

CITY OF WEST TORRENS



Notice of Council & Committee Meetings

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

Council

and

- **Finance and Regulatory Prescribed Standing Committee**
- **Strategy and Community Prescribed 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, 16 MAY 2017
at 7.30pm

Bill Ross
Chief Executive Officer (Acting)

City of West Torrens Disclaimer

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

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1 MEETING OPENED

1.1 Evacuation Procedures

2 PRESENT

3 APOLOGIES

Council Members:

Cr Arthur Mangos

4 DISCLOSURE STATEMENTS

Elected Members are required to:

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

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Council held on 2 May 2017 be confirmed as a true and correct record.

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday 12 May 2017)

In the two weeks since the last Council Meeting of 2 May 2017, functions and meetings involving the Mayor have included:

Wednesday 3 May

9.00am Addressed the Lockleys Primary School Anzac Day school assembly.

Thursday 4 May

9.00am Along with Cr Garth Palmer, attended Day 1 of the Australian Mayoral Aviation Council Annual Conference and Annual General Meeting at the Novotel Sydney Brighton Le Sands.

Friday 5 May

8.30am Attended Day 2 of the 2017 Australian Mayoral Aviation Council Annual Conference along with Cr Garth Palmer, followed by a guided tour of Sydney (Kingsford Smith) Airport.

Saturday 6 May

- 11.00am Attended for the presentation of the Club Member Of The Year Mayoral trophy at the Novar Gardens Bowling Club Annual General Meeting.
- 12noon - 5pm Attended with Mrs Rosemary Trainer the SAJC Board Oaks Day Luncheon at the Morphetville Racecourse.

Sunday 7 May

- 12.15pm Participated in the official launch of the extremely well-attended Kodomo No Hi Japanese Festival at Thebarton Community Centre and Kings' Reserve.

Tuesday 9 May

- 10.00am Participated with Cr/s Demetriou and Palmer in the morning tea to thank some of our local volunteers.
- 6.30pm Participated with other EMs in the Corporate Planning, Policy and Performance Committee meeting.

Wednesday 10 May

- 11.55am Spoke briefly on 5AA about the omission of infrastructure support for the BHKSMF in the previous night's Federal Budget.
- 12noon Hosted the Metropolitan Mayors' Luncheon at City of West Torrens Civic Centre.
- 4.00pm Attended the Metropolitan Local Government Group meeting at the Local Government House.

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

Friday 12 May

- 9.00am Filming in the Memorial Gardens for the Department for Education and Child Development "Schools as Community Hubs" initiative involving Cowandilla Primary School.

Saturday 13 May

- 10.30am Attending a public meeting with ARTC and residents in the Hamra Centre Auditorium regarding the Mile End Pedestrian Rail Crossing.
- 12noon Delivering flowers to 100 year old resident, Mona Biggs of Plympton.

Tuesday 16 May

- 6.00pm Council pre-brief
- 7.00pm Council and Committee Meeting

RECOMMENDATION

That the Report from Mayor Trainer be noted.

7 ELECTED MEMBERS REPORTS**8 PETITIONS**

Nil

9 DEPUTATIONS

9.1 Proposed footpath on Neptune Crescent, West Beach

West Beach resident, Ms Jassmine Wood, wishes to address Council in relation to a proposed footpath on Neptune Crescent, West Beach.

10 ADJOURN TO STANDING COMMITTEES

RECOMMENDATION

That the meeting be adjourned, move into Standing Committees and reconvene at the conclusion of the Strategy and Community Prescribed Standing Committee.

11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS

11.1 Finance and Regulatory Committee Meeting

RECOMMENDATION

That the recommendations of the Finance and Regulatory Committee held on 16 May 2017 be adopted.

11.2 Strategy and Community Committee Meeting

RECOMMENDATION

That the recommendations of the Strategy and Community Committee held on 16 May 2017 be adopted.

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

12.1 Corporate Planning, Policy and Performance Meeting

RECOMMENDATION

That the Minutes of the Corporate Planning, Policy and Performance held on 9 May 2017 be noted and the recommendations adopted.

13 QUESTIONS WITH NOTICE

Nil

14 QUESTIONS WITHOUT NOTICE

15 MOTIONS WITH NOTICE

Nil

16 MOTIONS WITHOUT NOTICE

17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

17.1 Elected Member Nominations to External Boards and Attendance at Conferences

Brief

The *Code of Practice - Procedures at Meetings* and *Council Policy* has been reviewed to include provisions that detail the process for nominating to a conference, seminar or board.

RECOMMENDATION(S)

It is recommended to Council that:

1. The draft *Code of Practice - Procedures at Meetings* be approved
2. The Chief Executive Officer be authorised to make amendments of a formatting and/or minor technical nature to the *Code of Practice - Procedures at Meetings* and the *Council Policy - Elected Members Attendance at Conferences*.

Introduction

Following a request by Council, the *Code of Practice - Procedures at Meetings* (the Code) has been reviewed to include provisions relating to the process for nominating to a conference, seminar or board.

Discussion

The Code was presented to the 9 May 2017 meeting of the Corporate Planning, Policy and Performance Prescribed Committee which has recommended to Council that the Code be approved subject to the following amended wording to clause 29(5):

- (a) *to avoid the necessity of disallowing ad-hoc nominations from the floor during a Council meeting, and to ensure compliance with the Act, Elected Members are required to register their interest in nominating with the Chief Executive Officer prior to the commencement of the meeting at which such nominations are to be considered.*
- (b) *inform the meeting at which their nomination is to be presented of the Elected Members material conflict of interest.*
- (c) *leave the meeting while the matter is being considered and voted on unless an approval to remain in the room has been granted by the Minister pursuant to section 74(3) of the Act and the approval provided to the Chief Executive Officer.*
- (d) *At the commencement of the business item to consider nominations, the Chief Executive Officer will advise Council of the nominations received.*

The proposed changes have been included at clause 29(5) of the Code and are shown in red for ease of read (**Attachment 1**).

Conclusion

The *Code of Practice - Procedures* has been revised, following a request by Council, in order to establish a consistent process for dealing with material conflicts of interest for Elected Members wishing to nominate to attend conferences or training and for nomination to external boards and committees.

Attachments

1. **Proposed Code of Practice - Procedures at Meetings**

CITY OF WEST TORRENS



Statutory Code: Code of Practice - Procedures at Meetings

Classification:	Statutory Code
First Issued:	19 April 2005
Dates of Review:	21 March 2006, 15 May 2007, 6 May 2008, 8 October 2008, 7 June 2011, 5 November 2013, October 2015, March 2017
Commencement	8 December 2015
Version Number:	9
Objective ID:	A7837
Applicable Legislation:	<ul style="list-style-type: none"> • Local Government (Procedures at Meetings) Regulations 2013 (SA) • Mandatory Code of Conduct for Council Members
Related Policies or Corporate Documents:	<ul style="list-style-type: none"> • Elections Period Caretaker Policy • Code of Practice - Access to Meetings and Documents
Associated Forms:	
Note:	
Responsible Manager:	General Manager Business and Community Services
Confirmed by General Manager:	Date
Approved by Executive:	Date
Endorsed by Council:	Date

City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

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City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

Code of Practice - Procedures at Meetings

INTRODUCTION

The City of West Torrens is committed to the principle of honest, open and accountable government and encourages community participation in the business of Council.

The *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations) stipulate the statutory procedures to be undertaken during the operation of Council and Council Committee meetings. Under these Regulations, Council may adopt a Code of Practice for its Council and Council Committee meetings that varies certain of these provisions if they are capable of variation.

Further, Sections 86(8) and 89(1) of the *Local Government Act 1999* (the Act) provides that if a procedure(s) is not prescribed by Regulation, Council or a Council Committee when delegated to do so can determine its own procedure(s) so long as it is not inconsistent with the Act or Regulations.

The variations to prescribed meeting procedures that have been adopted by Council have been inserted (in a shaded text box) in this Code of Practice to enable them to be read in conjunction with the formal requirements of the Regulations.

The combined document is regarded as the City of West Torrens' Code of Practice for Procedures at Meetings (Code of Practice).

Those 'sub-regulations' contained in the Regulations are identified throughout the Code of Practice in accordance with the exact numeric value ascribed to them in the Regulations. City of West Torrens procedures are described as 'clause(s)'.

This Code of Practice provides guidelines for Elected and Independent Members relating to procedures at Council and Council Committee meetings. It is also available to the public to assist their understanding of the procedures associated with the operation of both Council and Council Committee meetings. As recommended by legislation, this Code of Practice is reviewed annually.

The Council may, at any time, by resolution supported by at least 2/3 (two-thirds) of the Members entitled to vote on the resolution, alter or substitute or revoke this Code of Practice.

City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

1. Interpretation (Regulation 3)

"Act" means the *Local Government Act 1999*;

"clear days" see sub-regulation (2) and (3);

"deputation" means a person or group of persons who wish to appear personally before a council or council committee in order to address the council or committee (as the case may be) on a particular matter;

"formal motion" means a motion -

- (a) that the meeting proceed to the next business, or
- (b) that the question be put; or
- (c) that the question lie on the table; or
- (d) that the question be adjourned; or
- (e) that the meeting be adjourned¹ ;

"Guiding Principles" see regulation 4;

"member" means a member of the council or council committee (as the case may be);

"point of order" means a point raised to draw attention to an alleged breach of the Act or these regulations in relation to the proceedings of a meeting;

"presiding member" means the person who is the presiding member of a council or council committee (as the case may be) and includes any person who is presiding at a particular meeting;

"written notice" includes a notice given in a manner or form determined by the council.

- (1) In the calculation of **"clear days"** in relation to the giving of notice before a meeting -
 - (a) the day on which the notice is given, and the day on which the meeting occurs, will not be taken into account; and
 - (b) Saturdays, Sundays and public holidays will be taken into account.
- (2) For the purposes of the calculation of clear days under subregulation (2), if a notice is given after 5 p.m. on a day, the notice will be taken to have been given on the next day.
- (3) For the purposes of these regulations, a vote on whether *leave of the meeting* is granted may be conducted by a show of hands (but nothing in this sub regulation prevents a division from being called in relation to the vote).

¹ See regulation 12 for specific provisions about formal motions

City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

2. Guiding Principles (Regulation 4)

The following principles (the “**Guiding Principles**”) should be applied with respect to the procedures to be observed at a meeting of a council or a council committee -

- (a) procedures should be fair and contribute to open, transparent and informed decision-making;
- (b) procedures should encourage appropriate community participation in the affairs of the council;
- (c) procedures should reflect levels of formality appropriate to the nature and scope of responsibilities exercised at the meeting.
- (d) procedures should be sufficiently certain to give the community and decision-makers confidence in the deliberations undertaken at the meeting.

PART 2 - MEETINGS OF COUNCILS AND KEY COMMITTEES

DIVISION 1 - PRELIMINARY

3. Application of Part (Regulation 5)

The provisions of this Part apply to or in relation to -

- (a) the meetings of a council; and
- (b) the meetings of a council committee performing regulatory activities; and
- (c) the meetings of any other council committee if the council has, by resolution, determined that this Part should apply to that committee.

4. Discretionary Procedures (Regulation 6)

- (1) Subject to the requirements of the Act, if a provision of this Part is expressed to be capable of being varied at the discretion of the council pursuant to this regulation, then a council may, by a resolution supported by at least 2/3 of the members of the council entitled to vote on the resolution, determine that a code of practice prepared or adopted by the council that establishes its own procedures for the relevant matter or matters will apply in substitution for the relevant provision (and such a determination will have effect according to its terms).
- (2) A council should, at least once in every financial year, review the operation of a code of practice under this regulation.
- (3) A council may at any time, by resolution supported by at least 2/3 of the members of the council entitled to vote on the resolution, alter a code of practice, or substitute or revoke a code of practice.
- (4) A council must, in considering the exercise of a power under this regulation, take into account the Guiding Principles.
- (5) A person is entitled to inspect (without charge) the code of practice of a council under this regulation at the principal office of the council during ordinary office hours.
- (6) A person is entitled, on payment of a fee fixed by the council, to a copy of the code of practice.
- (7) Regulation 12(4) does not apply to a motion under subregulation (3).

- (8) This regulation does not limit or derogate from the operation of regulation 20².

DIVISION 2 PRESCRIBED PROCEDURES

5. Commencement of Meetings and Quorums (Regulation 7)

- (1) A meeting will commence as soon after the time specified in the notice of meeting as a quorum is present.
- (2) If the number of apologies received by the chief executive officer indicates that a quorum will not be present at a meeting, the chief executive officer may adjourn the meeting to a specified day and time.
- (3) If at the expiration of 30 minutes from the time specified in the notice of meeting as the time of commencement a quorum is not present, the presiding member or, in the absence of a presiding member, the chief executive officer, will adjourn the meeting to a specified day and time.
- (4) If a meeting is adjourned for want of a quorum, the chief executive officer will record in the minute book the reason for the adjournment, the names of the members present, and the date and time to which the meeting is adjourned.
- (5) If a meeting is adjourned to another day, the chief executive officer must:
 - (a) give notice of the adjourned meeting to each member setting out the date, time and place of the meeting; and
 - (b) give notice of the adjourned meeting to the public by causing a notice setting out the date, time and place of the meeting to be placed on display at the principal office of the council.

City of West Torrens Provisions:

- (6) Prior to the commencement of business at a Council or Committee meeting, a senior officer will read the Fire Evacuation Statement.
- (7) Prior to the commencement of business at a Council or Committee meeting the presiding member will draw the attention of members to the Disclosure Statement relating to *Sections 73 and 74 of the Local Government Act 1999* and seek any disclosures by elected members. Any disclosure of interest will be recorded in the Minutes.
- (8) The presiding member may alter the order of business listed in the agenda with the leave of the Council or Committee, e.g. if the majority of the gallery is interested in a particular item.

² Furthermore, if a matter is not dealt with by the Act or these regulations (including under a code of practice under this regulation), then the relevant procedure will be:

- (a) as determined by the council; or
- (b) in the case of a council committee where a determination has not been made by the council, as determined by the committee.

(See sections 86(8) and 89(1) of the Act.)

- (9) When there are people in the public gallery:
- (a) Council staff will determine (when possible) their reason for attending and identify any relevant report(s) on the agenda.
 - (b) The relevant information will be provided to the presiding member as soon as is practicable, prior to the beginning of the Council meeting if possible.
 - (c) After the item 'Elected Member Reports' in the Council agenda, and prior to the adjournment into Standing Committees, the presiding member will seek the leave of the meeting to bring forward the reports that are of specific interest to persons in the Public Gallery.
 - (d) The Council will not adjourn into Committee(s) but instead consider the report and the presiding member will remain in the Chair while the matters are discussed.
 - (e) The presiding member will direct a brief statement to the Gallery advising of Council's intention to consider the relevant item(s) and, after the Council has determined a direction, to advise the Gallery of the outcome(s).

6. Minutes (Regulation 8)

- (1) The minutes of the proceedings at a meeting must be submitted for confirmation at the next meeting or, if that is omitted, at a subsequent meeting.
- (2) No discussion on the minutes may occur before confirmation, except as to the accuracy of the minutes as a record of proceedings.
- (3) On the confirmation of the minutes, the presiding member will -
 - (a) initial each page of the minutes, which pages are to be consecutively numbered; and
 - (b) place his or her signature and the date of confirmation at the foot of the last page of the minutes.
- (4) The minutes of proceedings of a meeting must include -
 - (a) the names of the members present at the meeting; and
 - (b) in relation to each member present -
 - (i) the time at which the person entered or left the meeting; and
 - (ii) unless the person is present for the whole meeting, the point in the proceedings at which the person entered or left the meeting; and
 - (c) each motion or amendment, and the names of the mover and seconder; and
 - (d) any variation, alteration or withdrawal of a motion or amendment; and
 - (e) whether a motion or amendment is carried or lost; and
 - (f) any disclosure of interest made by a member; and
 - (g) an account of any personal explanation given by a member; and
 - (h) details of the making of an order under subsection (2) of section 90 of the Act (see subsection (7) of that section); and

City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

- (i) a note of the making of an order under subsection (7) of section 91 of the Act in accordance with the requirements of subsection (9) of that section; and
- (j) details of any adjournment of business; and
- (k) a record of any request for documents to be tabled at the meeting; and
- (l) a record of any documents tabled at the meeting; and
- (m) a description of any oral briefing given to the meeting on a matter of council business; and
- (n) any other matter required to be included in the minutes by or under the Act or any regulation.

City of West Torrens Provisions:

- (5) Minutes will be forwarded by either hard or soft copy to Members, as requested, and placed on Council's website and extranet.
- (6) The minutes of Council and Council Committee meetings will not include voting patterns other than divisions.
- (7) With regard to Council Committees, a motion to the effect that the Committee meeting recommendations be adopted, will be sufficient, if carried, to endorse the recommendations of the Council Standing or General Committees as Council resolutions.

7. Questions (Regulation 9)

- (1) A member may ask a question on notice by giving the chief executive officer written notice of the question at least 5 clear days before the date of the meeting at which the question is to be asked.
- (2) If notice of a question is given under sub-regulation (9.1):
 - (a) the chief executive officer must ensure that the question is placed on the agenda for the meeting at which the question is to be asked; and
 - (b) the question and the reply must be entered in the minutes of the relevant meeting.
- (3) A member may ask a question without notice at a meeting.

City of West Torrens Provisions:

- (3.1) With regard to sub-regulation (9.3) a maximum of two clarification questions may be asked by a member unless the presiding member grants leave for a member to ask more.
- (3.2) A member may ask a question prior to the moving of a motion or during debate on a motion (or an amendment) for clarification purposes only, without losing their right to speak to the motion (or amendment).

City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

- (4) The presiding member may allow the reply to a question without notice to be given at the next meeting.
- (5) A question without notice and the reply will not be entered in the minutes of the relevant meeting unless the members present at the meeting resolve that an entry should be made.

City of West Torrens Provisions:

- (5.1) With regard to sub-regulation (9.5) a question without notice and the reply will only be entered in the minutes when the members present at the meeting resolve that an entry should be made at the time the question is addressed.

- (6) The presiding member may rule that a question with or without notice not be answered if the presiding member considers that the question is vague, irrelevant, insulting or improper.

8. Petitions (Regulation 10)

- (1) A petition to the council must:
 - (a) be legibly written or typed or printed; and
 - (b) clearly set out the request or submission of the petitioners;
 - (c) include the name and address of each person who signed or endorsed the petition; and
 - (d) be addressed to the council and delivered to the principal office of the council.
- (2) If a petition is received under sub-regulation (1), the chief executive officer must ensure that the petition or, if the council has so determined as a policy of the council, a statement as to the nature of the request or submission and the number of signatures or the number of persons endorsing the petition, is placed on the agenda for the next ordinary meeting of the council or, if so provided by a policy of the council, a committee of the council.
- (3) Sub-regulation (2) may be varied at the discretion of the council pursuant to regulation 6.

City of West Torrens Provisions:

- (4) The original of each page of the petition must be presented by the head petitioner to Council's Administration and identify the name and contact details of the head petitioner.
- (5) Each page of the petition presented to the Council must restate the whole of the request or submission of the petitioners.
- (6) The name and address of each person who signed or endorsed the petition must be clear and legible.
- (7) Electronically submitted petitions will be only be accepted if they meet the requirements detailed in regulation (10) and/or clauses 8.4 to 8.6 of this Code of Practice.

City of West Torrens Statutory Code - Code of Practice - Procedures at Meetings

- (8) If the petition does not comply with regulation (10) and/or clauses 8.4 to 8.6 of this Code of Practice, the petition will not be accepted or presented to Council for its consideration.
- (9) If a page of a petition does not comply with regulation (10) and/or clauses 8.4 to 8.6 of this Code of Practice, the signatures on that page will not be taken into account by the Council when considering the petition.
- (10) When a petition is placed on the Council Agenda in accordance with regulation (10.2), no debate on or in relation to the petition will take place and the only motion that may be moved is:
 - (a) That the petition be received and referred to a Council Committee or officer for consideration and a report back to Council.
- (11) On receipt of the petition, in accordance with (10.2), a summary of the first page only will be provided to Council as an attachment to an initial report which sets out the request or submission of the petitioners. When the report on the petition is subsequently considered by Council the entire petition will be attached to the Agenda report except any page or pages not complying with sub-regulation (5).

9. Deputations (Regulation 11)

- (1) A person or persons wishing to appear as a deputation at a meeting must deliver (to the principal office of the council) a written request to the council.
- (2) The chief executive officer must transmit a request received under sub-regulation (1) to the presiding member.
- (3) The presiding member may refuse to allow the deputation to appear at a meeting.
- (4) The chief executive officer must take reasonable steps to ensure that the person or persons who requested a deputation are informed of the outcome of the request.
- (5) If the presiding member refuses to allow a deputation to appear at a meeting, the presiding member must report the decision to the next meeting of the council or council committee (as the case may be).
- (6) The council or council committee may resolve to allow a deputation to appear despite a contrary ruling by the presiding member.
- (7) A council may refer the hearing of a deputation to a council committee.

City of West Torrens Provisions:

- (8) Deputations will only be heard at a full Council meeting.
- (9) A request for a deputation must be received by 5pm on the Wednesday prior to the Council meeting at which they wish to appear.
- (10) Deputations received after 5pm on the Wednesday prior to the Council meeting will be presented to the Council meeting for it to determine whether to accept the deputation or not.

- (11) If the presiding member declines a request for a deputation then a report, which may be in the form of a late report if the request was received after the agenda has been produced, will be presented to Council indicating that the presiding member has declined the request.
- (12) Any person(s) wishing to appear as a deputation, and claiming to represent an organisation and/or body, must, prior to the Council or Council Committee meeting at which they wish to appear, advise the Chief Executive Officer in writing of the date of formation and/or incorporation of their organisation and/or body, and provide a copy of the constitution and rules of the organisation and/or body, and a list of members.
- (13) If an association, organisation or body is generally known, the requirements of clause (12) above will not be required.
- (14) A deputation, which must not exceed three people, will not exceed 5 minutes in total, not including questions from Members, except with the leave of the presiding member.
- (15) The name(s) of the representor(s) and subject matter will be recorded in the minutes of a Council or Council Committee meeting but the details of the content of the deputation will not be included.

10. Motions (Regulation 12)

- (1) A member may bring forward any business in the form of a written notice of motion.
- (2) The notice of motion must be given to the chief executive officer at least 5 clear days before the date of the meeting at which the motion is to be moved.
- (3) A motion the effect of which, if carried, would be to revoke or amend a resolution passed since the last general election of the council must be brought by written notice of motion.
- (4) If a motion under sub-regulation (3) is lost, a motion to the same effect cannot be brought:
 - (a) until after the expiration of 12 months; or
 - (b) until after the next general election,
 whichever is the sooner.

City of West Torrens Provisions:

- (5) If a Member, who has given notice of a motion in accordance with sub-regulation (2), is absent from the meeting at which the motion is to be considered, the motion will lapse unless written authority has been provided by the Member for the notice of motion to be presented by another Member.
- (6) When placing a motion with notice in a Council or Council Committee Agenda, the CEO may take the opportunity to provide written comments to assist Council to make informed decisions.
- (7) A member must seek and obtain the leave of the meeting to withdraw a motion with notice given in accordance with regulation 12.

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- (8) A member must seek and obtain the leave of the meeting to alter the wording of a motion with notice given in accordance with regulation (12).

- (5) Subject to the Act and these regulations, a member may also bring forward any business by way of a motion without notice.

City of West Torrens Provisions:

- (5.1) If possible, Members are encouraged to provide any motions without notice in writing to the CEO's office by 6pm on the day of the meeting to expedite the minute taking process.
- (5.2) A motion without notice will not, having regard to the Guiding Principles, be accepted for debate at the Council or Council Committee meeting at which it is brought forward unless:
- (a) the presiding member determines that the matter is one of urgency; or
 - (b) in the opinion of the presiding member, the motion relates to an issue that does not require substantive information in order to make an informed decision on the motion.

- (6) The presiding member may refuse to accept a motion without notice if, after taking into account the Guiding Principles, he or she considers that the motion should be dealt with by way of a written notice of motion.
- (7) The presiding member may refuse to accept a motion if the subject matter is, in his or her opinion, beyond the power of the council or council committee (as the case may be).

City of West Torrens Provisions:

- (7.1) If a motion without notice is not accepted for debate, in accordance with clause (7) above, it will be deferred until the next Council or Council Committee meeting (as the case may be) when it will be treated as a motion with notice in accordance with regulation (12.1 and 12.2).
- (7.2) If a motion without notice is accepted for debate at a Council meeting, the Mayor will provide the CEO with an opportunity to comment on the proposed motion to assist Council to make an informed decision.
- (7.3) If a motion without notice is accepted for debate at a Council Committee meeting, the presiding member will provide the relevant general manager with an opportunity to comment on the proposed motion to assist the Committee to make an informed decision.

- (8) A motion will lapse if it is not seconded at the appropriate time.
- (9) A member moving or seconding a motion will speak to the motion at the time of moving or seconding the motion.

City of West Torrens Provisions:

- (9.1) Notwithstanding regulation (12.9), the presiding member may seek a seconder to a motion before allowing the mover of the motion to speak in support of the motion.

- (10) A member may only speak once to a motion except:

- (a) to provide an explanation in regard to a material part of his or her speech, but not so as to introduce any new matter; or
- (b) with leave of the meeting; or
- (c) as the mover in reply.

- (11) A member who has spoken to a motion may not at a later stage of the debate move or second an amendment to the motion.

City of West Torrens Provisions:

- (11.1) Notwithstanding sub-regulation (11), a member who has already spoken to a motion before the presiding member, may move or second an amendment provided that the member is neither the mover nor seconder of the original motion.
- (11.2) Notwithstanding sub-regulation (12.11), a member who has already spoken to a motion or amendment before the presiding member, may move or second a second amendment provided that the member is neither the mover nor seconder of the original motion nor the amendment.
- (11.3) A member who has spoken to a motion may speak to both an amendment and a second amendment, for no more than five minutes respectively, other than the member who have moved or seconded the original motion.

- (12) A member who has not spoken in the debate on a question may move a formal motion.

- (13) A formal motion must be in the form of a motion set out in sub-regulation (14) (and no other formal motion to a different effect will be recognised).

- (14) If the formal motion is:

- (a) *that the meeting proceed to the next business*, then the effect of the motion, if successful, is, in the case of an amendment, that the amendment lapses and the meeting proceeds with the consideration of the motion before the meeting without further reference to the amendment and, in the case of a motion, that the motion lapses and the meeting proceeds to the next item of business; or
- (b) *that the question be put*, then the effect of the motion, if successful, is that debate is terminated and the question put to the vote by the presiding member without further debate; or

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- (c) *that the question lie on the table*, then the effect of the motion, if successful, is that the meeting immediately moves to the next item of business and the question can then only be retrieved at a later time by resolution (and, if so retrieved, debate is then resumed at the point of interruption); or
 - (d) *that the question be adjourned*, then the effect of the motion, if successful, is that the question is disposed of for the time being but debate can be resumed at the later time (at the point of interruption); or
 - (e) *that the meeting be adjourned*, then the effect of the motion, if successful, is that the meeting is brought to an end immediately without the consideration of further business.
- (15) If seconded, a formal motion takes precedence and will be put by the presiding member without discussion unless the motion is for an adjournment (in which case discussion may occur (but only occur) on the details for resumption).
- (16) A formal motion does not constitute an amendment to a substantive motion.
- (17) If a formal motion is lost:
- (a) the meeting will be resumed at the point at which it was interrupted: and
 - (b) if the formal motion was put during debate (and not at the end of debate) on a question, then a similar formal motion (i.e. a motion to the same effect) cannot be put until at least 1 member has spoken on the question.
- (18) A formal motion for adjournment must include the reason for the adjournment and the details for resumption.
- (19) Any question that lies on the table as a result of a successful formal motion under sub-regulation (14)(c) lapses at the next general election. .
- (20) The chief executive officer must report on each question that lapses under subregulation (19) to the council at the first ordinary meeting of the council after the general election.
- (21) Sub-regulations (9), (10) and (11) may be varied at the discretion of the council pursuant to regulation 6.

City of West Torrens Provisions:

- (22) A member wishing to move a motion that is different from that recommended in the agenda is required to make available a written copy of their motion to assist the presiding member in the conduct of the meeting and the accurate recording of the minutes of the meeting.

11. Amendments to Motions (Regulation 13)

- (1) A member who has not spoken to a motion at an earlier stage of the debate may move or second an amendment to the motion.

City of West Torrens Provisions:

- (1.1) Notwithstanding sub-regulation (11.1), a member who has already spoken to a motion before the presiding member, may move or second an amendment provided that the member is neither the mover nor seconder of the original motion.

- (1.2) Notwithstanding sub-regulation (12.11), a member who has already spoken to a motion or amendment before the presiding member, may move or second a second amendment provided that the member is neither the mover nor seconder of the original motion nor the amendment.
- (1.3) A member who has spoken to a motion may speak to an amendment and a second amendment, for no more than five minutes, other than the members who have moved the original motion.

- (2) An amendment will lapse if it is not seconded at the appropriate time.

City of West Torrens Provisions:

- (2.1) A member moving or seconding an amendment will speak to the amendment at the time of moving or seconding the amendment.
- (2.2) Notwithstanding clause (2.1), the presiding member may seek a seconder to an amendment before allowing the mover of the amendment to speak in support of the amendment.
- (2.3) If the amendment is not seconded then the amendment will lapse.
- (3) A person who moves or seconds an amendment (and, if he or she chooses to do so, speaks to the amendment) will, in so doing, be taken to have spoken to the motion to which the amendment relates.
- (4) If an amendment is lost, only 1 further amendment may be moved to the original motion.
- (5) If an amendment is carried, only 1 further amendment may be moved to the original motion.
- (6) Sub-regulations (1), (3), (4) and (5) may be varied at the discretion of the council pursuant to regulation 6.

12. Variations etc. (Regulation 14)

- (1) The mover of a motion or amendment may, with the consent of the seconder, request leave of the meeting to vary, alter or withdraw the motion or amendment.
- (2) The presiding member must immediately put the question for leave to be granted and no debate will be allowed on that question.

13. Addresses by Members etc.(Regulation 15)

- (1) A member must not speak for longer than 5 minutes at any 1 time without leave of the meeting.
- (2) A member may, with leave of the meeting, raise a matter of urgency.
- (3) A member may, with leave of the meeting, make a personal explanation.
- (4) The subject matter of a personal explanation may not be debated.

- (5) The contribution of a member must be relevant to the subject matter of the debate.
- (6) Sub-regulations (1) and (2) may be varied at the discretion of the council pursuant to regulation 6.

City of West Torrens Provisions:

- (7) A member or officer at a Council meeting must stand when speaking to a matter being considered at the meeting unless:
 - (a) that person is prevented from doing so by a physical disability; or
 - (b) the presiding member determines otherwise.
- (8) A member or officer at a Council Committee meeting may remain seated when speaking to a matter being considered at a Council Committee meeting.
- (9) If two or more members at a Council meeting rise to speak to a matter at the same time, or two or more members at a Council Committee meeting indicate at the same time they wish to speak to a matter being considered at the meeting, the presiding member will decide which member will be heard first.
- (10) A member must, at all times during a meeting, address and refer to another Member or an officer or employee by the member's, officer's or employee's official title or designation.
- (11) A member speaking at a meeting must not make a personal reflection on, or impute an improper motive to, another member or officer.

14. Voting (Regulation 16)

- (1) The presiding member, or any other member, may ask the chief executive officer to read out a motion before a vote is taken.
- (2) The presiding member will, in taking a vote, ask for the votes of those members in favour of the question and then for the votes of those members against the question (and may do so as often as is necessary to enable him or her to determine the result of the voting), and will then declare the outcome.
- (3) A person who is not in his or her seat is not permitted to vote.
- (4) Sub-regulation (3):
 - (a) may be varied at the discretion of the council pursuant to regulation 6; and
 - (b) does not apply in relation to a member participating in a council committee meeting by telephone or electronic means approved in accordance with procedures determined by the council or council committee for the purposes of section 89 of the Act.

15. Divisions (Regulation 17)

- (1) A division will be taken at the request of a member.

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- (2) If a division is called for, it must be taken immediately and the previous decision of the presiding member as to whether the motion was carried or lost is set aside.
- (3) The division will be taken as follows:
 - (a) the members voting in the affirmative will, until the vote is recorded, stand in their places; and
 - (b) the members voting in the negative will, until the vote is recorded, sit in their seats; and
 - (c) the presiding member will count the number of votes and then declare the outcome.
- (4) The chief executive officer will record in the minutes the names of members who voted in the affirmative and the names of the members who voted in the negative (in addition to the result of the vote).
- (5) Sub-regulation (3) may be varied at the discretion of the council pursuant to regulation 6.

16. Tabling of Information (Regulation 18)

- (1) A member may require the chief executive officer to table any documents of the council relating to a motion that is before a meeting (and the chief executive officer must then table the documents within a reasonable time, or at a time determined by the presiding member after taking into account the wishes of the meeting, and if the member who has required the tabling indicates that he or she is unwilling to vote on the motion until the documents are tabled, then the matter must not be put to the vote until the documents are tabled).
- (2) The chief executive officer may, in tabling a document, indicate that in his or her opinion consideration should be given to dealing with the document on a confidential basis under section 90 or 91 of the Act.

17. Adjourned Business (Regulation 19)

- (1) If a formal motion for a substantive motion to be adjourned is carried:
 - (a) the adjournment may either be to a later hour of the same day, to another day, or to another place; and
 - (b) the debate will, on resumption, continue from the point at which it was adjourned.
- (2) If debate is interrupted for want of a quorum and the meeting is then adjourned, the debate will, on resumption, continue from the point at which it was interrupted.
- (3) Business adjourned from a previous meeting must be dealt with before any new business at a subsequent meeting.
- (4) The provision of this regulation may be varied at the discretion of the council pursuant to regulation 6.

City of West Torrens Provisions:

- (5) Council and Council Committee meetings will conclude at or before 10.30pm unless the meeting formally resolves on each specific occasion to continue beyond that time. When a meeting is likely to continue beyond 10.30pm a motion is to be put to the meeting whether to continue or adjourn to another date and time.

NOTE: whenever a meeting is set to conclude before all agenda business has been completed, it must occur by way of a formal motion.

18. Short-term Suspension of Proceedings (Regulation 20)

- (1) If the presiding member considers that the conduct of a meeting would benefit from suspending the operation of all or some of the provisions of this Division for a period of time in order to allow or facilitate informal discussions, the presiding member may, with the approval of at least 2/3 of the members present at the meeting, suspend the operation of this Division (or any part of this Division) for a period determined by the presiding member.
- (2) The Guiding Principles must be taken into account when considering whether to act under sub-regulation (1).
- (3) If a suspension occurs under sub-regulation (1):
- (a) a note of the suspension, including the reasons for and period of suspension, must be entered in the minutes; and
 - (b) the meeting may proceed provided that a quorum is maintained but, during the period of suspension:
 - (i) the provisions of the Act must continue to be observed³, and
 - (ii) no act or discussion will have any status or significance under the provisions which have been suspended; and
 - (iii) no motion may be moved, seconded, amended or voted on, other than a motion that the period of suspension should be brought to an end; and
 - (c) the period of suspension should be limited to achieving the purpose for which it was declared; and
 - (d) the period of suspension will come to an end if:
 - (i) the presiding member determines that the period should be brought to an end; or
 - (ii) at least 2/3 of the members present at the meeting resolve that the period should be brought to an end.

19. Chief executive officer may submit report recommending revocation or amendment of council decision (Regulation 21)

- (1) The chief executive officer may submit a report to council recommending the revocation or amendment of a resolution passed since the last general election of the council.
- (2) The chief executive officer must ensure that the report is placed on the agenda for the meeting at which the report is considered.

³ See particularly Part 4 of Chapter 5, and Chapter 6, of the Act.

- (3) The provisions of this regulation may be varied at the discretion of the council pursuant to regulation 6.

PART 3 - MEETINGS OF OTHER COMMITTEES

20. Application of Part (Regulation 22)

The provisions of this Part apply to or in relation to the meetings of any council committee that is not subject to the operation of Part 2.

21. Notice of Meetings for Members (Regulation 23)

Pursuant to section 87(15) of the Act, section 87 is modified in its application in relation to the meetings of a committee to which this Part applies as if subsections (4) and (7) to (10) of that section provided as follows:

- (a) that notice of a meeting of the committee may be given in a form determined by the committee after taking into account the nature and purpose of the committee; and
- (b) that notice need not be given for each meeting separately; and
- (c) that if ordinary meetings of the committee have a set agenda then notice of such a meeting need not contain, or be accompanied by, the agenda for the meeting; and
- (d) that it is not necessary for the chief executive officer to ensure that each member of the committee at the time that notice of a meeting is given is supplied with a copy of any documents or reports that are to be considered at the meeting.

22. Public Notice of Committee Meetings (Regulation 24)

Pursuant to section 88(7) of the Act, section 88 is modified in its application in relation to the meetings of a committee to which this Part applies as if subsections (2), (3) and (4) provided as follows:

- (a) that public notice need not be given for each meeting separately; and
- (b) that public notice may be given by displaying a notice and agenda in a place or places determined by the chief executive officer after taking into account the nature and purpose of the committee.

23. Minutes (Regulation 25)

- (1) The minutes of the proceedings of a meeting must include:
- (a) the names of the members present at the meeting; and
 - (b) each motion carried at the meeting; and
 - (c) any disclosure of interest made by a member a; and
 - (d) details of the making of an order under subsection (2) of section 90 of the Act (see subsection (7) of that section); and
 - (e) a note of the making of an order under subsection (7) of section 91 of the Act in accordance with the requirements of subsection (9) of that section.

City of West Torrens Provisions:

- (1.1) The minutes of the Council proceedings must also include:
- (a) the name and title of each member of the management team present.
 - (b) the name and title of each member of the executive management team who is an apology.
- (1.2) The minutes of Committee meeting proceedings must include:
- (a) the name and title of each member of the management team present.
 - (b) the name and title of each member of the executive management team who is an apology.

- (2.2) The minutes of the proceedings at a meeting must be submitted for confirmation at the next meeting or, if that is omitted, at a subsequent meeting.

PART 4 - MISCELLANEOUS**24. Quorum for Committees (Regulation 26)**

- (1) The **prescribed number** of members of a council committee constitutes a quorum of the committee and no business can be transacted at a meeting unless a quorum is present.
- (2) For the purposes of this regulation, the **prescribed number** of members of a council committee is:
- (a) unless paragraph (b) applies, a number ascertained by dividing the total number of members of the committee by 2, ignoring any fraction resulting from the division, and adding 1; or
 - (b) a number determined by the Council.
- Note:
See also section 41(6) of the Act.

25. Voting at Committee Meetings (Regulation 27)

- (1) Subject to the Act and these regulations, a question arising for decision at a meeting of a council committee will be decided by a majority of the votes cast by the members present at the meeting and entitled to vote on the question.
- (2) **Each member of a council who is a member of a council committee and who is** present at a meeting of the committee must, subject to a provision of the Act to the contrary, vote on a question arising for decision at that meeting.
- (3) The presiding member of a council committee has a deliberative vote on a question arising for decision at the meeting but does not, in the event of an equality of votes, have a casting vote.

26. Points of Order (Regulation 28)

- (1) The presiding member may call to order a member who is in breach of the Act or these regulations.

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- (2) A member may draw to the attention of the presiding member a breach of the Act or these regulations, and must state briefly the nature of the alleged breach.
- (3) A point of order takes precedence over all other business until determined.
- (4) The presiding member will rule on a point of order.
- (5) If an objection is taken to the ruling of the presiding member, a motion that the ruling not be agreed with must be moved immediately.
- (6) The presiding member is entitled to make a statement in support of the ruling before a motion under sub-regulation (5) is put.
- (7) A resolution under sub-regulation (5) binds the meeting and, if a ruling is not agreed with:
 - (a) the ruling has no effect; and
 - (b) the point of order is annulled.

27. Interruption of Meetings by Members (Regulation 29)

- (1) A member of a council or council committee must not, while at a meeting:
 - (a) behave in an improper or disorderly manner; or
 - (b) cause an interruption or interrupt another member who is speaking.
- (2) Sub-regulation (1)(b) does not apply to a member who is:
 - (a) objecting to words used by a member who is speaking; or
 - (b) calling attention to a point of order; or
 - (c) calling attention to want of a quorum.
- (3) If the presiding member considers that a member may have acted in contravention of subregulation (1), the member must be allowed to make a personal explanation.
- (4) Subject to complying with subregulation (3), the relevant member must leave the meeting while the matter is considered by the meeting.
- (5) If the remaining members resolve that a contravention of sub-regulation (1) has occurred, those members may, by resolution:
 - (a) censure the member; or
 - (b) suspend the member for a part, or for the remainder, of the meeting.
- (6) A member who:
 - (a) refuses to leave a meeting in contravention of sub-regulation (4); or
 - (b) enters a meeting in contravention of a suspension under sub-regulation (5), is guilty of an offence.

Maximum penalty: \$1250.

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28. Interruption of Meetings by Others (Regulation 30)

- (1) A member of the public who is present at a meeting of a council or council committee must not:
 - (a) behave in a disorderly manner; or
 - (b) cause an interruption.
- Maximum penalty: \$500.

City of West Torrens Provisions:

- (2) A member of the public who interrupts the orderly conduct of a meeting must, on being requested to do so by the presiding member, immediately leave the place where the meeting is being held.
- (3) If a person(s) does not leave the place where the meeting is held at the request of the presiding member, a senior officer of Council will contact SAPOL requesting their immediate attendance to remove that person(s).

29. Other Matters (City of West Torrens Provision)

(1) Mayor's Report

- (1.1) The Mayor's report must only contain information relating to the official duties of the Mayor since his/her last report.
- (1.2) The Mayor's report will be included in the agenda, but not the minutes, of a Council meeting and any issues raised by the report can be made the subject of a separate motion.

(2) Elected Members Reports

- (2.1) Each Council meeting will provide the opportunity for elected members to provide written reports for inclusion in the minutes of the meeting on their attendance at meetings and conferences on behalf of, and/or endorsed by, Council. .
- (2.2) Reports should be provided to the CEO's office by midday on the day of the Council meeting to enable them to be collated in readiness for inclusion in the minutes of the meeting
- (2.3) Members may speak to their written reports at the meeting on a 'by exception' basis.
- (2.4) Elected members may provide brief verbal reports or updates on matters not suited to being dealt with as a question or a motion, but only with the prior agreement of the presiding member.

(3) Tabling of Information by Elected Members

- (2.1) Written information tabled by elected members at a Council meeting will be placed in the elected members' bookshelf and not included in the Council minutes.

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(2.2) If Elected Members wish for the information to be considered by Council then a motion with or without notice needs to be raised under the relevant section of the agenda for a report to be brought back to the next or subsequent meeting of Council.

(4) Conduct of Members

The prescribed Code of Conduct for Council Members must be adhered to at all meetings.

(5) Nominations

Pursuant to sections 73 and 74 of the Act Elected Members wishing to be nominated to a board or committee, who would gain a benefit, or suffer a loss, (whether directly or indirectly and whether of a personal or pecuniary nature) depending on the outcome of the consideration of the matter, or to attend a conference or seminar, must:

- (a) register their interest in nominating with the Chief Executive Officer prior to the commencement of the meeting at which the nominations will be considered.
- (b) inform the meeting at which their nomination is to be presented of the Elected Member's material conflict of interest.
- (c) leave the meeting while the matter is being considered and voted on unless an approval to remain in the room, has been granted by the Minister in accordance with section 74(3) of the Act and the approval has been provided to the Chief Executive Officer.
- (d) At the commencement of the business item to consider nominations, the Chief Executive Officer will advise the Council of the nominations received.

18 LOCAL GOVERNMENT BUSINESS

18.1 Local Government Circulars

Brief

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

RECOMMENDATION(S)

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

Discussion

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

The indices attached for Members' information in this report are numbers 17 and 18.

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

Attachments

1. Local Government Circulars Weeks 17 & 18



Local Government Association of South Australia

17.2 Disaster Recovery Guide For Councils

The Guide has been produced in collaboration with the LGA, State Recovery Office, the councils of Adelaide Hills, Playford, Lower Eyre Peninsula and Kangaroo Island and the Australian Red Cross. This circular has details and a download link.

17.1 Community Wastewater Management Schemes (CWMS) - Funding Announcement

The State Government has committed to investing more than \$47 million over the next 10 years to extend the Community Wastewater Management System (CWMS) Funding Agreement to support the installation of essential infrastructure in regional towns.

17.3 National Local Government Human Resources Conference - 15 to 17 November 2017

Register early to secure the Early Bird Special! Themed 'Brave New World' the 2017 National Local Government Human Resources Conference is for all HR professionals interested in the people issues facing local governments across Australia.

17.4 Training Partnership with TAFE SA

The LGA's Education and Training Service is excited to announce a new training collaboration with TAFE SA that will deliver face-to-face, online training and qualifications available in metropolitan and regional centres.

18.1 LGA Ordinary General Meeting - Draft Minutes available

The draft minutes of the LGA Ordinary General Meeting held on Friday 21 April 2017 are available to download from the LGA website.

18.2 Salaries Register Guidelines and Template Register

The Minister for Local Government asked the LGA to prepare guidelines to assist councils to maintain the Register of Salaries as required by section 105 of the Local Government Act. In addition, the Minister requested that the guidelines also address best practice elements for recording benefits to council employees that are provided outside of a remuneration package. The guidelines, together with a template register, were endorsed by the LGA Executive Committee and are available through this circular.

18.3 Nominations open - 2017 Jim Hullick Award

Nominations for the 2017 Jim Hullick Award are now open. Further information can be found in this Circular.

18.4 Developing Policy that Makes a Difference - 31 May 2017

The LGA's Education and Training service is excited to announce the inclusion of a NEW training program to the current suite of offerings - Developing Policy that Makes a Difference.

19.1 Nominations sought for the Native Vegetation Council

The Minister for Sustainability, Environment and Conservation has written to the LGA requesting nominations for a local government member on the Native Vegetation Council (NVC) for a term commencing on 14 September 2017. Nominations must be forwarded to the LGA by COB Friday 23 June 2017.

19 MEMBER'S BOOKSHELF

Nil

20 CORRESPONDENCE**20.1 Opposition to proposed changes to speed limit on Henley Beach Road**

At the Council meeting of 2 May 2017, Cr McKay tabled a letter from Federal Member from Hindmarsh, Steve Georganas MP, regarding a constituent's opposition to the proposed changes by Department of Planning, Transport and Infrastructure to the speed limit on Henley Beach Road (**Attachment 1**).

20.2 Retirement Villages and Residential Care Facilities - Declaration of Major Development Status

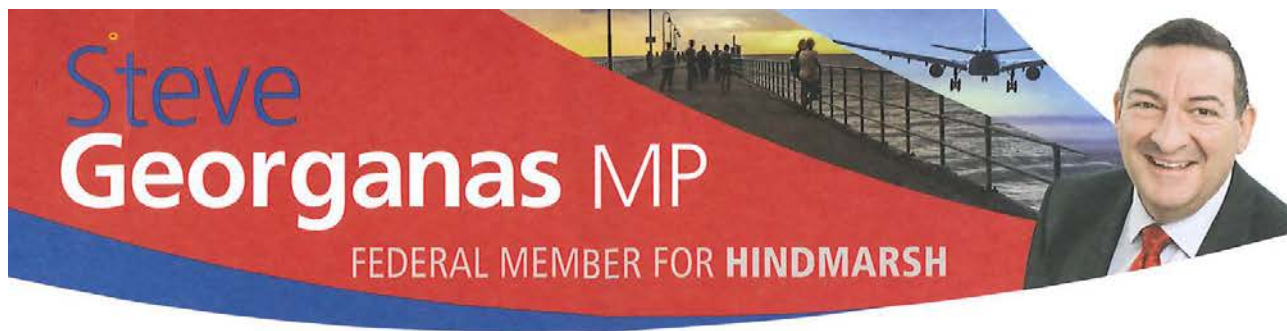
Correspondence has been received from the Manager Development Policy and Assessment of the Department of Planning, Transport and Infrastructure, Mr Chris Kwong, regarding the Minister for Planning declaration of major development status for retirement villages and residential care facilities (**Attachment 2**).

RECOMMENDATION

That the correspondence be received.

Attachments

- 1. Letter from Federal Member from Hindmarsh regarding a constituent's opposition to the proposed changes to speed limit on Henley Beach Road**
- 2. Retirement Villages and Residential Care Facilities - Declaration of Major Development Status**



Councillor Kym McKay
62 Hayward Avenue
TORRENSVILLE SA 5031

Dear Councillor

I have recently been contacted by Mr Bruce and Mrs Chris Amos of 8/29 Garden Tce, Underdale, regarding their concerns with the proposed change to the speed limit on a stretch of Henley Beach Road.

As you may already be aware, there have been articles advising that the State Government is considering changing the speed limit along the shopping strip west of South Rd to 40km/h zone from 9.30am-4pm seven days a week.

Mr and Mrs Amos are disappointed with this announcement and believe the reduced speed limit should not be implemented.

Please find enclosed a copy of Mr and Mrs Amos' correspondence for your consideration.

I bring this matter to your attention and thank you for your assistance on this matter.

Yours sincerely

Steve Georganas MP
Member for Hindmarsh

28 April 2017

Encl.

From: Sunday, 16 April 2017 5:56 PM
To: chris and cbruce
Subject: Re: Proposed Henley Beach road speed changes

Thanks Chris and Bruce

I will pass on your concerns to the local State MP and your 2 councillors for your council area who are responsible for local traffic and speed limits. It's important that they are made aware of your concerns.

You can also write to the state minister for transport if you like outlining your concerns for them to respond as the authorities directly responsible for these issues.

Kind regards

Steve Georganas

Sent from my iPhone

On 16 Apr. 2017, at 2:25 pm, chris and cbruce wrote:

Hello Steve,

We read in the paper recently something about a proposed speed limit change to a section of Henley Beach Road.

We also noted that the West Torrens Council has stated that they are not in favour of any such change.

We also wish to strongly voice our intense disapproval and disappointment in regard to any such proposed changes.

It has been poorly thought through and not canvassed adequately to form any real conclusions.

This is a main access road to the city and one that we and also many people use as well as to and from the Airport and should not have any such speed reductions implemented.

If the issue is pedestrian danger then that logic could be applied to any main road with shops along each side and is in itself a poor reason.

We strongly ask that as our elected member, you actively canvas for this not to occur and that you endeavour to commit to listening to and supporting the views of our Local Council as well.

Far too often governments look for an easy quick fix to a specific issue instead of taking on board the broader needs of a community and responding as such.

Anyone knows that as a pedestrian, you must be responsible for your own actions, as must anyone else using the road network.

Thanking you for your time.



Government of South Australia
Department of Planning,
Transport and Infrastructure

In reply please quote ref 2016/20984/01
Enquiries to Robert Kleeman
Telephone (08) 710 97059



DEVELOPMENT DIVISION

Level 5
50 Flinders St
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

Telephone: 1300 872 677

ABN 92 366 288 135

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

Dear Mr Buss

Retirement Villages and Residential Care Facilities – Declaration of Major Development Status

The Minister for Planning recently considered advice regarding the opportunities and challenges arising in a built form and land use sense from the changing population demographic within South Australia, in particular the greater number of retired or aged persons. This advice was accompanied by correspondence from an aged care provider proposing an ambitious program to develop several sites across South Australia as retirement villages and/or residential care facilities.

After careful consideration the Minister came to the view that to best respond to these matters necessitated the coordinated and robust assessment process required by the 'Major Development' process. Accordingly, the Minister has made a declaration in the Government Gazette, pursuant to section 46 of the *Development Act 1993* (Act). The scope of the declaration is threefold and applies to development proposals within the State:

- for retirement village and/or residential care facilities;
- on contiguous or adjacent allotments; and
- where the value of works exceeds \$20 million dollars.

The Minister has made this declaration having formed the view that proposals of this nature meet the two criteria for a major development as prescribed under section 46 of the Act. Firstly, proposals of this nature have potential major economic and social implications. Secondly, the limited and differing nature of the current planning policy framework does not provide for a consistent assessment of proposals of a similar nature and therefore its introduction will enable the appropriate and necessary assessment of proposals.

This declaration actively supports the *30-Year Plan for Greater Adelaide* (part of the State's Planning Strategy) that clearly identifies the need to address an increasing ageing population through increasing the number of aged care housing options.

Please note that making this declaration does not imply support or otherwise for any proposals that may subsequently be submitted. Following the assessment process, final decisions will be made by the Governor.

The next step is for relevant proponents to formally lodge development application(s) and supporting documentation with the Department of Planning, Transport and Infrastructure. The Department will then refer the application(s) to the Development Assessment Commission for setting the level of assessment required and formal Guidelines to apply to that assessment(s).

If any of the proposals are sited wholly or partly within your Council area, Council will be formally consulted and have the opportunity to provide feedback and advise of issues of relevance in relation to that proposal. Public consultation is also a mandated element of the process.

The major development declaration will only apply to applications lodged before 30 June 2018. This period has been determined to enable appropriate planning policy to be developed to guide future retirement and aged/residential care facilities across the State.

If you require any further information please do not hesitate to contact Mr Robert Kleeman, Unit Manager Strategic Development Assessment, on (08) 7109 7059 or robert.kleeman@sa.gov.au.

Yours sincerely



Chris Kwong
Manager, Development Policy and Assessment

26 April 2017

19 April 2017

THE SOUTH AUSTRALIAN GOVERNMENT GAZETTE

1075

2. This exemption does not apply to any domestic building work the licensee contracts to another building work contractor, for which that contractor is required by law to hold building indemnity insurance.

3. That the licensee does not transfer his interest in the land prior to five years from the date of completion of the building work the subject of this exemption, without the prior authorisation of the Commissioner for Consumer Affairs. Before giving such authorisation, the Commissioner for Consumer Affairs may require the licensee to take any reasonable steps to protect the future purchaser(s) of the property, including but not limited to:

- Providing evidence that an adequate policy of building indemnity insurance is in force to cover the balance of the five-year period from the date of completion of the building work the subject of this exemption;
- Providing evidence of an independent expert inspection of the building work the subject of this exemption;
- Making an independent expert report available to prospective purchasers of the property;
- Giving prospective purchasers of the property notice of the absence of a policy of building indemnity insurance.

Dated 10 April 2017.

D. SOULIO,
Commissioner for Consumer Affairs,
Delegate for the Minister for Consumer
and Business Services

Ref: 610/14-00116

CORRECTIONAL SERVICES ACT 1982

Notice of an Award of Damages to a Prisoner

IN accordance with Section 81E of the Correctional Services Act 1982, notice is given that an award of damages has been made to Bruno Tassone in a claim against the State. Award monies have been paid into the Prisoner Compensation Quarantine Fund, where it will be held until legal proceedings are finally determined, initially 12 months.

Victims in relation to criminal acts of Bruno Tassone are invited to seek further information from the Chief Executive, Department for Correctional Services, South Australia. To do so, please contact the Chief Executive by writing to G.P.O. Box 1747, Adelaide, S.A. 5001.

Dated 19 April 2017.

C. ARTHUR, Acting Director,
Governance and Executive Support

DANGEROUS SUBSTANCES ACT 1979

Appointments

I, DINI SOULIO, Acting Executive Director, SafeWork SA, hereby appoint the following persons as Authorised Officers for the purposes of the Dangerous Substances Act 1979, pursuant to Section 7 (1) of that Act:

Heath Turner
Jesse Hale
Michael Lloyd Goodman
Jeffrey Paul Benham
Pamela Susan Murray
Michael Charles Bonfield
Phillip Edward Miles
Stuart Charles William Robb
Richard John Cary
Sarah Louise Hutchinson

Dated 12 April 2017.

D. SOULIO, Acting Director, SafeWork SA

DEVELOPMENT ACT 1993: SECTION 25 (17)

DISTRICT COUNCIL OF LOXTON WAIKERIE

Moorook Township Development Plan Amendment

Preamble

1. The Moorook Township Development Plan Amendment (the Amendment) by the District Council of Loxton Waikerie has been finalised in accordance with the provisions of the Development Act 1993.

2. The Minister for Planning has decided to approve the Amendment.

NOTICE

PURSUANT to Section 25 of the Development Act 1993, I—

- (a) approve the Amendment; and
- (b) fix the day on which this notice is published in the *Gazette* as the day on which the Amendment will come into operation.

Dated 7 April 2017.

JOHN RAU, Deputy Premier,
Minister for Planning

DEVELOPMENT ACT 1993: SECTION 46 (1)

Preamble

Subsection (1) of Section 46 of the Development Act 1993, allows the Minister for Planning to apply that section to a kind of development if the Minister is of the opinion that it is a development of major environmental, social, or economic importance, and a declaration under that section is appropriate or necessary for the proper assessment of the development.

NOTICE

PURSUANT to Section 46 (1) (b) of the Development Act 1993, being of the opinion that a declaration under Section 46 of the Act is appropriate for the proper assessment of a kind of development of major social importance, I declare that Section 46 of the Act applies to development of the kind specified in Schedule 1.

SCHEDULE 1

Specified Development

Applications for development lodged before 30 June 2018, for a retirement village within the meaning of the Retirement Villages Act 2016 and/or a residential care facility for the purposes of the Aged Care Act 1997 (Commonwealth) and any associated development within the categories specified below, where the proposed development is to take place on contiguous or adjacent allotments and where the value of the proposed development works exceeds 20 million dollars, including any or all of the following elements:

- (a) office, retail and commercial facilities;
- (b) medical facilities and consulting rooms;
- (c) training and education facilities;
- (d) sporting and recreational facilities;
- (e) the undertaking of works for the purposes of, or otherwise related to: water supply, electricity supply, telecommunications, stormwater, effluent disposal, roads and car parking, and any other ancillary or associated infrastructure in connection with the development;
- (f) a change in the use of land associated with any development within the ambit of a preceding paragraph;
- (g) the division of an allotment associated with any development within the ambit of a preceding paragraph; and
- (h) any related or ancillary development associated with development within the ambit of a preceding paragraph.

Dated 30 March 2017.

JOHN RAU, Minister for Planning

21 CONFIDENTIAL

Nil

22 MEETING CLOSE

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1 MEETING OPENED**2 PRESENT****3 APOLOGIES****Council Members:**

Cr Arthur Mangos

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 Finance and Regulatory Committee held on 18 April 2017 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 FINANCE AND REGULATORY REPORTS

11.1 Creditor Payments

Brief

This report tables a schedule of creditor payments for April 2017.

RECOMMENDATION

The Committee recommends to Council that the schedule of creditor payments for April 2017 be received.

Discussion

A schedule of creditor payments totalling \$3,495,758.68 (\$3,456,488.13 in March 2017) is attached for the information of Elected Members. Notable items include:

- A payment to Solo Resource Recovery for both waste collection and disposal for March 2017 of \$429,027.23 (refer ref. no. 342);
- A payment to Downer EDI Works Pty Ltd of \$304,551.51 for various rejuvenation works (refer ref. no.137);
- A payment to SEM Civil Pty Ltd of \$233,452.46 for Tennyson Street reconstruction (refer ref. no 338);
- A payment to Davalan Industries Pty Ltd of \$228,140.50 for kerb and watertable reconstructions at various locations (refer ref. no 121);
- A payments to M & B Civil Engineering Pty Ltd of \$221,319.89 for various footpath works (refer ref. no. 245);
- Payments to Unique Urban Built Pty Ltd of \$191,536.30 and \$172,599.52 for office and community facilities refurbishment and Thebarton Theatre fire system upgrade (refer ref. nos. 397 and 396);
- A payment to Fulton Hogan Industries Pty Ltd of \$173,420.58 for various road treatments (refer ref. no.162);
- A payment to Camco SA Pty Ltd of \$106,137.61 for stormwater drainage upgrade (refer ref. no. 84).

Conclusion

A Schedule of creditor payments for April 2017 is provided for Elected Members' information and review.

Attachments

1. Creditor payments for the month of April 2017

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
1	EFT44413	A & R Castell	Cummins Caretaker	1,528.94
2	EFT44594	AAPT Limited	Internet Connection	1,730.30
3	EFT44596	Academy Services Pty Ltd	Cleaning	324.92
4	EFT44393	Adami's Sand & Metal	Depot Supplies	4,195.24
5	EFT44491	Adams Cleaning & Maintenance Services	Cleaning	9,196.68
6	EFT44321	Adcorp Australia Ltd	Advertising	2,741.82
7	EFT44493	Adcorp Australia Ltd	Advertising	5,361.26
8	EFT44484	Adelaide Belt & Hose Dist Pty Ltd	Vehicle Maintenance	360.08
9	EFT44322	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	36,927.81
10	EFT44406	Adelaide Chainwire & Domestic Fencing Pty Ltd	Fencing	3,998.89
11	EFT44492	Adelaide Commercial Building & Property Services	Building Maintenance	32,950.28
12	EFT44404	Adelaide Isuzu	Vehicle Maintenance	1,141.89
13	EFT44402	Adelaide Pipeline Maintenance Services	Drainage	16,249.20
14	EFT44597	Adelaide Pipeline Maintenance Services	Drainage	3,931.95
15	EFT44316	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	5,300.69
16	EFT44396	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	946.00
17	EFT44488	Adelaide Unique Surrounds & Distinguished Gardens	Landscaping	2,584.45
18	EFT44590	Adelaide Waste & Recycling Centre	Rubbish Disposal	13,889.36
19	EFT44401	Adelta Legal	Mendelson Allowance	1,321.10
20	EFT44592	Adshel Street Furniture Pty Ltd	Bus Shelter Maintenance	7,912.68
21	EFT44395	Advam Pty Ltd	Transaction Fees	139.13
22	EFT44599	Advertiser Newspapers Ltd	Advertising	1,036.80
23	059457	AGL South Australia Pty Ltd	Power	1,757.86
24	EFT44485	Air Filter Cleaners	Vehicle Maintenance	424.31
25	EFT44397	Aish Solutions Pty Ltd	Stationery	126.59
26	EFT44362	AJ & CA Mackintosh	Weed Spraying	22,812.90
27	EFT44448	AJ & CA Mackintosh	Weed Spraying	6,064.30
28	EFT44486	All Laundry & Linen Pty Ltd	Contract Linen	458.58
29	EFT44600	All4cycling Pty Ltd	Bike Stand	6,509.80
30	EFT44487	Allen Press Pty Ltd	Printing	885.50
31	EFT44319	Allforks Hire Pty Ltd	Plant Maintenance	537.44
32	EFT44394	Allin Towbars Pty Ltd	Vehicle Maintenance	595.00
33	EFT44591	Allsurv Engineering Surveys Pty Ltd	Field Survey	484.00
34	EFT44398	Alsco Pty Ltd	Dry Cleaning	22.14
35	EFT44481	Amandeep Singh	Thebarton Community Centre Bond Return	1,000.00
36	EFT44598	Amgrow Australia Pty Ltd	Depot Supplies	265.32
37	059426	Andrea Kean	Rainwater Tank Rebate	300.00
38	059427	Angus Barnett	Junior Development Grant	200.00
39	EFT44483	Animal Welfare League SA	Impound Dogs	745.20
40	EFT44399	Answering Adelaide Pty Ltd	After Hours Answering Service	792.72
41	EFT44601	Apal Agricultural Laboratory	Consultants	3,668.50
42	EFT44494	Aquarium Aid	Library Aquarium Maintenance	106.00
43	EFT44403	Arboreen Landscape Products	Depot Supplies	722.27
44	EFT44318	Arbortech Tree Services	Tree Maintenance	1,760.00
45	EFT44323	Arbtrack Australia	Staff Training	800.00
46	EFT44490	Arlunga Pty Ltd	Dog Registration Discs	2,060.08
47	EFT44400	Aroma Fresh SA Coffee	Tea & Coffee Supplies	156.00
48	EFT44595	Attorney-General's Department	Expiation Lodgement Fees	2,730.20
49	EFT44407	Aussie Digging	Roadworks	7,568.00
50	EFT44589	Australia Post	Postage	5,583.00
51	EFT44408	Australia Post	Agency Collection Fees	3,156.45
52	EFT44405	Australia Post	Postage	2,629.39
53	EFT44317	Australian Asphalt Pavement Association Ltd	Staff Training	55.00
54	EFT44602	Australian Civil and Mining Training	Staff Training	1,105.00
55	EFT44320	Australian Cycling Conference Incorporated	Staff Training	780.00
56	059415	Australian Institute of Building Surveyors	Staff Accreditation	400.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
57	EFT44489	Australian Institute of Traffic Planning & Management Inc	Membership	662.85
58	EFT44593	Australian Mayoral Aviation Council	Conference Registration	3,586.00
59	EFT44498	Battery World Hilton	Batteries	1,051.70
60	EFT44499	BCE & CJ Electrical	Electrical	21,927.00
61	EFT44501	Bells Pure Ice	Depot Supplies	48.40
62	EFT44325	Best Signs	Signage	44.00
63	EFT44604	Bianco Hiring Service Pty Ltd	Hire Toilets	982.57
64	EFT44502	Bianco Walling Pty Ltd	Depot Supplies	1,820.50
65	EFT44410	BioBag World Australia Pty Ltd	Kitchen Caddy Bags	3,477.54
66	EFT44505	Blackwood Locksmiths	Locks	187.00
67	EFT44329	Bob Jane T Mart - Brooklyn Park	Tyres	890.00
68	EFT44496	BOC Limited	Depot Supplies	464.98
69	EFT44411	Body Corporate Physiotherapy Pty Ltd	Consultants	1,848.00
70	EFT44605	Body Corporate Physiotherapy Pty Ltd	Consultants	45.57
71	059416	Bolzon Holdings Pty Ltd	Paint	2,625.50
72	059406	Bower Place	Consultants	288.00
73	059458	Bower Place	Consultants	192.00
74	EFT44624	Brian Hunter	Electrical	165.00
75	EFT44327	BSS Light Audio Visual	Audio Equipment Maintenance	737.75
76	EFT44637	Bucher Municipal Pty Ltd	Vehicle Maintenance	2,616.90
77	EFT44409	Bundaleer Apiaries	Wasp Removal	480.00
78	EFT44603	Bureau of Meteorology	Flood Alert Monitoring Contribution	4,425.00
79	EFT44331	Cabcharge Australia Pty Ltd	Cab Fares	112.75
80	059453	Caitlin Curran	Junior Development Grant	500.00
81	EFT44509	Calibration Management Services	Calibrate Thermometer	484.00
82	EFT44609	Calypso Tree Co Pty Ltd	Tree Maintenance	4,488.00
83	EFT44332	Camco SA Pty Ltd	Roadworks	4,170.16
84	EFT44503	Camco SA Pty Ltd	Roadworks	106,137.61
85	059409	Cancelled		
86	EFT44504	Canon Australia Pty Ltd	Copier Charges	30.83
87	EFT44417	Cash Security Services Pty Ltd	Banking	689.70
88	EFT44335	Cavan Agricultural Agencies	Depot Supplies	372.00
89	EFT44424	Chubb Fire & Security Ltd	Security	6,363.22
90	EFT44514	Chubb Fire & Security Ltd	Security	2,718.56
91	EFT44337	City Circle Newsagents	Library Magazines	91.31
92	EFT44418	City Circle Newsagents	Library Magazines	54.64
93	EFT44608	City Circle Newsagents	Library Magazines	18.98
94	059459	City of West Torrens Petty Cash	Petty Cash	2,692.65
95	EFT44338	Civil Train SA	Staff Training	2,400.00
96	EFT44510	Cleanaway Pty Ltd	Rubbish Disposal	345.68
97	EFT44511	Cleanaway Pty Ltd	Rubbish Disposal	654.74
98	EFT44512	Cleanaway Pty Ltd	Rubbish Disposal	425.28
99	EFT44513	Cleanaway Pty Ltd	Rubbish Disposal	440.55
100	EFT44507	Clever Patch Pty Ltd	Library Supplies	409.02
101	EFT44339	Click Promos	Promotional Products	2,062.50
102	EFT44336	Coffey Environments	Consultants	5,428.50
103	EFT44518	Colleen Dunn	DAP Member Allowance	4,130.75
104	EFT44506	Combined Fire Systems Pty Ltd	Fire Safety	171.60
105	EFT44334	Combo Industries	Vehicle Maintenance	1,194.06
106	EFT44414	Combo Industries	Vehicle Maintenance	115.50
107	EFT44421	Community and Yoga	Yoga Classes	176.00
108	EFT44416	Conquest Solutions Pty Ltd	Software Support	5,060.00
109	EFT44422	Cook SA Pty Ltd	Cooking Demonstration	875.00
110	EFT44508	Cornes Toyota	Vehicle Maintenance	1,683.55
111	EFT44607	Coromandel Native Nursery	Plants	528.00
112	EFT44638	Cr AC Mangos	Reimburse Expenses	200.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
113	EFT44342	Dallas Equipment	Depot Supplies	5,115.00
114	EFT44429	Dallas Equipment	Clean Drains	2,464.00
115	EFT44519	Dallas Equipment	Remove Debris	1,804.00
116	EFT44615	Dallas Equipment	Clean Drains	1,892.00
117	EFT44391	Dance For Fun Group	Thebarton Community Centre Bond Return	1,000.00
118	EFT44570	Daniels Health Services Pty Ltd	Immunisation	138.74
119	EFT44614	Data#3 Limited	Computer Software	1,832.56
120	EFT44610	Database Consultants Australia	Computer Software	770.00
121	EFT44340	Davalan Industries Pty Ltd	Roadworks	228,140.50
122	EFT44515	Davalan Industries Pty Ltd	Roadworks	29,465.16
123	EFT44423	Debesmita Chakraborty	Reimburse Expenses	35.45
124	059428	Deirdre Rudd	Compost Bin Rebate	27.50
125	EFT44425	Department of Environment, Water and Natural Resources	Staff Training	330.00
126	EFT44383	Department of Planning, Transport and Infrastructure	Street Lighting / Vehicle Searches	16,503.17
127	059424	Department of Planning, Transport and Infrastructure	Schedule 7 Fees	6,647.13
128	EFT44661	Department of Planning, Transport and Infrastructure	Vehicle Searches	3,955.00
129	EFT44341	Department of the Premier and Cabinet	Act Amendments	280.07
130	EFT44612	Department of the Premier and Cabinet	Act Amendments	36.58
131	EFT44427	Design Flow Consulting Pty Ltd	Consultants	24,338.60
132	EFT44419	Diane Cannan	Reimburse Volunteer Expenses	29.20
133	EFT44428	Direct Comms Pty Limited	TXT2U Messages	392.24
134	EFT44613	Direct Mix Concrete Sales	Concrete	20,304.06
135	EFT44426	Displayline Commercial Interiors Group	Stationery	79.50
136	EFT44611	Diverse Australia	Library DVD's	365.50
137	EFT44669	Downer EDI Works Pty Ltd	Roadworks	304,551.51
138	EFT44549	Dr Joseph Magliaro	Consultants	1,210.00
139	EFT44658	DWS Advanced Business Solutions	DBA Support	2,934.25
140	059460	Dymocks Adelaide	Library Books	1,720.29
141	EFT44343	Eastern Health Authority	Temp Staff	539.00
142	EFT44522	EBOS Group Pty Ltd	Immunisation	711.82
143	059429	Edge Architects	Refund Development Fees	181.00
144	EFT44432	Elderly Citizens Homes Inc	Refund Overpaid Rates	120.00
145	EFT44364	Elizabeth Moran	Audit Committee Allowance	768.00
146	EFT44616	Enspec Pty Ltd	Tree Testing	495.00
147	059461	Environment Protection Authority	Licence Renewal	33,363.00
148	EFT44433	Equipment Solutions Pty Ltd	Depot Supplies	870.93
149	EFT44431	Esar Home Care	Home Support Services	861.65
150	EFT44520	Esar Home Care	Home Support Services	830.21
151	059430	Evie Wright	Junior Development Grant	200.00
152	EFT44430	Excelerate Learning & Development Australia Pty Ltd	Consultants	4,152.50
153	EFT44344	Expressions SA Pty Ltd	Newspapers	294.00
154	EFT44521	Eyecatch Studio	Stationery	1,309.00
155	EFT44346	First Degree Commercial Refrigeration	Refrigeration Services	54.45
156	EFT44619	Flightpath Architects Pty Ltd	Consultants	8,302.25
157	EFT44435	Forpark Australia (SA)	Playground Equipment	7,800.00
158	EFT44523	Forpark Australia (SA)	Playground Equipment	6,396.50
159	059444	Foxtel Cable Television Pty Ltd	Library Connection	210.00
160	EFT44434	Frank Siow Management Pty Ltd	Traffic Management Consultants	15,268.00
161	EFT44618	Fresh & Clean	Hygiene Service	1,941.94
162	EFT44645	Fulton Hogan Industries Pty Ltd	Roadworks	173,420.58
163	EFT44526	Garden City Plastics	Depot Supplies	104.31
164	EFT44438	Genpower Australia Pty Ltd	Generator Service	754.71
165	EFT44440	Gleam Team Domestic Services	Home Support Services	201.31
166	EFT44525	GLG GreenLife Group Pty Ltd	Verge Mowing	12,131.07
167	EFT44348	Goodwood Locksmiths	Key Boxes	1,450.00
168	EFT44659	Gordon J Tregoning Pty Ltd	Depot Supplies	198.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING

16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
169	EFT44347	Grace Records Management (Aust) Pty Ltd	Records Storage	3,459.40
170	EFT44420	Grantley Charity	Reimburse Expenses	150.00
171	EFT44621	Grant's Coach Lines	Bus Hire	2,453.00
172	EFT44436	Greening Australia (SA) Ltd	Weed Control	3,817.00
173	EFT44528	Greenway Turf Solutions	Depot Supplies	15,504.50
174	EFT44620	GRH Supplies	Depot Supplies	4,313.16
175	EFT44531	Hancock & Just Wheel Alignment	Vehicle Maintenance	824.58
176	059431	Hannah Kemp	Refund Parking Permit Fee	49.00
177	EFT44530	Haughton Honda	Vehicle Maintenance	167.75
178	EFT44442	Health & Immunisation Management Services	Temp Immunisation Staff	250.25
179	EFT44443	Hicks Instant Turf	Turf	1,179.60
180	EFT44529	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	1,204.00
181	EFT44617	Hip Pocket Workwear & Safety	Safety Clothing	49.50
182	EFT44350	Hoban Recruitment	Temp Staff	123.75
183	EFT44441	Hoban Recruitment	Temp Staff	123.75
184	EFT44533	Hoban Recruitment	Temp Staff	123.75
185	EFT44622	Hoban Recruitment	Temp Staff	123.75
186	EFT44625	HSE Australia	Consultants	4,125.00
187	EFT44352	Hypernet Computer Distribution	Computer Equipment	180.00
188	EFT44354	Independent Fuels Australia Pty Ltd	Fuel	13,083.48
189	EFT44626	Independent Fuels Australia Pty Ltd	Fuel	12,972.08
190	EFT44353	Institute of Public Administration SA Division Inc	Staff Training	2,189.00
191	EFT44628	Institute of Public Works Engineering Aust Ltd	Staff Training	715.00
192	059408	Internode Pty Ltd	Internet Connection	49.95
193	059417	Internode Pty Ltd	Internet Connection	49.95
194	059445	Internode Pty Ltd	Internet Connection	239.80
195	EFT44355	Ipar Rehabilitation Pty Ltd	Consultants	390.94
196	EFT44444	Ipar Rehabilitation Pty Ltd	Consultants	752.55
197	EFT44627	iSentia Pty Ltd	Media Monitoring	753.50
198	EFT44660	ISS Facility Services Aust Limited	Cleaning	3,588.92
199	EFT44497	J Blackwood & Son Ltd	Depot Supplies	245.04
200	EFT44351	Jack Holland	Paving	495.00
201	EFT44532	James Hay	Reimburse Expenses	60.00
202	EFT44571	Jane Strange	DAP Member Allowance	1,458.75
203	EFT44534	Jasol Australia	Cleaning Chemicals	1,880.96
204	EFT44326	Jason Bury	Reimburse Expenses	360.00
205	059432	Jason Hatzimihail	Rainwater Tank Rebate	600.00
206	059433	Jaxon Bowshire	Junior Development Grant	100.00
207	059454	Jay Vasani	Thebarton Community Centre Bond Return	500.00
208	EFT44630	Jensen PLUS	Consultants	4,625.50
209	EFT44439	Jerry Durnin	Reimburse Volunteer Expenses	97.20
210	EFT44535	JF Mobile Catering	Catering	1,832.00
211	EFT44536	John Arnold Shopfitters	Shelving	836.00
212	EFT44541	John Kruger	Photography	375.00
213	EFT44412	Josephine M Bishop	Yoga Classes	240.00
214	EFT44516	JR Devereaux	Reimburse Volunteer Expenses	48.60
215	EFT44655	Kahla Hooley	Reimburse Expenses	150.00
216	EFT44632	Kelley Jones Lawyers	Legal Fees	9,314.80
217	EFT44540	Kellogg Brown & Root Pty Ltd	Professional Fees	66,063.19
218	EFT44631	Kennards Hire Pty Ltd	Hire Equipment	2,919.35
219	EFT44357	Kennards Hire Traffic	Plant Hire	238.50
220	EFT44538	Kerb Tec Pty Ltd	Footpath Works	2,175.80
221	EFT44475	Kerry Taylor	Reimburse Volunteer Expenses	132.13
222	EFT44586	Ketih Wong	Thebarton Community Centre Bond Return	500.00
223	059407	Kishor Chand	Reimburse Volunteer Expenses	81.00
224	EFT44358	Koori Kids Pty Ltd	Sponsorship	450.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
225	EFT44359	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	1,054.90
226	EFT44539	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	4,309.16
227	EFT44328	Kym Strelan	Home Advantage Program	650.25
228	EFT44500	Kym Strelan	Home Advantage Program	1,298.25
229	059434	Lacey Bowshire	Junior Development Grant	100.00
230	059435	Lance Morton	Rainwater Tank Rebate	500.00
231	EFT44545	Land Services Group	Searches	705.85
232	EFT44360	Lane Print & Post	Printing	1,177.34
233	059436	Laura Butler Oades	Cummins Bond Return	400.00
234	EFT44542	Leuco Australia Pty Ltd	Depot Supplies	344.68
235	EFT44447	LGA Asset Mutual Fund	Insurance Excess	500.00
236	EFT44635	Lion's Club of West Beach	Clean Butt Out Bins	390.00
237	EFT44446	Living Colour Nursery Pty Ltd	Plants	3,052.50
238	EFT44634	Local Government Association of SA	Staff Training	330.00
239	EFT44636	Local Government Information Technology SA Inc	Staff Training	780.00
240	EFT44445	Local Government Professionals Australia	Membership	2,528.90
241	EFT44361	Local Government Professionals SA Inc	Staff Training	198.00
242	EFT44543	Local Government Professionals SA Inc	Staff Training	792.00
243	EFT44544	Lotux IT	Computer Equipment	176.00
244	059418	Lynn James Consulting	Consultants	577.50
245	EFT44640	M & B Civil Engineering Pty Ltd	Roadworks	221,319.89
246	EFT44546	Maloney Field Services	Valuations	8,470.00
247	059410	Mario & Marie Industrial Rag	Depot Supplies	363.00
248	EFT44454	Marshall & Brougham Constructions Pty Ltd	Hoffman Kiln Remedial Works	24,398.00
249	059446	Martys Lunch Bar	Catering	106.20
250	EFT44451	Mastec Australia Pty Ltd	Depot Supplies	800.31
251	EFT44453	Materne Pennino Hoare Architects	Professional Fees	1,320.00
252	EFT44373	Matthew Hayward - Prayers On Fire!	Summer Festival	200.00
253	EFT44452	Maxima Group Training	Temp Depot Staff	3,121.33
254	EFT44639	Maxima Group Training	Temp Depot Staff	4,012.54
255	EFT44381	Maxima Tempskill	Temp Depot Staff	19,634.51
256	EFT44469	Maxima Tempskill	Temp Depot Staff	14,386.06
257	EFT44472	Mayor John Trainer	Mayoral Allowance	6,809.00
258	059437	MB Pace	Refund Development Fees	66.50
259	EFT44547	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	998.25
260	059462	Messinian Association of SA	Equipment Grant	1,000.00
261	EFT44450	Metropolitan Machinery Pty Ltd	Vehicle Maintenance	512.25
262	EFT44363	Mile End Office Furniture	Furniture	459.00
263	059447	Mister Sunshines	Catering	740.00
264	EFT44449	Modern Teaching Aids Pty Ltd	Library Supplies	931.48
265	EFT44548	Mt Compass Sand & Loam	Depot Supplies	715.44
266	EFT44455	Neat N Trim Uniforms Pty Ltd	Corporate Wardrobe	320.62
267	EFT44527	Neopost Australia Pty Ltd	Service Equipment	1,643.40
268	059438	NI Ramone	Cummins Bond Return	400.00
269	EFT44437	Nicholas Grgurinovich	Reimburse Volunteers Expenses	93.52
270	059420	Nick Roussianos	Reimburse Volunteer Expenses	145.80
271	EFT44642	NN Occupational Health Pty Ltd	Recruitment	713.90
272	EFT44641	Norman Waterhouse	Legal Fees	16,859.84
273	EFT44457	Oaklands Road Mower Centre	Mower Repairs / Purchases	1,143.00
274	EFT44550	Oaklands Road Mower Centre	Mower Repairs / Purchases	719.60
275	EFT44456	Officeworks Superstores Pty Ltd	Stationery	222.40
276	059455	Olivia Huggett	Junior Development Grant	500.00
277	059419	Optus Billing Services Pty Ltd	Telephone	32.35
278	EFT44365	Orana	Home Advantage Program	900.55
279	EFT44551	Orana	Home Advantage Program	250.25
280	EFT44366	Origin Energy Electricity Limited	Power	20,368.24

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
281	EFT44552	Origin Energy Electricity Limited	Power	12,737.42
282	EFT44644	Origin Energy Electricity Limited	Power	72,834.63
283	EFT44643	Our Earth Pest Control	Pest Control	1,459.98
284	EFT44367	Outside Ideas	Consultants	100.10
285	EFT44479	Owen Wheeler	Reimburse Volunteer Expenses	14.60
286	EFT44345	P & A Fragomeli Excavations	Roadworks	13,992.29
287	EFT44524	P & A Fragomeli Excavations	Roadworks	2,420.00
288	EFT44555	Pacific Hydro Retail Pty Ltd	Green Power Sales	121.67
289	EFT44390	Pegi Williams Book Shop	Library Books	77.58
290	EFT44459	Planning Institute of Australia	Membership	600.00
291	EFT44368	Platters Plus Catering Pty Ltd	Catering	470.95
292	EFT44556	Platters Plus Catering Pty Ltd	Catering	946.08
293	EFT44369	Play Safety Training Group Pty Ltd	Staff Training	4,400.00
294	EFT44553	Plumbing & Pipeline Solutions SA Pty Ltd	Plumbing	22,567.60
295	059448	Powerdirect Pty Ltd	Power	181.21
296	EFT44460	Powerstaff Consulting	Temp Staff	4,942.96
297	EFT44648	Powerstaff Consulting	Temp Staff	4,448.66
298	EFT44647	PPI Promotion & Apparel	Promotional Material	2,277.00
299	EFT44461	Pro Bitumen Pty Ltd	Roadworks	41,561.70
300	EFT44458	ProActiv People Solutions	Consultants	9,460.00
301	EFT44554	Property & Advisory Pty Ltd	Consultants	4,488.00
302	EFT44392	Ravi Bedi	Thebarton Community Centre Bond Return	500.00
303	EFT44558	Reece Pty Ltd	Irrigation	823.11
304	EFT44462	Reedbeds Community Centre	Partnership Agreement	11,630.85
305	EFT44564	Reface Industries Pty Ltd	Service Equipment	621.92
306	EFT44374	Refuel Digital & Marketing	Staff Training	2,475.00
307	EFT44561	Rentokil Initial Pty Ltd	Pest Control	382.62
308	EFT44649	Rentokil Tropical Plants	Indoor Plant Hire	589.11
309	059449	Repco	Depot Supplies	159.01
310	EFT44370	Resource Furniture	Office Furniture	16,127.86
311	EFT44563	Ricoh Australia Ltd	Copy Charges	3,077.42
312	EFT44375	Rio Coffee Pty Ltd	Tea & Coffee Supplies	152.50
313	EFT44371	Roadrunner Couriers	Couriers	591.38
314	EFT44650	Roadrunner Couriers	Couriers	730.42
315	059463	Roads Corporation	Vehicle Searches	83.70
316	EFT44651	Roadshow Films Pty Ltd	Library Film Showing	220.00
317	EFT44560	Roadside Services & Solution	Depot Supplies	1,339.80
318	EFT44559	Rocla Pipeline Products	Depot Supplies	6,285.34
319	EFT44372	Roofing Constructions	Building Maintenance	1,556.50
320	EFT44587	Rosaria Reppucci	Thebarton Community Centre Bond Return	500.00
321	059456	Ruby Zada-Boatwright	Junior Development Grant	200.00
322	EFT44463	Rundle Mall Plaza Newsagency	Library Magazines	499.98
323	EFT44562	Rundle Mall Plaza Newsagency	Library Magazines	251.81
324	EFT44466	S & P Graphics	Stationery	251.99
325	EFT44465	SA Local Govt Financial Management Group	Staff Training	1,125.00
326	059411	SA Power Networks	Power	27,178.60
327	059412	SA Water	Water	3,396.00
328	059423	SA Water	Water	13,614.85
329	059451	SA Water	Water	122.00
330	059464	SA Water	Water	33,165.04
331	059439	Sarah Nesbit	Junior Development Grant	100.00
332	EFT44566	Sassafras Agencies Pty Ltd	Depot Supplies	724.85
333	059414	Saudi Arabia Assoc in Adelaide	Thebarton Community Centre Bond Return	500.00
334	EFT44567	Seaton Mower Service	Mower Repairs / Purchases	739.25
335	EFT44377	SecureWare Unit Trust	Software Subscription	6,166.94
336	EFT44380	Seek Limited	Advertising	363.00

ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
337	EFT44657	Seek Limited	Advertising	181.50
338	EFT44656	SEM Civil Pty Ltd	Roadworks	233,452.46
339	059422	Sensis Pty Ltd	Yellow Pages Listing	27.83
340	EFT44565	Solitaire Automotive	Vehicle Maintenance	801.10
341	EFT44464	Solo Resource Recovery	Rubbish Removal	142.56
342	EFT44653	Solo Resource Recovery	Garbage Collection & Waste Disposal	429,027.23
343	EFT44415	Southern Cross Protection	Patrol Service	4,178.12
344	059421	Speld (SA) Inc	Library Books	110.00
345	EFT44468	Spray Shop	Depot Supplies	141.00
346	EFT44376	St James First Aid	First Aid Kits	29.76
347	EFT44652	St John Ambulance Australia SA Inc	First Aid Training	10,050.00
348	059440	Stallard Meek Architects	Refund Development Fees	625.00
349	EFT44330	Staples Australia Pty Ltd	Stationery	1,059.12
350	EFT44606	Staples Australia Pty Ltd	Stationery	529.89
351	EFT44654	Star Safety	Depot Supplies	2,171.22
352	EFT44572	State Security & Protective Services (Aust) Pty Ltd	Security Guard	2,680.00
353	EFT44574	Streamline Plumbing SA Pty Ltd	Plumbing	5,414.90
354	EFT44378	Streamscape Pty Ltd	Domain Name Renewal	53.90
355	EFT44569	Studio Nine	Consultants	5,970.25
356	EFT44379	Stumpy Stumps	Grind Stumps	300.00
357	EFT44467	Stumpy Stumps	Grind Stumps	900.00
358	EFT44575	Stumpy Stumps	Grind Stumps	600.00
359	059450	Suez Environnement Recycling & Waste Recovery	Rubbish Removal	712.53
360	EFT44568	Sunny Industrial Brushware	Sweeper Brooms	4,070.00
361	EFT44573	Super Hands Cleaning Solutions	Home Support Services	192.50
362	059441	Suzanne Nicol	Cummins Bond Return	400.00
363	EFT44579	Tailored Packaging (SA) Pty Ltd	Disposal Products	51.70
364	EFT44384	Taking Care of Trees	Tree Maintenance	2,225.00
365	EFT44387	Taylor and Holmes Fine Food Catering	Catering	491.25
366	EFT44474	Taylor Cullity Lethlean	Consultants	2,200.00
367	059413	Telstra	Telephone	52.70
368	059452	Telstra	Telephone	7,687.87
369	EFT44324	The Adelaide Tree Surgery	Tree Maintenance	11,077.00
370	EFT44495	The Adelaide Tree Surgery	Tree Maintenance	759.00
371	EFT44333	The Charlotte Trust	Contractor	990.00
372	EFT44517	The Department for Correctional Services	Litter Collection	990.00
373	EFT44633	The Kiln Advertising	Advertising	3,448.50
374	EFT44557	The Paper Bahn	Stationery	3,857.11
375	EFT44646	The Personnel Risk Management Group	Security Checks	96.80
376	EFT44482	The Society of Saint Hilarion Inc	Thebarton Community Centre Bond Return	1,000.00
377	EFT44349	Tom Howard's Crash Repair Service	Vehicle Maintenance	731.50
378	EFT44629	Tomas Jelinek Jim's Mowing (Cowandilla)	Mowing	45.00
379	EFT44471	Tom's Car Wash	Vehicle Maintenance	1,754.50
380	EFT44382	Tonkin Consulting	Consultants	6,308.50
381	EFT44470	Tonkin Consulting	Consultants	6,895.90
382	EFT44576	Toro Australia Pty Ltd	Mower Repairs	432.95
383	EFT44662	Torrens Safety	Depot Supplies	3,365.78
384	EFT44577	Total Construction Surveys Pty Ltd	Survey and Setout	7,339.75
385	EFT44578	Total Tools Thebarton	Depot Supplies	1,529.25
386	EFT44356	Tracey Beaumont	Catering	756.00
387	EFT44537	Tracey Beaumont	Catering	768.00
388	EFT44663	Tree Environs Pty Ltd	Consultants	1,782.00
389	EFT44623	Trevor Hayley	Reimburse Volunteer Expenses	14.60
390	EFT44386	Trims	Clothing	385.16
391	EFT44385	Triple Cherry Coffee	Coffee Supplies	250.00
392	EFT44473	Triple Cherry Coffee	Coffee Supplies	250.00

**ACCOUNTS DUE AND SUBMITTED TO THE CORPORATE STANDING COMMITTEE MEETING
16 MAY 2016**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Cheque Total
393	059442	U Filipek	Refund Development Fees	317.50
394	EFT44582	UES (Int'l) Pty Ltd	Depot Supplies	54.12
395	EFT44476	Unique Urban Built Pty Ltd	Building Maintenance	1,024.65
396	EFT44580	Unique Urban Built Pty Ltd	Building Maintenance	172,599.52
397	EFT44665	Unique Urban Built Pty Ltd	Building Maintenance	191,536.30
398	EFT44588	Uniting Care Wesley Bowden	Thebarton Community Centre Bond Return	280.00
399	EFT44581	Urban & Regional Planning Solutions	Consultants	4,941.75
400	EFT44388	UrbanVirons Group Pty Ltd	Tree Maintenance	3,646.50
401	EFT44664	UrbanVirons Group Pty Ltd	Tree Maintenance	3,300.00
402	EFT44584	Valspar Paint (Australia) Pty Ltd	Paint	655.98
403	EFT44389	Veolia Environmental Services	Rubbish Removal	371.76
404	EFT44477	Vili's	Catering	252.12
405	EFT44666	Vili's	Catering	252.12
406	EFT44583	VIP Commercial Cleaning Melrose Park	Window Cleaning	100.00
407	EFT44478	Walter Brooke & Associates Pty Ltd	Consultants	55,771.65
408	059465	Wandering Warriors Ltd	Staff Casual Day Donations	132.70
409	EFT44668	Warner & Webster Pty Ltd	Immunisation	1,815.00
410	EFT44480	WC Convenience Management Pty Ltd	Public Toilet / BBQ Cleaning	9,927.52
411	EFT44667	Web Safety Pty Ltd	Clothing	622.25
412	EFT44585	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	32,262.82
413	EFT44670	X-Treme Towing Service Pty Ltd	Vehicle Tow	110.00
414	059425	Zagreb Croatian Bookshop	Library Books	437.50
415	059443	Zoe Barnett	Junior Development Grant	200.00
				\$ 3,495,758.68

11.2 Taxi Voucher Usage

Brief

This report provides information on Elected Members' taxi voucher usage for the 3 month period to 31 March 2017.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Discussion

As required by Council resolution, a report on taxi voucher usage is tabled as **Attachment 1** for Elected Member information and review.

Conclusion

For information and review.

Attachments

1. Elected Members Taxi Voucher Usage Report

ELECTED MEMBER TAXI VOUCHER USAGE
3 Months to 31 March 2017

Elected Member	Journey Date	From	To	Cost
Mayor	12.01.17	Goodwood	City	14.70
	12.01.17	City	Goodwood	12.20
	26.01.17	Goodwood	City	17.00
	26.01.17	City	Goodwood	13.00
	04.02.17	Goodwood	Adelaide	14.30
	04.02.17	Adelaide	Goodwood	11.70
	02.03.17	Goodwood	Adelaide	10.00
	04.03.17	Goodwood	Airport	26.90
	26.03.17	Airport	Hilton	20.00
		Sub Total		139.80
Cr Mangos	20.11.16	Canberra Airport	City	25.80
	22.11.16	Illegible	Parliament House	15.20
	18.02.17	Airport	Netley	19.80
		Sub Total		60.80
Grand Total				\$200.60

11.3 Elected Members' Telephones

Brief

This report provides information on Elected Members' telephone costs, reimbursements and returns for the period to 31 March 2017, pursuant to the requirements of the *Elected Members Allowances, Facilities, Support and Benefits Policy*.

RECOMMENDATION

The Committee recommends to Council that the report be received.

Discussion

Council policy requires in part that:

- Elected Members complete and sign a pro-forma to show the value of any personal telephone usage that occurred with the form to be returned to finance staff within 21 days; and
- A report on telephone usage be referred quarterly to the Finance and Regulatory Prescribed Standing Committee showing costs, reimbursements and returns completed for each Member.

The required report is included as **Attachment 1**.

Conclusion

Information on Elected Members' telephone costs, reimbursements and returns for the period to 31 March 2017 is presented for review pursuant to the requirements of *Elected Members Allowances, Facilities, Support and Benefits Policy*.

Attachments

1. Elected Members Telephone Report

City of West Torrens
Report of Telephone/Fax Call Costs, Reimbursements and Returns

Elected Member	3 Months Period Ended 31 March 2017					9 Months YTD to 31 March 2017				
	Cost of Calls and Charges	Amount Reimbursed *	Number of Returns Required	Number of Returns Completed	Number of Returns Outstanding	Cost of Calls and Charges	Amount Reimbursed *	Number of Returns Required	Number of Returns Completed	Number of Returns Outstanding
Mayor	237.06	40.00	3	3	0	1,168.78	340.00	9	9	0
Cr Haese	52.11	10.00	3	2	1	225.61	70.00	9	8	1
Cr Palmer	12.18	0.07	3	3	0	39.96	0.33	9	9	0
Cr C O'Rielly	49.23	22.00	3	3	0	130.05	129.30	9	9	0
Cr G Vlahos	0.00	0.00	0	0	0	0.00	0.00	0	0	0
Cr Woodward	36.87	0.00	3	2	1	83.34	0.00	9	8	1
Cr Dua	0.00	0.00	0	0	0	10.26	0.00	3	3	0
Cr McKay	150.90	115.00	3	3	0	476.18	301.00	9	9	0
Cr Demetriou	2.05	0.00	3	3	0	9.97	0.00	9	9	0
Cr Tsiaparis	7.06	0.00	3	3	0	22.48	0.00	9	9	0
Cr Mangos	0.47	0.00	2	2	0	2.01	0.00	5	5	0
Cr Polito	0.00	0.00	0	0	0	2.03	0.00	2	1	1
Cr Farnden	0.92	0.00	1	1	0	0.92	0.00	1	1	0
Cr Rypp **	0.00	0.00	0	0	0	0.00	0.00	0	0	0
Cr Hill **	0.00	0.00	0	0	0	0.00	0.00	0	0	0
Cr Nitschke **	0.00	0.00	0	0	0	0.00	0.00	0	0	0

* Amounts involve committed reimbursements for the July 16 to June 17 accounts

** Crs Rypp, Hill and Nitschke do not have a Council supplied phone service

Council policy from 15 March 2015 only requires a return to be lodged if costs have been incurred.

11.4 Register of Allowances and Benefits - 9 Months to 31 March 2017

Brief

This report tables the register of allowances and benefits for Elected Members for the nine months to 31 March 2017, 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 nine months to 31 March 2017, 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 nine month period to 31 March 2017 is included with this agenda for information (**Attachment 1**). All amounts are gross, with reimbursements shown in the second last column.

Conclusion

The register of allowances and benefits for Elected Members for the nine months to 31 March 2017 is tabled for information.

Attachments

- 1. Register of Allowances and Benefits - 9 Months to 31 March 2017**

Register of Allowances and Benefits for the period from 1 July 2016 to 31 March 2017

Elected Member	Allowance YTD	Phone/Fax & Internet	Vehicle Running Costs	Taxi Fares	Air Fares & Mileage	Training & Conferences	Accomm	Reimburse Expenses	Sundry	Meals & Functions	Reimburse to Council	Total
Mayor	58,063.00	2,143.50	2,180.63	525.60	1,765.01	1,468.50	0.00	1,007.22	0.00	0.00	-913.00	66,240.46
Cr Haese	18,097.00	1,403.84	0.00	73.80	0.00	0.00	0.00	0.00	0.00	0.00	-70.00	19,504.64
Cr Palmer	18,097.00	804.06	0.00	0.00	2,889.76	2,583.50	854.08	171.53	0.00	0.00	-1,171.15	24,228.78
Cr C O'Rielly	18,097.00	1,177.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-139.30	19,135.69
Cr Vlahos	18,097.00	674.10	0.00	0.00	0.00	747.50	240.00	0.00	0.00	0.00	0.00	19,758.60
Cr Woodward	18,097.00	619.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,716.34
Cr Dua	8,094.00	339.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,433.76
Cr McKay	18,612.00	1,845.41	0.00	120.00	0.00	0.00	0.00	140.00	0.00	0.00	-531.00	20,186.41
Cr Ryp	15,926.00	0.00	0.00	68.40	0.00	396.60	0.00	420.00	0.00	0.00	0.00	16,811.00
Cr Demetriou	18,305.00	324.52	0.00	133.10	976.33	2,258.50	813.75	21.42	0.00	32.00	0.00	22,864.62
Cr Hill	18,097.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,097.00
Cr Mangos	18,097.00	676.11	0.00	125.00	2,456.37	3,606.30	1,794.89	1,074.30	0.00	0.00	-786.63	27,043.34
Cr Tsiaparis	14,477.00	591.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,068.04
Cr Nitschke	18,820.00	0.00	0.00	0.00	0.00	0.00	0.00	119.40	0.00	0.00	0.00	18,939.40
Cr Polito	18,820.00	800.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,620.84
Cr Farnden	0.00	63.35	0.00	0.00	0.00	435.60	0.00	0.00	0.00	0.00	0.00	498.95
Total	297,796.00	11,463.86	2,180.63	1,045.90	8,087.47	11,496.50	3,702.72	2,953.87	0.00	32.00	-3,611.08	335,147.87

Note: (1) Allowances to Crs. Haese and Hill 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 Government Act, 1999 or the Local Government (Members Allowances and Benefits) Regulations 2010.
 (2) Complimentary tickets to SANFL matches at Richmond Oval are made available to Elected Members upon request.

11.5 Council Budget Report - TEN Months to 30 April 2017

Brief

This report provides information to Council on budget results for the ten months ended 30th April 2017.

RECOMMENDATION(S)

The Committee recommends to Council that the report be received.

Introduction

The report provides year to date (YTD) budget results for April 2017.

Discussion

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

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

Operational Income

Key variances include:

- Rates are below budget YTD by \$84,819, largely due to valuation objections. Adjustments are recommended in the March budget review.
- Statutory charges are above budget YTD by \$35,042, with parking income (\$45,687) greater than expected. Partially offsetting this is an unfavourable timing variance for dog related income (\$13,448). Budget adjustments have been recommended in the March budget review.
- User charges are below budget YTD by \$52,796, largely for timing reasons which include unfavourable variances for home assistance (\$28,676) and sundry user charges (\$28,408). Conversely, and a favourable timing variance for leased property income (\$14,207). March budget review adjustments have been recommended where required.
- Grants and subsidies income is above budget YTD by \$417,443, largely due to the timing of special road grants (\$295,943) and home and community care grants (\$124,251). Additionally, training and wage subsidies are favourable (\$27,020) due to an unexpected grant for volunteer training. Adjustments are recommended in the March budget review.
- Reimbursements and other income is \$168,617 above budget YTD, which includes better than expected investment returns for the Mendelson Foundation (\$93,227) and sundry income (\$86,974). Budget adjustments have been recommended in the March budget review.

The end of year (EOY) forecast for operational income is expected to decrease by \$117,577 largely based on variances, key information to date and adjustments recommended in the March budget review.

Operational Expenditure

Key variances include:

- Staff and related costs are \$161,394 below budget YTD for vacancy and timing reasons. March budget review adjustments have been recommended.
- Buildings, furniture, plant and equipment costs are \$115,799 below budget YTD predominantly due to the timing of maintenance works (\$54,769) and expenditure on plant, fuel gas and oil (\$53,897). Adjustments are recommended in the March budget review.
- General expenses are below YTD budgets by \$622,075, largely due to the timing of expenditure on professional fees (\$489,100), advertising and promotion (\$55,154) and publications and stationery (\$35,975). Variations have been reviewed as part of the March budget review process and adjustments have been recommended.
- Council related expenditure is \$379,115 below budget YTD, predominantly due to the timing of expenditure associated with community grant funding (\$299,917), and street lighting (\$59,363). March budget review adjustments have been recommended, including transference to reserves where appropriate.
- Contract and material expenditure is \$490,030 below budget YTD, largely for timing reasons associated with a recent increase in funding for senior programs (\$204,649 favourable), waste contract payments (\$166,002) and depot material expenditure (\$119,379). March budget review adjustments have been recommended.
- Occupancy and property costs are below budget YTD by \$54,417, driven by favourable timing variances for water rates of \$46,522 and the emergency services levy (\$68,000). This is partially offset by a timing related variance associated with light, power gas and fuel of \$33,083. Budget adjustments have been recommended in the March budget review.

The EOY forecast for operational expenditure is expected to decrease by \$557,141 largely based on variances, key information to date and adjustments recommended in the March budget review.

Capital Expenditure

Key variances include:

- Motor vehicle expenditure is above budget YTD by \$24,644, which is timing related.
- Computer equipment expenditure is below budget YTD by \$286,321, again timing related.
- Other plant and equipment expenditure is below YTD budget by \$451,035 for timing reasons. This is almost entirely depot and library related.
- Land and building costs are \$10,568,814 below budget YTD, for timing reasons, most of which relates to Council's community facilities program and the kiln upgrade.

The EOY forecast for capital expenditure is expected to decrease by \$183,595 largely based on variances, key information to date and adjustments recommended in the March budget review.

Capital Income

Key variances include:

- An unfavourable capital income variance of \$10,000 associated with the state black spot funding, which is yet to be received, after being carried forward from 2015/16.

The EOY capital income budget is expected to remain unchanged.

Capital Works Expenditure

Expenditure on capital works YTD is \$12,352,665.

A capital works expenditure summary for YTD April 2017 is attached with appropriate comments provided on the status of individual budget lines. 59.4 percent of the capital works budget has been spent or committed by way of purchase orders as at 30th April 2017.

It is estimated that 100 per cent of the forecast budget of \$30,663,360 is required to complete the program of works and that 78 per cent will be completed by 30 June 2017.

The EOY forecast for capital works expenditure is expected to decrease by \$6,033,244 (including overheads), largely based on variances, key information to date and adjustments recommended in the March budget review.

Conclusion

Information is provided in this report on budget results for the ten months ended 30th April 2017.

Attachments

- 1. April Budget v's Actual**
- 2. Capital Works - Budget v's Actual**

City of West Torrens Finance Budget Report for the 10 Months Ended 30 April 2017 Operational Income and Expenditure (\$'000's)									
Adopted Budget Original	Adopted Budget Revised	Income & Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	EOY Forecast	
Income									
54,059	54,356	Rates	54,184	54,100	(85)	(0%)	257	54,278	
2,200	2,272	Statutory Charges	1,900	1,935	35	2%	337	2,316	
1,285	1,242	User Charges	1,053	1,000	(53)	(5%)	242	1,244	
4,182	5,160	Grants & Subsidies	3,807	4,225	417	11%	935	5,002	
1,270	1,802	Reimbursements & Other Income	1,699	1,867	169	10%	(66)	1,873	
62,996	64,832	Total Income	62,644	63,127	483	1%	1,705	64,714	
Expenditure									
21,624	21,910	Staff & Related Costs	17,413	17,251	161	1%	4,659	21,699	
4,766	4,854	Buildings, Furniture, Plant & Equipment	4,202	4,086	116	3%	768	4,865	
8,018	8,004	Community Asset Costs	6,671	6,671	(0)	(0%)	1,333	8,004	
4,035	4,610	General Expenses	3,820	3,198	622	16%	1,411	4,480	
154	154	Bank & Finance Charges	113	117	(5)	(4%)	36	154	
4,093	4,373	Council Related Expenditure	3,663	3,284	379	10%	1,089	4,153	
7,953	8,437	Contract & Material Expenditure	6,718	6,228	490	7%	2,209	8,409	
1,567	1,558	Occupancy & Property Costs	1,068	1,013	54	5%	545	1,582	
(85)	(85)	Expenditure Recovered	(71)	(77)	6	(8%)	(8)	(89)	
52,126	53,814	Total Expenditure	43,597	41,773	1,824	4%	12,042	53,257	
10,870	11,017	Operating Surplus/Deficit						11,457	

City of West Torrens Finance Budget Report for the 10 Months Ended 30 April 2017 Capital Income and Expenditure (\$'000's)									
Adopted Budget Original	Adopted Budget Revised	Capital Expenditure and Sales	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	EOY Forecast	
190	188	Motor Vehicles	105	129	(25)	(24%)	59	187	
364	554	Computer Equipment	559	272	286	51%	282	560	
963	1,424	Other Plant & Equipment	974	523	451	46%	901	1,189	
4,080	14,596	Land & Buildings	13,628	3,059	10,569	78%	11,537	14,643	
299	320	Library Resources	301	286	15	5%	34	320	
5,895	17,082	Total Expenditure	15,566	4,270	11,296	73%	12,812	16,899	
Adopted Budget Original	Adopted Budget Revised	Capital Income	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	EOY Forecast	
0	158	Grants & Subsidies - Capital Income	71	61	10	14%	97	158	
0	158	Total Income	71	61	10	14%	97	158	0
Adopted Budget Original	Adopted Budget Revised	Capital Works Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining	Adopted Budget Revised	
3,448	5,170	Environment Program	4,308	2,210	2,098	49%	2,960	4,938	
3,550	5,089	Recreation Program	4,241	2,054	2,188	52%	3,036	4,714	
13,021	20,404	Transport Program	17,003	8,089	8,914	52%	12,315	14,978	
20,019	30,663	Total Expenditure	25,553	12,353	13,200	52%	18,311	24,630	

CITY OF WEST TORRENS
BUDGET 2016/17 - AS AT 30 Apr 17
CAPITAL WORKS EXPENDITURE

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
ENVIRONMENT PROGRAM									
Stormwater & Drainage									
365,000	365,000	Minor Drainage Upgrades and Replacement Work	218,656	150,933	369,588	101.3%	365,000	100%	Minor Works / Program upgrade ongoing
0	144,181	Mile End Cowandilla Catchment	124,387	0	124,387	86.3%	144,181	100%	Works have been completed.
2,322,000	3,962,755	Lockleys Catchment	1,643,998	768,988	2,412,987	60.9%	3,962,755	100%	Works on May Tce are 90% completed. Consultation design for Rutland Ave Traffic Control and local stormwater collection has been completed with community consultation anticipated in April 2017. Henley Beach Road crossing at Rutland Avenue will commence on week of 22nd May. Detailed designing of Henley Beach Rd crossing at May Terrace is completed and currently seeking offers for undertaking the works.
100,000	100,000	Ashley St (West St to Hayward Ave)	3,498	0	3,498	3.5%	100,000	100%	Completed Design being reviewed in consideration of adjacent capital works in Ashley St and Hayward Ave.
0	239,660	Maria Street Drainage	930	6,908	7,838	3.3%	239,660	100%	These works are now being considered in context with greater drainage upgrade along George St, Dew St and Maria St. Detailed design completed and currently being reviewed
80,000	80,000	Henley St Drainage	116,652	41,865	158,517	198.1%	80,000	100%	Works completed.
Other Environment									
581,000	81,000	Brown Hill and Keswick Creeks	54,855	4,873	59,728	73.7%	81,000	100%	Approval for 1st stage of Greater Management Plan has been confirmed by all necessary stake holders. Project for design concept upgrade of Brown Hill Creek through West Torrens area is nearing draft report stage.
0	197,251	Glenelg Adelaide Pipeline (GAP)	47,160	21,162	68,322	34.6%	197,251	45%	Project Completed / Remaining budget funds to undertake a review of the current staged implementation plan and commence design on the next stage of the pipeline network.
3,448,000	5,169,847	Program Total	2,210,137	994,729	3,204,865	62.0%	5,169,847	98%	
RECREATION PROGRAM									
Parks & Gardens									
665,000	971,992	Playground Upgrade	378,132	64,994	443,126	45.6%	971,992	65%	Project in progress; refer Urban Services Report 2 May 2017
350,000	701,478	Reserve Developments - Various	275,978	85,719	361,697	51.6%	701,478	65%	Project in progress; refer Urban Services Report 2 May 2017
565,000	779,345	River Torrens Upgrade	342,012	336,321	678,334	87.0%	779,345	95%	Project in progress; refer Urban Services Report 2 May 2017
30,000	48,141	River Torrens Path Upgrades	35,222	17,441	52,663	109.4%	48,141	109%	Program completed
640,000	985,287	Reserve Irrigation Upgrades	552,120	128,397	680,518	69.1%	985,287	80%	Project in progress; refer Urban Services Report 2 May 2017
600,000	598,688	Additional Open Space Amenity Initiatives	230,845	225,087	455,932	76.2%	598,688	80%	Works upgrade program commenced - various projects
0	159,072	Urban Forest James Congdon Drive	165,110	0	165,110	103.8%	159,072	100%	Project completed.
60,000	60,000	Bikeway Path Upgrade and Reseal	0	0	0	0.0%	60,000	100%	Staged reseal works are scheduled commenced / underway
Sports Facilities									
40,000	185,478	Tennis Court Upgrades	27,670	14,960	42,630	23.0%	185,478	45%	Works scheduled / programmed
500,000	500,000	Apex Park	39,719	85,000	124,719	24.9%	500,000	30%	Details Design underway
50,000	50,000	Airport Road	4,400	600	5,000	10.0%	50,000	25%	Concept development underway
50,000	50,000	Memorial Gardens	2,349	3,152	5,500	11.0%	50,000	50%	Concept development underway
3,550,000	5,089,481	Program Total	2,053,556	961,671	3,015,227	59.2%	5,089,481	71%	

CITY OF WEST TORRENS
BUDGET 2016/17 - AS AT 30 Apr 17
CAPITAL WORKS EXPENDITURE

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
TRANSPORT PROGRAM									
<i>Roads Sealed</i>									
9,311,912	15,824,055	City Funds/ULRG Funds/Carryovers	6,514,302	3,205,455	9,719,757	61.4%	15,824,055	70%	Project in progress; refer Urban Services Report 2 May 2017
1,442,053	1,009,010	Roads to Recovery Grant Funds	0	0	0	0.0%	1,009,010	80%	Project in progress; refer Urban Services Report 2 May 2017
0	0	<i>Other Transport</i>							
		Roundabouts / Minor Road Rehabilitation	0	0	0	0.0%	0	0%	
200,000	241,825	Bus Shelters	78,771	13,346	92,118	38.1%	241,825	100%	Sites being scoped in preparation for civil works. Bus shelters to be purchased and installed.
505,000	911,847	Traffic Management	5,772	91,775	97,547	10.7%	911,847	70%	Minor Traffic Management & LATM related works ongoing. Design for roundabout at Dew and George Street, Thebarton completed, currently on hold awaiting drainage design finalisation. Blackspot funding for 16/17 is at Hardys Rd & Ashley St - roundabout (\$79,250), Wainhouse St & North Pde (\$20,000). Detailed designs undertaken for both and finalising land acquisition for Hardys Road / Ashley Street Roundabout. Other LATM projects ongoing. Jenkins St koala school crossing design complete and works scheduled during May 17.
115,000	201,765	Bicycle Management Schemes	63,866	23,923	87,790	43.5%	201,765	100%	Beare Avenue shared use path detailed design complete and attaining quotes for works.
670,000	1,084,438	Public Lighting	636,664	289,337	926,001	85.4%	1,084,438	95%	Project in progress; refer Urban Services Report 2 May 2017
0	223,763	Bio-Science Precinct Works	191,564	0	191,564	85.6%	223,763	100%	Holland Street precinct works completed.
<i>Bridges</i>									
100,000	208,145	Bridge Ancillary Works (as per Bridge Audit)	146,666	4,615	151,281	72.7%	208,145	100%	Construction of Shared Bridge at Watson Ave is completed.
<i>Footways & Cycle Tracks</i>									
239,508	261,330	Footpath Renewal Program	138,455	82,351	220,806	84.5%	261,330	95%	Project in progress; refer Urban Services Report 2 May 2017
237,854	237,854	Footpath Construction Program	32,014	188,620	220,635	92.8%	237,854	95%	Project in progress; refer Urban Services Report 2 May 2017
200,000	200,000	Footpath Remediation Program	280,897	6,325	287,221	143.6%	200,000	144%	Various footpath projects in progress / underway
13,021,327	20,404,032	Program Total	8,088,972	3,905,747	11,994,719	58.8%	20,404,032	74%	
20,019,327	30,663,360	TOTAL - ALL CAPITAL WORKS	12,352,665	5,862,147.48	18,214,812	59.4%	30,663,360	78%	

11.6 Budget Review - March 2017

Brief

This report provides details of changes proposed to the 2016/17 budget, following completion of the budget review for March 2017.

RECOMMENDATION(S)

The Committee recommends to Council that the budget review changes for March 2017 be adopted pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

Introduction

This report proposes changes to the 2016/17 budget and requires adoption by Council pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

Discussion

Key changes to the 2016/17 budget are highlighted below.

Operational Income

An operational income budget decrease of \$117,577 is proposed, as itemised in **Attachment 1**, the key changes being:

- A reduction in rates income of \$68,000, with objections higher than expected when the budget was compiled;
- An increase in other revenue of \$36,000, for clean-up funding after inclement weather events;
- A reduction of \$184,742 in special road grant funding no longer expected;
- An increase of \$40,000 in Mendelson investment income, offset fully by an increase in reserves;
- Recognition of a \$27,040 volunteer training grant in City Development, offset by expenditure;
- An increase of \$10,000 in DA fees, given higher DA numbers than expected;
- A debt recovery legal fee increase of \$15,000, offset fully by an increase in expenditure.

Operational Expenditure

An operational expenditure budget decrease of \$557,141 is proposed, as itemised in **Attachment 1**, the key changes being:

- A reduction of \$278,784 in contract expenditure assigned to aged care services, although this decrease is offset by an adjustment to reserves, given planned expenditure in 2017/18. This is in line with a Civic Committee decision on 28 February 2017;
- A reduction of \$210,731 in staff and staff related costs after a full year assessment has been undertaken to align vacancies, timing variances, training requirements (including volunteers) and associated costs. A sizeable component of the reduction is depot and property related and it is fully offset by increases to other budget expenditure lines;

- A reduction of \$200,000 in grants, subsidies and contributions assigned for increased community grants, although this decrease is offset by an adjustment to reserves;
- An increase of \$367,697 in contract expenditure works in Urban Services, which includes additional funding due to inclement weather events necessitating increased contractor involvement, an increase largely offset by reductions in material and employment costs;
- A reduction of \$100,000 in the materials budget for City Works, offset by contract expenditure increases;
- A reduction of \$85,800 in professional fees, reflecting a reduced requirement for consultancy support, including \$50,000 in City Strategy funding;
- A reduction of \$50,000 in the waste collection budget, largely reflecting lower than expected demand / cost for hard waste services and trailer voucher usage;
- Various other sundry adjustments.

Capital Expenditure and Income

Capital budget changes are itemised in **Attachment 1**, and include:

- A capital expenditure budget decrease of \$183,595;
- A capital works expenditure budget decrease of \$5,484,767 (excl. overheads).

Key changes include:

- \$191,578 being deleted from the budget due to the library RFID layout changes no longer being required this financial year;
- An amount of \$232,823 has been moved to reserves for the Maria Street drainage program;
- An amount of \$375,500 has been moved to reserves from the recreation program for playground and Memorial Gardens' projects;
- The transport program has been reduced by \$5,425,921 to reflect project timing requirements, with \$5,191,179 transferred to reserves;
- Capital income remains unchanged.

Other Adjustments

Reserves have increased by \$6,085,149. Committed reserves have been increased by \$6,045,149, reflecting operational and capital adjustments outlined above. The Mendelson reserve has been increased by \$40,000 on account of Mendelson investment income.

Financial Statements and Ratios

Revised budget statements, comprising Statement of Comprehensive Income, Cash Flow Statement, Financial Indicators, and Uniform Presentation of Finances, are included at **Attachment 2**.

A revised Statement of Comprehensive Income has been included with the budget review and shows an operating surplus before capital revenues, capital grants and subsidies, gain/loss on disposal of assets and physical resources received free of charge of \$11.456 million, an increase of \$0.586 million or 5.4 per cent compared to the original budget. The projection assumes all allocated budgets are expended by 30 June 2017.

The operating surplus ratio of the Council, which expresses the operating surplus as percentage of total operating income, is now 18 per cent compared to the original budget of 17 per cent. Council is aiming to maintain an ongoing operating surplus ratio between zero and 15 per cent.

Council's asset sustainability ratio, which expresses net asset renewal expenditure as a percentage of the infrastructure and asset management plan required expenditure, has been budgeted to move from an estimated 106 per cent to 102 per cent, compared to the original budget. Council is aiming to maintain an ongoing asset sustainability ratio of greater than 100 per cent.

A modest cash surplus net of reserves is being projected as at 30 June 2017.

Conclusion

The March 2017 budget review must be adopted by Council pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

Attachments

- 1. 2016/17 March Budget Review Proposed Changes**
- 2. 2016/17 March Budget Review Financial Statements**

The following changes are in the form of financial information as presented in Model Statement format as required
by legislation

2016/17 March Budget Review

Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>INCOME</u>		
Rates Related		
Corporate & Regulatory		68,000
Rates Related Total		68,000
Statutory Charges		
Business & Community Services	5,000	
Corporate & Regulatory	15,770	
Urban Services	13,714	
Statutory Charges Total	29,484	
User Charges		
Business & Community Services	13,416	
Corporate & Regulatory		5,000
Urban Services		6,291
User Charges Total	2,125	
Grants Subsidies & Contributions		
Business & Community Services	27,040	
Urban Services		184,742
Grants Subsidies & Contributions Total		157,702
Reimbursements		
City Management	1,000	
Corporate & Regulatory		2,500
Reimbursements Total		1,500
Investment Income		
Corporate & Regulatory	10,000	
Investment Income Total	10,000	
Other Revenue		
Business & Community Services	455	
Corporate & Regulatory	29,383	
Urban Services	33,178	
Other Revenue Total	63,016	
Total Operational Income		117,577
<u>EXPENDITURE</u>		
Staff Costs		
Business & Community Services		15,000
City Management	2,800	
Corporate & Regulatory		31,000
Urban Services		208,471
Staff Costs Total		251,671
Staff Related		
Business & Community Services	20,040	
City Management	8,000	
Corporate & Regulatory		7,100
Urban Services	20,000	
Staff Related Total	40,940	
Buildings Furniture & Fittings		
Urban Services		25,000
Buildings Furniture & Fittings Total		25,000

The following changes are in the form of financial information as presented in Model Statement format as required
by legislation

2016/17 March Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>EXPENDITURE</u>		
Plant & Equipment		
Business & Community Services	18,000	
Corporate & Regulatory an Services		1,000 5,000
Plant & Equipment Total	12,000	
Computer Expenditure		
Corporate & Regulatory	24,000	
Computer Expenditure Total	24,000	
General Expenditure		
Business & Community Services		111,047
City Management		17,200
Corporate & Regulatory		5,636
Urban Services	4,500	
General Expenditure Total		129,383
Council Expenditure		
Business & Community Services		230,000
Corporate & Regulatory	3,481	
Urban Services	6,500	
Council Expenditure Total		220,019
Contract Expenditure Works		
Business & Community Services		281,784
Corporate & Regulatory		13,842
Urban Services	367,697	
Contract Expenditure Works Total	72,071	
Materials		
Urban Services		100,000
Materials Total		100,000
Occupancy & Property		
Business & Community Services	18,462	
City Management	5,000	
Occupancy & Property Total	23,462	
Internal		
Urban Services		3,541
Internal Total		3,541
Total Operational Expenditure		557,141
<u>CAPITAL</u>		
Motor Vehicles		
Business & Community Services	7,056	
Corporate & Regulatory		1,161
Urban Services		7,507
Motor Vehicles Total		1,612
Computer Equipment		
Business & Community Services		4,000
Corporate & Regulatory	10,000	
Computer Equipment Total	6,000	

The following changes are in the form of financial information as presented in Model Statement format as required
by legislation

2016/17 March Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<u>CAPITAL</u>		
Furniture & Fittings		
Business & Community Services		191,578
Urban Services		43,405
Furniture & Fittings Total		234,983
 Land & Building		
Urban Services	47,000	
Land & Building Total	47,000	
 Total Capital Expenditure		183,595
 <u>CAPITAL WORKS EXPENDITURE</u>		
8180 Maria Street Drainage		231,823
8302 Memorial Gardens		45,500
8464 George St - (Stage 1)		479,799
8474 Mortimer St - (Gray St to Grassmere St)		39,827
8569 George Street& Thebarton (South Rd to Dew St)		1,745,598
8571 Mortimer St& Kurralta Park (Gray St to Grassmere St)	144,928	
8573 West Thebarton Road& Thebarton (South Rd to James St)		2,645,045
8732 Playground Upgrade Program		330,000
9228 Traffic Management Capital Works		484,742
9240 Public Lighting		50,000
9895 Mortimer St 6640 (Gray St to Grassmere St)		105,101
9943 Maria St 6315 (Albert St to Dew St)		20,737
Overhead		548,477
Capital Works Expenditure Total		5,484,767
 <u>OTHER ADJUSTMENTS</u>		
Committed Exp. Reserve	6,045,149	
Mendelson Foundation	40,000	
Reserve Movements Total	6,085,149	

City of West Torrens

BUDGETED STATEMENT OF COMPREHENSIVE INCOME
for the year ended 30 June 2017

	Original Budget	September Budget Review	December Budget Review	March Budget Review
	\$'000	\$'000	\$'000	\$'000
INCOME				
Rates	53,390	53,392	53,627	53,571
Statutory charges	2,200	2,235	2,272	2,306
User charges	1,285	1,293	1,242	1,244
Grants, subsidies and contributions	4,182	5,163	5,160	5,002
Investment income	444	444	494	504
Reimbursements	217	224	255	253
Other income	543	969	988	1,036
Total Income	62,261	63,720	64,038	63,916
EXPENSES				
Employee costs	21,624	21,638	21,910	21,699
Materials, contracts & other expenses	18,672	19,778	20,013	19,663
Depreciation, amortisation & impairment	10,941	10,954	10,944	10,944
Finance costs	154	154	154	154
Total Expenses	51,391	52,524	53,021	52,460
OPERATING SURPLUS / (DEFICIT)	10,870	11,196	11,017	11,456
Amounts received specifically for new or upgraded	-	102	158	158
NET SURPLUS / (DEFICIT)	10,870	11,298	11,175	11,614
transferred to Equity Statement				
Other Comprehensive Income	-	-	-	-
TOTAL COMPREHENSIVE INCOME	10,870	11,298	11,175	11,614

City of West Torrens
BUDGETED CASH FLOW STATEMENT
for the year ended 30 June 2017

	Original Budget	September Budget Review	December Budget Review	March Budget Review
	\$'000	\$'000	\$'000	\$'000
CASH FLOWS FROM OPERATING ACTIVITIES				
<u>Receipts</u>				
Operating receipts	61,818	63,276	63,544	63,413
Investment receipts	444	444	494	504
<u>Payments</u>				
Operating payments to suppliers and employees	(40,237)	(41,357)	(41,864)	(41,303)
Finance payments	(154)	(154)	(154)	(154)
Net Cash provided by (or used in) Operating Activities	21,871	22,210	22,020	22,459
CASH FLOWS FROM INVESTING ACTIVITIES				
<u>Receipts</u>				
Amounts specifically for new or upgraded assets	-	102	158	158
Sale of replaced assets	609	723	755	771
<u>Payments</u>				
Expenditure on renewal/replacement of assets	(13,057)	(13,190)	(13,193)	(13,009)
Expenditure on new/upgraded assets	(11,699)	(32,558)	(32,614)	(27,129)
Net Cash provided by (or used in) Investing Activities	(24,147)	(44,923)	(44,894)	(39,209)
CASH FLOWS FROM FINANCING ACTIVITIES				
<u>Receipts</u>				
Proceeds from borrowings	2,692	4,184	4,184	4,184
<u>Payments</u>				
Repayments of borrowings	-	-	-	-
Net Cash provided by (or used in) Financing Activities	2,692	4,184	4,184	4,184
Net Increase (Decrease) in cash held	416	(18,530)	(18,691)	(12,567)
Cash & cash equivalents at beginning of period	7,286	19,021	19,021	19,021
Cash & cash equivalents at end of period	7,701	491	330	6,454

City of West Torrens

BUDGETED FINANCIAL INDICATORS for the year ended 30 June 2017

	Original Budget	September Budget Review	December Budget Review	March Budget Review
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These Financial Indicators have been calculated in accordance with *Information Paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South

Operating Surplus Ratio

Operating Surplus	17%	18%	17%	18%
Total Operating Revenue				

This ratio expresses the operating surplus as a percentage of total operating revenue.

Net Financial Liabilities Ratio

Net Financial Liabilities	1%	13%	13%	5%
Total Operating Revenue				

Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.

Asset Sustainability Ratio

Net Asset Renewals	106%	103%	103%	102%
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Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.

City of West Torrens

BUDGETED UNIFORM PRESENTATION OF FINANCES
for the year ended 30 June 2017

The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.

All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.

The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances

	Original Budget	September Budget Review	December Budget Review	March Budget Review
	\$'000	\$'000	\$'000	\$'000
Income	62,261	63,720	64,038	63,916
<i>less</i> Expenses	51,391	52,524	53,021	52,460
Operating Surplus / (Deficit)	10,870	11,196	11,017	11,456
<i>less</i> Net Outlays on Existing Assets				
Capital Expenditure on renewal and replacement of Existing Assets	13,057	13,190	13,193	13,009
Depreciation, Amortisation and Impairment	(10,941)	(10,954)	(10,944)	(10,944)
Proceeds from Sale of Replaced Assets	(609)	(723)	(755)	(771)
	1,507	1,513	1,494	1,294
<i>less</i> Net Outlays on New and Upgraded Assets				
Capital Expenditure on New and Upgraded Assets <i>(including investment property & real estate developments)</i>	11,699	32,558	32,614	27,129
Amounts received specifically for New and Upgraded Assets	-	(102)	(158)	(158)
	11,699	32,456	32,456	27,287
Net Lending / (Borrowing) for Financial Year	(2,336)	(22,773)	(22,933)	(17,125)

11.7 Draft Dog and Cat Management Plan 2017-2022

Brief

A draft Dog and Cat Management Plan for 2017 - 2022 is presented to Council for approval for it to be provided to the Dog and Cat Management Board for comment and to progress to public consultation.

RECOMMENDATION(S)

The Committee recommends to Council that:

1. Approval be granted for the draft 2017 - 2022 Dog and Cat Management Plan to be forwarded to the Dog and Cat Management Board for comment.
2. The draft 2017 - 2022 Dog and Cat Management Plan be released for public consultation, seeking feedback on the proposed actions.

Introduction

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

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

The Board's *Policy for Approval of Plans of Management (Dogs and Cats)* stipulates that councils must follow the following process when seeking the Board's approval of plans of management:

- The draft plan must be submitted to Board staff for comment;
- Council must endorse of the final draft;
- The final draft must be submitted for Board approval.

The Board requires key performance indicators to be included in the plan of management. This requirement is addressed in the draft 2017 - 2022 Dog and Cat Management Plan's (the draft Plan) indicators of success. The Board's *Guideline Plans of Management Relating to Dogs and Cats* also recommends the plan of management address topics relating to 2017 legislative changes. These topics have been incorporated within the five key result areas. The draft plan's implementation schedule allows regulatory staff to monitor and review the successful implementation of the plan's objectives.

Public consultation of the draft plan is recommended under Council's *Public Consultation* policy.

A final report and the final plan will be presented to Council following the public consultation process for endorsement and submission to the Board. The plan is expected to commence in November 2017, six (6) months following the draft plan being provided to the Board in May 2017.

Discussion

Council's efforts to increase the levels of responsible animal management have largely concentrated on compliance activities such as the investigation of offences and enforcement of legislation. Council received in excess of 700 animal management complaints during the 2015/16 financial year. Prevention activities and community education have not been a strong focus due to current resourcing levels and staff turnover. However, the Regulatory Services' team is aware that issues relating to poor animal management will likely increase as the city moves to higher density living and as the demographics of the area change.

The draft Plan (**Attachment 1**) has been prepared following a review of the current 2012 - 2017 Animal Management Plan and new legislative requirements for Councils and dog and cat owners resulting from the changes to the *Dog and Cat Management Act 1995*. The process has included:

- Assessment of the 2012 - 2017 Animal Management Plan's indicators of success and targets;
- Review of relevant literature and management plans of surrounding councils;
- Consideration of the *Dog and Cat Management Act 1995* new Council responsibilities to be implemented in 2017 and 2018;
- Consultation with managers and Compliance staff and review of issues raised during the 2011/12 public consultation process.

The draft Plan continues five (5) of the six (6) key result areas identified in the 2011/12 community consultation, with the sixth incorporated into the fifth key result area:

- Cultivate the community benefits of pet ownership;
- Create a sustainable 'pet friendly' environment;
- Provide a strong regulatory framework;
- Maximise identification for life; and
- Encourage good animal behaviours

As indicated above, there is a mix of actions directed at:

- Preventing problems caused by inappropriate or ineffective animal management;
- Dealing with issues through investigation of complaints and enforcement of legislation.

It is essential that Council's management plans are relevant and achievable. The draft plan includes actions to address the new legislative responsibilities prescribed for both Council and dog and cat owners in the *Dog and Cat Management Act 1995* and indicators of success that are measureable and relevant to the objectives.

As the impact of new legislative requirements is untested, the draft plan allows the Regulatory Services' team to focus on education, promotion, support and implementation. An in-depth community consultation process for the 2022 - 2027 Dog and Cat Management Plan will be of more value to Council and the community once the legislative changes have been implemented for a period of time and the impacts more widely understood and appreciated.

Conclusion

A draft 2017 - 2022 Dog and Cat Management Plan has been developed, building on the previous plan and addressing the new legislative requirements for Council and dog and cat owners. A key focus of the draft plan is improving Council's capacity to prevent animal management issues from arising whilst working within resourcing and budget limitations.

Attachments

1. Draft Dog and Cat Management Plan 2017-2022



Dog and Cat Management Plan 2017-2022

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Introduction by the Chief Executive Officer

During the next two years, changes will be made to legislation that governs the way South Australians look after their dogs and cats. As such, it's timely that our Council reviews its Dog and Cat Management Plan in readiness for these changes and to ensure that the issues highlighted by our community in the 2012-2017 Animal Management are being considered.

This Dog and Cat Management Plan provides a summary of how we have been progressing the control and wellbeing of domestic animals in West Torrens, not just from a regulatory perspective but educationally as well. It also outlines how we will address Council's responsibilities when it comes to changes to the *Dog and Cat Management Act 1995*.

The City of West Torrens aims to foster responsible dog and cat management by encouraging residents to:

- select the right pet; taking into consideration compatibility, lifestyle, care and cost
- be mindful of minimising possible negative impacts on neighbours, the wider community and the environment
- be a good citizen by complying with relevant laws and responsibilities.

Council has a role to inform and educate pet owners about their responsibilities and what the changes to legislation will mean to them. We also have a duty to ensure that those who don't have dogs and cats can enjoy public open spaces and peace at home without encountering nuisance animal behaviours.

This supports the aspirations set out in our Community Plan 'Towards 2025'. This plan is our over-arching blueprint that helps us prepare for the future of our city across all aspects - community life, natural and built environment, business and financial sustainability.

As part of our Community Plan, we are committed to engaging with our community and encouraging them to be part of an active, healthy and learning community. We are also aspiring to provide well designed, functional open spaces that will meet the needs of our residents, pet owners included.

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

Because changes are occurring over the next two years, we plan to provide an opportunity for our residents to offer feedback and suggestions once all legislation changes have been adopted.

Our vision is to be the best place to live, work and enjoy life. We trust you share our vision!

Terry Buss
Chief Executive Officer



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Why do we need a Dog and Cat Management Plan?

The *Dog and Cat Management Act 1995* requires all South Australian councils to prepare a five year Dog and Cat Management Plan for their area. A new plan is required to replace the 2012-2017 Animal Management Plan.

This Dog and Cat Management Plan 2017-2022 (the plan) builds on the previous animal management plans produced by Council, previous community concerns, our Community Plan 'Towards 2025' and By-Law 5 - Dogs, while incorporating the new legislative responsibilities for dog and cat owners and councils.

The main focus of the plan is to address the immediate need to implement the changes to the *Dog and Cat Management Act 1995* throughout 2017 and 2018, supporting the community with a smooth and informed transition. We aim to do this by:

- proactive communication and education strategies
- implementing short term actions to alleviate immediate impacts
- setting realistic, long term actions to address the causes of problems
- committing to measurable activities
- taking a whole-of-Council approach with actions identified from across Council
- prioritising actions to support local community needs.

Changes to the Dog and Cat Management Act 1995

In 2012 the Parliament of South Australia held a Select Committee on dogs and cats as companion animals (the Committee) and sought public opinion on dog and cat ownership in South Australia. The final report of the Committee¹ made 13 recommendations in relation to:

- options for the regulation of welfare standards for breeding companion dogs and cats
- the adequacy of regulation of the source of companion dogs and cats for sale
- the adequacy of regulation of non-retail-shop trade in companion dogs and cats
- the feasibility of a mandatory cooling off period between registering intent to purchase a companion dog or cat and taking possession of the animal
- how the registration, microchipping and de-sexing of companion dogs and cats might address the goals of eliminating cruelty and minimising euthanasia.

Following the publication of the final report of the Committee, the *Dog and Cat Management Act 1995* was reviewed so the recommendations could be addressed. The review process included public consultation through the South Australian Government's 'yourSAy' website and a Citizen's Jury on dog and cat management. The Citizen Jury 2015 Final Report to the Government of South Australia, 'Reducing unwanted Dogs and Cats'² completed the public consultation process and made a further seven recommendations in relation to:

- preventing abandonment
- reducing supply
- reuniting pets with their owners.

In July 2016 the *Dog and Cat Management Amendment Bill* was passed in the South Australian Parliament with implementation dates set for the 1 July 2017 and 1 July 2018.

¹ Parliament of South Australia (2013) *Final Report of the Select Committee on Dogs and Cats as Companion Animals* Second Session, Fifty Second Parliament

² Citizen's Jury 'Reducing Unwanted Dogs and Cats' (2015) *Final Report to the Government of South Australia* DemocracyCo

The main changes to the *Dog and Cat Management Act 1995* include:

- **Dog registration** - Registration categories of 'Standard Dog' and 'Non-Standard Dog', replacing the rebates for desexing, microchipping and training.
- **Microchipping** - introducing the requirement for all dogs and cats over three months of age to be microchipped.
- **Desexing** - introducing the requirement (proposed) for all new generations of dogs and cats over six months of age to be desexed.
- **Breeder registration** – introducing a requirement for anyone who breeds dogs and cats for sale to register as a breeder with the Dog and Cat Management Board (the Board).
- **Selling requirements** - Sellers must provide certain information in advertisements and to the buyer.
- **Council powers** – councils to have greater powers to administer and enforce the Act including increases in some expiations and penalties.

About the City of West Torrens

West Torrens has a steady growing population with around 59,000 people currently living in the area.

Conveniently located between Adelaide's Central Business District (CBD) and the South Australian coastline, West Torrens is considered by many as a great location in which to live.

Our community is a vibrant mix of nationalities. People from countries such as Greece, Italy, the United Kingdom, China, India and Vietnam all help make up our cultural richness. They have brought with them their different customs, cuisines and music.

West Torrens is home to the Adelaide Airport and provides a number of retail shopping precincts including Harbor Town, IKEA and the Mile End Homemaker Centre. It is also home to a range of recreational opportunities with parks, reserves, golf courses, ovals and wetlands.

The City of West Torrens is committed to being responsive to the needs, interests and aspirations of individuals and groups within its community and to ensure that services, facilities and programs that are provided adequately meet the needs of the community.

These ideals are formalised in the City of West Torrens' Community Plan '[Towards 2025](#)'.

Our Vision

We are committed to being the best place to live, work and enjoy life.

Our Mission

To strive for excellence in serving our diverse community.

Our Values

Accountability
Advocacy
Community Capacity
Community Involvement
Healthy Communities
Inclusivity
Quality
Supportive Working Environment

Animal management programs and services

Registration fees for dogs are set by the City of West Torrens as prescribed by the *Dog and Cat Management Act 1995*. For the first year of the Plan, 20 per cent of dog registration fees are to be paid to the Dog and Cat Management Fund. This percentage contribution increases to 24 per cent for dog registration fees collected after July 2018.

The income from registration fees supports the programs and services provided by the Council to both dog and cat owners, as well as to those who do not have pets. The City of West Torrens' Regulatory Services staff provide a broad range of dog and cat management services including:

- community education around responsible pet ownership
- recreational areas for the safe exercise of dogs
- dog faeces disposal bags throughout the area
- collection and return of dogs found wandering at large
- funding, sponsorship or 'in kind' resourcing of community projects
- investigation of reported dog harassments and attacks
- investigation and mediation of barking dog complaints
- investigation of nuisance cat complaints
- enforcing and administering clauses of By-Law 5 - Dogs
- registration of dogs within the area
- collection and provision of statistics to the Dog and Cat Management Board.

Community engagement

Given the implementation of the changes to the *Dog and Cat Management Act 1995* throughout 2017 and 2018, Council has determined that this five year plan will serve as an interim plan to focus on supporting the community with the transition to meet new legislative requirements.

The plan continues to focus on the priority areas set by the community of West Torrens in the 2012-2017 Animal Management Plan. The actions within this plan address the following areas:

- Promoting the positive benefits of pet ownership within the community.
- Desexing and microchipping of dogs and cats.
- Cat owner responsibilities and reducing nuisances.
- Un-owned cat populations.
- Barking dog nuisances.
- Dog faeces management.
- Dogs under effective control.
- Dog training and socialisation.

Ongoing community engagement on dog and cat management matters will be undertaken throughout the life of the plan, with a review scheduled in 2019 once all of the legislative changes have been implemented throughout the community.

Facts at a glance

	2009/10		2015/16
Population			
Estimated Population of people in the City of West Torrens ³	54,000	↑	59,000
Registration			
Number of registered dogs	6,533	↑	7,033
Number of registered Assistance dogs (Guide / Hearing Dogs)	6	↑	21
Number of registered Therapeutic Dogs	7	↓	0
Number of registered Guard Dogs	3	↓	0
Percentage of registered dogs that are desexed	66%	↑	73%
Percentage of registered dogs that are microchipped	34%	↑	72%
Impounding			
Number of dogs impounded annually	291	↓	206
Percentage of registered dogs impounded	4%	↓	3%
Percentage of impounded dogs returned to owners	77%	-	77%
Number of cats impounded annually	-		168
Percentage of impounded cats returned to owners	-		1%
Investigations			
Number of dog complaints annually	423	↑	743
Percentage of wandering complaints to total complaints	65%	↓	61%
Percentage of barking complaints to total complaints	18%	↑	21%
Number of cat complaints annually	16	↓	14
Pet management services			
Number of barking collars hired per annum	17	↓	1
Number of pets microchipped at microchipping days	97	↓	15
Number of permits issued for keeping additional dogs	-		33
Number of enclosed dog off-leash parks	1	↑	2
Number of doggy bag dispensers	68	↑	88
Number of cat cages hired per annum	17	↓	16

'Registration', 'Investigation' and 'Pet management services' data extracted from the City of West Torrens Pathway system
 'Impounding' data provided by the City of West Torrens detention facility

³ ID Community, City of West Torrens Community Profile - Australian Bureau of Statistics Census data

The directions for dog and cat management in our city

Key result areas:

1. Promote the community benefits of pet ownership

- Raise awareness of the benefits to the community as a whole.
- Support local programs that allow older and socially isolated residents and those with disability to have a pet.

2. Create a sustainable 'pet friendly' environment

- Incorporate the needs of pet owners in urban planning, open space planning and community development planning.
- Identify and enforce dog 'on leash' and 'off leash' areas to provide appropriate opportunities for exercising dogs.
- Minimise the amount of dog faeces in the environment.
- Provide safe detention facilities for lost and found dogs and cats.

3. Provide a strong regulatory framework

- Establish an appropriate mix of relevant laws, systems and procedures for animal management.
- Promote new requirements for local dog and cat breeders.
- Continuously improve the role, profile and capacity of authorised persons.

4. Maximise identification for life

- Maximise the registration of dogs.
- Support compliance of mandatory microchipping of dogs and cats.

5. Encourage good animal behaviours

- Educate dog and cat owners on caring for their pets.
- Support compliance of mandatory desexing of dogs and cats.
- Encourage dog owners to train and socialise their dogs.

Key result area 1: Promote the community benefits of pet ownership

Australia has one of the highest rates of pet ownership in the world, with 5.7 million of Australia's 9.2 million households being a home to a pet, with dogs and cats being the most popular pet⁴.

Sadly the cost of pet ownership and the increase of high density living is reducing the ability for Australians to own a pet. These are factors that require consideration from local councils to ensure the community continue to see the health benefits of pet ownership, such as higher levels of physical activity and improved social and physical wellbeing⁵.

The State Government's Seven Strategic Priorities includes 'safe communities, healthy neighbourhoods' which encourages the design of accessible public spaces, the promotion of physical activity and the socialisation of people. The City of West Torrens' Community Plan 'Towards 2025' sets goals to support an active, healthy community through the provision of well designed, functional open spaces that will meet the needs of residents, pet owners included.

Council supports the recent changes to the *Dog and Cat Management Act 1995* that expands the definition of assistance dogs to include dogs that support people living with physical disabilities, autism, post-traumatic stress and dementia, as well dogs that service schools and care facilities⁶. Accredited assistance dogs receive free dog registration with the City of West Torrens.

Within our own city there are many anecdotal stories of the way that pets provide support to the elderly and socially isolated and how dogs and cats have acted as a social ice breakers and helped people to make friends and build support networks.

Issues and opportunities

The opportunity exists for Council to further understand and support the role pets play in the wellbeing of the community of West Torrens. This may include:

- Highlighting the way that pets and people of West Torrens live well together.
- Support programs where pet ownership contributes to healthy neighbourhoods and strengthen our sense of community.
- Support organisations that provide assistance animals and pets as therapy programs.

Objectives	Actions	Indicators of success
Raise awareness of the benefits of pet ownership to the community as a whole.	Promote responsible pet ownership, pet selection and breed selection through available media.	Benchmarking of owner transfer reasons.
Support local programs that allow older and socially isolated residents and those with disability to have a pet	Explore opportunities for volunteers to exercise dogs.	Project scope conducted.
	Encourage pet ownership where social value is identified, which should include working with community service home support officers to identify opportunities.	Greater ownership occurs.
	Support the RSPCA Safe Kennel Program.	Communication with RSPCA in relation to the program.

⁴ Animal Medicines Australia (2016) *Pet Ownership in Australia 2016* Animal Medicines Australia

⁵ RSPCA *What are the health benefits of pet ownership?* RSPCA http://kb.rspca.org.au/what-are-the-health-benefits-of-pet-ownership_408.html

⁶ Assistance Dogs Australia, <http://www.assisteddogs.org.au/>

Key result area 2: Create a sustainable 'pet friendly' environment

Pets are an important part of the family and require ongoing care and nurture. Owners have many considerations to ensure their pet is well cared for physically and mentally and that they don't develop nuisance behaviours. Both the home and public open spaces should provide opportunities for pets to play, socialise and interact safely and sustainably.

This plan adopts the principles that responsible pet owners can own pets in a variety of housing situations, including small spaces. With proper safeguards, public open space and community land provides a valuable opportunity for people and pets to come together on a larger scale to help build a sense of community.

Issues and opportunities

- Application of 'pet friendly' design principles in planning future residential development, in creating and revitalising community space.
- Off-leash areas for dogs promotion so that they are fully utilised and to seek new dog friendly 'green spaces' within the urban planning strategies.
- Increase community understanding of the requirements for dogs to be on leash on streets and under effective control in permitted off-leash areas. Promote the use of dog faeces disposal bags and receptacles throughout the city to reduce environmental impacts and maintain public confidence in owner responsibilities.
- Reduce un-owned cat populations at specific locations and educate those who are feeding stray cats, contributing to breeding cycles. Un-owned cats are a nuisance to humans and a health risk to owned domestic cats.
- Promote confinement of cats to their property, especially at night, to reduce negative environmental impacts, the social disruption caused by cat-fights and provocation of barking dogs and the damage to neighbours' property including marking of territory, damage to gardens and vehicles.

Objectives	Actions	Indicators of success
Incorporate the needs of pet owners in urban planning, open space planning, and community development planning.	Input into strategic planning processes for urban development, public open space and community development to represent the considerations of pet ownership.	Involvement in all plan/policy review processes.
Identify and enforce dog 'on leash' and 'off leash' areas to provide appropriate opportunities for exercising dogs.	Patrol dog on-leash, off-leash and prohibited areas and educate owners on responsibilities.	Reduction in complaints of dogs not under effective control.
	Strategic placement of signs that promote legislative requirements, dog etiquette and owner responsibilities.	Reduction in complaints regarding behaviour of dogs in public areas.
Minimise the amount of dog faeces in the environment.	Undertake public health education and promotion and ensure the availability of free dog faeces disposal bags from service centres.	No reported parvovirus outbreaks during life of plan.
Provide safe detention facilities for lost and found dogs and cats.	Promote approved detention facility providers for dogs and cats on Council's website.	Detention facilities used by the Council and local residents are approved by the Board.
	Provide up to date information to the community on impounded dogs and cats across mediums available to Council to help return as many animals as possible to owner within 72 hours.	Increase of number of impounded dogs and cats returned to owner.

Key result area 3: Provide a strong regulatory framework

For people and pets to live well together in a community there needs to be agreed expectations, clear structure, rules and procedures for:

- promoting responsible, community-minded behaviours
- protecting our environment and public health
- encouraging compliance with legislative and policy requirements
- dealing with any nuisance caused by dogs and cats.

The *Dog and Cat Management Act 1995* sets out councils responsibilities for regulating dog and cat management, including the maintenance of a dog register, development of by-laws, appointment of Authorised Officers, enforcement of legislative responsibilities and the issuing of dog control orders.

Council has recently revised its Dog By-law to complement the changes to the *Dog and Cat Management Act 1995*. Council does not currently have a Cat By-law, however this may be assessed throughout the plan to help Council meet the needs of the community.

Processes for dog and cat management activities are outlined in Council's standard operating guidelines for the keeping and control of animals. Standard operating procedures are reviewed to incorporate changes to Council's legislative requirements and to have continuity with the industry's best practice approaches.

Issues and opportunities

- The 'regulatory framework' protects the rights and needs of pets, pet owners and non-pet owners alike. Council has the opportunity to promote the value and benefit of its systems and procedures to encourage and support community buy-in and compliance.
- There may be views in our community that animal problems could be solved by introducing stronger regulations, controls and penalties. Council's approach to resolving issues include setting community expectations within the regulatory framework and maintaining good communication throughout the process and transparency in decision making.
- There is an opportunity to raise the profile of authorised persons in the community and to clarify their role in providing a mix of education, prevention, encouragement and enforcement and their focus on increasing the levels of voluntary compliance and responsible animal management.

Objectives	Actions	Indicators of success
Establish an appropriate mix of relevant laws, systems and procedures for animal management.	Conduct scheduled reviews of Council policies, by-laws and standard operating guidelines to reflect legislative changes, best practice and community priorities.	Up to date policies. Up to date by-laws. Up to date standard operating guidelines.
	Contribute to stakeholder consultation conducted by the Local Government Association, the Board and the South Australian Government.	Incorporation or consideration of Council's ideas and position in new legislation, regulation, procedures and systems.
Promote new requirements for local dog and cat breeders.	Educate known breeders on legislative requirements.	Known breeders are registered with the Board within 14 days.
Continuously improve the role, profile and capacity of authorised persons.	Provide ongoing training and support to authorised persons.	Reduction in number of Work Health Safety incidents reported.

Key result area 4: Maximise identification for life

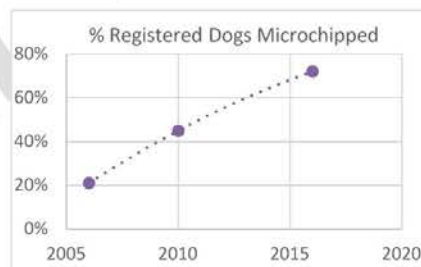
Owners of dogs are required to register their dog annually with the local council and for their dog to wear their registration disc when off the premises they are kept. Annual dog registration is a critical element to dog management in South Australia. It provides statistical information on the dog population and provides funding to facilitate strategic projects such as the location of fenced dog parks and dog faeces disposal bags, target education programs and opportunities for new initiatives. The registration data is also used to quickly reunite owners with found dogs and in investigations relating to nuisance reports and dog attacks.

From July 2018, all dogs and cats in South Australia are required to be microchipped. Microchipping also supports Council to return dogs and cats to their owners that become lost, escape or are found injured or should their registration disc or collar have come off. Owners are required to keep the contact details up to date on the microchip register.

The Dog and Cat Management Board will introduce a centralised registration system, 'Dogs and Cats Online' (DACO), during the five years of the plan which aims to further assist Councils locate owners and to inform state-wide strategic planning initiatives.

Issues and opportunities

- Dog registration doorknocks have proven to be successful in identifying unregistered dogs and result in an increase in the number of dogs registered. They are, however, resource-intensive and the penalty for owners of un-registered dogs is significant. Establishing a better culture of voluntary compliance is an opportunity for Council.
- Exploring and utilising more 'customer-friendly' methods to register dogs and maintain contact details may combat the inability of some to register their dogs.
- Exploring the use of digital technologies to increase communication effectiveness.
- Focus on isolated instances of ongoing dog registration non-compliance
- Microchipping of dogs has increased from 34 per cent to 72 per cent during the previous 2012-2017 Animal Management Plan, consequently reducing the attendees at Council organised microchipping days from 97 to 15. Since 2015, community not-for-profit organisations have held a number of microchipping days that attract a large number of attendees throughout metropolitan and regional South Australia.



Objectives	Actions	Indicators of success
Maximise the registration of dogs.	Offer a puppy registration discount for dogs under six months of age that are microchipped but not desexed.	Increase in the number of dogs registered between three and six months of age.
	Undertake doorknocking to ensure dog registration occurs and dog owners are aware of Council requirements.	Council area covered within life of the plan.
Support compliance of mandatory microchipping of dogs and cats.	Facilitate and promote low cost microchipping opportunities for local residents for their dogs and cats.	90 per cent of registered dogs microchipped.
	Promote microchipping, including the need for contact information to be kept up to date	Reduction of the number of dogs and cats impounded.

Key result area 5: Encourage good animal behaviours

Council employs a mixture of education, participation, recognition and regulation projects to encourage responsible dog and cat management. Council promotes appropriate pet selection, training, socialising, microchipping, desexing and exercising, safe confinement to property and providing pets with an enriching environment. Responsible pet ownership information is provided on Council's website, social media, in the quarterly newsletter through the 'Living Safely with Pets' school program and the daily activities of authorised persons.

From July 2018, owners will be required to desex their dogs and cats. Exemptions will be available as prescribed in the *Dog and Cat Management Regulations 2017*. Accidental litters and roaming animals in heat can cause public nuisance, puts owned dogs and cats at risk of injury and add financial burdens to owners. From a public safety perspective, desexed dogs are also believed to be less likely to be involved in dog attacks⁷.

There are three fenced dog parks within the City of West Torrens, allowing owners to socialise and exercise their dogs safely (**Appendix A**). Owners are required to keep their dogs under effective control at all times by leash, or where permitted, off leash provided the dogs is kept close and is responsive to verbal commands. Council supports pet dog training and offers owners additional discounts on their dog registration with certification of achievement.

Issues and opportunities

- Effective control of dogs in public, dog faeces management.
- Management strategies for un-owned cats.
- Dog owners to desex, socialise, train and exercise their dogs to help prevent barking and other antisocial behaviours.
- Cat owners to desex and confine their cats to prevent them from roaming, causing a nuisance to neighbours and impacting on native wildlife.
- Desexing of dogs has slightly increased during the previous 2012-2017 Animal Management Plan from 66 per cent to 73 per cent. From 1 July 2018 it will be mandatory for dogs and cats to be desexed once they are of a certain age. Council has an opportunity to educate and support the community in meeting their legislative requirements before this law is enforced
- Legislation requires all dogs to be registered by three months of age but veterinarians recommend desexing occurs in dogs closer to six months of age. The majority of compliant owners of puppies would be charged the non-standard dog registration fee until the following registration period.

Objectives	Actions	Indicators of success
Educate dog and cat owners on the care of their pets.	In conjunction with industry, facilitate pet ownership education seminars for residents in the area.	Reduction in the number of dog and cat complaints received.
	Promote the Board's 'Living Safely with Pets' program with local schools.	Program run in local schools throughout life of plan.
Support compliance of mandatory desexing of dogs and cats.	Promote the new legislative requirements for dogs to be desexed through various communication channels.	90 per cent of registered dogs desexed or applicable exemption.
	Promote low cost desexing programs.	
Encourage dog owners to train and socialise their dogs.	Offer training discounts for registered dogs.	Increase the percentage of registered dogs trained.

⁷ D'Onise, K (2012) *Desexing: the overlooked way to reduce dog attacks*, Dog and Cat Management Board

Action implementation plan

1. Promote the community benefits of pet ownership									
Promote responsible pet ownership, pet selection and breed selection through available media.	✓	✓	✓	✓	✓	Regulatory	Media	Support	Budget
Explore opportunities for volunteers to exercise dogs.					✓	Regulatory	Comm Serv		5,000
Encourage pet ownership where social value is identified, which should include working with community service home support officers to identify opportunities.		✓				Regulatory	Comm Serv		
Support the RSPCA Safe Kennel Program.			✓			Regulatory			2,000
2. Create a sustainable 'pet friendly' environment									
Input into strategic planning processes for urban development, public open space and community development to represent the considerations of pet ownership.	✓	✓	✓	✓	✓	Regulatory	Strategy		
Patrol dog on-leash, off-leash and prohibited areas and educate owners on responsibilities.	✓	✓	✓	✓	✓	Regulatory	Works		1,500
Strategic placement of signs that promote legislative requirements, dog etiquette and owner responsibilities.		✓				Regulatory	Service Cen		2,500
Undertake public health education and promotion and ensure the availability of free dog faeces disposal bags from service centres.						Regulatory	Media		
Promote approved detention facility providers for dogs and cats on Council's website.	✓	✓	✓	✓	✓	Regulatory	Media		
Provide up to date information to the community on impounded dogs and cats across mediums available to Council to help return as many animals as possible to owner within 72 hours.	✓	✓	✓	✓	✓	Regulatory	Media		
3. Provide a strong regulatory framework									
Conduct scheduled reviews of Council policies, by-laws and standard operating guidelines to reflect legislative changes, best practice and community priorities.	✓	✓	✓	✓	✓	Regulatory	Governance		
Contribute to stakeholder consultation conducted by the Local Government Association, the Board and the South Australian Government.	✓	✓	✓	✓	✓	Regulatory	Governance		
Educate known breeders on legislative requirements.	✓	✓	✓	✓	✓	Regulatory	Media		
Provide ongoing training and support to authorised persons.	✓	✓	✓	✓	✓	Regulatory	HR		
4. Maximise identification for life: 4. Maximise identification for life									
Offer a puppy registration discount for dogs under six months of age that are microchipped but not desexed.	✓	✓	✓	✓	✓	Regulatory	Finance		
Undertake doorknocking to ensure dog registration occurs and dog owners are aware of Council requirements.	✓	✓	✓	✓	✓	Regulatory			25,600pa
Facilitate and promote low cost microchipping opportunities for local residents for their dogs and cats.	✓	✓	✓	✓	✓	Regulatory	Finance		4,050
Promote microchipping, including the need for contact information to be kept up to date	✓	✓	✓	✓	✓	Regulatory	Service Cen		
5. Encourage good animal behaviours									
In conjunction with industry, facilitate pet ownership education seminars for residents in the area.	✓	✓	✓	✓	✓	Regulatory	Comm Serv		
Promote the Board's 'Living Safely with Pets' program with local schools.	✓	✓	✓	✓	✓	Regulatory			
Promote the new legislative requirements for dogs to be desexed through various communication channels.	✓	✓	✓	✓	✓	Regulatory	Media		
Promote low cost desexing programs.	✓	✓	✓	✓	✓	Regulatory	Media		29,600
Offer training discounts for registered dogs.	✓	✓	✓	✓	✓	Regulatory	Finance		

Appendix A: On-leash, off-leash and prohibited areas

Dog on-leash areas

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

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

The lead can be a leash, chain or cord up to two metres in length.

Dog off-leash areas

Provided your dog is under effective control, you can exercise your dog off-leash:

- on the beach within the City of West Torrens area at any time of the day
- following fenced dog parks:
 - Pooch Park, Rowells Road Flinders Park
 - West Torrens Dog Park, Moss Avenue Marleston
 - Clifford Street Dog Park, Torrensvile.

Effective control means your dog:

- is close to you at all times
- responds to all verbal commands
- can be seen by you at all times.

If you don't have effective control of your dog, your dog may be deemed wandering at large, which is an offence.



Pooch Park



West Torrens Dog Park

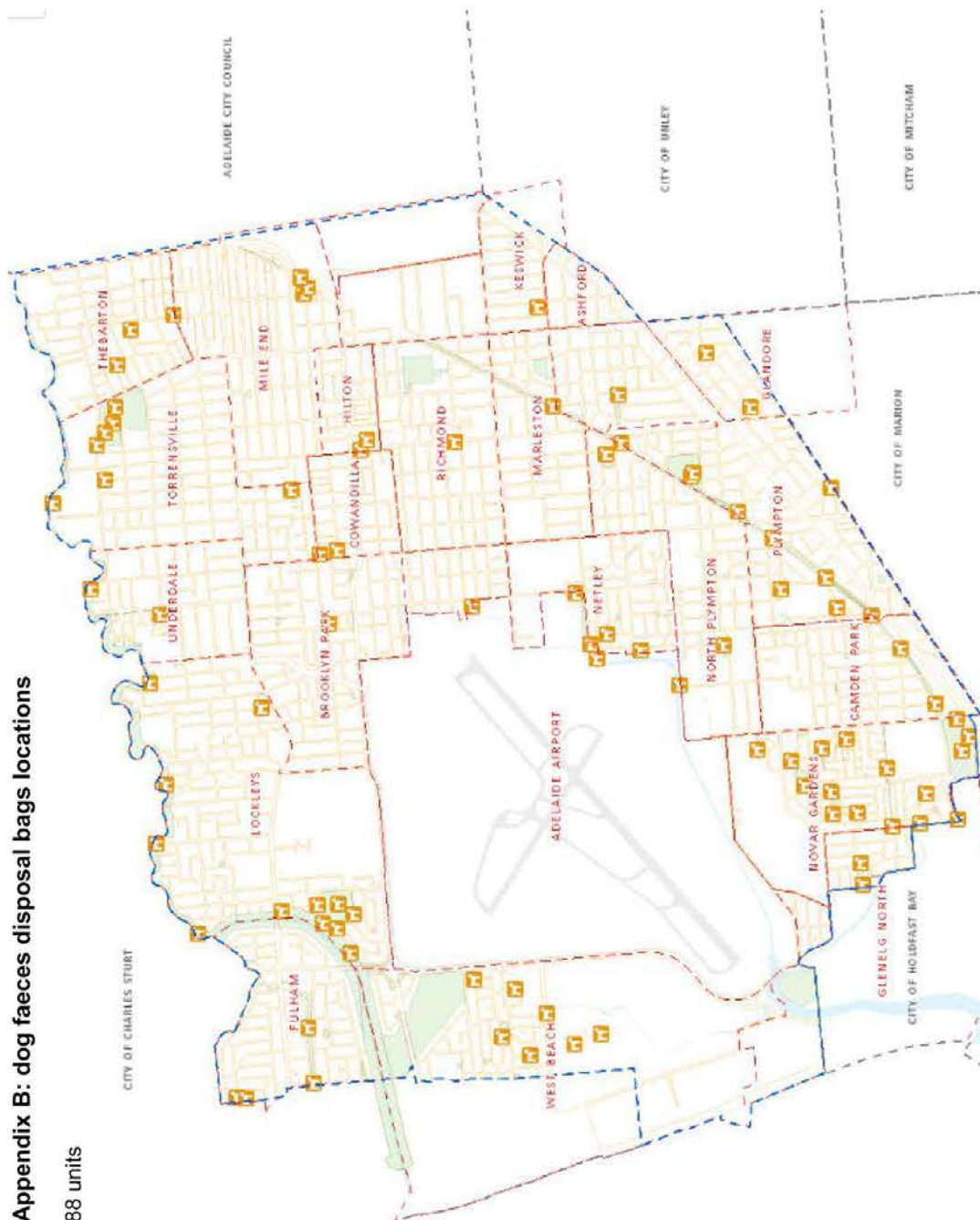
Dog prohibited areas

Dogs are not permitted within the following areas in the City of West Torrens:

- fenced playgrounds
- Clifford Street Reserve, Torrensvile.⁸

The *Dog and Cat Management Act 1995* prohibits dogs from all South Australian school grounds, kindergartens, child care centres and preschools without the permission of the person in charge of the site.

⁸ South Australia Government Gazette, Featured Notices, Application of Dogs By-law, Thursday 16 February 2017



Appendix C: Relevant legislation and documents

Relevant legislation

- Dog and Cat Management Act 1995
- Environmental Health Act 1986
- Local Government Act 1999

- Dog and Cat Management Regulations 2010
- Dog and Cat Management Regulations 2017
- Development Regulations 1993

- City of West Torrens By-Law No 3 – Local Government Land
- City of West Torrens By-Law No 5 – Dogs.

Related Council documents

- Standard Operating Procedure 1: Enforcement Framework
- Standard Operating Procedure 2: Evidence Collection
- Standard Operating Procedure 3: Expiation of Offences
- Standard Operating Procedure 4: Keeping of Dogs on Residential Premises*
- Standard Operating Procedure 5 Control of Dogs in Public Places #
- Community Land Management Plans.

* Standard Operating Procedure 4 contains Council procedures for:

- Barking dogs
- Unregistered dogs on a property
- Extra dogs on a property
- Dogs causing a menace to adjacent properties
- Dogs injuring a person entering a property.

Standard Operating Procedure 5 contains procedures for:

- Wandering dogs
- Seizing and impounding dogs
- Dog attack and harassment
- Dog control / destruction orders.

Appendix D: References consulted

Dog and Cat Management Board

Dog and Cat Management Board 2017 *Policy for Approving Plans of Management (Dogs and Cats)*, Government of South Australia

Websites

www.animalwelfare.com.au Animal Welfare League website
 www.assisteddogs.org.au Assistance Dogs Australia
 www.chipblitz.com Great Aussie Microchip Blitz website
 www.gooddogssa.com website produced by DCMB on responsible pet management
 www.livingsafelywithpets.com.au Victor and Victoria's Pet Town interactive learning website
 www.ndn.org.au National Desexing Program website
 www.petpep.ava.com.au website of AVA's Pets and People Education Program
 http://profile.id.com.au/west-torrens ID Community
 www.rspca.org.au Royal Society for the Prevention of Cruelty to Animals website

Industry / Stakeholder Publications

Jackson, V 2010 *Four legs // Four Walls Design Guidelines: A comprehensive guide to housing design with pets in mind*, Harlock Jackson Pty Ltd. A publication of the Petcare Information and Advisory Service.

Australian Veterinary Association Ltd AVA *Policies* South Australian Division of the Australian Veterinary Association

Author Unknown 2010 *Pets in the City* A publication of the Petcare Information and Advisory Service.

Wood, L (Ed) 2009 *Living Well Together: How Companion Animals can help Strengthen Social Fabric*, Petcare Information and Advisory Service Pty Ltd and Centre for the Built Environment and Health (School of Population Health), The University of western Australia.

Roetman, P., Tindle, H., Litchfield, C., Chiera, B., Quinton, G., Kikillus, H., Bruce, D. & Kays, R. (2017) *Cat Tracker South Australia: understanding pet cats through citizen science*. Discovery Circle initiative, University of South Australia, Adelaide

Citizen's Jury 'Reducing Unwanted Dogs and Cats' (2015) *Final Report to the Government of South Australia*, DemocracyCo

Parliament of South Australia (2013) *Final Report of the Select Committee on Dogs and Cats as Companion Animals*, Second Session, Fifty Second Parliament

Animal Medicines Australia (2016) *Pet Ownership in Australia 2016*, Animal Medicines Australia

D'Onise, K (2012) *Desexing: the overlooked way to reduce dog attacks*, Dog and Cat Management Board

12 MEETING CLOSE

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1 MEETING OPENED**2 PRESENT****3 APOLOGIES****Council Members:**

Cr Arthur Mangos

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 Strategy and Community Committee held on 18 April 2017 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 STRATEGY AND COMMUNITY REPORTS

11.1 City Strategy Monthly Activity Report

Brief

This report presents the City Strategy Department Activity Report for the period 6 April to 6 May 2017.

RECOMMENDATION(S)

The Committee recommends to Council that the City Strategy Activity Report for April 2017 be received.

Introduction

A report is presented to each Strategy and Community Committee detailing the status of key projects and activities within the City Strategy department since the last meeting of the Committee.

Discussion

Key activities	Update
Environmental Planning	
<i>Western Adelaide Urban Heat Mapping Project</i>	<p>The City of West Torrens is leading a regional project in conjunction with the Cities of Port Adelaide Enfield and Charles Sturt and the Adelaide and Mount Lofty Ranges Natural Resources Management Board to undertake urban heat mapping for the Western Adelaide Region.</p> <p>A regional workshop was hosted by the City of West Torrens at which initial results from the flyover undertaken in February were presented. A draft report has been prepared and is currently being circulated for comment across the four organisations. A report presenting the final Urban Heat Map for the Western Adelaide Region will be presented to Council in the First Quarter of 2017/18.</p>
<i>AdaptWest - Coastal and Inundation Modelling Report</i>	<p>As part of the <i>AdaptWest Climate Change Adaptation Plan</i> the Cities of West Torrens, Port Adelaide Enfield and Charles Sturt engaged Tonkin Consulting to prepare a report which models key systems in respect to sea water and stormwater flooding.</p> <p>As part of this report, the Patawalonga system has been modelled to assess its capacity to deal with both sea level rise and stormwater based on projected climate change scenarios for the region. The report also takes into consideration rainfall intensities, along with increased development across the region.</p> <p>Following this, a further report will be prepared which looks at a range of adaptation options for each of these systems in the first quarter of 2017/18.</p>

<i>Operational Environmental Management Plan</i>	The draft Operational Environmental Management Plan for the West Beach detention basin has been prepared and is currently being reviewed by Adelaide Airport's Environment Officer.
<i>Rainwater rebate review report</i>	<p>The criteria for the 2016/17 Rainwater Tank Rebate Program was expanded from previous years. This has resulted in a higher number of applicants, rebates issued and the amount of water captured for reuse.</p> <p>The Administration has prepared a rainwater rebate review report and recommends the program continue in its current form.</p>
<i>Green Initiatives rebate proposal</i>	<p>In response to the community's interest in sustainability initiatives, and to complement Council's sustainability programs, a green initiatives rebate proposal is currently being prepared for the June 2017 Civic Committee meeting.</p> <p>The Green Initiatives rebate proposal aims to ascertain interest in the provision of Council rebates to residents in relation to the purchase of items such as solar panels, electric bikes, electric vehicle charging stations etc.</p>
Land Use Planning	
<i>Revised Underdale and Torrensville Urban Employment Statement of Intent (SOI)</i>	<p>In accordance with Council's resolution, Ekistics Planning and Design is currently preparing the Development Plan Amendment documentation for the Urban Renewal Zone.</p> <p>Coffey Environmental Scientists has prepared a draft desktop preliminary environmental investigation for the Underdale and Torrensville area to inform the rezoning process.</p> <p>The Administration has received a draft Urban Renewal Zone module from DPTI to prepare the draft Development Plan Amendment documentation.</p> <p>A community factsheet on the project is planned to be released soon to commence the community information/consultation process.</p>
<i>Heritage Register and Heritage Development Plan Amendment</i>	The Administration has received a draft from DPTI adopting Council's recommended changes to Contributory and Local Heritage Item tables and maps. These are now being reviewed in order to advise DPTI to proceed with implementation. A response confirming the accuracy of changes will be provided to DPTI in June.
<i>Inner and Middle Metropolitan Corridor Infill Development Plan Amendment</i>	<p>In February 2017, the Minister for Planning wrote to Council advising of a revised approach to the Inner Middle and Metropolitan Infill Development Plan Amendments with an overview of two new DPAs being drafted.</p> <p>The Inner and Middle Metropolitan Corridor (Design) DPA will focus on a review of urban design policies in urban corridor areas. The changes are intended to apply to development in existing, and future, urban corridor zones.</p> <p>The Inner and Middle Metropolitan Corridor (Sites) DPA, (Sites DPA), will explore the potential to rezone selected sites for mixed use medium density redevelopment. Sites within City of West Torrens that are being considered for inclusion in the Sites DPA include:</p>

	<ul style="list-style-type: none"> • 254-262 Richmond Rd, Marleston (former Marleston TAFE site); and; • 6-10 Railway Tce, Mile End (adjacent the existing Urban Corridor Zone along Henley Beach Road). <p>The Administration attended the Inner Rim Planners Meeting at City of Adelaide on April 20 to share information on the progress of planning policy changes and instruments expected to be released by DPTI and which will affect the planning reform. The group, comprising policy planners from City of Adelaide and surrounding inner rim councils, identified similar interests and areas for shared advocacy including the Design DPA.</p> <p>Further information from DPTI regarding the drafting of two new Ministerial Inner and Middle Metropolitan Corridor Infill Development Plan Amendments (the DPAs) is anticipated and will be provided to Council in due course.</p>
Economic Development	
<p><i>Building Western Adelaide:</i></p> <p><i>Western Region Tourism Destination Action Plan</i></p>	<p>During April, Council was approached by Western Region Tourism partners seeking interest in collaborating on a regional tourism website to promote the benefits of the region.</p> <p>Internal discussions are progressing to consider the logistics of how content on a proposed Western Adelaide Region Tourism website may be monitored and/or integrated with Council's current social media and internet presence.</p>
<i>Workshops</i>	<p>On 3 April, the Administration attended the Economic Development and Community Wellbeing event hosted by the LGA and SA Health which brought together experts in the fields of local government, economic development, community development and health to discuss the convergence of their areas of expertise for the benefit of economic development and community wellbeing.</p> <p>At the event Dr Rod Tolley highlighted extensive research that indicates walkability trumps carparking as a measure for increased economic prosperity in main streets.</p> <p>The Administration attended the Mainstreets SA Conference from 6-7 April at which a number of practical approaches to economic development of main street shopping areas were presented. Sessions included: planning for, and promoting, cycling as a mode of travel; creating a better business mix; public art as a place making approach; role of tactical partnerships; conducting a 'Placecheck'; and examples of BIDS (Business Improvement Districts) from the UK and NZ.</p> <p>Of particular interest was a presentation suggesting that by encouraging a range of travel options, car parking spaces could be freed up and/or no longer required.</p>

<i>Smart Cities</i>	<p>As part of the 2016 election campaign, the Australian Government announced a \$50 million competitive <i>Smart Cities and Suburbs Program</i> to support projects that apply innovative technology-based solutions to urban challenges. The program encourages collaborative smart city projects that improve the liveability, productivity and sustainability of Australian cities, suburbs and towns.</p> <p>On 4 April 2017, the Administration attended a Smart Cities workshop hosted by LGA. This workshop featured a presentation from a Federal Government representative who outlined the Federal Government's role in the Smart Cities and Suburbs Program.</p> <p>As well as the widely publicised Smart Cities Plan and City Deals, the Federal Government will be running a "Future Ready" program to improve capacity to address smart cities agendas and assist local government capacity to apply for future rounds of Smart Cities funding. The Future Ready Program will be run through a series of online and face to face workshops from May to September this year.</p> <p>Future Ready events will nurture collaboration, incubate ideas and build participants' smart cities strategic planning and project design and delivery capabilities.</p>
Corporate Planning	
<i>Urban Design Framework</i>	The Administration has released a Request for Quote seeking a specialist to prepare the Urban Design Framework. The deadline for submissions is Friday 19 May 2017 and the expected timing to engage the consultant is early June 2017.
<i>Community Plan Review</i>	A report providing the updated Community Plan, as a result of consultation, was presented to the 9 May 2017 meeting of the CPPP the minutes of which will be presented to the 16 May 2017 meeting of Council.
<i>Service Plan 2017/18</i>	Draft departmental 2017/18 annual service plans were presented to the 9 May 2017 meeting of the CPPP, the minutes of which will be presented to the 16 May 2017 meeting of Council.
<i>3rd Quarter 2016/17 Service Plans Progress Update</i>	The 3 rd quarter 2016/17 Service Plans progress updates were presented to the 9 May 2017 meeting of the CPPP, the minutes of which will be presented to the 16 May 2017 meeting of Council.

Community Planning

Public Health Week

The City of West Torrens once again participated in the state-wide celebration of Public Health Week during April. A range of activities were coordinated for the week which aligned to this year's theme "Step Up and Be Healthy".

Activities included:

- an informative Q&A style luncheon with international walkability expert Dr Rod Tolley.
- a *Little Day Out* event in Memorial Gardens to encourage people aged 0-17 years to be active;
- a healthy cooking demonstration in the Memorial Gardens by local caterers Callum and Cameron from Sprout;
- a *Chair Yoga* demonstration in the Auditorium by Yoga Spirit Studios Director Tina Shettigara
- a week-long information station in the Hamra Centre foyer with information on how Council contributes to public health
- promotion of the new *water wall* in the library by giving away water bottles and encouraging customers to fill the bottle and increase water intake
- a social media competition encouraging local residents to post photographs of healthy lifestyles on Instagram and Facebook with the hashtag #cwtstepup for a chance to win one of two \$100 vouchers to spend locally

As part of the information station in the Hamra Centre foyer, staff members were present between 11am and 1pm each day in an effort to initiate dialogue with the community regarding their view of the public health priorities for the local area. This information will guide the *City of West Torrens Regional Public Health Plan* review over the next 12 months.

Overall the week was well attended with close to 100 conversations taking place and over 60 people participating in the various activities.





Conclusion

This report details recent activities of the City Strategy department for April 2017.

Attachments

Nil

11.2 Community Services Monthly Activity Report - April 2017

Brief

This report details the activities within the Community Services Department for the period 6 April 2017 to 6 May 2017.

RECOMMENDATION(S)

The Committee recommends to Council that the Community Services Activity Report - April 2017 be noted.

Introduction

The community services department provides a report to each Strategy and Community Committee meeting detailing the status of key projects and activities for the preceding month.

Discussion

The key projects and activities undertaken by the community services department are as follows:

Volunteers

This month over 60 volunteers attended First Aid, Mental Health, Manual Handling and Child Safe Environments training delivered through extra funds received for South Australian Volunteers. Talking Points featured an article about the shopping assistance volunteers. Preparation for a midyear volunteer morning tea is underway, with approximately 50-70 volunteers expected to attend.

Public Health Week

The community services team supported a week long Public Health Week campaign in the foyer of Hamra Centre. The focus was on educating the community on the West Torrens Community Health Plan. This event was a positive interdepartmental collaboration highlighting some of the great services and programs. Residents had the opportunity to learn, participate and engage through information and activities such as family little day outs, walking groups, sewing club, community gardens, food safety, cooking demonstrations, immunisation, volunteering opportunities and a yoga session targeting mindfulness.

OPAL

OPAL recently received promotional materials from the central OPAL Team to support the delivery of a new theme, 'Make it a Fresh Snack'. This theme promotes choosing fresh and healthy foods over packaged and processed snacks given research shows that 41% of a child's daily intake is made up of 'sometimes' foods. To support this theme there are flyers and fridge magnets containing information, ideas, recipes and shopping list suggestions. The delivery of this theme will also be supported by information on the City of West Torrens website and social media, as well as other promotional avenues.

OPAL partnered with the Children's and Youth Teams to deliver several school holiday activities - two Little Days Out and two Crumbs cooking programs. One of the Little Days Out had to be moved inside due to weather, but was still successful, with over 50 people attending to listen to stories told by a variety of presenters in varying languages. The second event, held at the beach, in partnership with the West Beach Surf Lifesaving Club.

The Crumbs cooking sessions had a focus on fresh and healthy snacks in support of the delivery of the Make it a Fresh Snack theme. A total of 12 young people attended each event with each provided with healthy recipes and information about easy and healthy ideas.

Arts

An exhibition of local artist Guy Cornelia's work was held for the month of April 2017.

Entries for the Art Prize closed on 28 April 2017. There was a total of 96 entries and the artworks are now being shortlisted for exhibition and awards.

The Auditorium Gallery played host to the International Audio-Visual Festival held from 20 to 23 April 2017 with a gala event and award presentation held on 23 April 2017. There were 142 audio visual entries from 71 authors. The judging panel came from the United Kingdom, New South Wales and South Australia and visitors to the Festival came from all over Australia and New Zealand. This is the largest audio-visual festival in the world and the convener looks forward to using the auditorium again in 2019.

Currently showing is Through the Eyes of Barbara Hanrahan which sees Thebarton and surrounds through the eyes of artist Barbara Hanrahan (1939-1991). Drawing on West Torrens' own collection and other insights, the exhibition explores 20th century life in the West through the artist's prints and writings. A vibrant and insightful exhibition.

School Holiday Programs



The Children and Youth Team trialled a few firsts. The 'Story Tent' was inspired by writer's week children's tent. The aim was to give our community access to a free, accessible, diverse and engaging experience of story-telling. The 'tent' mood was created with mini tee-pee's throughout the children's library. It was very special, creating a warm inviting space to sit and listen to stories through the raining day, with cushions and mini stools for our families to enjoy. Council's wonderful volunteers and professional story tellers provided a memorable experience for the audience. Several Civic Centre staff read from their favourite books, bringing the face of Council to life. The Library Collections Coordinator read a story in Polish.

The audiences were also delighted by the professional story tellers including former Children's Librarian Ruth Carson, Chinese School of Music reader Zhao Liang with her wonderful harp and Umehara Muretake and his crew who told Japanese inspired stories through Kamishibai with accompanying flute (Kamishibai means Story Theatre). It was a special and successful day with many of the community dropping in or staying throughout to hear a story. The audience even protested when the last reading was announced. Many wanted to stay and hear more even after 3 hours of listening to stories!

SPELD

Director Sandy Russo from the organisation SPELD came to workshop early reading skills in a first ever seminar. Parents were very appreciative of the opportunity to learn how to teach and support their children in this crucial stage of their literacy development. Sandy taught how to pronounce the sounds of English which was well received by our English as second language families. She provided everyone with useful resources and where to find good resources online. Sandy demonstrated how to use our early reader resources like Fitzroy and Dandelion as well as the Jolly Phonic and SPELD readers. It was an informative session and a great introduction for parents.

STEAM - the skills needed in the 21st century and beyond.

The Hamra Centre hosted its first staff led skills building event, focusing on science, technology, engineering, art and maths. Each subject area had a table of activities and the Children and Youth team lead the workshops, working hands on with around 20 participants per table. People could choose a starting point then work around the room experiencing each subject area. At the science table children enjoyed making their own lava lamps, Playdough and slime recipes and discussing scientific ideas. At the technology table, Edison Robots were introduced to highlight the concept of coding. There were a range of activities including an engineering challenge to make a huge marble run from recyclables, and 3D math shapes from toothpicks and marshmallows. A range of games and activities on the themes were also spread through the room to enable free exploration and self-directed learning. It was a busy, fun, interactive event which attracted a lot of verbal praise and thanks from the participants.

Outreach

Resource collection bookings were extremely busy this month with events including Anzac day, school holidays, Health Week and a Lockleys Football Club gathering.

A new dance group, Supto Bikash Dance Academy, has joined the Plympton Community Centre user group on Saturdays, offering Indian style dancing for young children up to the age of 12 years.

The mobile library was featured in the CoastCity and the Westside Weekly Messengers with an article about the positive impact of the Mobile Library on the community.

Library collections

Ages and stages guides for parents have been displayed in the toy library to assist parents in selecting age-appropriate toys for their children. Toys for young children need to match their stages of development, their emerging abilities as well as their interests.

**Water Fountain installed in the Library for customer use**

The vending machines were removed some months ago and the free water fountain has now been installed in their place. The fountain includes both bottle refill and drinking fountain outlets. The usage count at the beginning of May was 1,767.

Events coming up in 2017:**Refugee Week 2017**

A week-long rag weaving program using an external facilitator is planned for Tuesday 19 to Friday 23 June between 5pm and 7pm. Tuition will be provided for the first two evenings (bookings required on these nights only) with visitors being welcome at the last two nights. Participants will be able to work on a small communal project or start their own item e.g. a coaster, trivet or small floor mat based on ancient Icelandic traditions etc. More adventurous people can attempt a bag, hat or pet "pod".

On Thursday 22 June 2017, a free exercise class will be conducted by the Falun Dafa group between 7.30pm and 8.30pm. A community celebration will be held on Friday night 23 June to showcase both the group and individual projects. Publicity materials are being prepared and the promotion effort is well underway.

Movie Nights January to June 2017

Movie nights continue to be held on Thursday evenings every second month. This is a free event with refreshments, and is held in the Hamra Centre Auditorium.

"Last Cab to Darwin" (M)	Thursday 9 February 7pm
"Room" (M)	Thursday 13 April 7pm
"The Girl on the Train" (MA15+)	Thursday 15 June 7pm

Meet the author on 25 May 2017

Tricia Stringer will be talking about her latest book *Jewel in the North*.

Tricia has won the hearts of many with her warm, engaging stories of people in rural Australia.

Attachments

Nil

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