural Group based in Novar Gardens.</i>	Seeking donation of \$4,000 for donation items to be donated to KickStart For Kids at their 2023 High tea Fundraising Event. Total cost of items is \$5,000.	\$4,000	Nil	\$1,000 donation be approved. As per guidelines, the intention of donations is to support community organisations and groups working with people in need, including in cases of urgent need or emergency situation not budgeted by the organisation. Note: maximum donation is \$1,000.
e) Genesis Pregnancy Support Inc. <i>Not-for-profit welfare organisation based in Cowandilla.</i>	Donation of \$200 to purchase infant car seats for families in need. Total cost of items is \$200.	\$200	2016 \$1,100 equipment grant	\$200 donation be approved (the application does not meet the criteria for a community grant and the application is for a donation)
Total \$ Sponsorship Grants Recommended for Approval				\$1,200

Community Grant Budget Status

As mentioned earlier in this report, \$100,000 was approved by Council for community grants in the 2022/23 budget and a subsequent \$30,000 has since been approved following the meeting of Council on 21 February 2023 to part fund the new community food bus for the Camden Community Centre, making a total of \$130,000. As reported to the 17 January 2023 meeting of Council, there have been 20 community grants and 60 Junior Development Grants approved in this financial year so far, totalling \$86,982. (**Attachment 2**). This leaves \$4,510 remaining in the community grant, including the Junior Development Grant, budget for the above recommendations and the remainder of this financial year.

The above recommended grant applications total \$7,200. Consequently, Council will need to increase the community grants budget by \$2,690 if it considers the recommended grants have merit. At this point the budget would have been fully expended and therefore, as was the case in early 2022, it is recommended that the 2022/23 Community Grants program, including community grants, community equipment grants, sponsorship, junior development grants, women in sport grants and donations be closed for the remainder of the financial year pending the review of the Policy and Guidelines which is currently being undertaken.

However, Council may wish to increase the Community Grants program budget by \$25,000 (\$20,000 to be attributed to Community Grants and \$5,000 to the Junior Development Grants) to enable the community to continue to access community grants during the review of the policy and guidelines.

As of 14 February 2022, responsibility for administering Council's Community Grants Program has been transferred from the Community Services Department to the Office of the Mayor and CEO who will lead the policy and guidelines review.

Climate Impact Considerations

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

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

Conclusion

This report presents the community grant applications received since 1 January 2023, totalling \$7,200, for Council's consideration. Approval of these will result in the Community Grants budget requiring an increase in \$7,690. It is also recommended that Community Grant, including the Junior Development Grant, rounds then be closed for the remainder of the financial year.

Attachments

- 1. Grant Applications March 2023**
- 2. Community Grants List 2022/23**

a

Equipment Grant 2022-23
Equipment Grants application
Application EQG000112023 From Elion Society of South Australia The Olympic Flame Incorporated
Form Submitted 30 Nov 2022, 3:13pm ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy - Council's use of personal information

Please note that the City of West Torrens is a public authority which is bound by the *Local Government Act 1999*, and other relevant legislation, to retain information and to make certain information publicly available. In some instances this will require Council to publish personal information such as names and addresses of those whose information it holds. If you have any questions regarding the use of your personal information please contact us on (08) 8416 6333.

Applicant Organisation Details

Applicant organisation name *

Elion Society of South Australia The Olympic Flame Incorporated

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

Primary (physical) address *

8 Danby St

Torrensville SA 5031 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

8 Danby St

Torrensville SA 5031 Australia

Applicant website

If available. Must be a URL

Primary contact person *

Mr Nick Dionysopoulos

This is the person we will correspond with about this grant

Position held in organisation *

President

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Equipment Grant 2022-23
Equipment Grants application
Application EQG000112023 From Elion Society of South Australia The Olympic Flame Incorporated
 Form Submitted 30 Nov 2022, 3:13pm ACDT

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

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

Organisation Details

*** indicates a required field**

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

Established in 1972 as a social club for Greek immigrants from the 'Elis' region of Greece and continues to operate providing regular social functions at the clubrooms aiming to maintain the Elis Greek culture across future Australian-Greek generations and to share our culture with the wider local community who are welcome to become club members or attend as guests.

Functions offer affordable authentic Greek cuisine and traditional music and dance entertainment in a family-oriented environment with families, children and older persons encouraged to attend all functions held (lunch banquets, 'taverna' dinner & dance evenings, seniors luncheons).

Must be no more than 100 words.

Does your organisation have an ABN? *

Yes No

ABN *

78 112 454 408

Information from the Australian Business Register	
ABN	78 112 454 408
Entity name	ELION SOCIETY OF SOUTH AUSTRALIA THE OLYMPIC FLAME INCORPORATED
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information

Equipment Grant 2022-23
Equipment Grants application
Application EQG000112023 From Elion Society of South Australia The Olympic Flame
Incorporated

Form Submitted 30 Nov 2022, 3:13pm ACDT

ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5031 SA
<i>Information retrieved at 2:49pm today</i>	

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Equipment Details

* indicates a required field

How does the purchase of this equipment align to the strategic priorities of Council as outlined by the Community Plan? *

Equipment Grant 2022-23**Equipment Grants application****Application EQG000112023 From Elion Society of South Australia The Olympic Flame Incorporated**

Form Submitted 30 Nov 2022, 3:13pm ACDT

This purchase will allow our club to undertake preparation of meals using traditional cooking methods of authentic Greek cuisine for functions which are open to the wider local community. This strongly aligns with strategic priorities within the 'Community life' focus area of the Community Plan. Our club will be further able to contribute towards fostering a diverse, inclusive and welcoming community and the local area's unique cultural identity reflected in the heritage of the local migrant Greek community. Special functions to which affiliated clubs from interstate are invited also contribute to creating a vibrant city. Current club membership demographic includes many older persons residing in the local community who are encouraged to attend all functions (in addition to Senior's lunches) to enjoy freshly prepared meals, social interaction with patrons including younger persons, and participation in traditional Greek dancing all of which contribute to active and healthy lifestyles for all ages.

Must be no more than 150 words.

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

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

As outlined in the response above and examples provided regarding the strategic priorities of Council, this application responds to the following of the Council's Community plan 2030 funding priority areas: 1) local events that celebrate multicultural heritage and 2) connections between neighbours, older and young people and the capacity for ageing in place.

Must be no more than 150 words.

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

How does the purchase of this equipment demonstrate innovation? *

NA

Must be no more than 150 words.

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

This equipment will be used to promote the Greek culture unique to the Ellis region via traditional cuisine offered to patrons at club functions at an affordable price. More recently the Society has been active in promoting events and functions to the wider local community via social media (in addition to traditional radio advertising and mailouts to members) with a focus on attracting new members and guests with everyone being welcome to attend our club events. Photographs and video recordings of meal preparation and cooking methods will be posted on social media platforms to inform the community of our in-house cooking facilities and to attract regular patrons and the wider local community to our club functions. Having barbecue facilities in-house will make the opportunity for chargrilled cuisine to be provided at discounted-entry Senior's luncheons, which has not been economically viable to date.

Must be no more than 150 words.

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

At present our club has basic cooking facilities but does not have a barbecue which presents a significant challenge as the traditional cultural menu for our regular luncheons and dinner functions include Greek style charcoal spit-roasted/grilled meats and seafood. We are required to source a barbecue for the day (availability can sometimes be problematic) or order the cooked meats from an external caterer (costs are not economically viable with current function entry fees which have recently needed to be increased due to inflation).

The barbecue equipment will enable in-house cooking facilities and be used by the club committee volunteers who prepare the meals for regular club luncheons, dinner & dance

Equipment Grant 2022-23
Equipment Grants application
Application EQG000112023 From Elion Society of South Australia The Olympic Flame Incorporated

Form Submitted 30 Nov 2022, 3:13pm ACDT

evenings and Senior's luncheons to provide meals that are freshly prepared and cooked on the same day and freshly served to patrons. Volunteers who are operating barbecue equipment will require to be familiar with fire safety and first aid principles. Must be no more than 150 words.

Reporting your success

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

Intended outcomes from having in-house barbecue facilities are to 1) provide a better quality of meals served at club functions by using in-house cooking facilities which are freshly prepared and 2) to minimise club catering costs whilst being able provide generous serving sizes and keep function ticket prices affordable for patrons.

Our outcomes will have been achieved if feedback received from patrons indicates increased satisfaction with club functions and increased attendance and if we are able to maintain event entry prices and prevent or minimise these prices from being raised to the cover costs of providing functions. Already this year, with the borrowed cooking facilities (barbecue from local butcher the meats are supplied from), feedback received from patrons have indicated an increased satisfaction with the meals served at club functions. Must be no more than 150 words.

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

Yes No

What will the grant funds be spent on?

Equipment (specify)

Large rotisserie BBQ for large function cooking

What is the total cost of the proposed purchases? *

\$3,020.00
Must be a dollar amount.

What is the amount sought from Council? *

\$3,000.00
Must be a dollar amount.

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

\$20.00
Must be a dollar amount.

Documentation checklist and further information

Equipment Grant 2022-23
Equipment Grants application
Application EQG000112023 From Elion Society of South Australia The Olympic Flame Incorporated
 Form Submitted 30 Nov 2022, 3:13pm ACDT

Attached is:

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

No files have been uploaded

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: EddyQBBQInvoice213.pdf

File size: 74.0 kB

Filename: QUOTE_N243533 (1).PDF

File size: 37.2 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Amount	Date received	Project, initiative or resource

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree * Yes No

Name of authorised person * Mr Theo Giannacopoulos
 Must be a senior staff member, board member or appropriately authorised volunteer

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

Equipment Grant 2022-23
Equipment Grants application
Application EQG000112023 From Elion Society of South Australia The Olympic Flame Incorporated
Form Submitted 30 Nov 2022, 3:13pm ACDT

Contact phone number *

Must be an Australian phone number.

Mobile number

Contact Email *

_____ [hotmail.com](mailto:_____@hotmail.com)
Must be an email address.

Date *

23/11/2022
Must be a date

Applicant Feedback

You are nearing the end of the application process.

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

This section is not mandatory

Please indicate how you found the online application process:

Very easy Easy Neutral Difficult Very difficult

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



Quote

The BBQ Store Pty Ltd

QUOTE #: N243533

Date Quoted: 17/11/2022 08:50

ABN 62 147 926 305 ACN 147 926 305

<p>SOLD TO: Nick Dionysoeoulos Elion Society of SA The Olympic Flame 8 Danby st TORRENSVILLE, 5031 Australia Tel: [REDACTED] E-Mail: [REDACTED]</p>	<p>SHIP TO: Nick Dionysoeoulos Elion Society of SA The Olympic Flame 8 Danby st TORRENSVILLE, 5031 Australia Tel: [REDACTED]</p>
---	---

QTY	CODE	NAME	UNIT PRICE	TAX	SUBTOTAL
1	SP44	Large Portable BBQ by Authentic Charcoal Grills - SP44	\$2,750.00	10.00%	\$2,750.00

Shipped Via: Tail Lift Truck (Home Delivery)	
Shipping Cost:	\$270.00
Product Subtotal:	\$2,750.00
Shipping Subtotal:	\$270.00
GSTInc:	\$274.55
Grand Total:	\$3,020.00

PAYMENT OPTIONS & INSTRUCTIONS

Zip Money

Afterpay

Credit Card

Visa

Mastercard

American Express

Direct Bank Deposit or Internet Transfer

Send To: The BBQ Store

Westpac Bank

BSB: 032075 Ac/No. 961523

PLEASE leave your order number or last name as a payment reference.

Once you have deposited the full amount, please email your order number to confirm your payment.

Quote valid for 7 days from date quoted at the top of this page.

EddyQBBQ
 Premium Stainless Steel Fabrication
 ABN: 50 136 715 435

Date: 24 Nov 2022
 Invoice #: 213

To: Elion Society of SA
 8 Danby st
 Torrensville

Salesperson	Job	Payment Terms	Due Date
Eddy		50% upfront, and 50% on completion	

Qty	Description		Line Total
1.00	Double spit for Yiros and roast 1220x700x300	\$ 5,000.00	5,000.00

Subtotal	\$	5,000.00
GST	\$	500.00
Total	\$	5,500.00

All payments to be made via EFT. BSB 105900 Account 987471140
 Thank you for your business!

128-130 William St, Beverly 5009 P: 0419 847 116 F: (08) 82777004 E: adlib@eddyqbbq.com.au

b.

Equipment Grant 2022-23
Equipment Grants application
Application EQG000082023 From adelaide malibu squash club incorporated
Form Submitted 29 Nov 2022, 12:25pm ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy - Council's use of personal information

Please note that the City of West Torrens is a public authority which is bound by the *Local Government Act 1999*, and other relevant legislation, to retain information and to make certain information publicly available. In some instances this will require Council to publish personal information such as names and addresses of those whose information it holds. If you have any questions regarding the use of your personal information please contact us on (08) 8416 6333.

Applicant Organisation Details

Applicant organisation name *

adelaide malibu squash club incorporated

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

Primary (physical) address *

1 Autumn Ave

lockleys SA 5032 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

1 Autumn Ave

lockleys SA 5032 Australia

Applicant website

If available. Must be a URL

Primary contact person *

Mr dennis turner

This is the person we will correspond with about this grant

Position held in organisation *

board member

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Equipment Grant 2022-23
Equipment Grants application
Application EQG000082023 From adelaide malibu squash club incorporated
Form Submitted 29 Nov 2022, 12:25pm ACDT

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

runner873@gmail.com

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

Organisation Details

* indicates a required field

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

adelaide malibu squah club exist to provide a fit for purpose facility ,so people of all ages can play and learn the fundamentals of squash and racket ball . Our aim is to provide facility that is up to date with current levels of squash and racket ball world practices . We also aim to provide a club that is suitable for both genders and also suitable for junior participation . Must be no more than 100 words.

Does your organisation have an ABN? *

Yes No

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO](#).

Please upload completed Statement of Supplier Form:

Filename: statement by supplier 2022.msg

File size: 183.5 kB

Max 25mb

Is your organisation endorsed as a Deductible Gift Recipient (DGR)?

Yes No

If you're unsure you can look up your DGR status at <http://abr.business.gov.au/AdvancedSearch.aspx>

Is your organisation registered with the Australian Charities and Not-for-Profits Commission (ACNC?)

Yes No

If you're unsure, you can check your registration at the ACNC website: <http://www.acnc.gov.au/>

What is your incorporation number?

a1798

Equipment Grant 2022-23
Equipment Grants application
Application EQG000082023 From adelaide malibu squash club incorporated
 Form Submitted 29 Nov 2022, 12:25pm ACDT

Incorporated Association or Australian Corporation Number

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Equipment Details

* indicates a required field

How does the purchase of this equipment align to the strategic priorities of Council as outlined by the Community Plan? *

The club needs to provide a safe environment for its members , we have two balcony viewing areas that are not secure for viewing by young children. We need to build two glass balustrading barriers to make the area safe for young spectators . .

Must be no more than 150 words.

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

Equipment Grant 2022-23
Equipment Grants application
Application EQG000082023 From adelaide malibu squash club incorporated
 Form Submitted 29 Nov 2022, 12:25pm ACDT

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

Develop our facility for points of social and recreational use.

Must be no more than 150 words.

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

How does the purchase of this equipment demonstrate innovation? *

The purchase of this equipment will provide a fit for purpose viewing area for both playing members and general public .

Must be no more than 150 words.

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

When the balustrade is completed we will be able to target the junior sector to our club . We have had feedback from members of the general public that our viewing area is not safe for young children .

Must be no more than 150 words.

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

n/a

Must be no more than 150 words.

Reporting your success

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

when our junior programme increases in numbers .

Must be no more than 150 words.

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

Yes

No

What will the grant funds be spent on?

Equipment (specify)

glass -stainless steel balustrade x 2 off

What is the total cost of the proposed purchases? *

\$6,190.00

Must be a dollar amount.

What is the amount sought from Council? *

\$3,000.00

Equipment Grant 2022-23
Equipment Grants application
Application EQG000082023 From adelaide malibu squash club incorporated
 Form Submitted 29 Nov 2022, 12:25pm ACDT

Must be a dollar amount.

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

\$3,190.00

Must be a dollar amount.

Documentation checklist and further information

Attached is:

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

No files have been uploaded

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: squash club balcony QUOTES.msg

File size: 196.0 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Amount	Date received	Project, initiative or resource
1500.00	FEB 2022	CLUB UNIFORMS

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree *

Yes No

Equipment Grant 2022-23
Equipment Grants application
Application EQG000082023 From adelaide malibu squash club incorporated
Form Submitted 29 Nov 2022, 12:25pm ACDT

Name of authorised person * Mr dennis turner
Must be a senior staff member, board member or appropriately authorised volunteer

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

Contact phone number * Must be an Australian phone number.

Mobile number

Contact Email * Must be an email address.

Date * 30/11/2022
Must be a date

Applicant Feedback

You are nearing the end of the application process.
Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Please indicate how you found the online application process:
 Very easy Easy Neutral Difficult Very difficult

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



**ESPLANADE GLASS
& FABRICATION**

M: 0448 650 885

www.eg-com.au
admin@eg-f.com.au

BLD 273449

ACN 606 667 323
ABN 34 692 150 092

• Handrails

• Balustrades

• Pool Fences

• Privacy Screens

• Fabrication

• Stairs & Voids

• Custom Designs

Client: Dennis Turner
Address: Lockleys Squash Courts
Email: [REDACTED]
Phone: [REDACTED]
Quote Reference: Glass Balustrade

Quote No. Q0447
Date: 18/11/2022

EGF would like to thank you for the opportunity to price the below item(s):

Item 1.

Glass Balustrade to Spectator Stand

Handrails are from 316 Mirror Finish 50 diameter slotted tube (designed to sit on top of glass edge).

Spigots are madrid style satin finish 316 with a base plate to fix directly into the edge of the stand.

Glass is from 12mm clear toughened safety glass to AS1428.1 meeting all Australian Codes and Regulations.

There are approximately 12.9 metres of balustrade quoted for.

Supply and Install = \$5340.00 + GST

Please Note:

The above items are held on price for 30 days, thereafter could be subject to change.

All of above hardware and goods are to Australian Standards.

Please do not hesitate to contact us should you have any questions in relation to this quote.

Kind Regards,

Tony Tsouvallas – Managing Director

Esplanade Glass & Fabrication

BUILDERS LICENCE BLD273448

SUPERVISOR LICENCE BLD273449



49 Byre Avenue
SOMERTON PARK SA 5044
 Telephone: 8295 1202
 ABN: 20 121 938 001
 BLD 305 606

QUOTE

Client: Bevan Dearman
Attn:
Project: Glass Balustrade to 2 x squash courts
Phone: [REDACTED]
Email: [REDACTED]

Quote No. 02101122

Date:10/11/22

Supply and install glass balustrade , approx. 12.9 lineal meters , Madrid bolt down spigots satin finish , 12 mm clear toughened glass to 1000 AFL minimum , 50 mm diameter stainless steel mhand rail affixed to top edge of glass , fixed to wall both ends .all labour and materials.

\$6190.00 + GST

Exclusions:

No allowance for timber, cladding / roofing materials, speed bracing, metal studwork / rondo, demolition, footings, concrete scanning or engineering calculation.
 No allowance for denso wrap, bituminous coatings, powder coating hot dip galvanising, or painting unless stipulated in this quotation. No allowance for work out of normal hours. No allowance for weld testing unless stipulated in this quotation.

Director – Andrew Richards
Price is held for 30 days thereafter confirmation will be required.

Sturm’s Group standard Terms and conditions

1. Purchase order / letter of intent is the minimum requirement to proceed with this quotation.
2. Payment terms are strictly COD for new customers and 30 days for existing account holders.
3. All Fabricated items and materials are the property of Sturm’s Group until full payment has been received.
4. If shop drawings are provided, they must be "FOR FABRICATION" or "FOR CONSTRUCTION". If we are instructed to proceed without "FOR FABRICATION" or "FOR CONSTRUCTION" it must be in writing. Any changes will be treated as a variation and will be repriced and a signed agreement proceed.
 All shop drawings must be clearly dimensioned, provide material type and grade and finish.



**Structural Engineering
 General Fabrication**
 ABN 20 121 938 001



**GlassConecXions
 Pty Ltd**
**Commercial Aluminium Windows
 Glass and Glazing**
 ABN 14 165 098 537



**Mechanical Engineering
 Stainless Steel Welding and Fittings**
 ABN 20 121 938 001



QUOTE

Dennis Turner - 8359 5099

Date 23 Nov 2022
Expiry 23 Dec 2022
Quote Number QU-1655
Reference Adelaide Mallbu Squash Club
ABN 89 980 353 258

Pearl Glass Fencing & Balustrades Pty Ltd Trading as Edgewater Glass Solutions SA
 25 Yalpa Road, Marino SA 5049
 BLD 303325

Supply & install fully frameless spigot mounted glass balustrades with top mount handrails

Description	Quantity	Unit Price	GST	Amount AUD
FGB, Price per court Supply and install 1.0 ht Frameless Glass Balustrade on stainless steel satin spigots and handrail	12.90	495.00	10%	6,385.50
			Subtotal	6,385.50
			Total GST 10%	638.55
			TOTAL AUD	7,024.05

Terms

On acceptance of this quotation, the following terms will apply:

1. 50% deposit required
2. Quote may vary subject to site measure
3. Quote is valid for 30 days
4. Material remains the property of Edge Water Glass Solutions until balance is paid in full
5. Account due immediately on invoice. If account is in default, the customer will incur debt collection costs of up to 15% of the outstanding amount due
6. No allowance for crane
7. If a pool compliance is required, an additional fee of \$250.00 will apply

Edgewater Glass Solutions SA
 BSB: 633 000
 Account Number: 158873034
 Ref: Surname & Quote Number

Equipment Grant 2022-23
Equipment Grants application
Application EQG000092023 From St John SA Ambulance
Form Submitted 29 Nov 2022, 2:00pm ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy - Council's use of personal information

Please note that the City of West Torrens is a public authority which is bound by the *Local Government Act 1999*, and other relevant legislation, to retain information and to make certain information publicly available. In some instances this will require Council to publish personal information such as names and addresses of those whose information it holds. If you have any questions regarding the use of your personal information please contact us on (08) 8416 6333.

Applicant Organisation Details

Applicant organisation name *

St John SA Ambulance

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

Primary (physical) address *

Oval Ave

Woodville South SA 5011 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

85 Edmund Ave

Unley SA 5061 Australia

Applicant website

<https://www.stjohnsa.com.au/>

If available. Must be a URL

Primary contact person *

Miss Liva Libeka

This is the person we will correspond with about this grant

Position held in organisation *

Marketing Coordinator (Brand & Fundraising)

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Equipment Grant 2022-23
Equipment Grants application
Application EQG000092023 From St John SA Ambulance
 Form Submitted 29 Nov 2022, 2:00pm ACDT

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

Liva.Libeka@stjohnsa.com.au

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

Organisation Details

* indicates a required field

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

St John SA is a charity working to save lives through education, training and patient care at events.

Every year, thousands of South Australians benefit from the care of our volunteers - whether at countless events across the state or in times of State Emergency, our volunteers are always there to help. Our services span all age groups with our young people being taught both first aid and transferrable life skills, and the older and socially isolated members of the community being provided with companionship and support through wellness and reablement-focused programs.

Must be no more than 100 words.

Does your organisation have an ABN? *

Yes No

ABN *

42 947 425 570

Information from the Australian Business Register	
ABN	42 947 425 570
Entity name	ST JOHN AMBULANCE AUSTRALIA SOUTH AUSTRALIA INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes (Item 1)
ATO Charity Type	Public Benevolent Institution More information
ACNC Registration	Registered
Tax Concessions	FBT Exemption, GST Concession, Income Tax Exemption

Equipment Grant 2022-23**Equipment Grants application****Application EQG000092023 From St John SA Ambulance**

Form Submitted 29 Nov 2022, 2:00pm ACDT

Main business location 5061 SA*Information retrieved at 1:53pm today*

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

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

Purchase of equipment aligns with City of West Torrens' aspiration of an active, healthy and learning community. St John SA is committed to facilitating life-long learning as well

Equipment Grant 2022-23**Equipment Grants application****Application EQG000092023 From St John SA Ambulance**

Form Submitted 29 Nov 2022, 2:00pm ACDT

as fostering health and wellbeing of communities around the state. We provide access to public health education and services through the first aid courses provided by our trainers as well as many events attended throughout the year by our committed St John volunteers. Our services encourage community awareness to make informed life decisions, now and into the future. The partnerships we have around the state are a fundamental part in ensuring community well-being, particularly at events as well as ensuring first aid is accessible whenever individuals require it. The current mannikins used by trainers and volunteers at our Torrens division are outdated and no longer suitable, hence the need for purchase of new equipment.

Must be no more than 150 words.

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

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

Yes - purchase of equipment will enable connection between neighbours, older and young people, and the capacity for ageing in place.

As an organisation, we also play a key part in promotion of social responsibility and enjoyment of the local area - providing as many people as possible with first aid training ensures members of the community have vital skills should an emergency situation arise, knowing the actions they are required to take and recognizing signs of different health situations. The mannikins we would like to upgrade do not have the functions required that align with the high-quality first aid training we aim to provide and do not provide feedback in real time which is critical when providing CPR in real-life.

Must be no more than 150 words.

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

How does the purchase of this equipment demonstrate innovation? *

The purchase of new mannikins demonstrates innovation as the new mannikins are much more advanced than ones currently being used at our Torrens division. The current mannikins are outdated, being over 20 years old. Our vision in updating mannikins means participants of first aid within the community will be exposed to more 'life-like' medical situations. The mannikins we require have multiple chest stiffnesses and are able to provide real-time feedback to actions such as hand placement, ventilation volume and compression depth. In particular, the new mannikins allow for insertion of airway devices that our current ones do not. Ensuring correct placement of airway devices is crucial to increasing the chance of survival for the patient.

Must be no more than 150 words.

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

Many of the people attending courses are attained through word-of-mouth marketing. The individuals and community groups that have previously conducted their first aid training via St John SA are targeted again through reactivation marketing such as reminder e-mail communications on expiry of their first aid certificates.

We promote our services at many events around the state such as community fairs, The Adelaide Show, different exhibitions and similar.

Must be no more than 150 words.

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

Yes, the equipment we are looking to upgrade are our mannikins - new ones are required that will be fit for purpose. The new mannikins that St John SA is looking to purchase have features including advanced airway management, dilated and constricted pupils - by learning and recognising these signs during training, the participants become equipped to

Equipment Grant 2022-23
Equipment Grants application
Application EQG000092023 From St John SA Ambulance
 Form Submitted 29 Nov 2022, 2:00pm ACDT

respond to medical situations, increasing chances of survival. There are risks involved in not upgrading the mannikins associated with not meeting the standards expected in St John SA first aid courses.

We are committed to investing and developing our assets and service models to foster an organisation that is caring, progressive, and delivers high quality services which respond to the needs of the community.

Must be no more than 150 words.

Reporting your success

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

The outcomes will be reflected in the experiences of trainers, patients and customers. One of the ways in which we attain feedback on courses is through post-training survey, sent to attendees of first aid courses. We want to ensure these are positive interactions to ensure our services are recommended to others in the community and for participants to come back when their first aid certificates are due to be renewed.

Must be no more than 150 words.

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

- Yes
- No

What will the grant funds be spent on?

Equipment (specify)

Resusci Anne QCPR AW Torso - Rechargeable

What is the total cost of the proposed purchases? *

\$4,292.00

Must be a dollar amount.

What is the amount sought from Council? *

\$3,000.00

Must be a dollar amount.

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

\$1,292.00

Must be a dollar amount.

Documentation checklist and further information

Equipment Grant 2022-23
Equipment Grants application
Application EQG000092023 From St John SA Ambulance
 Form Submitted 29 Nov 2022, 2:00pm ACDT

Attached is:

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

No files have been uploaded

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: Capture.JPG

File size: 95.2 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Amount	Date received	Project, initiative or resource

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree * Yes No

Name of authorised person * Mr Mark Groote
 Must be a senior staff member, board member or appropriately authorised volunteer

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

Contact phone number *
 Must be an Australian phone number.

Equipment Grant 2022-23
Equipment Grants application
Application EQG000092023 From St John SA Ambulance
Form Submitted 29 Nov 2022, 2:00pm ACDT

Mobile number

Contact Email *

mark.groote@stjohnsa.com.au
Must be an email address.

Date *

29/11/2022
Must be a date

Applicant Feedback

You are nearing the end of the application process.

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

This section is not mandatory

Please indicate how you found the online application process:

Very easy Easy Neutral Difficult Very difficult

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

Resusci Anne QCPR AW Torso - Rechargeable



Item Number: 172-00160
Price ex. GST: \$ 4,292.00
Price incl. GST: \$ 4,721.20



● Available and ready to ship

High-performance CPR training for professional first responders

Enables Training

- Resuscitation team training or skills training
- Advanced Airway Management with Airway devices
- ERC, AHA and SRFAC Guidelines compliant CPR
- Real time feedback to:
 - Compression depth, rate, release
 - Ventilation volume and hand placement

Donation Program 2022-23

Donation program

Application No. DP000032023 From Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc

Form Submitted 30 Jan 2023, 8:39pm ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy - Council's use of personal information

Please note that the City of West Torrens is a public authority which is bound by the Local Government Act 1999, and other relevant legislation, to retain information and to make certain information publicly available. In some instances this will require Council to publish personal information such as names and addresses of those whose information it holds. If you have any questions regarding the use of your personal information please contact us on (08) 8416 6333.

Applicant Organisation Details

Applicant organisation name *

Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc

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

Primary (physical) address *

50 Pine Ave

Novar Gardens SA 5040 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

PO Box 592

GOODWOOD SA 5034 Australia

Applicant website

If available. Must be a URL

Primary contact person *

Mrs HELEN HALTIS

This is the person we will correspond with about this grant

Position held in organisation *

PRESIDENT

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Donation Program 2022-23

Donation program

Application No. DP000032023 From Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc

Form Submitted 30 Jan 2023, 8:39pm ACDT

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

bigpond.com

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

Organisation Details

* indicates a required field

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

The Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc - OEEGA is a bilingual, non profit making, community organisation that promotes, supports and celebrates the role, profile and achievements of women.

OEEGA has a long standing commitment to education, health & well being, history & research & community cultural development.

We organize functions, excursions, guest speaker afternoons and encourage women to be involved in the wider community. OEEGA provides Hellene women from all walks of life opportunities to improve their status, enhance their wellbeing and resilience and participate in the South Australian community.

Must be no more than 100 words.

Does your organisation have an ABN? *

Yes No

ABN *

26 734 565 344

Information from the Australian Business Register	
ABN	26 734 565 344
Entity name	Organisation of Hellene and Hellene Cypriot Women of Australia (SA) Incorporated
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information

Donation Program 2022-23

Donation program

Application No. DP000032023 From Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc

Form Submitted 30 Jan 2023, 8:39pm ACDT

ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	5047 SA

Information retrieved at 7:30am today

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Project Details and Eligibility Criteria

* indicates a required field

Identify your eligibility for a donation from Council by ticking the appropriate boxes.

Donation Program 2022-23**Donation program**

Application No. DP000032023 From Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc

Form Submitted 30 Jan 2023, 8:39pm ACDT

- Is your organisation located in the City of West Torrens?
- Does your organisation have limited capacity to raise funds?
- Is your organisation incorporated and not for profit?

Project title: *

KickStart for Kids. Purchase of food, clothing and sanitary items

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

If appropriate, what are the anticipated commencement and completion dates of your project?

Anticipated start date

05/03/2023

Must be a date.

If unknown, provide your best guess or leave blank

Anticipated end date

05/03/2023

If unknown, provide your best guess or leave blank

How does your request for a donation target the most disadvantaged members of the West Torrens community such as the homeless, families in need, vulnerable adults, young people and children? *

Proceeds from our 2023 International Women's Day High Tea will be used to purchase food items, clothing and sanitary items to donate to KickStart for Kids program. KickStart for Kids is a not-for-profit organisation helping disadvantaged South Australian school children achieve positive educational outcomes and increased self-esteem through school breakfast and lunch programs. They provide 60,000 breakfasts and 10,000 lunches a week to underprivileged children in South Australia particularly the Western suburbs which includes the City of West Torrens.

Camp KickStart school holiday care and Future Pathways programs are two other programs they offer, as well as Period Poverty program where sanitary items are now distributed to over 150 South Australian schools to girls who would not attend school for 2-3 days when they are menstruating.

Must be no more than 150 words.

Explain how and why the nature of your request for a donation is urgent and immediate. *

We will celebrate International Women's Day on 5 March 2023 with a High Tea and proceeds will go towards the KickStart for Kids programs. However we are a small organisation and so the amount raised will not be very high and KickStart for Kids is, we feel, a very important organisation which we would like to help. With our proceeds, together with the grant money, we will be able to supply much needed items. Being a women's organisation we very much feel for the children who go to school hungry, with no breakfast or lunch at so many schools. Also their new program, Period Poverty, refers to the issue of women and girls lacking access to sanitary products, menstrual hygiene education, washing facilities and waste management. Many girls in the western and northern areas of Adelaide do not attend school when they are menstruating.

Must be no more than 150 words.

What will the grant funds be spent on?

Donation Program 2022-23

Donation program

Application No. DP000032023 From Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc

Form Submitted 30 Jan 2023, 8:39pm ACDT

Equipment (specify)	Materials (specify)	Other (specify)
		Food items
		Girls clothing
		Girls sanitary items
		Boys clothing

What is the total cost of the proposed purchases? *

\$5,000.00

Must be a dollar amount.

What is the amount sought from Council? *

\$4,000.00

Must be a dollar amount.

Documentation checklist and further information

Attached is:

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

Filename: KickStart for Kids email.pdf

File size: 971.4 kB

Filename: KickStart For Kids NEEDS.pdf

File size: 395.4 kB

Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

Filename: Letter accompanying grant application.pdf

File size: 264.5 kB

Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Amount	Date received	Project, initiative or resource

Donation Program 2022-23
Donation program
Application No. DP000032023 From Organisation of Hellene and Hellene-Cypriot Women of Australia (SA) Inc
 Form Submitted 30 Jan 2023, 8:39pm ACDT

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree * Yes No

Name of authorised person * Mrs HELEN HALTIS
Must be a senior staff member, board member or appropriately authorised volunteer

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

Contact phone number *
Must be an Australian phone number.

Mobile number

Contact Email *
Must be an email address.

Date * 28/01/2023
Must be a date

Applicant Feedback

You are nearing the end of the application process.
Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

This section is not mandatory

Please indicate how you found the online application process:
 Very easy Easy Neutral Difficult Very difficult

Helen Haltis

From: Ian Steel [ian@kickstartforkids.com.au]
Sent: Monday, 23 January 2023 11:20 AM
To: OEEGA.SA
Subject: Re: OEEGA Fundraiser High Tea

Hi Helen

thanks for the email...

Thanks for your support at your high tea

unfortunately i cant provide the NP bins as they own them..

We need..

Girls sanitary items

Jam

Vegemite

tinned fruit

kids clothes between ages of 4 and 12...must be new

Please remind me again a week out

thanks

Ian Steel

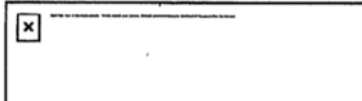
KickStart for Kids

M: 0400 005 880

E: ian@kickstartforkids.com.au

W: www.kickstartforkids.com.au

Address: PO Box 7365 Hutt St, Adelaide SA 5000



Every School, Every Day!

Follow us on Facebook and Twitter

On Mon, Jan 23, 2023 at 11:08 AM OEEGA.SA <oeega.sa@bigpond.com> wrote:

Hello Ian

I sent you an email on 19 December 2022 informing you that we will be holding a High Tea for International Women's Day on 5 March 2023 at Ayers House with the proceeds going to KickStart for Kids.

We would like to invite you to this High Tea and for you to tell our guests all about KickStart for Kids.

Also can you please give me specifics as to what goods you would like for us to supply to KickStart.

1

The screenshot shows the website interface for Kickstart for Kids. At the top, there is a navigation menu with links for 'About Us', 'Programs', 'Camp KickStart', 'Partners', 'Volunteering', 'News & Events', and 'Contact'. Below the menu are buttons for 'SHOP', 'SCHOOL REGISTRATION', 'SCHOOL LOGIN', and 'DONATE'. A search bar is also present.

The main content area features a banner with the text: "THE BEAUTY OF BECOMING a girl. Embrace your cycle. MAKE COUNT. #PERIOD POWER. YOU BE KIND TO YOURSELF." The banner includes an image of a young girl smiling.

Below the banner is a news article titled "Together we can help end period poverty in South Australia and we're getting started by raising awareness within our community." The article text reads: "Period Poverty refers to the issue of women and girls lacking access to sanitary products, menstrual hygiene education, washing facilities and waste management." The article continues: "The South Australian Government announced in February 2021 that they will pledge \$450,000 over the next three years to provide hygiene products to girls in schools from year five onwards. This covers only 1250 young women annually, leaving a gap of potentially thousands of girls without access to hygiene products in schools per year and in some cases an education. A survey conducted by the South Australian Office of Commissioner for Children and Young people found 1 in 4 girls had missed out attending school due to not having access to feminine hygiene products and 1 in 2 reported not having access to products or not knowing how to get access to products at school."

The bottom of the screenshot shows a mobile interface with various utility icons and a status bar indicating the time as 7:54 PM on 28/01/2023.

KickStart For Kids | Shoes & Clothing Donations Needed

Advertiser

December 10, 2022



Camp KickStart – Donations Needed for Kids in Need

KickStart For Kids are calling for donations of shoes and clothing for their upcoming Camp KickStart Summer school holiday program.

Christmas is around the corner, and while it is an exciting time for many kids, it is particularly hard for the vulnerable and disadvantaged children who, because of the hardship they experience, struggle to see the joy in the festive season like their peers do.

That's why the Camp Kickstart December school holiday care program is so important as KSFK's dedicated team of volunteers provides children aged five to thirteen with the opportunity to have fun in the holidays. They achieve this by providing transport to and from home with a number of excursions and a range of exciting activities to enjoy, including arts and crafts, bouncy castles, cooking classes and more.

The children attending Camp KickStart are in desperate need of NEW summer clothing, pyjamas and shoes. These do not have to be expensive and can cost as little as \$3 from Kmart, Big W, Best & Less and Target.

Items needed:

- Girls & boys underwear, sizes 5-14
- Girls & boys t-shirts, sizes 5-14
- Girls summer dresses, sizes 5-14
- Girls bike shorts, sizes 5-14
- Girls & boys socks, sizes 12 kids to adult 8
- Girls & boys shoes, sizes 12 kids to adult 8

Every school holidays over 350 kids attend the camps across five South Australian locations. They provide kids with transport to and from home and excursions with food, books, clothes and fun things to do as well as partnering them with a mentor for extra support and self-esteem building.

Breakfast Club

KickStart for Kids is the only South Australian organisation that provides a breakfast and lunch program for children in South Australia. Kick Start for Kids currently provides breakfasts and lunches to 32 schools in the Northern and Western areas of Adelaide. During the next 12 months it is the vision of Kick Start for Kids to commence a breakfast, lunch and mentoring programs in the Southern suburbs and to also increase our footprint from 32 schools to 100. Presently, Kick Start for Kids provides around 5,000 breakfasts per week in the Northern suburbs and is aiming to double this distribution once it starts serving the Southern suburbs.

KickStart for Kids relies solely on the contributions made by both commercial sponsorships and individuals efforts. As well as the kind donations from the many sponsors, KickStart also relies on volunteers who happily collect and deliver the Breakfast Program items to the schools each week.

KickStart for Kids supplies the donated food to Lockleys Primary School for this program along with some supplies provided by the school.

Breakfast Club at Lockleys Primary School is held every Monday, Wednesday and Friday mornings from 8 to 8:30am.

Rhiannon Loechel is responsible for co-ordinating this program with a group of parent volunteers to assist with supervision. Breakfast consists of cereal with milk, fresh fruit, yoghurt, toast with a variety of toppings and a milo drink. The group is encouraged to develop independent skills, such as spreading their toast and cleaning up.

This becomes a very social occasion for the children to have breakfast with many of their friends before going into school. Breakfast club is very well attended and all students are welcome.

We rely on our major food sponsors in order to have the supplies we need to run our school breakfast and lunch programs. However, with our programs constantly growing, we're always in need of more. If you'd like to contribute food donations of items like bread, eggs, milk, butter, spreads, etc., please get in touch with us.

How You Can Help

The children attending Camp KickStart are in desperate need of good quality shoes, as well as clothes, in particular socks, underwear, long sleeve t-shirts, hoodies and other basic articles of clothing that are often taken for granted. These do not have to be expensive and can cost as little as \$5 from Kmart or Target. Donations of basic food supplies are also needed, including vegemite and jam.



ORGANISATION OF HELLENE AND HELLENE-CYPRIOI
WOMEN OF AUSTRALIA (SA) INC
OEEGA

PO Box 592
GOODWOOD SA 5034

PH: (08) 8296 1495
(08) 8447 6982
MOB: 0404 210 553

EMAIL:
oeega.sa@bigpond.com

30 January 2023

Dear City of West Torrens Council members

We will celebrate International Women's Day this year on 5 March 2023 with a High Tea at Ayers House with proceeds going to KickStart for Kids.

We have been given a list of their needs which include the following:

Girls sanitary items

Jam, vegemite and Tinned fruits.

Kids clothes between the ages of 4 and 12 – must be new.

Also for their camps they need the following:

Boys and girls underwear, t-shirts, pyjamas, socks and shoes.

Girls summer dresses and bike shorts

These can be inexpensive from Kmart, Big W, Target

We would like to assist as best we can and with your help we can make a substantial difference to the lives of many children.

We cannot really get any quotes, as we will spend the funds we have at hand after our High Tea. We will go along to the stores suggested and buy as much as we can and deliver to their premises.

We will of course supply you with the receipts for all items bought for the KickStart for Kids program.

We look forward to your favourable response.

Very best wishes



Helen Haltis
President

Donation Program 2022-23**Donation program****Application No. DP000022023 From Genesis Pregnancy Support Inc**

Form Submitted 30 Jan 2023, 11:34am ACDT

Eligibility and Contact Details

* indicates a required field

Applicants: please note

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

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

Privacy - Council's use of personal information

Please note that the City of West Torrens is a public authority which is bound by the Local Government Act 1999, and other relevant legislation, to retain information and to make certain information publicly available. In some instances this will require Council to publish personal information such as names and addresses of those whose information it holds. If you have any questions regarding the use of your personal information please contact us on (08) 8416 6333.

Applicant Organisation Details**Applicant organisation name ***

Genesis Pregnancy Support Inc

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

Primary (physical) address *

2 Brooker Ter

Cowandilla SA 5033 Australia

Must be an Australian postcode.

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

Postal address (if different to above)

PO Box 99

Oaklands Park SA 5046 Australia

Applicant website<http://www.genesispregnancysupport.org.au>

If available. Must be a URL

Primary contact person *

Mrs Juli Sharpe

This is the person we will correspond with about this grant

Position held in organisation *

Executive Officer

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Donation Program 2022-23
Donation program
Application No. DP000022023 From Genesis Pregnancy Support Inc
 Form Submitted 30 Jan 2023, 11:34am ACDT

Back-up phone number

Fax number

If applicable

Primary contact person's email address *

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

Organisation Details

* indicates a required field

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

Genesis Pregnancy Support exists to provide practical and emotional assistance to women experiencing an unplanned or unsupported pregnancy by providing free counselling, free material assistance, cheap 2nd hand baby gear shop, free live-in parenting skills mentoring and education and free young mums support groups. Our services assist any single or financially struggling mother as well as those fleeing domestic violence, refugees, new migrants and partners of incarcerated males.

Must be no more than 100 words.

Does your organisation have an ABN? *

Yes No

ABN *

32 947 063 007

Information from the Australian Business Register	
ABN	32 947 063 007
Entity name	GENESIS PREGNANCY SUPPORT INCORPORATED
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes (Item 1)
ATO Charity Type	Public Benevolent Institution More information
ACNC Registration	Registered
Tax Concessions	FBT Exemption, GST Concession, Income Tax Exemption
Main business location	5033 SA

Donation Program 2022-23**Donation program****Application No. DP000022023 From Genesis Pregnancy Support Inc**

Form Submitted 30 Jan 2023, 11:34am ACDT

Information retrieved at 2:30am today

Must be an ABN

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

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

Please choose the option that best applies to your organisation.

What is your organisation's annual revenue?

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

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

What is your organisation's legal structure?

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

If your organisation is unincorporated it must have an auspice organisation

Project Details and Eligibility Criteria

* indicates a required field

Identify your eligibility for a donation from Council by ticking the appropriate boxes.

- Is your organisation located in the City of West Torrens?
 Does your organisation have limited capacity to raise funds?
 Is your organisation incorporated and not for profit?

Donation Program 2022-23
Donation program
Application No. DP000022023 From Genesis Pregnancy Support Inc
 Form Submitted 30 Jan 2023, 11:34am ACDT

Project title: *

GenAssist

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

If appropriate, what are the anticipated commencement and completion dates of your project?

Anticipated start date

Anticipated end date

01/07/2022

30/06/2023

Must be a date.

If unknown, provide your best guess or leave blank

If unknown, provide your best guess or leave blank

How does your request for a donation target the most disadvantaged members of the West Torrens community such as the homeless, families in need, vulnerable adults, young people and children? *

Genesis is available for immediate collection of material assistance for any woman who is pregnant or has a child under 2yrs of age and is suffering financial hardship or is struggling as a single mother with a limited support network.

Must be no more than 150 words.

Explain how and why the nature of your request for a donation is urgent and immediate. *

Our supplies are replenished by donation only and we constantly have limited supplies of capsules and carseats for newborn to 4yrs. These are essential items for mums with babies and we try to purchase these items when we can on Gumtree or Facebook Marketplace at approximately \$50-\$80each. Sometimes we are even approached for these items by caseworkers whose clients are due to leave hospital but have no capsule or carseat.

Must be no more than 150 words.

What will the grant funds be spent on?


Equipment (specify)	Materials (specify)	Other (specify)
3-4 carseats & capsules		

What is the total cost of the proposed purchases? *

\$200.00

Must be a dollar amount.

Donation Program 2022-23
Donation program
Application No. DP000022023 From Genesis Pregnancy Support Inc
 Form Submitted 30 Jan 2023, 11:34am ACDT



What is the amount sought from Council? *

\$200.00

Must be a dollar amount.

Documentation checklist and further information

Attached is:

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

Filename: Carseat pic-Gumtree 2023.pdf
File size: 114.3 kB
Maximum 25mb, recommended size no bigger than 5mb

Three quotes for purchases of any items.

No files have been uploaded
Maximum 25mb, recommended size no bigger than 5mb

Previous Grants received from Council

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

Amount	Date received	Project, initiative or resource
\$1100	October 2016	Community Development Grant for storage racks

Certification and Feedback

* indicates a required field

Certification

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

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

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

I agree * Yes No

Donation Program 2022-23

Donation program

Application No. DP000022023 From Genesis Pregnancy Support Inc

Form Submitted 30 Jan 2023, 11:34am ACDT

Name of authorised person *

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

Position *

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

Contact phone number *

Must be an Australian phone number.

Mobile number

Contact Email *

Must be an email address.

Date *

30/01/2023
Must be a date

Applicant Feedback

You are nearing the end of the application process.

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

This section is not mandatory

Please indicate how you found the online application process:

Very easy Easy Neutral Difficult Very difficult

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

The process was simple and straightforward as it is currently formatted.

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Murray Bridge, SA

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- Date Listed:17/12/2022
- Last Edited:17/12/2022
- Condition:Used
- Shipping:Shipping & Pickup

City of West Torrens Community Grants summary 2022/2023

Grants Applications & Approvals 2022/23						
Grant Type	Amount Requested	Amount Recommended	Amount Approved	Applicant	Grant PAID	
Equipment Grant	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	Fan Footy SA	\$ 3,000.00	
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	Glenelg ANA Cricket Club	\$ 3,000.00	
Equipment Grant	\$ 2,977.70	\$ 2,977.70	\$ 2,977.70	Camden Park Scout Group	\$ 2,977.70	
Equipment Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	Adelaide Bangladeshi Cultural Club	\$ 3,000.00	
Equipment Grant	\$ 10,500.00	\$ 3,000.00	\$ 3,000.00	West Adelaide Football Club	\$ 3,000.00	
Equipment Grant	\$ 673.00	\$ 673.00	\$ 673.00	Glenelg Contract Bridge Club	\$ 673.00	
Equipment Grant	\$ 3,000.00	\$ 3,000.00		Elion Society of SA		
Equipment Grant	\$ 3,000.00	\$ 3,000.00		Malibu Squash Centre		
Equipment Grant	\$ 3,000.00	\$ -		St John Ambulance		
Sponsorship	\$ 15,000.00	\$ 5,000.00	\$ 10,000.00	United Indians of SA	\$ 10,000.00	
Sponsorship	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	Singapore Business and Social Association	\$ -	
Sponsorship	\$ 4,935.00	\$ 4,935.00	\$ 4,935.00	Fulham Community Centre	\$ 4,486.36	
Sponsorship	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Camden Athletic Club	\$ 5,000.00	
Sponsorship	\$ 4,800.00	\$ 4,800.00	\$ 4,800.00	Chilean Club of Adelaide	\$ 4,800.00	
Community Grant	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	West Torrens Chess Club	\$ 3,000.00	
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Vaagai Adelaide Tamil Broadcasting Service	\$ 5,000.00	
Community Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	The Greek Football Club	\$ 3,000.00	
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Lady Gowrie Childcare Centre	\$ 5,000.00	
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Surf Life Saving SA	\$ 4,545.45	
Community Grant	\$ 5,328.00	\$ 5,000.00	\$ 5,000.00	Royal Life Saving SA	\$ 5,000.00	
Community Grant	\$ 4,604.00	\$ 4,604.00	\$ 4,604.00	YMCA Victoria	\$ 5,000.00	
Community Grant	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Tamang Society of Australia	\$ 5,000.00	
Donation	\$ 4,000.00	\$ 1,000.00		Organisation of Hellene and Hellene-Cypriot Women of Australia (SA)		
Donation	\$ 200.00	\$ 200.00		Genesis Pregarancy Support		
Women In Sports Grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	Telugu Association of SA	\$ 3,000.00	
Junior Development Grants	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	60 Junior Development Grants	\$ 13,500.00	
	\$ 127,517.70	\$ 97,689.70	\$ 95,489.70			
Total Grants 2022/23 Budget					\$ 100,000.00	
Total funds remaining in actual 2022/2023 Budget (grants paid)					\$ 13,017.49	
Total funds remaining in 2022/2023 Budget (grants approved)					\$ 4,510.30	

8.6 Organisational Annual Service Plan 2nd Quarter 2022/23 Progress Update

Brief

This report presents the 2nd Quarter review of the 2022/23 Organisational Annual Service Plan and progress in the delivery of Council's Community Plan.

RECOMMENDATION

It is recommended to the Committee that the Organisational Annual Service Plan 2nd Quarter 2022/23 Progress Update be received.

Introduction

The *Organisational Annual Service Plan 2nd Quarter 2022/23 Progress Report (Attachment 1)* outlines the Administration's progress in implementing its *Community Plan* and provides updates on the delivery of the key projects that implement the *Community Plan* Focus Areas as follows:



Community life

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

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



Built environment



Organisational strength

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

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



Environment and sustainability



Prosperity

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


The report details the major initiatives being undertaken by Council each year to deliver on the objectives of the five Focus Areas of the Community Plan. Below is an explanation of the reporting format:


Donut Chart


The donut charts graphically illustrate how the organisation as a whole has progressed delivery of the key projects in the Organisational Annual Service Plan over the second quarter of 2022/23 (October-December 2022).

Project Status

This report presents the status of those projects that are either listed as 'on track', 'monitor' or 'off-track'.

When the attached quarterly report (**Attachment 1**) shows a green traffic light () against a project's performance, this indicates that the project is 'on track' and has progressed to where it was expected.

When the attached quarterly report shows an amber traffic light () against a project's performance, this indicates that the project needs to be 'monitored' as it has not progressed to where it was expected, but it is within 70-90 per cent of the quarterly target.

When the attached quarterly report shows a red traffic light () against a project's performance, this indicates that the project is 'off-track' as it has not progressed to where it was expected, and is less than 70 per cent of the quarterly target.

Progress comments contained within the report, provide a brief explanation of each project's progress, including comments as to why a particular project may be 'off-track' or needs to be 'monitored'.

Discussion

The performance of the organisation, as a whole, for the 2nd Quarter of 2022/23 is as follows:

- 90 per cent On-track;
- 5 per cent Monitor; and
- 5 per cent Off-track.

Note: as this report is retrospective, some projects may have progressed since the reporting period.

Challenges with staff resourcing, re-scoping and amending designs of projects, and the pending confirmation of plans for the North/South Corridor project are all factors that have contributed to the following projects not progressing as scheduled.

Two (2) or 5% of the total number of projects were reported as being 'off-track' in the second quarter of 2022/23:

1. Undertake an 'Infill Case Study' to determine the effects of infill development and urban corridor development on Neighbourhood type zones and identify the potential gaps and improvements to policy that could improve outcomes; and
2. Develop a Masterplan for Henley Beach Road as a main street precinct.

Two (2) or 5% of the total number of projects were reported as 'monitor' in the second quarter of 2022/23:

1. Plan and manage the major redevelopment of Thebarton Theatre; and
2. Manage the staged redevelopment of Kesmond Reserve.

Completed Projects

Two (2) projects were completed in the second quarter of 2022/23:

1. Complete development of the City of West Torrens Transport Strategy; and
2. Undertake the administration, as directed by the Electoral Commission of SA, for the 2022 City of West Torrens Local Government general elections.

Climate Impact Considerations

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

The Organisational Annual Service Plan contains a number of key projects that address climate impact.

Conclusion

The Annual Service Plan 2nd Quarter Progress Report 2022/23 outlines Council's progress in implementing its Community Plan.

Attachments

1. **Organisational Service Plan 2nd Quarter 2022/23 Progress Report**



Organisational Service Plan 2nd Quarter 2022/23 Progress Report October to December 2022

City of West Torrens

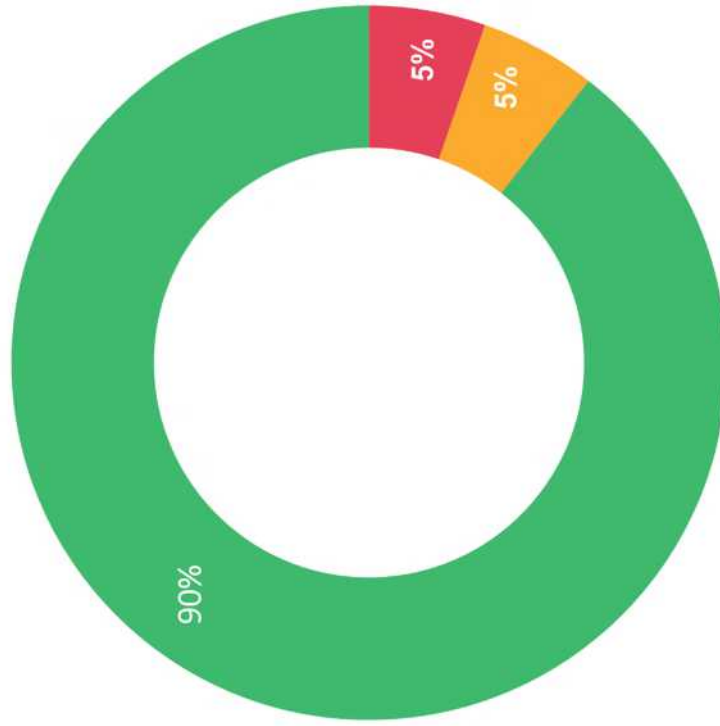


KEY PROJECT SUMMARY BY PERFORMANCE

2 OFF TRACK

2 MONITOR


34 ON TRACK
including 2 completed




FOCUS AREA - 1 Community life

OUR FOCUS - 1.1 We support diversity, health and well-being, community cohesion and connections, and create opportunities to learn and enjoy the local area.



STRATEGIC OBJECTIVE - 1.1.3 Active and healthy lifestyles for all ages and abilities.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.3.1 Undertake the installation and upgrade of gym and fitness equipment at select reserves to enhance community accessibility.	City Property	01-07-2022	30-06-2023	50	 GREEN	The annual program for installation of new and replacement of existing gym and fitness equipment in the public realm has commenced. Community consultation was undertaken and feedback is being considered, including appropriateness of location.

STRATEGIC OBJECTIVE - 1.1.6 Facilitation of community health, wellbeing and safety.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.6.1 Complete the review and update of the City of West Torrens Dog and Cat Management Plan.	Regulatory Services	01-07-2022	30-06-2023	75	 GREEN	Public consultation on the draft Plan was undertaken, with feedback to be considered and appropriate changes made. A report presenting the final Plan will be provided to Council in the next quarter. Following Council approval the report will be submitted to the Dog and Cat Management Board approval.


STRATEGIC OBJECTIVE - 1.1.7 Recognition of our unique local cultural identity and heritage.







Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
1.1.7.1 Plan and manage the major redevelopment of Thebarton Theatre.	City Property	01-07-2022	30-06-2023	40	 AMBER	Design for the upgrade is ongoing and Council approval of the design will be sought in the next quarter before lodging a Planning Application.
1.1.7.3 Work in liaison with the land owners to deliver the Riverbank Christmas Display.	City Operations	01-07-2022	31-01-2023	75	 GREEN	The Riverbank Christmas display was successfully installed and operated during this quarter. It will be dismantled in January/February.

FOCUS AREA - 2 Built environment




OUR FOCUS - 2.1 We ensure housing, urban development and infrastructure contribute to attractive and safe neighbourhoods, and how we travel in and beyond our area.

STRATEGIC OBJECTIVE - 2.1.1 An attractive, safe and cohesive urban environment that supports better quality development assessment outcomes, diverse housing choice and compatible non-residential development.


Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.1.1 Undertake an 'Infill Case Study' to determine the effects of infill development and urban corridor development on Neighbourhood type zones and identify the potential gaps and improvements to policy that could improve outcomes.	Strategy & Business	01-07-2022	30-06-2023	5	 RED	Drafting of the project scope and request for quote has commenced. This project is currently off-track due to staff resourcing issues, but is expected to be back on track with the commencement of the new Policy Planner in January 2023.

City of West Torrens							Organisational Service Plan 2nd Quarter 2022/23 Progress Report						
STRATEGIC OBJECTIVE - 2.1.2 Infrastructure that meet the needs of a changing city and climate.							STRATEGIC OBJECTIVE - 2.1.3 Neighbourhoods designed to promote safe, active travel and strengthen connections, amenity and accessibility.						
Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments	Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.2.1 Complete development of the City of West Torrens Transport Strategy.	City Assets	01-07-2022	31-12-2022	100	 GREEN	Following adoption of the Transport Strategy at the 16 August 2022 meeting of Council, the final Transport Strategy was uploaded to Council's website, with some minor amendments.	2.1.3.1 Project manage the staged upgrade of the Reece Jennings Bicycle Path and the installation of bicycle racks and facilities in reserves.	City Assets	01-07-2022	30-06-2023	50	 GREEN	The works contract has been awarded with works scheduled to commence in mid February 2023.
2.1.2.2 Continue to partner with other councils and the Brown Hill Keswick Creek Board to contribute to the Brown Hill Keswick Creek Flood Mitigation Scheme project.	City Assets	01-07-2022	30-06-2023	50	 GREEN	The Administration has provided comment on the 30% Design Review of the lower Brown Hill Keswick Creek works. Regular meetings continue to be held with the Brownhill Keswick Creek Project Group.							
2.1.2.3 Project manage the staged upgrade of the stormwater drainage systems in Kurralta Park and North Plympton/Plympton to mitigate the risk of flooding.	City Assets	01-07-2022	30-06-2023	50	 GREEN	Construction of stage 1 of the project has commenced and is on schedule.							
2.1.2.4 Complete development of a City of West Torrens Stormwater Management Plan.	City Assets	01-07-2022	30-06-2023	50	 GREEN	Consultation on the draft Stormwater Management Plan was undertaken in 2nd Quarter. Feedback is being considered and the draft Plan updated accordingly.							
2.1.2.5 Continue to work in partnership with the Department of Infrastructure and Transport on the North/South Corridor project.	City Assets	01-07-2022	30-06-2023	50	 GREEN	The Administration continues to attend technical reference group meetings with the DIT project team.							


STRATEGIC OBJECTIVE - 2.1.4 A variety of indoor and outdoor sport, recreation and community facilities and open spaces.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.4.1 Manage the staged major redevelopment of Richmond Oval.	City Property	01-07-2022	30-06-2023	50	 GREEN	Stage 1 works, which focused on increasing recreation opportunities on the Eastern side of the site, are complete with the exception of the new bridge and entrance from Martin Ave, which is anticipated to be completed by April. A draft concept plan is currently being developed for the Stage 2 works, and will be presented to Council and stakeholders for refinement prior to community consultation. Funding contributions from the State and Federal Governments for Stage 2 works is currently being investigated.
2.1.4.2 Manage the staged major redevelopment of Thebarton Oval/Kings Reserve.	City Property	01-07-2022	30-06-2023	50	 GREEN	The draft lease developed for the Adelaide Football Club (AFC) was released for community consultation. The feedback was analysed and the results were presented to Council in November. The AFC is currently developing a new Master Plan for the precinct, which will be released for further public consultation in the next quarter.
2.1.4.3 Manage the staged major redevelopment of Apex Park.	City Property	01-07-2022	30-06-2023	50	 GREEN	Council's request to revise the project scope due to the high cost of tenders for the landscapes work package was approved by the funding body. Subsequently, a contract for works has been awarded with works scheduled to commence in the next quarter.


City of West Torrens Organizational Service Plan 2nd Quarter 2022/23 Progress Report

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
2.1.4.4 Manage the staged redevelopment of Kesmond Reserve.	City Property	01-07-2022	30-06-2023	35	 AMBER	Documentation for the design of the open space element is still being undertaken and is anticipated to be finalised early in the next quarter. Amendments required to the design to meet parking requirements have somewhat delayed the project. Detailed design is underway for the proposed new community facility at Kesmond Reserve and is on track for completion by the end of the financial year.


FOCUS AREA - 3 Prosperity

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
<p>OUR FOCUS - 3.1 We support jobs, businesses and industries to generate local economic growth and activity.</p> <p>STRATEGIC OBJECTIVE - 3.1.1 A diverse, resilient and competitive economy, including small business, tourism and export sectors.</p>						
3.1.1.1 Continue to participate in and work with partner councils on the Building Western Adelaide Strategy to improve economic prosperity.	Strategy & Business	01-07-2022	30-06-2023	50	 GREEN	The City of West Torrens continues to work with partner Councils to provide networking events for local businesses and preparation of the Western Adelaide Tourism Alliance Tourism Destination Action Plan.


STRATEGIC OBJECTIVE - 3.1.2 Optimise the benefits of local activity and key employment precincts.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.2.1 Develop a Masterplan for Henley Beach Rd as a main street precinct.	City Assets	01-07-2022	30-06-2023	10	 RED	The Administration have submitted the project to be considered as part of the City Shaping Program under the North/South Corridor Project. Feedback on the success of this submission from DIT is pending. Now that the reference design has been completed by DIT and released for community consultation, it is anticipated that the working group will reestablish City Shaping Programs.

STRATEGIC OBJECTIVE - 3.1.3 Economic development through innovation, collaboration and investment and connections between businesses and the community.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.3.1 Work in partnership with private developers and government agencies to facilitate the development of the Port Road precinct, including the former Coca-Cola and West End Brewery sites.	Strategy & Business	01-07-2022	30-06-2023	50	 GREEN	The Administration continues to work in partnership with developers and partner agencies.


STRATEGIC OBJECTIVE - 3.1.4 Promote opportunities and economic advantage arising from Adelaide Airport and our proximity to the CBD.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
3.1.4.1 Continue to partner with Adelaide Airport Ltd. in assisting to achieve the objectives of the Adelaide Airport Master Plan.	Office of the Mayor and CEO	01-07-2022	30-06-2023	50	 GREEN	The CEO continues to participate in the Adelaide Airport Consultative Committee meetings and regular meetings with Airport management.



FOCUS AREA - 4 Environment and sustainability


OUR FOCUS - 4.1 We protect and conserve the natural environment, reuse and recycle resources, support biodiversity and respond to climate change.

STRATEGIC OBJECTIVE - 4.1.1 Sustainably manage our resources through reuse, recycling and circular economy.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.1.1 Complete the development of a City of West Torrens Waste Management Strategy.	Regulatory Services	01-07-2022	31-03-2023	90	 GREEN	The final Waste Management Strategy has been completed and a report will be submitted to the City Facilities and Waste Recovery General Committee on 7 February 2023 to seek endorsement and adoption.


STRATEGIC OBJECTIVE - 4.1.3 Prepare for and respond to the challenges of a changing climate.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.3.1 Complete the development of a City of West Torrens Climate Adaptation Strategy.	Strategy & Business	01-07-2022	31-03-2023	90	 GREEN	Community consultation on the draft Strategy has been undertaken and comments have been taken into consideration to finalise the Strategy. A report will be provided to the February 2023 meeting of Council to seek its approval.
4.1.3.2 Work in partnership with Green Adelaide, City of Charles Sturt and SA Water on the Breakout Creek Stage 3 redevelopment.	City Assets	01-07-2022	30-06-2023	50	 GREEN	This project is progressing as scheduled. The Steering Group continues to meet every alternate month.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.1.3.3 Continue to work with partner councils and stakeholders on progressing the implementation of the AdaptWest Climate Adaptation Plan.	Strategy & Business	01-07-2022	30-06-2023	50	 GREEN	<p>Due to timing of the 2022 Local Government elections, a 1-year interim action plan was developed for the 2022/23 financial year. Following the 2022 elections, an Action Plan for the next 3-year horizon will be developed in consultation with Elected Members.</p> <p><i>My Cool Home:</i> Scoping is being undertaken for a series of online forums to be delivered to our community throughout 2023/24, focusing on energy transition and climate resilient housing. Further content was added to the reporting side of the My Cool Home tool to explain star ratings efficiency standards and call to action/ next steps for the user. A workshop was undertaken with the West Torrens Development Team to demonstrate the My Cool Home tool.</p> <p><i>My Cool Yard:</i> Various garden typologies that illustrate best practice greening and cooling around the home will be prepared and incorporated into the online tool.</p>



City of West Torrens **Organisational Service Plan 2nd Quarter 2022/23 Progress Report**

STRATEGIC OBJECTIVE - 4.1.4 Open spaces that foster the natural environment, support biodiversity and encourage people to spend time outdoors.



Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
4.1.4.1 Work in partnership with Green Adelaide on the River Torrens Recovery project to undertake environmental improvement works along River Torrens Linear Park.	Strategy & Business	01-07-2022	30-06-2023	50	 GREEN	Autumn Avenue in Lockleys has been identified as the target project site for works in the 2022/23 financial year. A successful funding submission was made through the River Torrens Recovery Project to undertake works including weed removal and re-vegetation. Removal of weed species across the project site has commenced. Signage was installed to raise awareness about the type of work being undertaken to prepare the site, and encourage members of the community to participate in the planting event later this year.

FOCUS AREA - 5 Organisational strength


OUR FOCUS - 5.1 Council ensures its services lead to quality outcomes and exceptional experiences for our community.
STRATEGIC OBJECTIVE - 5.1.3 High levels of governance, transparency and integrity.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.3.1 Continue to coordinate the implementation of the local government reforms.	LG Reform & Integrity	01-07-2022	30-06-2023	75	 GREEN	Local Government reforms are approximately 75% implemented, with further amendments to commence in 2023. Reports are presented to Council regularly and information provided to internal stakeholders as required.
5.1.3.2 Undertake the administration, as directed by the Electoral Commission of SA, for the 2022 City of West Torrens Local Government general elections.	LG Reform & Integrity	01-07-2022	31-12-2022	100	 GREEN	Elections were completed in November 2022. The new Council was inducted and mandatory training program commenced.

STRATEGIC OBJECTIVE - 5.1.4 An inclusive, innovative, and collaborative organisation



Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.4.1 Facilitate, identify, assist to implement and measure improvements using LEAN framework for the following: - customer complaints process; - plant and equipment process; and - name and register process.	Office of the Mayor and CEO	01-07-2022	30-06-2023	60	 GREEN	The status of the various projects is as follows: - Customer Service Standards project has been completed. - Customer Complaints Process is in progress. - Vehicle Inspections project has been completed. - Minor Plant and Equipment project has been completed. - Business Requirements for Asset Management processes, Financial system and Customer Relationship Management system are currently in progress in partnership with relevant departmental managers.
5.1.4.2 Identify opportunities for process improvement using results data from the City of West Torrens' Qualtrics Survey.	Office of the Mayor and CEO	01-07-2022	30-06-2023	50	 GREEN	Customer Insights packs for departmental managers and Executive reporting is currently being rolled out.



City of West Torrens							Organisational Service Plan 2nd Quarter 2022/23 Progress Report						
STRATEGIC OBJECTIVE - 5.1.5 A safe, healthy and resilient workforce.													
Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments							
5.1.5.1 Develop, implement and monitor strategies for the enhancement of organisational culture.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	<p>People and Culture are currently working on a range of programs to reinvigorate the culture of CWT based on our FITCORE values, including:</p> <ul style="list-style-type: none"> - conduct a campaign emphasising "A positive CWT workplace culture begins with me!"; and - establish a mechanism to recognise and reward employees who demonstrate excellence in living out our FITCORE values and provide resources on what good culture looks like at CWT. 							
5.1.5.2 Undertake a review of how we measure our WHS performance, including identifying indicators that allow effective monitoring and timely reporting to management and clear accountabilities.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	<p>The quarterly WHS and Injury Management (IM) Performance Dashboard Report provides the Executive Management Team with data and statistics relating specifically to the WHS and IM safety management system. The report contains recommendations for response and actioning by the Executive to ensure WHS performance is improved across the organisation.</p>							

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.5.3 Align the current practices for volunteer management with our human resources processes, including induction, training and exit processes.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	<p>The following process are in place for volunteers:</p> <ul style="list-style-type: none"> - probationary period reviews occur 3 months commencement; - annual reviews of the roles; - information on suitability of roles for volunteers is formalised in the Volunteer Manual designed for the coordinator; - role creation is formalised in the Volunteer Manual designed for the coordinator; - volunteers are provided with a copy of the program-specific induction checklist during their induction; - the staff policy and the volunteer handbook provides information on declaring any conflicts of interest; - a training program for Program Coordinators, including disability inclusion training specific to volunteer management; - a formal Exit Process includes both an exit survey and template letters with further information in the program manual; - documentation, including role statements, have been placed on the Document Register to ensure a notification is received when reviews are due; and - volunteer statistics are provided for monthly reports.

City of West Torrens



Organisational Service Plan 2nd Quarter 2022/23 Progress Report

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.5.4 Undertake the program to become certified as an accredited White Ribbon organisation.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	CWT are currently participating in the White Ribbon Program. This involves the gathering of data and evidence that aligns with the White Ribbon Criteria, which are: Leadership Commitment Commitment of Resources Internal Communication External Communication Collaboration Demonstrated engagement in the prevention of violence against women Policies, procedures and documentation and the communication of the same to the workforce Manager and Supervisor training is undertaken and is mandatory Staff Training Risk Assessments Contractor expectations Response to victims who disclose Response to perpetrators Evaluation and continuous improvement
5.1.5.5 Launch a campaign across all CWT locations to raise awareness of Aggressive Violent and Threatening Behaviour in the workplace.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	The campaign to raise awareness of Aggressive Violent and Threatening Behaviour in the workplace across all CWT locations has commenced. The project plan has been created and a Communications Consultant and a Communications Consultant agency has been engaged to assist in closing out the actions. Actions within the project plan have been closed out according to schedule.


City of West Torrens							Organisational Service Plan 2nd Quarter 2022/23 Progress Report						
Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments	Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.5.6 Develop and implement 'Ageing and Work Health' programs to promote a positive culture within the workplace.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	The 'Ageing and Work Health' program aims to implement initiatives and provide resources to support our inter-generational workforce, with a focus on active ageing, and a healthy and productive working life. The Executive have provided their strong support for this program, including the CEO signing off on the AWH Charter (displayed in prominent locations across CWT) that clearly states the CEO's commitment, and the commitment of Council, to supporting our inter-generational workforce. A range of activities will be provided over the coming months, such as stretching sessions being provided to outdoor staff and various resources and information booklets provided.	STRATEGIC OBJECTIVE - 5.1.6 A workforce that meets current needs and plans for future needs.						
5.1.6.1 Commence the development of a City of West Torrens Organisational Workforce Strategy.	People and Culture	01-07-2022	30-06-2023	50	 GREEN	The following programs/initiatives scheduled over the next 12 months: White Ribbon Ageing and Work Health Program Talent and Succession Capability mapping Leadership Program for the Management team AVT Campaign							

City of West Torrens Organizational Service Plan 2nd Quarter 2022/23 Progress Report

STRATEGIC OBJECTIVE - 5.1.7 Sustainable financial management principles.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.7.1 Continue to implement changes to Council's Annual Budget and Business Plan and Long-Term Financial Plan, to address legislative requirements arising from the local government reforms.	Financial Services	01-07-2022	30-06-2023	40	 GREEN	The September budget review was adopted by Council in December. Preparation of the 2023/24 budget has commenced.
5.1.7.2 Prepare for and implement changes arising from the local government rates oversight scheme and the roles played by the Essential Services Commission of SA (ESCOSA) and external auditors.	Financial Services	01-07-2022	30-06-2023	75	 GREEN	Information has been submitted as required and the Administration is still waiting ESCOSA's response.

STRATEGIC OBJECTIVE - 5.1.9 Technology as a tool to help innovate how we interact with each other and our community.

Key Project	Lead Department	Start Date	End Date	% Complete	Performance	Progress Comments
5.1.9.1 Enable access to contemporary business intelligence functionality and develop a data platform suitable to underpin performing business intelligence on customer service and community assets.	Information Services	01-07-2022	30-06-2023	55	 GREEN	Business intelligence information architecture based on business requirements for asset management is under construction to provide business intelligence on community assets.

8.7 Strategy Unit Activity Report: November 2022 to February 2023

Brief

This report presents the Strategy Unit's Activity Report for the period November 2022 to February 2023.

RECOMMENDATION

The Committee recommends to Council that the Strategy Unit Activity Report for the period November 2022 to February 2023 be received.

Introduction

The Strategy Unit supports the organisation to achieve its strategic objectives by working collaboratively with stakeholders to deliver significant strategic projects, develop and deliver land use policy, and strategic and corporate plans for West Torrens, in consultation with the community, Elected Members and other stakeholders. It drives environmental sustainability across the organisation, works in partnership with regional partners to deliver strategic environmental and climate adaptation plans, whilst supporting the community to do the same through administering grant and rebate programs. The Strategy Unit also reviews and responds to a variety of external consultation undertaken by other agencies.

A report is presented, on a regular basis, detailing the status of key projects and activity undertaken by the Strategy Unit to progress strategic priorities since the last report to the Committee.

Discussion

Corporate and Community Planning

Annual Service Plan 2022/23 - Second Quarter Progress Report

The 2nd Quarter *Organisational Annual Service Plan 2022/23 Progress Update* report was prepared and is included in the agenda for this meeting of the City Advancement and Prosperity Standing Committee.

Corporate Plans

Ongoing support and advice was provided to departments in the development and review of various corporate plans, including the review of the *Dog and Cat Management Plan* and *Waste and Resource Recovery Strategy*.

A *Public Health Plan - Implementation Plan* has been drafted in consultation with internal stakeholders to support the implementation of Council's *Public Health Plan 2021-2026*. Where possible, existing actions from Council's other corporate plans have been incorporated, to reinforce the public health impact of many of the projects and activities that Council already undertakes.

2023/24 Budget and Project Planning Preparations

Departments were supported to commence the development of proposed project plans for the 2023/24 financial year, to use in preparation of their 2023/24 budget submissions. These project plans will also be used as the basis for developing the 2023/24 Organisational Service Plan.

Open Space Plan - implementation

An internal staff Reference Group has been established, with City Property leading the delivery of actions in the Open Space Plan (Plan) in collaboration with staff from across the organisation. Reporting on actions is anticipated to be done via Council's corporate reporting system on a regular basis.

One of the actions contained in the Plan is to explore options to generate a revenue stream to enable the purchase of open space. Consequently, a report to this effect has been included in the agenda for this meeting of the City Advancement and Prosperity Standing Committee.

Economic Development

As of 14 February 2023 reporting on Economic Development will no longer be undertaken by the Strategy Unit but rather sit within the Community Partnerships Team of the Office of the Mayor and CEO (OMC). Updates below are up until this date.

Adelaide Beaches Website

West Torrens, together with the other councils in Building Western Adelaide, undertake quarterly networking events. West Torrens hosted a networking event on 24 November 2022 at Brightside Brewing. This event unveiled and showcased the newly updated Adelaide Beached website (www.adelaidebeaches.com.au) which presents an opportunity for businesses in the region to be showcased on the website. The networking event identified how interested businesses can be featured on the site. Other key speakers spoke about the partnership between the councils and the review of the Tourism Development Action Plan and establishing a business within West Torrens.

Western Adelaide Tourism Alliance (WATA)

A review of the WATA Tourism Development Action Plan 2020 is underway with the alliance working on the drafting a new *Tourism Development Action Plan 2024* (TDAP) and a new Marketing Plan for 2022/23. The draft Tourism Development Action Plan was approved by Council at its meeting on 17 January 2023. Work amongst the Alliance continues to prepare the TDAP for public release.

Public Art Framework

The Administration continued to work on drafting the implementation plan. This follows the release of the *Public Art Framework 2022-2032*. Various actions have been drafted in accordance with the key themes highlighted in the framework (Community Life, Prosperity, Environment and Sustainability and Built Environment).

Following internal consultation (commenced on 20 September 2022), an initial draft has now been prepared for internal review. The working group continue to ensure the identified actions are appropriate and to identify any gaps and assign actions where appropriate. This will enable the framework to be embedded into the various functions of the organisation to facilitate the consideration of public art into project scopes undertaken by Council in the public realm when possible and promotion of public art projects within the community.

Heritage

Heritage Grants

The heritage grants eligibility criteria have been reviewed in relation to ensuring equitable distribution of funds. The proposed amendments are presented to this Committee for its consideration and includes a proposed recommendation to Council.

Following approval of the amended eligibility criteria and guidelines, the next round of grants (22/23) will open prior to June 2023.

Heritage Review and Survey

A project brief regarding a review of West Torrens Heritage Listed Buildings has been prepared.

The objectives of the review are to:

- Update the city's existing listing contained within the Planning and Design Code, and
- Provide a description and evaluation of the heritage resources of West Torrens to be used for ongoing conservation planning and development application assessment.

This project is currently being reviewed and a request for quote (RFQ) being prepared following successful recruitment of a Policy Planner.

Land Use Planning

Planning Reform

The Administration continues to liaise with PlanSA with regard to the Planning and Design Code (Code) and associated documents as well as the e-planning portal.

Planning System Implementation Review

Administration presented a review and response to the Expert Panel's Planning System Implementation Review at the Council meeting held 17 January 2023.

For context, the Minister for Planning, the Hon Nick Champion MP, made a formal announcement at the beginning of August 2022 that an expert panel had been appointed to undertake a comprehensive review of the implementation of the State's planning system. The review's scope included the following aspects of the State's planning system and discussion papers provided a number of questions primarily around:

- Public notifications and appeals;
- Local heritage in the PDI Act, character and heritage in the Code;
- Deemed consents;
- Verification of development applications;
- Trees;
- Infill;
- Car parking;
- User experience of the PlanSA website; and
- Future innovations for ePlanning.

The expert panel comprises of John Stimson as Chair (experienced planning consultant), Cate Hart (CEO of DEW and former CEO of Prospect Council), Andrew McKeegan (former Director of Planning SA) and Lisa Teburea (former senior executive at the LGA).

Engagement for councils closed 30 January 2023. Council's submission was received prior to close date. The Panel are now reviewing submissions and further updates will be provided when available.

Planning and Design Code Amendments

Glandore Character Area Protection Code Amendment

The Minister for Planning approved early commencement to begin on 19 January 2023 for the Glandore Character Area Protection Code Amendment. This also signified the commencement of engagement. The engagement will run until 5pm Thursday 16 March 2023. To date, mail outs to owners and occupiers has occurred, as has a drop in session held on Thursday 9 February 2023.

At the conclusion of engagement, a report will be prepared considering all submissions received during the engagement period. Subsequent reports will be made to Council on the engagement.

107 Port Road Thebarton (Thebarton Brewery Precinct) Code Amendment

On 13 September 2022, the Minister for Planning approved the Proposal to Initiate a Code Amendment over the affected area which is highlighted in the image below. The site has a total land holding of approximately 8.6ha with a frontage to Port Road of approximately 265 metres. The Affected Area is currently located in a combination of the Strategic Employment Zone, Urban Corridor (Business) Zone and the Open Space Zone. The Affected Area presents a key strategic site, which wholly comprises the former Lion 'West End' Brewery and is currently in the progress of being decommissioned.

The Code Amendment seeks to facilitate a policy framework that provides the opportunity for a combination of low rise (1-2 storey), medium rise (3-6 storey) and high-rise (over 7 storey) built form with predominately medium to high density housing with retail and commercial land uses.

The Administration and Council have both been briefed on the imminent public engagement and proposed Code amendment for the 107 Port Road Thebarton (Thebarton Brewery Precinct) Code Amendment. Engagement is anticipated to commence mid-February and run for a period of 8 weeks. This presents Council's opportunity to provide formal feedback on the proposed Code amendment. Further reporting on the proposal will be presented to Council.

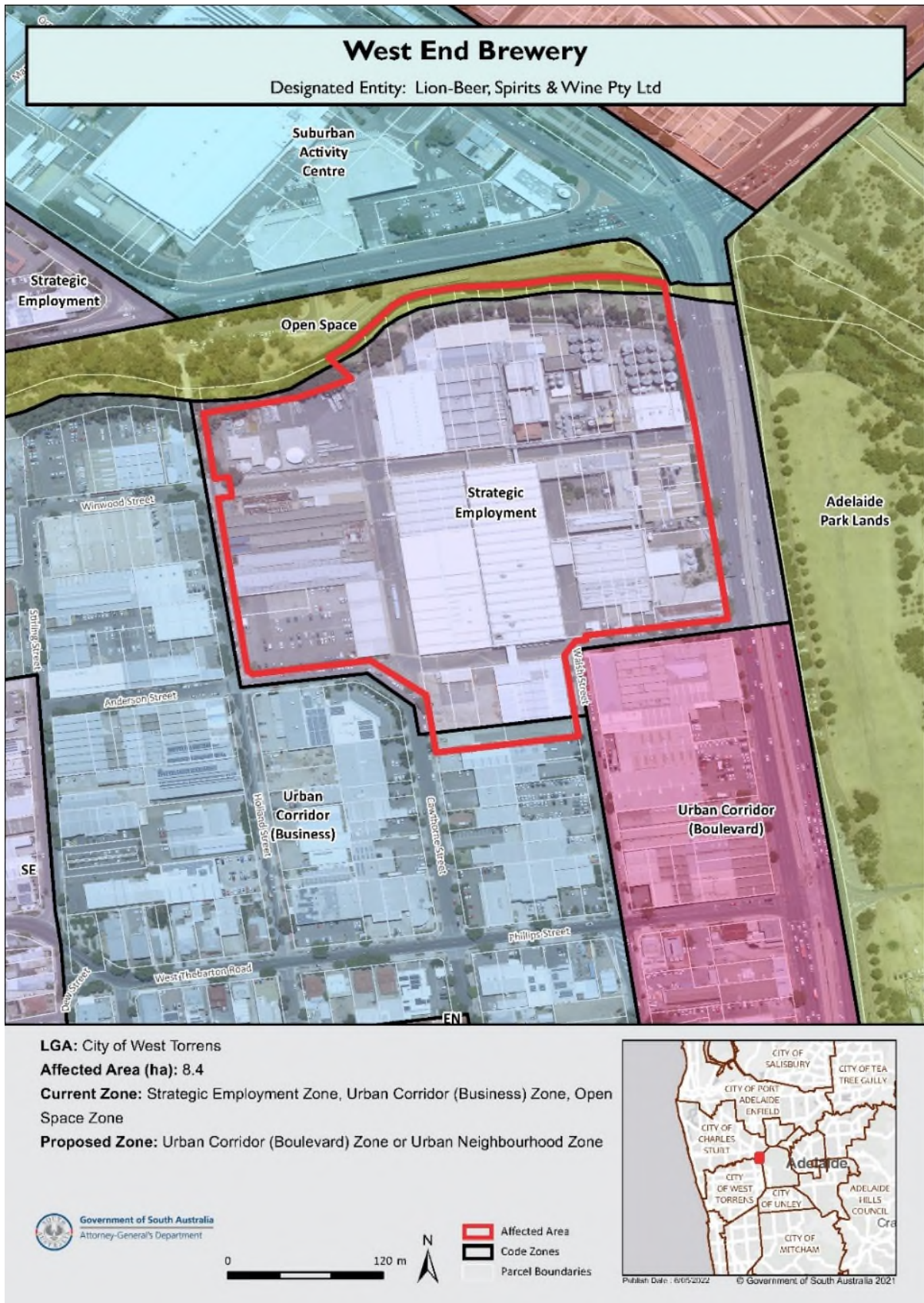


Image 1: Affected Area for 107 Port Road Thebarton (Thebarton Brewery Precinct) Code Amendment

65-73 Mooringe Ave, Plympton Code Amendment

The Minister for Planning approved this Code Amendment on 15 December 2021. Pursuant to Section 74 of the *Planning, Development and Infrastructure Act 2016 (PDI Act)*, the Minister for Planning referred the Code Amendment to the Environment, Resources and Development Committee (ERDC).

Following consideration of this matter at the 19 April 2022 meeting of Council, formal advice was forwarded to the ERDC which subsequently invited a witness from the Administration to provide evidence on the 23 May 2022 relating to the submission as part of its parliamentary scrutiny process. Resulting from this, the ERDC has consulted with Council on its proposed recommendation to suggest a change in zone from Housing Diversity Neighbourhood Zone to General Neighbourhood Zone. Following approved by Council at its 7 June 2022 meeting, correspondence was sent to the ERDC supporting its recommendation.

On 21 June 2022, the Presiding Member of the ERDC wrote to the Minister for Planning advising that the committee resolved to suggest amendment to the Code Amendment as follows:

1. That clause 1 of the Code Amendment be amended to replace “Housing Diversity Neighbourhood Zone” with “General Neighbourhood Zone” (and that any other references to “Housing Diversity Neighbourhood Zone” in the Code Amendment be replaced with “General Neighbourhood Zone” accordingly);
2. That clause 5 of the Code Amendment be deleted; and
3. That any other technical amendments required to implement the General Neighbourhood Zone be made.

Subsequent to the advice provided by the Presiding Member of the ERDC, the Minister responded to the ERDC advising that he was not in support of the ERDC’s recommendation for a number of reasons including appropriateness of the site for increased density and diversity in dwellings, and concern that making such a substantial change to zoning through the Parliamentary process with no consultation with the land owner may create uncertainty for entities when proposing Code Amendments. On 17 October 2022, ERDC resolved to not object to the Code Amendment as originally made. This sees the end of the Code Amendment process for this Code Amendment.

Lockleys Code Amendment

As part of the public consultation process undertaken on this Code Amendment, information and proposed feedback were presented to Council at both its 6 July 2021 and 19 October 2021 meetings. This feedback was submitted to the relevant contact and the Minister for Planning. Public consultation on this Code Amendment ended on 24 October 2021.

At its 15 February 2022 meeting, Council resolved that certain streets within the designated area remain closed roads, and not able to be opened, in the event the Code Amendment is approved.

On 15 December 2022, the Minister for Planning declined the proposed amendment.

Miscellaneous and Technical Code Amendment

The Miscellaneous Technical Enhancement Code Amendment was released for consultation by the State Planning Commission (Commission) on 25 July 2022 with a closing date of 23 September 2022. The Code Amendment proposes a series of technical amendments which aim to enhance the general performance and operation of the Planning and Design Code (Code). The Miscellaneous Technical Enhancement Code Amendment is primarily focused on addressing technical and operational elements within the Code, as opposed to changing policy intent or outcomes.

The Miscellaneous Technical Enhancement Code Amendment is focused on:

- technical matters
- policy clarity and interpretation
- consistency and alignment with drafting principles
- system efficiency and procedural
- other technical improvements.

The Administration reviewed the Code Amendment noting that a number of proposed changes needed further investigations. Due to the timeframes for consultation, an Administration response was submitted and was included for information at the 18 October Council meeting. At the time of preparation of this report, there were no updates on this Code Amendment.

Upcoming Code Amendments:

The Attorney-General's Department (AGD) has advised that the Flood Hazard Mapping Project - Code Amendment is still being scoped by PLUS.

Consultation on Code Amendments Outside of the City of West Torrens

- Lots 51 and 52 (86-88) Morphett Road Glengowrie Code Amendment

Future Urban is consulting on the Lots 51 and 52 (86-88) Morphett Road Glengowrie Code Amendment. This is a private proponent led Code Amendment, with the South Australian Jockey Club Incorporated (SAJC) who are the Designated Entity proposing to rezone approximately 1.5 hectares of land at 86 – 88 Morphett Road, Glengowrie (see image below) from the Recreation Zone to the Urban Neighbourhood Zone. The proposed rezoning will extend the Urban Neighbourhood Zone that was authorised in 2020 as part of the Morphettville Racecourse Development Plan Amendment (DPA) and seeks to support the future establishment of an inner urban mixed-use neighbourhood up to eight storeys in height.

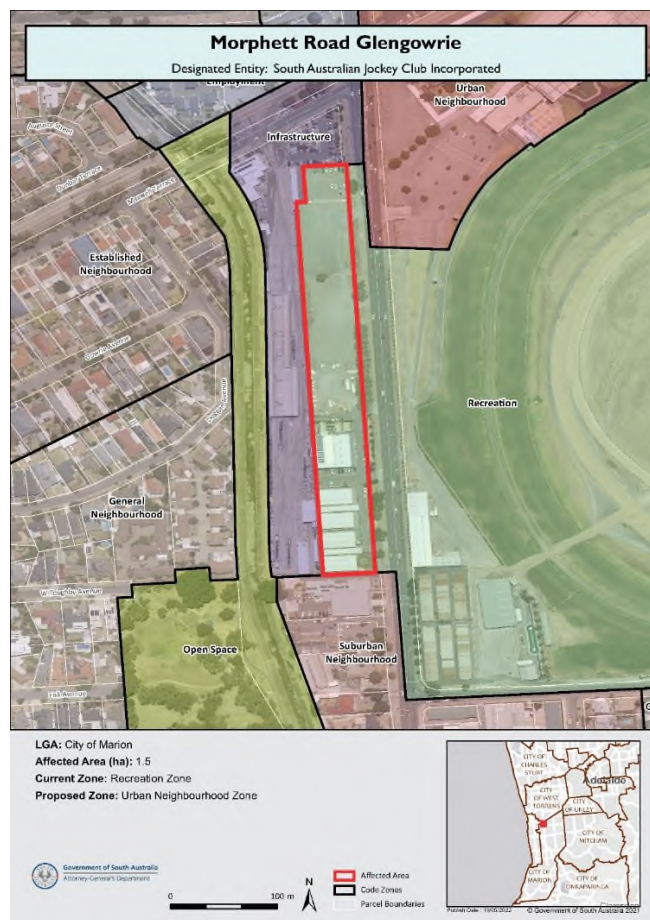


Image 2: Lots 51 and 52 (86-88) Morphett Road Glengowrie Code Amendment

Information including investigations on the Code Amendment are available here: [On consultation | PlanSA](#) (affected area map and FAQ attached)

Consultation commenced 13 February 2023 and will end at 5pm, 26 March 2023. Administration are reviewing the proposed Code Amendment and will likely report back to Council with any recommended response.

- City of Charles Sturt's West Lakes Residential and Mixed Use Code Amendment

Charles Sturt is consulting on the West Lakes Residential and Mixed Use Code Amendment. It is around 19.8 ha of land bound by Frederick Road to its east, Lochside Drive to its south and adjacent to residential land uses located within the Waterfront Neighbourhood Zone to its immediate north, south and west. The north-western corner of the Affected Area adjoins the Council owned Mariners Reserve (refer to image three).

The draft Code Amendment proposes to rezone Lot 100 and a part of Lot 101 to 'Urban Renewal Neighbourhood Zone', with the north-eastern portion of Lot 100 along Frederick Road proposed to be located within the 'Mixed Use Transition Subzone' to facilitate residential and commercial land uses. The south-east corner of Lot 101 containing the existing SA Water Re-Lift Facility is proposed to remain within the current Infrastructure Zone.

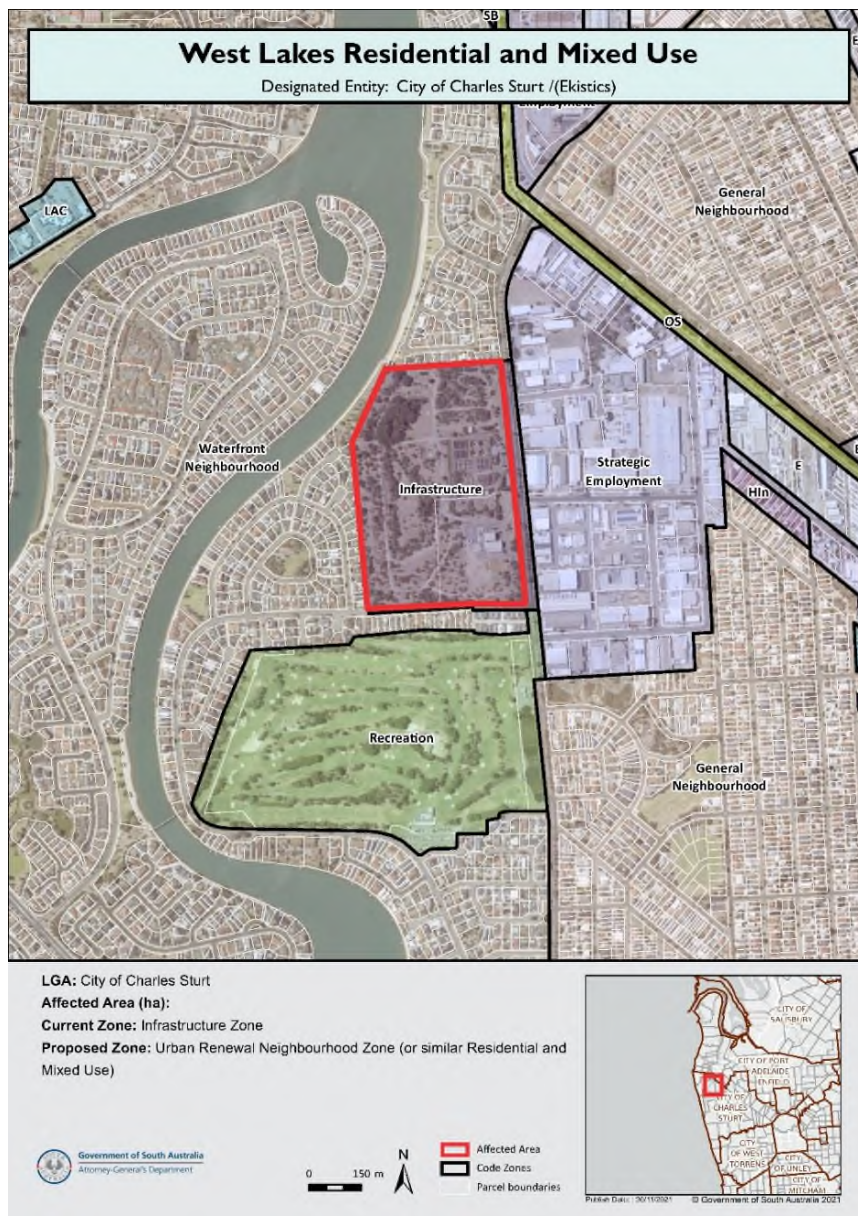


Image 3: West Lakes Residential and Mixed Use Code Amendment

Consultation has closed and a decision is pending.

- **City of Charles Sturt's Kidman Park Residential and Mixed Use Code Amendment**

The Kidman Park Residential and Mixed Use Draft Code Amendment was considered by Charles Sturt Council's City Services Committee at its Monday 15 August meeting 2022, and approved by Council at its Monday 22 August 2022 meeting. In response to the matters raised in submissions during the public consultation stage, a number of changes were made to this draft Code Amendment. Some of the key amendments made include:

- Revised Kidman Park Concept Plan (attached and below you can view both the previous and the revised versions of the Concept Plan).
- Changes to the maximum height of buildings.

As Charles Sturt Council has now endorsed the Code Amendment, the Code Amendment will be submitted to the Minister for Planning for consideration. The Minister can approve the Code Amendment, approve the Code Amendment subject to certain changes, or decline to approve the Code Amendment. If the Code Amendment is authorised by the Minister, the Code Amendment process will also be reviewed by the Environment, Resources and Development Committee of the SA Parliament.

A decision on the Code Amendment is yet to be made.

Strategic and Policy Investigations

Infill Housing and Urban Corridor Zone Interface Case Study

The scoping for the Neighbourhood Zone Review of minor infill housing and Urban Corridor Zone interface case study is to be considered in further detail in the coming months.

Parliamentary Inquiry into the Urban Forest

The Environment, Resources and Development Committee (Committee) has undertaken an inquiry into the urban forest, with a focus on tree species selection and other measures to preserve and improve the tree canopy in metropolitan Adelaide and a focus on trees for urban infill developments. The Administration presented a recommended response to this inquiry at Council meeting 21 February 2023 for approval and subsequent submission to the Inquiry.

Environmental Sustainability and Climate Adaptation

Water Efficiency Audit

In January 2023 BMT Consulting delivered the final report detailing the findings from the water efficiency audits of the Civic Centre, the Hamra Centre, the Morphett Road Depot, Lockleys Sporting Facility and Weigall Oval Clubrooms. The final report identifies ways to reduce mains water consumption in these key buildings and facilities and reduce operating costs while also improving environmental sustainability. The audit of these buildings was required to understand the existing situation and to identify opportunities to improve their sustainability performance.

The Administration has begun implementing the recommendations from the audit and has developed an implementation timeline for the next 12 months.

Optimal Water Mix Study

An Optimal Water Mix Study (OWMS) is to be undertaken to determine the options available for Council to develop an efficient and sustainable water supply for our buildings and open spaces in an integrated manner, now and into the future, in the face of a drying climate and growing population.

The OWMS objectives are:

- Increase the water security for the City of West Torrens, balancing social, environmental and economic factors to maximise fit for purpose use, the efficient use of water and identify supplies from alternative (sustainable) sources.
- Have a range of well-considered and diverse approach to managing water consumption for corporate and community purposes (i.e. irrigation of public open spaces, community facilities, offices) that Council may wish to employ in order to secure or establish water resources for the future.
- Develop water use and conservation targets for a range of water sources as part of managing water in an integrated and sustainable manner, particularly to use alternative water sources and reduce reliance on potable drinking water for non-potable needs.
- Identify opportunities for passive water capture and harvesting of stormwater, with consideration and investigation given to bore and MAR opportunities.

A request for quote (RFQ) was undertaken in December 2022 to January 2023 for a consultant to undertake this audit. Five (5) quotes were received and are currently being assessed. The tender is anticipated to be awarded in February 2023, with project completion in the form of a report aiming to be delivered by June 2023.

Adelaide Coastal Councils Network

The Adelaide Coastal Councils Network (ACCN), formerly known as the Metropolitan Seaside Councils Committee, has been undergoing a reform process. At its 16 August meeting, Council resolved to support the reform and continue its membership.

As such, Council at its meeting on Tuesday 17 January 2023 approved two delegates to represent the City of West Torrens, as listed below:

- Elected Member Delegate: Cr Sara Comrie
- Officer of the Council Delegate: Ms Nicky O'Broin, Team Leader Sustainability

Residential Rainwater Tank and Rain Garden Rebates

Six (6) rainwater tank applications and one (1) rain garden application were received between November 2022 and February 2023. This resulted in an expenditure of \$1,743 and an increase in rainwater tank storage volume of 12,500 litres. A total of thirteen (13) rainwater tank applications and one (1) rain garden application have been received and approved to date for the 2022/23 period via the rainwater tank and rain garden rebates. This has resulted in a year to date expenditure of \$4,193 and an increase in rainwater tank storage volume of 55,800 litres. This increase in storage volume helps to mitigate flooding impacts through detention storage as well as reducing mains water reliance through rainwater reuse and, thus, improving the resilience and water sensitivity of West Torrens in the face of a hotter, drier climate.

Tree Incentive Rebate and Significant and Regulated Tree Assistance Rebate

Council's expanded *Green Initiatives Program* opened on 12 August 2022. The expanded program includes two new rebates in addition to the Residential Rainwater Tank and Rain Garden Rebates:

- A Tree Incentive Rebate Program to encourage the planting of shady trees on private properties and thereby facilitate greening and cooling in the private realm; and
- A Significant and Regulated Tree Assistance Rebate Program to provide an incentive to the community to preserve and maintain these important trees on their property rather than seek their removal.

Between November 2022 and February 2022, five (5) rebate applications were received and approved for the Tree Incentive Program, and five (5) rebates were received and approved for the Significant and Regulated Tree Assistance Rebate Program. A total of six (6) rebates for the Tree Incentive Program and six (6) rebates for the Significant and Regulated Tree Assistance Rebate Program have been received and approved to date for the 2022/23 financial year. Promotion is currently occurring via social media, Council's website, Talking Points, the library multiscreen, DL flyer handouts, and corflute signage.

Climate Impact Considerations

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

The future challenges of climate impacts continue to require immediate consideration to plan for actions required to adapt to and/or mitigate effects.

The Administration is involved in advocacy, partnerships, policies and strategies and implementing projects, programs and rebates designed to mitigate the impacts of a changing climate, including those detailed in this report.

Conclusion

This report details the activities of the Strategy Unit for the period November 2022 to February 2023.

Attachments

Nil

8.8 Progress on Implementing Council Decisions

Brief

This report provides an update on completed and outstanding Council and Committee resolution actions.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Introduction

At the meeting of the former Policy, Planning and Performance Committee on 23 August 2011, a request was made for a report to be provided at each meeting of the Committee of outstanding actions relating to resolutions of Council and Committees.

Furthermore, at the 29 August 2016 meeting of the Committee, the Chief Executive Officer agreed to incorporate completed actions into the attached 'Progress on Implementing Council Decisions Report'. Actions that have been completed since the preceding meeting of the Committee will be included in the report.

Discussion

A copy of the completed actions since 25 October 2022, and outstanding resolution actions to 7 February 2023 is provided for Member's information (**Attachment 1**). Updates/comments are to 2 March 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 the report.

Conclusion

The Progress on Implementing Council Decisions Report provides an update on completed and outstanding Council and Committee resolution actions for Members' information.

Attachments

1. Progress on Implementing Council Decisions

Item No.	Date	Meeting	Action	Resolution / Action required	GM	Actions taken	Status
1	07/02/2023	City Services and Climate Adaptation Standing Committee	Item 11.1 - Dog and Cat Management Plan 2022-2027	Nitschke / Anne McKay that the Dog and Cat Management Plan be approved, with it being noted that Council's By-law 5 - Dogs, will be reviewed in the 2023 calendar year, rather than the original due date for review of January 2025 and that this minor adjustment be incorporated into the final version of the plan.	Paul Della	21.02.2023 - Council approved the Dog and Cat Management Plan 2022-2027 to be submitted to the Dog and Cat Management Board for their endorsement. 23.02.2023 - Dog and Cat Management Plan 2022-2027 has been submitted to the Dog and Cat Management Board.	In progress
2	07/02/2023	City Facilities and Waste Recovery General Committee	Item 8.4 - Frank Norton Reserve Draft Masterplan / Concept Plan - Consultation Report	O'Rielly / Pal that: 1. The report be noted. 2. The draft masterplan / concept plan for Frank Norton Reserve be refined and updated based upon feedback received through the 2022 community consultation period, and the Administration be authorised to undertake a second round of public consultation on the updated plan. Should significant adverse feedback be received through the consultation period, a further report will be presented to Council outlining the feedback and further refining the masterplan / concept plan. 3. The Administration to include funding to implement and deliver this Masterplan reserve project at Frank Norton Reserve, Torrensville. This project funding is to be considered by Council as part of the deliberations for the 2023/2024 draft budget.	Angelo Catinari	27.02.2023 - The second community consultation period is currently underway and follows a drop-in session held on Thursday 16 February from 5pm until 7pm. Approximately 40 people attended the drop-in session and provided feedback. Once the consultation period closes (13 March 2023), Council officers will consider the feedback received and refine the design for final approval.	In progress
3	07/02/2023	City Facilities and Waste Recovery General Committee	Item 8.5 - Proposed West Torrens Community Shed and Repair Cafe	Woodward / Papanikolaou that: 1. The report be noted. 2. The Administration be authorised to undertake public consultation in regards to the potential development of a Community Shed and/or Repair Cafe within West Torrens. 3. A further report will be provided to this Committee following, and summarising responses received, from this consultation.	Angelo Catinari	27.02.2023 - Community Consultation is about to commence. The Administration is developing the final version of the survey to be available on Your Say website. A DL flyer is also being designed to promote the consultation.	In progress
4	07/02/2023	City Facilities and Waste Recovery General Committee	Item 8.8 - Lockleys Oval Sporting Facility - Status of Tenancy Agreements	Huggett / Anne McKay that: 1. The report be noted. 2. The Administration be authorised to continue to discuss the proposed licence agreement with the Lockleys Football Club, and the Club be given until 31 March 2023 to confirm its status at Lockleys Oval and Sporting Facility.	Angelo Catinari	27.02.2023 - An email has been sent to the Lockleys Football Club on 28 February 2023 seeking confirmation of their status at Lockleys Oval for the 2023 season.	In progress
5	07/02/2023	City Facilities and Waste Recovery General Committee	Item 8.9 - West Torrens Bowling Centre, Lockleys Oval, Lockleys - Update Report	Mayor Coxon / Huggett that: 1. The report be received; 2. The Council provides its in principle consent for the proposed redevelopment of the existing Lockleys Bowling Club site at Lockleys Oval for the establishment of a West Torrens Bowling Centre whereby the Lockleys Bowling Club and Grange Bowling Club could collocate, subject to the conditions as detailed within this report; 3. The Council acknowledges that the Administration will be seeking funding to further progress this initiative with the State and Federal Government and through the 2023/2024 budget deliberation process; and 4. Further reports be provided to Committee/Council as and when significant events occur in regard to this proposed initiative.	Angelo Catinari	28.02.2023 - A meeting was held on 28 February 2023 between the Administration and representatives from the Lockleys and the Grange Bowling Club to discuss the next steps.	In progress
6	17/01/2023	Council	Item 9.3 - Item 17.3 - Weigall Oval Sporting Complex Proposed Changes - Consultation Results Brought Forward for Consideration at this Point in the Meeting	Kym McKay / Papanikolaou that: 1. The report be noted. 2. The Administration be authorised to continue to proceed with the variation to the Development Application to allow the existing licence holders, Adelaide Angels Baseball Club and Adelaide Omonia Cobras Soccer Club, to extend the operation of the bar, dining and function areas only within the Weigall Oval Sports Facility from the current 11pm, until midnight on Friday night (Saturday 12am) and midnight on Saturday night (Sunday 12am), including the provision of the public consultation regarding to the Planning Authority for consideration as part of the application. 3. In light of community concerns regarding public access to the Weigall Oval site, the Administration be authorised (together with the Adelaide Omonia Cobras Soccer Club) to seek to gain an exemption for construction of a new permanent crowd perimeter fence to the senior soccer pitch at Weigall Oval Sports Facility to meet the requirements of the competition level (State League 1) from Football South Australia. In the event that the exemption is not granted, the installation of a new permanent, unobtrusive, retractable perimeter fence, where possible, be approved. 4. The Administration be authorised to amend and vary the existing licences for the Weigall Oval Sports Facility to reflect the use and changes to the hours of operation of the bar, dining and function areas for the Clubroom facility. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the grant of this resolution. 5. The Adelaide Angels Baseball Club be provided in principle support to begin investigations into netting options to close the senior (main) baseball diamond when games are played at home or when turf repairs are required, and if supported, a further report be provided to Committee/Council outlining the results of the investigation prior to any community consultation on this matter.	Angelo Catinari	26.02.2023 - The Administration has written to the Football Federation to seek an exemption from the requirement to construct perimeter fencing around Weigall Oval for State League 1 games. The administration is awaiting a response. With regard to the extension of operating hours for the Bar and Function area at Weigall Oval, a variation to the Development Consent condition is currently being prepared and will be lodged in the coming weeks.	In progress
7	17/01/2023	Council	Item 17.4 - QR Codes on CWT Assets for Reporting Graffiti and Street Waste	Huggett / Woodward that the report be received and that the Administration investigate a local area trial within a designated area in the City of West Torrens.	Paul Della	28.02.2023 - Meeting to be arranged with City Assets and Cr Daniel Huggett in March 2023.	In progress
8	17/01/2023	Council	Item 17.8 - Community Grants - January 2023	Nitschke / Pal that: 1. The following grant applications be approved: a) Community grant of \$5,000 to Surf Life Saving SA towards the cost of a Water Safety program for Muslim Women in CWT. b) Community grant of \$5,000 to Royal Life Saving SA towards the cost of a Learn to Swim program for people from CALD communities in CWT. c) Community grant of \$4,604 to the YMCA towards the cost of a Skate Park League Series competition at West Beach Skate Park which is included in the CWT School Holiday program. d) Community grant of \$5,000 to Tamang Society of SA towards the cost of the Adelaide Lhochhar Year of Cat Festival being held at Thebarton Community Centre.	Pauline Koritsa	24.01.2023 - All applicants notified of outcomes and all invoices for approved grants received. Acquittals due 6 weeks following projects/activities.	In progress

9	13/12/2022	Council	Item 9.3.1 - Item 15.1 - Reduction of maximum speed limit in residential streets Brought Forward for Consideration at this Point in the Meeting	Woodward / Papanikolaou that Council be provided with a report that identifies areas (within in each Council Ward) with potential to reduce the maximum speed limit in residential streets to 40kph. The report to also provide a recommendation on how to initiate and conduct a trial of selected locations, and to include analysis of other metropolitan Councils that have introduced reduced speed limits in residential streets.	Angelo Catinari	26.02.2023 - The Council administration are currently collecting/researching information to be included in the report which is due to be presented at the 4 April 2023 meeting of Council.	In progress
10	13/12/2022	Council	Item 17.7 - Appointment and Selection of Council Assessment Panel	<p>Woodward / Kym McKay that:</p> <ol style="list-style-type: none"> 1.Cr Graham Nitschke be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2023 to 31 December 2024. 2.Cr George Demetriou be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2023 to 31 December 2024. 3.Cr Graham Nitschke be appointed as the Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2025 to 31 December 2026. 4.Cr George Demetriou be appointed as the deputy Council member of the Council Assessment Panel, pursuant to Section 83(1)(b) of the Planning, Development and Infrastructure Act 2016, for a two (2) year period from 1 January 2025 to 31 December 2026. <p>-----</p> <p>Nitschke / Anne McKay that:</p> <ol style="list-style-type: none"> 1.It approves the proposed recruitment and selection process detailed in this report for the appointment of five independent members, including the Presiding Member and a deputy member, to the Council Assessment Panel (CAP) for a term from 30 June 2023 to 30 June 2025. 2.A Selection Panel be established to make a recommendation to Council for the appointment of independent members to the CAP, that consists of representatives from senior management in the Administration and the following representatives of Council: <ul style="list-style-type: none"> •Cr Kym McKay •Cr Cindy O'Rielly •Cr Elisabeth Papanikolaou 3.A report be presented to Council regarding the appointment of the new Council Assessment Panel, including the recommendations of the Selection Panel, in May 2023. <p>-----</p> <p>Kym McKay / Woodward that:</p> <ol style="list-style-type: none"> 1.From 1 July 2023, the independent members of the Council Assessment Panel (CAP) will be paid a meeting sitting fee for each Council Assessment Panel meeting attended. Those rates are as follows: Presiding Member\$1,000 Independent Member\$550 Deputy Independent Member\$550 2.From 1 January 2023, all allowances paid to Council members of the Council Assessment Panel (CAP) remain the same as the current allowances, indexed annually at the same rate as Elected Member allowances as defined in Regulation 4(2) of the Local Government (Members Allowances and Benefits) Regulations 2010 (Consumer Price Index). This rate is as follows: Council Member\$6,848 3.Deputy Council members to the Council Assessment Panel (CAP) be paid an allowance equivalent to 1/12th of the annual allowance paid to the sitting member per meeting attended. 4.Payment of sitting fees to the independent members and deputy independent member of the Council Assessment Panel (CAP) be subject to the provision of a valid invoice containing an Australian Business Number (ABN). 	Angelo Catinari	<p>6.01.2023 - Finance informed of appointments. MAR to be transferred to the Manager City Development for further action.</p> <p>16.01.2023 - Notice of Appointment forms for Cr Nitschke and Cr Demetriou have been submitted to the LGMLS. Advertising for Independent Members is planned to occur in February.</p> <p>17.02.2023 - Public advert for expressions of interest for CAP roles to be published on Tuesday 21 February 2023. Advert to be placed on Seek, CWT website, LGA page, PIA page and currently liaising with UDIA, Engineers Australia and Institute of Architects regarding advertising opportunities. The Selection Panel will meet in March 2023 to shortlist candidates.</p>	In progress
11	08/11/2022	Special Meeting of Council	Item 7.1 - Thebarton Oval Precinct Consultation Feedback	<p>Nitschke / Tsiaparis that:</p> <ol style="list-style-type: none"> 1. Council notes and receives the report of the CEO titled "Thebarton Oval Precinct Consultation Feedback" dealing with the community consultation feedback in relation to the proposed lease of the Thebarton Oval Precinct by the Adelaide Football Club (AFC), including the report prepared by URPS entitled "Thebarton Oval Precinct Proposed Lease Agreement". 2. Council: <ol style="list-style-type: none"> a. have regard to all of the outcomes of the community consultation, in particular areas of concern raised by the community, the various submissions made in their entirety, the content of the CEO report on this matter and the fact that a further round of public consultation will occur in relation to the draft Masterplan (when developed); and b. in doing so, factor them into its considerations for the purposes of informed and responsible decision-making, as required by the Local Government Act 1999. 3. Council accepts the CEO report and the findings of the URPS Report and in particular, acknowledges the views expressed by the community in the feedback process. 4. Subject to those current third-party interests in the Thebarton Oval Precinct expiring, being terminated, or surrendered, the Administration progress negotiations with AFC in relation to the proposed lease with such outcomes being the subject of further report(s) to Council. 	Terry Buss	11.11.2022 - Point 1 has been noted. Negotiations ongoing in regard to Point 4.	In progress
12	08/11/2022	Special Meeting of Council	Item 7.2 - Thebarton Oval Precinct Lease Proposal	<p>Papanikolaou / Reynolds that:</p> <ol style="list-style-type: none"> 1. The Council notes and receives the report of the CEO titled "Thebarton Oval Precinct Lease Proposal" in respect of the proposed draft Memorandum of Agreement (MOA) between the Council and Adelaide Football Club (AFC), for the purposes of structuring and conducting negotiations with AFC in connection with the proposed redevelopment and the proposed lease of, Thebarton Oval Precinct (the Project). 2. The Council: <ol style="list-style-type: none"> a. approve the draft Memorandum of Agreement (MOA) (including the Flowchart attached thereto) for execution, subject to any further non-material refinements being approved by the Mayor and CEO and after having taken legal advice; and b. authorise the Mayor and CEO to execute the MOA on behalf of the Council, including if required by affixation of the Common Seal of the Council; and c. authorise the CEO to take all steps contemplated by the MOA to advance the Project in accordance with the terms of the MOA; and d. develop a set of 'guiding principles' with the Adelaide Football Club for development of the Masterplan, and to be included in the Masterplan Advisory Group (MAG) terms of reference. 	Terry Buss	10.11.2022 - The Memorandum of Agreement (MOA) was amended to include the new Point d) as requested.	In progress

13	25/10/2022	City Advancement and Prosperity General Committee	Item 8.1 - Community Grants - October 2022	<p>Mayor Coxon / Nitschke that:</p> <p>1. The following grants applications be approved:</p> <p>a)Equipment grant of \$673 to Glenelg Contract Bridge Club for the purchase of chairs with arms to assist members with mobility issues to be independent.</p> <p>b)Sponsorship grant of \$4,935 to Fulham Community Centre towards the cost of the Fulham Community Christmas Fair.</p> <p>c)Sponsorship grant of \$5,000 to Camden Athletic Club towards the cost of the 2023 Camden Classic Carnival.</p> <p>d)Sponsorship grant of \$4,800 to Chilean Club of Adelaide towards the cost of the Chilean Family Fun Day being held at Western Youth Centre.</p> <p>e)Community grant of \$3,000 to The Greek Football Club towards the cost of project to preserve the history of the club.</p> <p>f)Community grant of \$5,000 to Lady Gowrie Childcare Centre towards the cost of project to record Kaurna sites and stories in West Torrens.</p> <p>2. The policy in relation to granting of community grants be reviewed in the next Council term.</p>	Pauline Koritsa	<p>8.11.2022 - Email notification was sent to all applicants advising of the outcomes/approvals and requesting invoices for the amounts approved.</p> <p>8.12.2022 - All invoices received and grant funds paid.</p> <p>26.02.2023 - All acquittals have been received with the exception of two with events scheduled in February and June 2023.</p>	In progress
14	23/08/2022	City Advancement and Prosperity General Committee	Item 8.3 - Community Grants - July 2022	<p>Kym McKay / Papanikolaou that:</p> <p>1. The following grants applications be approved:</p> <p>a)Equipment grant of \$3,000 to Fan Footy SA towards the purchase of uniforms for a charity game being held at Hisense Stadium.</p> <p>b)Equipment grant of \$3,000 to Glenelg ANA Cricket Club for the purchase of cricket equipment.</p> <p>c)Equipment grant of \$2,977.70 to Camden Park Scout Group towards the purchase of Scout uniforms.</p> <p>d)Equipment grant of \$3,000 to Adelaide Bangladeshi Cultural Club towards the purchase of two laptops for its cultural school program.</p> <p>e)Equipment grant of \$3,000 to West Adelaide Football Club towards the cost of Gym equipment for player training and for community programs.</p> <p>f)Community Grant of \$5,000 to Vaagai Adelaide Tamil Broadcasting Service towards the cost of a Community Festival being held at the Star Theatre in Hilton.</p> <p>g)Women in Sports Grant of \$3,000 to Telugu Association of SA towards the cost of badminton equipment for a women's badminton program.</p> <p>2. That the sponsorship grant of \$5,000 to the Singapore Business and Social Association towards the cost of cultural event being held at Thebarton Community Centre, and the community grant of \$5,000 to West Torrens Chess Club towards the cost of resources and promotional materials to increase outreach programs and membership, be deferred for consideration until the next meeting of Council on 6 September 2022 to allow for further information to be gathered.</p>	Pauline Koritsa	<p>13.09.2022 - Email notification was sent to all applicants advising of the outcomes/approvals and requesting invoices for the amounts approved.</p> <p>11.10.2022 - Five applicants have sent in invoices and been paid grants.</p> <p>1.11.2022 - All applicants have sent in invoices and grants paid, acquittal reminder sent out on 1 November 2022.</p> <p>7.12.2022 - Waiting for acquittals to be sent following events/activities/projects.</p> <p>1.02.2023 - 5 acquittals received, 5 pending.</p> <p>26.02.2023 - 7 acquittals received, 3 pending.</p>	In progress
15	16/08/2022	City Finance and Governance Standing Committee	Item 11.6 - Proposed Renaming of Admella Place, Sanders Lane, Dew Street Reserve and Kesmond Reserve	<p>Kym McKay / Papanikolaou that this matter be referred to the appropriate Committee so that, in accordance with Council Policy relating to the renaming of assets, a pool of appropriate names (including Barbara Hanrahan) can be recommended to Council for consideration.</p>	Pauline Koritsa	<p>This item supersedes the following MARS: Item 8.1 from 19.07.2022; Item 11.3 from 19.07.2022; Item 17.17 from 5.07.2022; Item 11.3 from 15.03.2022; Item 12.1.1 from City Advancement and Prosperity Committee meeting Item 8.1 from 26.04.2022.</p> <p>27.09.2022 - Awaiting new meeting schedule for 2023.</p> <p>4.10.2022 - Awaiting new meeting schedule for 2023.</p> <p>1.11.2022 - Awaiting new meeting schedule for 2023.</p> <p>21.12.2022 - To be presented to the 7 March 2023 City Advancement and Prosperity Standing Committee.</p> <p>3.02.2023 - To be presented to the 7 March 2023 City Advancement and Prosperity Standing Committee.</p> <p>17.02.2023 - To be presented to the 7 March 2023 City Advancement and Prosperity Standing Committee.</p> <p>27.02.2023 - Report drafted for 7 March 2023 City Advancement and Prosperity Standing Committee.</p>	In progress
16	24/05/2022	City Facilities and Waste Recovery General Committee	Item 8.1 - Proposed Road Closure at Arthur Lemon Avenue/Witty Court, Underdale - Update	<p>O'Rielly / Anne McKay that:</p> <p>1. The Council advise the Surveyor General that it has conducted a necessary public consultation process to determine whether any parties wished to raise any comments or concerns regarding, or had any objections to, the proposed closure of the identified portion of Arthur Lemon Avenue/Witty Court at Underdale.</p> <p>2. Given that of the three objections received, one has been withdrawn, and on the basis that the other two objections will be withdrawn providing payment is made (for relocation of gas infrastructure) and the requested easement granted (to SAPN), the Council resolve to proceed with closure of the (identified portion of the) road.</p> <p>3. A further update report be provided to Council following the receipt of advice from the Surveyor General if that advice indicates that the (identified portion of the) road is not to be closed.</p>	Angelo Catinari	<p>20.06.2022 - The surveyor has been advised to produce a further plan to include the easement requested by SAPN. Once completed, the updated plan will be sent to SAPN for their comment. Following confirmation by SAPN, all the information will be sent to the Surveyor General.</p> <p>12.08.2022 - Advice of Council's resolution and responses from objectors have been provided to Surveyor-General. Council's Surveyor has been advised that the final survey plans are to be drawn this week and once completed, will be forwarded to the Surveyor-General. Residents/applicants have been updated as to the current status.</p> <p>18.10.2022 - Final survey plan nearing completion and Agreement to Transfer has been issued. Currently awaiting provision of Road Process Order and other relevant documents for lodgement with Surveyor-General, and Costs agreement and final version of Land Management Agreement from solicitors.</p> <p>26.02.2023 - Investigations are underway with both the Lands Title Office and the Office of the Surveyor-General to address an issue with obtaining the consent of the Encumbrancee with respect to the Encumbrance over the owner's land. The Encumbrance is currently only registered over the owner's land, however will automatically extend over the closed road land when the owner's land merges with the closed road land, hence requiring the consent from the Encumbrancee. At this point, the Office of the Surveyor General has invited the Administration to put forward a written submission setting out the issues and proposing a resolution for them to consider. This is currently being prepared.</p>	In progress

17	26/04/2022	City Advancement and Prosperity General Committee	Item 8.2 - Heritage Grants 2021/22	<p>Nitschke / Wood that:</p> <p>1.On the basis that each heritage grant application has demonstrated alignment with the purpose and intent of the Heritage Grants and has met all eligibility criteria, the following nineteen (19) grant applications for heritage conservation works that do not require any planning and building approvals, as outlined in the grant applications referred to in Attachment 1 under separate cover of the Agenda report be approved in priority order as listed in the report.</p> <p>2.On the basis that the details supplied demonstrate alignment with the purpose and intent of the Heritage Grants and meet all eligibility criteria other than number 7, which states that 'All relevant Development Approvals (if required) associated with the work have either been obtained or applications have been lodged with Council and awaiting approval prior to the lodgement of the heritage grant application... and having determined that each application has a reasonable chance of achieving relevant planning and building approvals, that the following three (3) grant applications be approved, in priority order as listed below and subject to the required planning and building consents being obtained for conservation work described in the relevant grant submission, as outlined in the applications referred to in Attachment 2 under separate cover of the Agenda report.</p> <p>3.On the basis that details provided do not sufficiently meet the purpose and intent outlined in the provisions of the Heritage Conservation Grant Program Guidelines and/or do not sufficiently satisfy the eligibility criteria, the following two (2) grant applications, as outlined in the applications referred to in Attachment 3 under separate cover of the Agenda report, not receive funding.</p> <p>4.The Administration review the Heritage Grants criteria to provide options with regard to limiting the maximum amount of the heritage grant made available for any individual property.</p>	Pauline Koritsa	<p>12.05.2022 - Heritage grant letters sent to all applicants. Guidelines under review.</p> <p>23.05.2022 - Revised guidelines to be provided to the June City Advancement and Prosperity General Committee meeting.</p> <p>16.06.2022 - Amendments to heritage grants guidelines going to 28 June City Advancement and Prosperity General Committee.</p> <p>2.08.2022 - Due to resourcing challenges and caretaker provisions, the report will be presented to a future meeting of a Council Committee.</p> <p>19.09.2022 - Heritage grants are being processed as they are received. Revised guidelines to be presented to February Committee.</p> <p>4.10.2022 - Heritage grants being processed as they are received.</p> <p>15.11.2022 - New guidelines to be presented to Council in 2023.</p> <p>1.12.2022 - New guidelines to be presented to City Advancement and Prosperity Committee in 2023.</p> <p>28.02.2023 - New guidelines being presented to the 7 March 2023 City Advancement and Prosperity Committee Meeting.</p>	In progress
18	26/04/2022	City Advancement and Prosperity General Committee	Item 8.3 - Community Grants - January 2022 to March 2022	<p>Mayor Coxon / Wood that:</p> <p>1.The following grants applications be approved:</p> <p>a)Equipment grant of \$3,000 to The Embroiderers' Guild of SA towards the purchase of two defibrillators.</p> <p>b)Equipment grant of \$2,650 to Glenlea Tennis Club for the purchase of one defibrillator.</p> <p>c)Equipment grant of \$2,360 to Camden Community Centre towards the purchase of tools for the Men's Shed.</p> <p>d)Equipment grant of \$2,683.50 to Adelaide Pickleball Club towards the cost of equipment to start up the sport in Mile End.</p> <p>e)Community grant of \$5,000 to Orange Tree Quilters towards the cost of its charity project.</p> <p>f)Community grant of \$1,350 to Blind Golf SA towards the cost of running the 2022 Blind Golf championship at West Beach.</p> <p>g)Community Grant of \$5,000 to Adelaide Tamil Association towards the cost of running a Wellness program in Thebarton for migrant women.</p> <p>h)Community Grant of \$5,000 to The Gold Foundation SA towards the cost of the 'Shine Like Gold' Coffee Cart project.</p> <p>2.The amount of \$9,583.45 be approved in the March budget review process to accommodate funding the community grants in this current round.</p> <p>3 The community grants be closed for applications for the remainder of the financial year due to funds being completely spent.</p>	Pauline Koritsa	<p>9.05.2022 - All applicants advised of outcomes by email. \$9,583.45 approved in budget review. Community grants closed on the application page of SmartyGrants until 1 July 2022.</p> <p>23.05.2022 - All invoices from successful applicants received and processed.</p> <p>10.08.2022 - Waiting for all acquittals to be submitted (due 6 weeks after events and projects).</p> <p>1.02.2023 - Waiting for 2 acquittals for events/projects, acquittals due in February 2023.</p> <p>26.02.2023 - Waiting for 1 acquittal, reminder sent.</p>	In progress
19	19/04/2022	Council	Item 17.1 - Planning and Design Code: Neighbourhood Zone Review - Minor Infill Housing and Urban Corridor Zone Interface Case Study	<p>Woodward / Huggett that Council approves the dedication of the budget funds of \$24,000 from the Planning and Design Code Communications specifically to the Planning and Design Code: Neighbourhood Zone Review - Minor Infill Housing and Urban Corridor Zone Interface Case Study.</p>	Pauline Koritsa	<p>12.05.2022 - RFQ document being developed for consultant.</p> <p>16.06.2022 - Draft RFQ developed for internal review.</p> <p>16.08.2022 - Due to resourcing constraints, this has been delayed while the Glandore Code Amendment and Miscellaneous and Technical Code Amendment are progressed.</p> <p>19.09.2022 - On hold due to responding to Glandore Code Amendment and Miscellaneous and Technical Code Amendment and resourcing constraints.</p> <p>4.10.2022 - Delayed due to competing workload from other Code Amendments.</p> <p>1.11.2022 - Delayed due to resourcing issues.</p> <p>16.11.2022 - New resource commencing in January 2023 will undertake this as a priority project.</p> <p>1.12.2022 - New resource to commence 9/1/23, project will be allocated then.</p> <p>16.01.2023 - New resource commenced, project will commence in February 2023.</p> <p>16.02.2023 - As several other Code Amendments have been received to comment on, project will commence late February 2023 due to resourcing.</p>	In progress

20	22/03/2022	City Facilities and Waste Recovery General Committee	Item 8.3 - Proposed Dog Park (River Torrens Linear Park) - Update	Mugavin / Huggett that: 1. The Administration conduct a public consultation/notification process with nearby businesses, residents and stakeholders to determine whether there are any significant objections to the establishment of the proposed dog park in the proposed location. 2. Should there be no adverse comment received during the period of public consultation, Council enter into the proposed licence agreement with the Minister/Department for Environment and Water for designated land within the River Torrens Linear Park (near the northern end of Hayward Avenue and West Street, Torrensville). The licence area is to be used as a dog park for a term of 10 years (commencing on the date of issue) at a fee of \$1pa plus GST payable on demand. 3. The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation to give effect to the grant of licence.	Angelo Catinari	20.06.2022 - Documentation from Minister/Department for Environment and Water to be finalised, with updated (draft) concept plan to be included in the document. The draft concept plan under development and to be finalised prior to community consultation. 12.08.2022 - The concept plans have been finalised ready for community consultation. Community consultation to be undertaken in August / September 2022. 18.10.2022 - Community consultation to be undertaken in over summer. Concept is being updated to include a small dog park as well. 26.02.2023 - A report was presented to Committee on 7 Feb 2023 outlining the outcome of the community consultation. Minor modifications will be undertaken to the design and then the procurement process will commence.	In progress
21	22/03/2022	City Facilities and Waste Recovery General Committee	Item 8.4 - Lockleys Oval - Update	Pal / Huggett that: 1. The report be noted. 2. The new location of the baseball training facility, as proposed within this report, be endorsed, subject to the necessary Development Application, period of community consultation and the Site Licence provided by Department Environment and Water, (DEW). The Mayor and Chief Executive Officer to sign and/or seal any documentation to give effect to the grant of licence with DEW. 3. The cost of the acoustic report required in order to progress the Development Application for the variation to hours of operation at the Lockleys Sporting Facility - bar, kitchen and function rooms is shared between Council (50 per cent of the cost) and the Clubs who seek the variation of hours (50 per cent of the cost).	Angelo Catinari	20.06.2022 - The Administration is continuing to progress the actions required from the resolution from the 22 March 2022. Baseball training facility has development approval and has been ordered from supplier, (delivery / installation - estimated at 12 to 16 weeks). Lockleys Sporting Facility clubs still to agree on contribution for acoustic report 12.08.2022 - COVID has delayed production of the batting facility. It should arrive in September ready for installation. Clubs have not committed to acoustic report due to continuing discussions regarding lease/licence documents. A decision should be made in coming month(s). 18.10.2022 - The batting tunnel structure is currently in production however availability of materials may result in the facility not being constructed until early 2023. The decision as to whether to proceed with an acoustic report is still being considered by Clubs and is linked to the report regarding licence fees for sporting clubs. 26.02.2023 - A report was presented to Committee on 7 February 2023 regarding Lockleys Oval. The Football Club remains the only Club to have not signed the licence agreement and the Administration will seek the agreement's execution prior to the winter season commencing on 1 April 2023. A The Lockleys Tennis Club sought an extension to their liquor licenced area to include the newly constructed tennis shelter. This was approved by Council and the Tennis Club will be notified.	In progress
22	22/03/2022	City Facilities and Waste Recovery General Committee	Item 8.5 - Licence Agreements for New Sporting Club Facilities - Update	Reynolds / Mugavin that: 1. The Lockleys Football Club be advised that Council does not accept the alternative rental/licence fee offer it has submitted, i.e. a commencing licence fee of \$3,900pa plus GST and outgoings. The licence fee to increase on each anniversary of the commencement date (1 October 2021) during the licence term as follows: •From 1 October 2022 - \$4,095 pa plus GST and outgoings •From 1 October 2023 - \$4,300 pa plus GST and outgoings •From 1 October 2024 - \$4,515 pa plus GST and outgoings •From 1 October 2025 - \$4,740 pa plus GST and outgoings 2. The Licence Agreements for other sporting clubs that were discussed within the report (Item 8.2) at the Committee's meeting of 28 September 2021 (and where the licence fees were determined in a similar fashion to the Lockleys Football Club), not be amended in accordance with the reduced licence fee now applicable to the Lockleys Football Club.	Angelo Catinari	20.06.2022 - The Administration has now agreement by the Lockleys Sport Facilities Clubs to execute the licence. Documentation has been updated / finalised and provided to the Clubs. Documents have been executed by Cricket and Tennis Clubs. 12.08.2022 - Continue to await further comment or signed documentation from Lockleys Football Club, West Beach Football (Soccer) Club and West Torrens Baseball Club. All other club agreements at Lockleys and Weigall Sports Facility have been executed. 18.10.2022 - The West Torrens Baseball Club have now executed their agreement. The final two agreements at Lockleys remain outstanding. 9.01.2023 - Licence Agreement between CWT And West Beach Football Club Inc has been executed by Mayor and CEO. 26.02.2023 - A report was presented to Committee on 7 February 2023 advising Council that the Lockleys Football Club remain the only tenant to have not signed a licence agreement. The Administration will seek the Club's execution of the agreement prior to the commencement of the winter season on 1 April 2023.	In progress
23	22/03/2022	City Facilities and Waste Recovery General Committee	Item 8.9 - Kesmond Reserve Upgrade - Update	Woodward / Pal that: 1. The report be noted. 2. A period of public consultation to be undertaken following the receipt of in-principle agreement of the Masterplan by stakeholders and pre-lodgement advice on the proposed new community facility.	Angelo Catinari	20.06.2022 - Consultation commenced on 23 May and concluded on the 17 June 2022. Feedback to be reviewed. Further report to Committee will be required. 16.08.2022 - Consultants have commenced detailed design and documentation on open space project (grant funded). Expecting to be ready for procurement in October - with project completion by the 30 June 2023. Preliminary design development has commenced on the new joint facility for the Hilton RSL and National Servicemen's Association. 18.10.2022 - A tender package is currently being prepared ready for late 2022. It is expected work will commence on the open space component in January/February 2023. 26.02.2023 - The open space package of work is currently being procured. The design for the building component of the Reserve Upgrade is almost complete and will be presented to Committee at the next meeting to be held in April 2023.	In progress

24	15/02/2022	Council	Item 17.2 - West Torrens Bowling Centre, Lockleys (for the Torrensville & Lockleys Bowling Clubs)	Kym McKay / Huggett that: 1. The report be received; 2. The Council provides its in principle consent for the proposed redevelopment of the existing Lockleys Bowling Club site at Lockleys Oval and acknowledges that the Administration will be seeking funding to further progress this initiative with the State Government and through the 2022/2023 budget deliberation process; and 3. Further reports be provided to Council as and when significant events occur in regard to this proposed initiative.	Angelo Catinari	20.06.2022 - Budget funding has been included in 2022/2023 budget to commence the design and documentation for a new facility. Meetings have been held (and continuing with both bowling clubs - Lockleys and Torrensville) 16.08.2022 - Discussions are continuing with stakeholders. A letter has been received from the Torrensville Bowling Club advising their participation is on hold given advice received from the Minister's Office. Lockleys Bowling Club have provided a letter advising the club's position following a Special General Meeting held. Preliminary design development is continuing on the development of a new facility, (ie Centre of Excellence for Bowling). 18.10.2022 - Following discussions with the State Government, the Torrensville BC has withdrawn from the process at this stage. The Lockleys Bowling Club is seeking to form an alliance with other bowling clubs to enable the matter to proceed. A further update report will be presented to Council in early 2023. 26.02.2023 - The Lockleys Bowling Club and Grange Bowling Club have advised Council they have signed a MOU and are proposing to co-locate at an upgraded Lockleys Bowling Centre site. A portion of funding to be received by the sale of the Grange Bowling Club will be provided to Council to assist with the cost of the upgrade.	In progress
25	15/02/2022	Council	Item 17.9 - Airport Over 50's Club - Update on Facility Arrangements	Reynolds / Vlahos that: 1. The report is to be noted. 2. The Administration continue to seek to finalise arrangements to execute a lease/licence/hire agreement for the use of the Airport Over 50's clubroom facility by the Airport Over 50's Club by the 30 June 2022; 3. Should the Administration be unable to facilitate execution of a lease/licence/hire agreement for the use of the Airport Over 50's clubroom facility by the Airport Over 50's Club on or before 30 June 2022, a further report will be provided to Council detailing options to allow this matter to be finalised.	Angelo Catinari	20.06.2022 - Positive negotiations are continuing with updated (and simplified) leased documentation with the Club. The Administration shortly expects agreement from the Club. 12.08.2022 - The Club are seeking final legal advice on the updated draft before advising the Administration of their proposed changes. It is expected a meeting will be held in the next month to finalise the document. 18.10.2022 - Comments have been received from the Club regarding the proposed lease agreement. As a number of elements remain unresolved, Council direction will be sought in the new year (following election). 26.02.2023 - A meeting will be scheduled with the Airport Over 50s Club to work through unresolved matters.	In progress
26	18/01/2022	Council	Item 17.3 - Weigall Oval - Soccer Scoreboard	Woodward / Pal that: 1. The Adelaide Omonia Cobras Soccer Club be advised that Council provides consent for the installation of an electronic scoreboard in the south-eastern corner of the senior soccer pitch at Weigall Oval, subject to any necessary development consents being sought and obtained by the Club; and 2. Council further advise the Club that it will consider the provision of funding of \$40,000 towards the cost and installation of the scoreboard as part of its 2022/2023 budget deliberation processes.	Angelo Catinari	27.01.2022 - Funding has been allocated within the draft budget for 2022/2023. 20.06.2022 - No development approval is required for the scoreboard. Once funding has been approved in July 2022 arrangements will be made with the Club. 12.08.2022 - The Club is awaiting final confirmation of funding through the State Government and finalising their preferred product for purchase. 18.10.2022 - The Club has received quotes and are currently deciding on their preferred product. 26.02.2023 - The Administration has provided the Council's contribution to the selected company and the soccer Club is now negotiating the installation of the scoreboard. It aims to be complete by the beginning of the soccer season (around Easter).	In progress
27	19/10/2021	Council	Item 15.1 - Sale and Disposal of dead-end streets	Woodward / Papanikolaou that Council authorise the Administration to examine the opportunity, and report back to Council, of the potential to close portions of roads in the City that dead-end onto the Keswick and Brown Hill Creeks with the aim of offering such portions of 'closed road' for public sale.	Angelo Catinari	6.06.2022 - City Assets are continually working with City Property and City Facilities to identify potential pieces of road to close for public sale. 16.08.2022 - City Assets in collaboration with City Property and Facilities are identifying potential pieces of road to close for public sale. City Property and Facilities are identifying any encumbrances/easements. 5.09.2022 - Continuing identifying pieces of road potentially to close for public sale. 10.10.2022 - Road segments identified are being consolidated. Further investigation being undertaken on underground services. 1.03.2023 - Continuing to investigate underground services.	In progress
28	05/10/2021	Council	Item 17.2- Report to undertake a trial with RecycleSmart	Kym McKay / Pal that the proposal to undertake a four month trial with RecycleSmart at a cost of up to \$25,000 with an additional amount of up to \$15,000 allocated to promote the campaign be endorsed subject to Council being successful in obtaining suitable grant funding for this purpose.	Paul Della	31.01.2022 - 2672 bags and 4808 kg have been collected. 28.02.2023 - RecycleSmart Trial is coming to a close. Report to be presented to future meeting.	In progress

29	05/10/2021	Council	Item 17.4- Brickworks Riverfront Land	Nitschke / Kym McKay that Council notes the intention of the Chief Executive Officer to adjourn the sale process of the Brickworks Riverfront land for an indefinite period and that Council provides its concurrence for this adjournment to occur.	Terry Buss	<p>5.10.2021 - CEO report to Council notifying Council of the intention to adjourn the sale process of the BRL for an indefinite period. Council approved.</p> <p>14.12.2021 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.</p> <p>15.08.2022 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.</p> <p>20.10.2022 - Matter of the sale process for the Brickworks Riverfront land 'on hold' pending further discussions with the Department of Infrastructure regarding impact of the T2D project.</p> <p>27.02.2023 - No further information has come to hand in relation to this matter as per the advice provided on 14.12.2021.</p>	In progress
30	05/10/2021	City Services and Climate Adaptation Standing Committee	Item 11.1- Increased enforcement of parking restrictions in Mile End, Marlestone, Keswick and Ashford	Woodward / Kym McKay that a further report on this matter be prepared for the full year ending 30 June 2022, to assess any changes to parking infringement income that may occur as a result of the easing of restrictions associated with the COVID-19 pandemic.	Paul Della	<p>Report currently being developed for consideration at the 2023 City Services and Climate Adaptation Committee.</p> <p>28.02.2023 - Report to be presented to the 4 April 2023 City Services and Climate Adaptation Standing Committee.</p>	In progress
31	23/03/2021	City Facilities and Waste Recovery General Committee	Item 8.2 - Improving Source Separation at Multi-Unit Developments Pilot Proposal	Mugavin / Pal that a pilot is undertaken to determine the most effective interventions to improve source separation of waste in MUDs, subject to appropriate funding being provided in Council's 2021/22 budget.	Paul Della	<p>Funding for an initiative to determine the most effective interventions to improve source separation of waste in MUDs has been included in Council's 2021/22 budget.</p> <p>18.08.2021 - Work has commenced on the initial stages of the project, final selection of MUDs to be completed in August. Project Team are meeting monthly.</p> <p>12.10.2021- Final planning for project underway. Project scheduled to commence Jan/Feb 2022</p> <p>1.02.2022 - Stage 1 of project has commenced. Focus group sessions held in January 2022 with building managers and strata groups to refine intervention tools to support improving source separation. Next project group meeting scheduled for 3 February 2022.</p> <p>15.02.2021 - Meeting on 3 February 2022 completed, final report from focus group sessions shared. List of interventions to be finalised and base line waste audits to schedule for March 2022 prior to pilot commencement.</p> <p>5.04.2021 - Progress meeting with Rawtec and participating Councils scheduled for 14 April 2022. Pilot with MUDS scheduled to commence in June/July 2022.</p> <p>3.06.2022 - Baseline audits in progress. One audit completed, second property scheduled to be audited first week in June. Project on track to commence in June.</p> <p>22.06.2022 - Audits conducted and results received. Implementation of a trial of remedial actions to take place in July 2022.</p> <p>11.08.2022 - Project implementation delayed, waiting for other Councils to finalise their test sites. CWT is using this delay to update some education signage intended to be posted in bin areas.</p> <p>10.10.2022 - Project commenced for CWT on 29.09.2022. First visual inspection undertaken on 04.10.2022, initial results show an increase in food waste diversion.</p> <p>29.10.2022 - Delivery of new kerbside bins and base packs to the two multi-unit dwellings participating in the trial. Each unit were provided with a base pack consisting of a welcome letter, kitchen caddy, compostable bags, reusable produce bags and relevant brochures to assist with correct waste management.</p> <p>17.01.2023 - Weekly visual inspections occurred from 4.10.2022 to 17.01.2023 to record data on the number of bins presented, approximate bin fullness and visual contamination.</p> <p>24.01.2023 - Virtual meeting with Rawtec and other participating Councils in the trial to discuss next steps for the project. Kerbside audits scheduled for 1.03.2023 and 8.03.2023. The initiatives to implement at all 6 locations are being scoped by Rawtec and to be presented to the participating Councils.</p>	In progress

32	08/12/2020	City Facilities and Waste Recovery General Committee	Item 8.3 - Sponsorship Agreement - Lockleys Oval LED Scoreboard	<p>Woodward / Pal that:</p> <ol style="list-style-type: none"> 1. Council provide its consent, in its capacity as landowner for a LED scoreboard to be erected in the north-eastern corner of the Lockleys football oval, subject to any necessary development consents being sought and obtained. 2. Should the Committee recommend to Council, and Council resolve in accordance with the Committee's recommendation, the Chief Executive Officer and/or Mayor be authorised to sign a Sponsorship Agreement, including the sponsorship of \$10,000 offered by the West Beach and Districts Community Bank Branch. 3. Council's Advertising on Council Land and Related Public Infrastructure Policy be reviewed as part of the review process of Council's policies to acknowledge the decision of Council. 	Angelo Catinari	<p>10.02.2021 - Bank has been advised and Administration is awaiting the final Sponsorship Agreement. Procurement process has commenced with the new scoreboards</p> <p>11.06.2021 - awaiting final go-ahead from clubs and confirmation of their financial contribution towards the larger board they have requested.</p> <p>18.08.2021 - Awaiting club confirmation. Meeting scheduled for late August to progress the purchase.</p> <p>14.10.2021 - Club continues to discuss the investment and will be in better position to make a decision following the lease/licence negotiations</p> <p>7.12.2021 - Negotiations continue with the club regarding licence fees. Following thee discussions, it is expected that a decision can be made regarding the scoreboard.</p> <p>27.01.2022 - Due to the Christmas break and Covid restrictions, a meeting has not been held to discuss the licence fees. It is expected that this will take place in February. Following the licence fee negotiations, a decision will be made regarding the scoreboard.</p> <p>16.02.2022 - The Administration has met with representatives of the Lockleys Football Club in early February 2022 to discuss the licence / licence fees for the Lockleys Oval Sports Facility / Lockleys Oval. Following the meeting, the Club will now provide a formal response to the new licence and a further report will be provide by the Administration to the next City Facilities and Waste Recovery General Committee in March 2022. Following the licence / licence fee negotiations, a decision will be made regarding the scoreboard.</p> <p>20.06.2022 - The Administration is awaiting advice from the Lockleys Football Club upon execution of the site licence for the facility.</p> <p>12.08.2022 - The Administration continues to wait for a decision from the Lockleys Football Club regarding their contribution towards the football score board. It is expected the Club will make a decision following the signing of a site licence.</p> <p>18.10.2022 - The Administration continues to wait for a decision from the Lockleys Football Club regarding their contribution towards the football score board. It is expected the Club will make a decision following the signing of a site licence.</p> <p>26.02.2023 - The Administration continues to wait for a decision from the Lockleys Football Club regarding their contribution towards the football score board. The Administration will be seeking the Club to sign their licence agreement prior to 1 April 2023 and therefore this matter should be finalised shortly thereafter.</p>	In progress
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33	08/12/2020	City Facilities and Waste Recovery General Committee	Item 9.1 - Educational Trial for Waste Disposal and Separation	Woodward / Huggett that Council Administration provide a report to the City Facilities and Waste Recovery General Committee on the opportunity (costs and benefits) of a trial at a shopping centre within our City to provide 3 bins for the general public use. The intent is to create an actual experience in use of the red, yellow and green bins that further educates our residents in separation at source and better waste disposal.	Paul Della	<p>The Waste Management Team is currently identifying the most suitable location to undertake activities regarding waste education/creating a community 'experience in the use of the red, yellow and green bins'.</p> <p>17.03.2021 - Waste Management is in the process of redeveloping the Bin Toss Game to be rolled out to shopping centres to provide an interactive waste experience to educate residents on separating waste. At this stage, we propose to run 2 sessions during National Recycling Week (8 - 14 November 2021 - at Brickworks and Kurralta Central).</p> <p>Works due to commence in April:</p> <ul style="list-style-type: none"> • Development of the display/standee to be used at shopping centres (with Media) • Contact the shopping centres and stakeholders to seek participation • Investigate options for incentives/prizes to encourage participation <p>18.08.2021 - Whilst we have undertaken initial stages of the project work is still continuing, launch will take place in line with community engagement for the waste strategy.</p> <p>12.10.2021 - Intention to undertake education trial with waste strategy community consultation proceeding.</p> <p>Current proposal is to undertake an interactive displays. Discussions have been held with Business and Community Services (Media) to design a display surround for the bins to improve visibility.</p> <p>1.02.2022 - On hold pending completion of the Draft Waste Strategy. Development of Waste Strategy delayed due to resourcing. Completion date revised to 30 June 2022.</p> <p>5.04.2022 - Status as previously advised on 1/02/2022.</p> <p>3.06.2022 - Completion date 30/06/2022 as previously advised on 1/02/2022.</p> <p>11.08.2022 - Engaged Brickworks and Kurralta Central to seek support to implement waste education in their shopping centres, currently there is no interest to participate. Continuing to negotiate and seek alternate venues.</p> <p>10.10.2022 - Business districts approached to support waste education in their areas have not been positively received. Awaiting response from Harbour Town Centre Management.</p> <p>16.01.2023 - Reviewed the City of Adelaide Recycle Hub which accepted hard to recycle items from the community.</p>	In progress
34	03/11/2020	Council	Item 12.1.1 - City Advancement and Prosperity General Committee Item 8.1 - Australian Honours Awards (City Property)	<p>O'Rielly / Papanikolaou that Council publicly recognises:</p> <ol style="list-style-type: none"> 1. West Torrens residents who have been Australian Honour recipients by creating a website presence on Council's website which links directly to the searchable Australian Honours database on the Department of the Prime Minister and Cabinet website. 2. Former West Torrens' Mayors with an online website presence and suitable footpath plaques in the West Torrens Memorial Gardens. 	Angelo Catinari	<p>21.06.2022 - Australian Honour recipients now available on Council's website so Strategy and Business actions are closed out. The subsequent plaque installation action has been transferred to Urban Services/City Property. City Property are investigating footpath plaques and other suitable alternative for installation in the West Torrens Memorial Gardens.</p> <p>12.08.2022 - Investigations continuing as to suitability and costs for installation of plaques within the footpath (West Torrens Memorial Gardens).</p> <p>Note: The matter in relation to the proposed renaming of Dew Street Reserve - Item 8.1 has been superseded by Item 11.6 - Proposed renaming of Admella Place, Sanders Lane, Dew Street Reserve and Kesmond Reserve as of 16.08.2022.</p> <p>18.10.2022 - Investigations are continuing as to suitability and costs for installation of plaques within the footpath (West Torrens Memorial Gardens) and consideration is being given to alternate options including electronic options. A suitable electronic sign may be a preferred option to provide a 'Virtual Memorial' which can be continually updated.</p> <p>26.02.2023 - Other priorities have taken precedence over this project at this time. Electronic options will continue to be investigated.</p>	In progress

35	22/09/2020	City Facilities and Waste Recovery General Committee	Item 8.4 - Brand identity and signage for Council-owned facilities	<p>Vlahos / Mugavin to Council that:</p> <ol style="list-style-type: none"> 1.It approves the installation of signage on all of its facilities as detailed in Option 1 within this report. 2.Stage 1 of installation of building signage, as outlined in this report, be undertaken in this financial year, following budget review and approval. 3.Installation of decals inside new facilities be undertaken prior to the end of this calendar year. 4.It approves the adaption of the City of West Torren's logo 'tag line' to reflect that the City of West Torrens proudly supports our community by providing community facilities for them to use. 5.Stage 2, permanent building signage, be undertaken in the 2021/22 financial year, pending costings and budget approval by Council. 	Angelo Catinari	<p>21.10.2020 - Meeting between internal staff held on 28/10/2020 to discuss decals on internal building walls to be implemented by the end of 2020. Meeting action transferred from Strategy & Business to City Property for implementation.</p> <p>10.02.2021 - Allocated funding in draft 2021/2022 budget for Council consideration.</p> <p>11.06.2021 - Awaiting new financial year and budget approval.</p> <p>18.08.2021 - No funding was approved and therefore a budget bid will be submitted for 22/23 budget.</p> <p>20.06.2022 - No funding has been allocated in the 2022/2023 budget for this action.</p> <p>12.08.2022 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p> <p>18.10.2022 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p> <p>26.02.2023 - Refer to 2023/2024 budget for funding allocation in order to complete this action.</p>	In progress
36	17/01/2023	Council	Item 17.1 - Thebarton Oval Precinct Masterplan Advisory Group Establishment	<p>Papafilopoulos / Nitschke that:</p> <ol style="list-style-type: none"> 1. The Thebarton Oval Precinct Masterplan Advisory Group (MAG) be established, pursuant to clause 4 of the Thebarton Oval Precinct Memorandum of Agreement. 2. The Thebarton Oval Precinct Masterplan Advisory Group Terms of Reference attached to the report be approved, with an amendment to point 5 of the Masterplan Design Objectives for the Development of the Masterplan, stating: That direct traffic access to the Precinct from surrounding residential streets shall be minimised where possible but there shall be no public vehicle access to the Precinct from Meyer Street unless for emergency vehicle requirements. 3. It notes the appointment of Mayor Coxon to the Thebarton Oval Precinct Masterplan Advisory Group as Chairperson via clause 4.2 of the Thebarton Oval Precinct Memorandum of Agreement. 4. There are no sitting fees or reimbursements to be paid to any member of the Thebarton Oval Precinct Masterplan Advisory Group. 5. The first meeting of the Thebarton Oval Precinct Masterplan Advisory Group will be arranged as soon as practicably possible taking account of the availability of its membership. 6. The ordinary meetings of the Thebarton Oval Precinct Masterplan Advisory Group be held on the second Monday of each month commencing February 2023. 7. The Chief Executive Officer be delegated authority to vary the meeting date, time and place of the Thebarton Oval Precinct Masterplan Advisory Group in consultation with the Chairperson. 8. The Chief Executive Officer be delegated authority to make amendments of a formatting and/or minor technical nature to the Thebarton Oval Precinct Masterplan Advisory Group Terms of Reference. <p>Papanikolaou / Anne McKay that it appoints the following two (2) Elected Members to the Thebarton Oval Precinct Masterplan Advisory Group as follows:</p> <ul style="list-style-type: none"> •Cr Graham Nitschke of Thebarton Ward •Cr John Woodward of Keswick Ward <p>Woodward / Demetriou that on the basis that they are assessed as most closely meeting the selection criteria for appointment, as detailed in the Thebarton Oval Precinct Masterplan Advisory Group Terms of Reference, it appoints the following four (4) members of the community to the Thebarton Oval Precinct Masterplan Advisory Group as follows:</p> <ul style="list-style-type: none"> •Applicant 17 - Merryn Cossey of Lockleys Ward •Applicant 8 - Douglas Paul Schirripa of Airport Ward •Applicant 33 - Dominic Paul Stefanson of Thebarton Ward •Applicant 9 - Dr Ashley Connolly of Thebarton Ward 	Terry Buss	<p>18.01.2022 - OMC has sent emails regarding their appointment to all four applicants.</p> <p>18.01.2022 - Response received from Merryn Cossey .</p> <p>19.01.2022 - Response received from Dominic Stefanson and Douglas Schirripa.</p> <p>27.02.2023 - Two meetings to date have been held - 31.01.2023 and 13.02.2023 in line with the Terms of Reference. Further meetings will be held as and when determined. No further action required in relation to this item.</p>	Completed
37	17/01/2023	Council	Item 17.10 - LGA Principal Member Forum	<p>Demetriou / Wood that:</p> <ol style="list-style-type: none"> 1. As Principal Member of the City of West Torrens, Mayor Michael Coxon be authorised to attend the LGA SA 2023 Principal Member Forum on Friday 17 and Saturday 18 February 2023. 2. Council authorises the Executive Coordinator, Office of the Mayor and CEO to make payment of the registration fee of \$990 (incl. GST) to the LGA SA and enrol Mayor Coxon to attend. 	Terry Buss	<p>27.02.2023 - Registration submitted and fee invoice paid. Mayor attended Forum.</p>	Completed
38	17/01/2023	Council	Item 17.19 - Sale of Property for the Non Payment of Rates - Confidential Order Review	<p>Woodward / Pal that:</p> <ol style="list-style-type: none"> 1. In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 18 January 2022, in respect of the confidential Agenda report relating to the Sale of Property for the Non Payment of Rates, Council orders that the Item 21.1 - Sale of Property for the Non Payment of Rates, the Minutes arising, attachments and any associated documentation, having been considered by the Council in confidence under Section 90(3)(a) and (i), of the Local Government Act 1999, not be available for public inspection for a further 12 month period, on the basis that the report involves personal affairs of the ratepayers named in the report and Council litigation. 2. Pursuant to s91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it. 	Terry Buss	<p>20.01.2023 - Confidential worksheet updated noting the annual review on 17 January 2023 and the continuation of the confidentiality order for a further 12 months.</p>	Completed

39	13/12/2022	Council	Item 9.2.1. - Item 15.2 - Guiding Principles for the development of the 'Thebarton Oval Precinct' by the Adelaide Football Club (AFC) Brought Forward for Consideration at this Point in the Meeting	<p>Nitschke / Papafilopoulos that Council notes the following guiding principles submitted by the community for Council consideration, and considers their inclusion in the guiding principles for AFC in the development of their Masterplan, and the Masterplan Advisory Group's terms of reference. Those being:</p> <p>With relation to the Kings Reserve Master Plan:</p> <ol style="list-style-type: none"> 1.Co-location of community recreation and reserve facilities on the western aspect of Kings Reserve, including, but not limited to: <ul style="list-style-type: none"> •precinct quality high level play spaces; •upgraded mixed age playground; •high quality BBQ and shaded picnic facilities; •half-court basketball court; •cricket net; and •plaza style skate park. 2.Retention of mature trees, and the use of planting and landscape form to define landscape spaces. Saplings, even if planted in increased ratio, are not a suitable substitute for mature tree canopy; 3.The 2018 Kings Reserve Master Plan and underpinning 'needs analysis' to be the basis with which to inform the development of community facilities within the current stage 2 Thebarton Precinct Master Plan planning phase outlined by the Memorandum of Agreement between WTCC and Adelaide Football Club (AFC); 4.Particular attention be given to ensuring that the vision and guiding principles as outlined in section 3 (3.1, 3.2, 3.3) of the 2018 Kings Reserve Master Plan are represented in the final design of these facilities; 5.That replacement community facilities be constructed and made available for use prior to existing facilities being demolished or closed; <p>With regard to development of the 'Thebarton Oval Precinct':</p> <ol style="list-style-type: none"> 6.That the relocation of the Community centre does not encroach on, or limit, the green space available to residents on Kings Reserve. Mature tree canopy should not be removed to accommodate the relocation of the community centre. Strong preference is not held for co-location; 7.That the Community centre is to remain council run and independent to the AFC, and is not to be a shared facility with the AFC; 8.That there be no, or extremely limited, traffic access to AFC facilities from suburban streets (including Ashley St, Meyer St, East St); 9.That any development improves upon existing parking infrastructure, and that parking remains free and available to residents; 10.That no external sports field makes use of artificial turf; 11.That there is community access to greenspace at either Kings Reserve or Thebarton Oval at all times, and that hours of use where community access is restricted are consistent and transparent (please note that fulfilling this requirement does not absolve the AFC from the requirements stated further above); 12.That there are no prohibition of community events or festivals on Kings Reserve due to use requirements of AFC; 13.That there is no restriction in access to dogs and dog-walking on the facilities constructed on Kings Reserve (outside of standard and normal restrictions around playgrounds), and that this includes on any sports field that may be constructed; 14.That the Thebarton Aquatic Centre be retained and managed for community use, and that there is ongoing community access to leisure, lap swimming, and swim school and other formalized activity at a level similar to what is currently experienced; <p>With regard to ongoing governance for the term of the lease:</p> <ol style="list-style-type: none"> 15.That there is community representation at both Board and Council level for the duration of the lease; 16.That there is a Council review process for any variation to hours of access; and 17.That a regular periodic review is conducted. 	Terry Buss	This matter was discussed at an Elected Member briefing session on 10 January 2023 with the intent to work through the Guiding Principles and Masterplan Advisory Group Terms of Reference. Refer item 17.1 Reports of the Chief Executive Officer - Thebarton Oval Precinct Masterplan Advisory Group Establishment of the 17 January 2023 meeting for further information.	Completed
40	13/12/2022	Council	Item 17.12 - City of West Torrens Awards Nominations - Australia Day 2023	<p>Kym McKay / Woodward that:</p> <ol style="list-style-type: none"> 1. It endorses the nominations listed in Attachment 1 of the Agenda report provided under separate cover. 2. The media, Council Members and the Administration refrain from publicly discussing or publishing the names of recommended Award recipients as detailed in Attachment 1 of the Agenda report, until the Administration has advised the successful Award nominees and their nominator/s of Council's decision. 3. The Administration, as soon as practicably possible following the date of this meeting and before 23 December 2022, contact the successful Award nominees and their nominator/s to advise them of Council's decision and invite them to receive their Award at Council's Australia Day Awards and Citizenship Ceremony on 26 January 2023. 4. The Administration make arrangements for Council's Australia Day Awards and Citizenship Ceremony to be held on 26 January 2023 including sending official invitations to successful Award recipients, their nominator/s, citizenship applicants, Council Members, local MPs and other special guests as soon as practical once details of the event have been finalised. 	Terry Buss	21.02.2022 - Emails sent to all successful award recipients and their nominators advising Council's decision and inviting them to the Australia Day event. Event organised and successfully run.	Completed
41	13/12/2022	Council	Item 17.21 - Thebarton Theatre Redevelopment Update - Confidential Order Review	<p>Woodward / Nitschke that:</p> <ol style="list-style-type: none"> 1.In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 14 December 2021, in respect of the confidential Agenda report relating to the Thebarton Theatre Redevelopment, Council orders that the Item 21.1 - Thebarton Theatre Redevelopment - Update, 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), of the Local Government Act 1999, 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. 	Terry Buss	20.12.2022 - Confidential worksheet updated noting the annual review on 13 December 2022 and the continuation of the confidentiality order for a further 12 months.	Completed
42	13/12/2022	Council	Item 17.22 - Weslo Request for New Lease - Confidential Order Review	<p>Nitschke / Woodward that:</p> <ol style="list-style-type: none"> 1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 17 November 2020 and reviewed at Council's 2 November 2021 meeting, in respect of report Item 21.1 - Weslo - Request for New Lease, Council orders that the confidential Agenda report, the Minutes arising, attachments and any associated documentation, continue to be retained in confidence in accordance with Section 90(3)(b)(i) and (b)(ii) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period on the basis that it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible outcome to the lease dispute with Weslo Holdings Pty Ltd. In addition, Council is satisfied that the principle of the meeting being conducted in a place open to the public has been outweighed in this circumstance because the disclosure of Council's commercial position may severely prejudice Council's ability to satisfactorily resolve the lease dispute with Weslo Holdings Pty Ltd and consequently, Council considers the disclosure of this information would, on balance, be contrary to the public interest. 2. Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it. 	Terry Buss	20.12.2022 - Confidential worksheet updated noting the annual review on 13 December 2022 and the continuation of the confidentiality order for a further 12 months.	Completed

43	29/11/2022	Council	Item 15.2 - Council Meeting Schedule	Papanikolaou / Anne McKay to Council that: 1. Its ordinary Council Meetings, for the period 1 December 2022 to the conclusion of the term of Council, be held at 7.00pm on the third Tuesday of every month, with the exception of December of each year when it will meet on the second Tuesday of the month, in the Council Chamber, Civic Centre, 165 Sir Donald Bradman Drive, Hilton SA 5033. 2. The Chief Executive Officer, in consultation with the Mayor, be delegated the authority to vary the time, date and location of any Ordinary Council meeting to accommodate any conflicting function, event or unforeseen circumstance.	Terry Buss	5.12.2022 - Council meeting dates uploaded on website and council applications. 19.12.2022 - Council, Committee and CAP meeting dates 2023 document shared with EMs via Objective Connect and calendar appointments sent	Completed
44	08/11/2022	Special Meeting of Council	Item 6.3 - Motion without Notice - Public Release of Ministerial Response relating to Caretaker Exemption	Woodward / O'Rielly that Council's application to, and the correspondence from the Minister for Local Government dated 5 August 2022 (subject to the Minister's consent) providing an exemption to Council from the application of section 91A of the Local Government (Elections) Act 1999 to make a number of designated decisions in relation to its current negotiations with the Adelaide Football Club concerning the Thebarton Oval/Kings Reserve Precinct, be made public.	Terry Buss	14.11.2022 - Mayor Coxon's letter to the Minister for Local Government has been published on the public website. Awaiting confirmation from the Minister before uploading the response letter. 15.11.2022 - Confirmation received from the Minister for Local Government providing permission for the Minister's response letter to be made public. OMC liaised with Creative Services to organise for the letter to be published on the public website.	Completed
45	01/11/2022	Council	Item 17.4 - Interim Covid-19 Support Measures for Commercial Leases and Licences - Confidential Order Review	Kym McKay / Anne McKay that: 1. In accordance with s91(9)(a), having reviewed the confidentiality order made on 31 March 2020 and reviewed at Council's 8 December 2020 and 16 November 2021 meetings, in respect of report Item 6.1 - Interim Covid-19 Support Measures for Commercial Leases and Licences, Council orders that the confidential Agenda report, the Council Resolution 1(c) and 1(d) of the Minutes, attachments and any associated documentation, continues to be retained in confidence in accordance with Section 90(3)(g) of the Local Government Act 1999, and not be available for public inspection for a further 12 month period in order to ensure that Council does not breach any duty of confidence owed to the Commercial lessees and licensees. 2. Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it.	Terry Buss	4.11.2022 - Confidential worksheet updated noting the annual review on 1 November 2022 and the continuation of the confidentiality order for a further 12 months.	Completed
46	01/11/2022	Council	Item 17.5 - Resignation and Appointment of Council Assessment Panel Deputy Independent Member - Confidential Order Review	Nitschke / Pal that: 1. In accordance with Section 91(9)(a), having reviewed the confidentiality order made on 16 November 2021, in respect of Attachment 1 - Selection Panel Report, the Council orders that Attachment 1 - Selection Panel Report, having been considered by the Council in confidence under Section 90(3)(a), be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting, on the basis that the premature disclosure of this information would be unreasonable given it contains personal information relating to the applicant which could inadvertently prejudice their future career aspirations and breach any duty of confidentiality owed to them by Council. 2. Pursuant to Section 91(9)(c) of the Local Government Act 1999, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it.	Terry Buss	4.11.2022 - Confidential worksheet updated noting the annual review on 1 November 2022 and the continuation of the confidentiality order for a further 12 months.	Completed
47	01/11/2022	Council	Item 17.1 - QR Codes on CWT Assets for Reporting Graffiti and Street Waste	Kym McKay / Tsiaparis that the consideration of this matter be deferred to a future meeting of the new Council.	Paul Della	1.02.2023 - Report was submitted to 17.01.2023 Council Meeting	Completed
48	01/11/2022	Council	Item 17.2 - Financial Statements - Year Ending 30 June 2022	Reynolds / Anne McKay that the Chief Executive Officer and Principal Member be authorised to certify the annual financial statements for 2021/22 in their final form pursuant to the requirements of Regulation 14(g) of the Local Government (Financial Management) Regulations 2011.	Paul Della	16.12.2022 - Financial statements certified and included in publication.	Completed
49	18/10/2022	City Finance and Governance Standing Committee	Item 11.5 - Annual Report 2021-2022	Vlahos / Anne McKay 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.	Pauline Koritsa	2.11.2022 Financials to be provided for inclusion following approval by Council on 1 November 2022. 16.11.2022 - Annual report finalised and published.	Completed
50	04/10/2022	Council	Item 17.2 - Property and Facilities Projects - Update	Papanikolaou / Kym McKay that: 1. The report be noted. 2a. The Administration be authorised to undertake public consultation in regards to the proposed extension of operating hours of the clubrooms at Weigall Oval Sports Facility, to allow the licence holders, Adelaide Angels Baseball Club and Adelaide Omonia Cobras Soccer Club, to extend the operation of the bar, dining and function areas within the building from the current 11pm, until 1am on Friday night (Saturday 1am) and 1am on Saturday night (Sunday 1am), and also to 1am on Sunday night (Monday 1am) when the following Monday is a gazetted public holiday. b. Following the period of public consultation, a summary of all responses received will be submitted as part of the Development Application for the variation to the extension of the operating hours of the clubrooms. c. A further report will be provided to Council in early 2023 following, and summarising responses received, from this consultation and the development application process. 3a. The Administration be authorised to undertake public consultation in regards to the proposed new permanent crowd control perimeter fence to the senior soccer pitch at Weigall Oval Sports Facility, to allow the licence holder, Adelaide Omonia Cobras Soccer Club, to meet the requirements of the competition level (State League 1) from Football South Australia. b. A further report will be provided to Council following the period of public consultation in early 2023 summarising all responses received to enable the Council to give due consideration to the request.	Angelo Catinari	18.10.2022 - A period of community consultation will take place following the November council elections. The consultation period will close in January and a report will be presented to Council in Feb/March 2023. 26.02.2023 - A further report has been presented to Council and therefore this action is now complete.	Completed
51	20/09/2022	Council	Item 16.1 - Thebarton Oval Precinct	Kym McKay / O'Rielly that, with respect to the proposal from the Adelaide Football Club to relocate to the Thebarton Oval Precinct, a public meeting be incorporated into the second stage of the Council Approved Public Engagement Strategy when the community is consulted on the proposed Precinct Masterplan.	Terry Buss	No further action required at this stage - await outcome of consultation report expected to be presented to Council on 1 November 2022. 1.03.2023 - Matter further considered at Council's 1.11.2022 meeting at Item 8.1 -Petitions and 9.1 - Deputations; refer Special Meeting of Council held on 8 November 2022; and Item 17.1 of the 17 January 2023 meeting.	Completed

52	06/09/2022	Council	Item 15.1 - Mayor of Kalamata Visit to West Torrens	Papanikolaou / Anne McKay that: 1. Council host an official reception for His Worship, the Mayor of Kalamata, Mr Athanasios Vasilopoulos and his official party at a suitable location to be determined, on Monday 24 October from 6pm to 8pm. 2. The Mayor write to Mayor Vasilopoulos to extend an official invitation to such reception.	Terry Buss	15.09.2022 - Letter sent to Mayor of Kalamata inviting him to attend a Civic Reception. 20.09.2022 - No response received to date. 26.09.2022 - Favourable response received that the Mayor of Kalamata is available to attend. Executive Coordinator arranging invitations. 12.10.2022 - Invitations sent.	Completed
53	06/09/2022	Council	Item 17.3 - Max and Bette Mendelson Scholarship Awards - 2022	Wilton / O'Rielly to Council, as the Trustee, that the Max and Bette Mendelson Foundation Management Committee be granted approval to award the 2022 Max and Bette Mendelson scholarships to the applicants as outlined in the list provided separately to this report.	Terry Buss	Medallions ordered; certificates signed by Chairman and Mayor; successful and unsuccessful emails prepared to be sent 13.09.2022; payment details to be provided to Finance in due course. 20.09.2022 - Medallions, certificates received. Bank details received from all recipients. 12.10.2022 - Scholarship prizes including medallions, certificates and funds have been made available to successful recipients.	Completed
54	06/09/2022	Council	Item 17.1 - Community Grants - July 2022 - Further Information	Pal / Kym McKay that: 1. The following grants applications be approved: a) Sponsorship grant of \$3,000 to Singapore Business and Social Association towards the cost of cultural event being held at Thebarton Community Centre. b) Community Grant of \$3,000 to West Torrens Chess Club towards the cost of resources and promotional materials to increase outreach programs and membership.	Pauline Koritsa	13.09.2022 - Email notification sent out advising applicants of amounts approved and requesting invoices. 11.10.2022 - Invoice received and grant paid to Chess Club. 1.11.2022 - Invoice and acquittal reminders sent. 7.12.2022 - Invoice and acquittal reminders resent 5.01.2023 - Invoice and acquittal received from West Torrens Chess Club. 23.02.2023 - Invoice and acquittal received from Singapore Business and Social Association.	Completed
55	16/08/2022	Council	Item 17.5 - Draft Climate Adaptation Strategy	Mugavin / Vlahos to Council that: 1. It approves the draft Climate Adaptation Strategy 2022-2027 to be released for public consultation. 2. The outcomes of the public consultation be presented to a future meeting of Council. 3. The Chief Executive Officer be authorised to make changes of a minor or formatting nature to the content of the draft Climate Adaptation Strategy 2022-2027 prior to its release for public consultation.	Pauline Koritsa	19.09.2022 - Consultation to be undertaken from 3 October to 30 October 2022. 17.10.2022 - Consultation currently open. 1.11.2022 - Consultation closed. Responses to be collated and a report prepared for the new Council in 2023. 1.12.2022 - Report to be presented to City Services and Climate Adaptation Committee at first meeting of 2023. 15.01.2023 - Report to be presented to 7 February City Services and Climate Adaptation Committee. 16.02.2023 - Strategy to be endorsed at 21 February meeting of Council. 28.02.2023 - Strategy was approved by Council at its 21 February meeting and has been put on Council's website and promoted.	Completed
56	16/08/2022	Council	Item 17.3 - Finalisation of the Transport and Movement Strategy 2022-2032	Wood / O'Rielly to Council that: 1. The Transport and Movement Strategy 2022-2032 be approved. 2. The Chief Executive Officer be authorised to make changes of a minor or formatting nature to the Strategy prior to its finalisation.	Angelo Catinari	5.09.2022 - Minor changes updated for the CEO to authorise and finalise the Strategy. 30.09.2022 - Minor changes authorised and the Strategy being finalised for publish on website in October/November 2022. 16.11.2022 - Approved Strategy published on City of West Torrens public website under 'Traffic and transport' session.	Completed
57	02/08/2022	City Services and Climate Adaptation Standing Committee	Item 11.1 - Community Infrastructure Grants Program for Road Safety Projects along Barwell Avenue	Papanikolaou / Woodward that: 1. The report be noted. 2. The Administration proceed to consult directly with the residents and stakeholders in the vicinity of Barwell Avenue around Kurralta Park and Marlestone on the recommended traffic projects as detailed in Table 1 of the Agenda report.	Angelo Catinari	16.08.2022 - Community consultation material being prepared and scheduled for distribution by late September 2022. 30.09.2022 - Community consultation material developed and submitted for the management for authorisation to be finalised and distributed. 18.10.2022 - Consultation scheduled in late November, post the caretaker period. 1.03.2023 - Consultation was undertaken as of 25 November 2022 and closed 23 December 2022.	Completed

58	26/07/2022	City Facilities and Waste Recovery General Committee	Item 8.1 - Draft Waste and Resource Recovery Strategy	Mayor Coxon / O'Rielley that: 1. The Draft Waste and Resource Recovery Strategy for the City of West Torrens be endorsed. 2. The Draft Waste and Resource Recovery Strategy be released for community consultation.	Paul Della	11.08.2022 - Draft strategy endorsed on 2.08.2022. Draft strategy community consultation YourSay page being prepared. Due for publishing on Friday 12.08.2022. Promotions via social media and digital display in Civic and Library are planned. 10.10.2022 - Community Consultation took place between 11.08.2022 to 10.09.2022. 61 visitors to Your Say with 3 submissions received. 100% support from community. Final waste strategy and implementation plan to be circulated to internal stakeholders prior to finalisation and submission to Council following caretaker period. 4.11.2022 - Internal consultation with key Council departments of the final draft Strategy occurred between 17.10.2022 to 04.11.2022, minor changes and formatting edits were received and incorporated in the final draft Strategy document. 7.02.2023 - The final draft Strategy to be submitted to the City Facilities and Waste Recovery General Committee for endorsement. 28.02.2023 - The final draft Strategy was presented to Standing Committee meeting of 7 February 2021 and subsequently endorsed by Council at its meeting of 21 February 2023.	Completed
59	26/07/2022	City Facilities and Waste Recovery General Committee	Item 8.3 - Apex Park - Update	Huggett / O'Rielley that: 1. The report be noted. 2. The proposed reduction in the scope of works as detailed within this report be revised to meet the project budget for the Apex Park (Stage 2) project.	Angelo Catinari	12.08.2022 - The Administration are in the process of advising the funding body of the need for a reduction of scope in project. Currently reviewing revised tender submissions for project. 18.10.2022 - The funding body has been advised of the need to reduce the scope of the project due to price escalation. Awaiting approval/further advice from funding body. 26.02.2023 - The funding body has accepted the reduced scope of works and the contractor has again commenced work on the second stage of work at Apex Park. Surrounding residents have been advised and it is expected this work will be completed towards the middle to end of 2023.	Completed
60	05/07/2022	Council	Item 17.16 - Riverbank Christmas Display - Update	Kym McKay / Nitschke that: 1. Council acknowledges receipt of the correspondence from Lion. 2. Lion be advised that Council is willing to enter into a licence agreement for the 2022 Christmas Display event. 3. Lion be advised that Council requires a commitment from Lion regarding the future ownership of the Riverbank land in order for Council to commit appropriate funds in future years to the running of the Christmas Display event beyond 2022. 4. Council agrees to hold three separate community events between 5pm to 10pm on Sunday 4, 11, and 18 December 2022 in association with the Riverbank Christmas Display. 5. The CEO be delegated the authority to undertake further negotiations, subject to budget approvals, to progress the project.	Pauline Koritsa	15.08.2022 - Council Administration have entered negotiations regarding entering into a licence agreement and coordination of the community events. Draft licence agreement provided to Lion Co. for review. Letter to LionCo sent 16.8.22 (refer Objective ID). 12.12.2022 - Licence agreement for the 2022 event was executed and the event is underway. 19.09.2022 - Licence agreement agreed, execution copies to be provided by Lion's lawyers. 4.10.2022 - Still waiting for licence agreement for execution, should be available week commencing 10 October 2022. 17.10.2022 - Agreement has been finalised, waiting for Docusign notification for execution. 1.11.2022 - Agreement has been executed. 16.11.2022 - Final arrangements for access currently being worked out with Lion. 1.12.2023 - Christmas display open and program underway.	Completed
61	05/07/2022	Council	Item 15.1 - QR codes on Council assets	Huggett / Kym McKay that Council provide a report on the possible introduction of QR code stickers to be placed on Council assets to assist in monitoring damaged assets, overflowing bins and illegal dumping.	Paul Della	19.07.2022 - Executive Coordinator discussed with GM Corporate and Regulatory Services and emailed Manager City Property and Coordinator Property Services given the stickers will need to be placed on Council buildings and assets generally. 25.07.2022 - GM Corporate and Regulatory Services emailed to Cr Daniel Huggett to discuss QR Code stickers on Council Assets. 18.08.2022 - Report planned for presentation to City Facilities and Waste Recovery General Committee in the September/October period. 20.10.2022 - Report going to Council for consideration at its 1 November 2022 meeting. 4.11.2022 - Report presented to Council meeting on 1 November 2022. Cr Kym McKay moved (on behalf of Cr Huggett who was an apology for the meeting) that the matter be deferred until a meeting of the new Council. Report to go to Council 17.01.2023 with new Council.	Completed

62	05/07/2022	Council	Item 17.18 - Sponsorship Grant Application - The United Indians of SA	Pal / Tsiaparis that Council approves \$10,000 to the United Indians of South Australia for funding towards the cost of the Australian Cha Raja - Multicultural Festival and that the Administration be authorised to negotiate a 'Partnership Agreement for future festivals'.	Pauline Koritsa	<p>11.07.2022 - Email sent to applicant advising of approval for \$10,000 sponsorship and requesting invoice.</p> <p>10.08.2022 - Invoice received and grant paid, acquittal due 6 weeks after the event (being held in September).</p> <p>11.10.2022 - Acquittal due in November 2022.</p> <p>1.11.2022 - Acquittal reminder sent.</p> <p>7.12.2022 - Another Acquittal reminder emailed and phoned (delayed due to COVID).</p> <p>3.01.2023 - Acquittal received.</p>	Completed
63	23/11/2021	City Facilities and Waste Recovery General Committee	Item 8.2 - Request for Extension of Trading Hours - Weigall Oval Clubroom Building	Pal / Mayor Coxon that Council provide its consent in its capacity as landlord for an extension of the trading hours for the new Clubroom function space, tenanted by Adelaide Angels Baseball Club and Adelaide Omonia Cobras Soccer Club, from 11pm to 1am on Friday and Saturday nights, and also to 1am on Sunday nights when the following Monday is a gazetted public holiday, subject to any necessary development consents and/or other relevant approvals being sought and obtained.	Angelo Catinari	<p>27.01.2022 - Awaiting outcome from Development.</p> <p>16.02.2022 - A development application has been submitted by the Administration on behalf of the two Clubs for the Weigall Oval Sports Facility in late 2021. The application is still under review and pending outcome.</p> <p>20.06.2022 - The Administration advises that community consultation will be required as part of the development application process. Arrangements will be made after the next City Facilities and Waste Recovery Committee Meeting in July. (Consultation will be undertaken jointly with the proposed soccer Club's Crowd control fence).</p> <p>12.08.2022 - Funding has not been confirmed for the soccer club's perimeter fencing. It is expected to be announced as part of the State Budget in September. As a result, the Administration is considering consultation on the extension of hours separate to the consultation required regarding the erection of perimeter fencing. It is expected this will take place over the coming month (August / September 2022).</p> <p>18.10.2022 - a period of community consultation will take place following the November council elections. The consultation period will close in January and a report will be presented to Council in Feb/March 2023.</p> <p>26.02.2023 - an additional Action has been established with more up to date information and this one is therefore being marked complete.</p>	Completed

9 OTHER BUSINESS

10 CONFIDENTIAL

Nil

11 NEXT MEETING

2 May 2023, at the conclusion of the Committee.

12 MEETING CLOSE