

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

- **Urban Services Prescribed Standing Committee**
- **Governance Prescribed Standing Committee**
- **Special 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, 3 OCTOBER 2017**  
**at 7.00pm**

**Terry Buss**  
**Chief Executive Officer**

#### **City of West Torrens Disclaimer**

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

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## **1 MEETING OPENED**

### **1.1 Evacuation Procedures**

## **2 PRESENT**

## **3 APOLOGIES**

### **Apologies**

#### **Council Members:**

Cr Megan Hill

### **Leave of Absence**

#### **Council Members:**

Cr Garth Palmer

## **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 19 September 2017 be confirmed as a true and correct record.

## **6 MAYORS REPORT**

### **(Preliminary report for the agenda to be distributed Friday, 29 September 2017)**

In the two weeks since the last Council Meeting of 19 September 2017, functions and meetings involving the Mayor have included:

#### **Wednesday 20 September**

7.00pm Participated as Master of Ceremonies at the launch by Phil Hoffmann in the West Torrens Auditorium of Valerie Volk's new book, *"Of Llamas and Piranhas"*, a collection of travel poetry written during her trip to South America.

#### **Thursday 21 September**

6.00pm Participated in the CEO's Review Committee Meeting.

#### **Friday 22 September**

8.00am Attended Plympton International College's Business Breakfast and Charter Signing for the Beacon Foundation, which provides job interview training.



**Saturday 23 September**

- 12 noon Attended with Cr George Demetriou and Stephanie Key MP the Opening Day for the Novar Gardens Bowling Club's 2017/18 Season.
- 1.30pm Attended with Cr Kym McKay the Adelaide Footy League Division 1 Grand Final at ALDI Arena(Thebarton Oval) between Payneham Norwood Union and Tea Tree Gully where I tossed the coin to start the game.

**Sunday 24 September**

- 8.30am Officiated by cutting the ribbon for the start of the Bay to Birdwood at Barratt Reserve, West Beach, followed by packing away the robe and chain before participating with Rosemary Trainer in the actual run for the last time in my MGB. It was only possible to progress part of the way along the route as we needed to get home to change for our next event. This was probably the last time the inimitable Glenn Dix, who is now 82, flagged off the event in his own unique style.
- 12 noon Watched with Rosemary Trainer the last part of West Adelaide's unsuccessful attempt to come from fifth to win the Reserves Grand Final, followed by the West Adelaide's Under-18 rising star Izak Rankin winning the 80 metre dash. We then attended as guests of the SANFL Chairman, Hon John Olsen AO, the SANFL Macca's League Grand Final lunch in the William Magarey Room at Adelaide Oval and the match between Port Adelaide and Sturt, won by the latter by one point.

**Tuesday 26 September**

- 6.00pm Participated in the Community Facilities Committee Meeting.

**Sunday 1 October**

- 8.00am Officiating as "The Lord Mayor of London" to flag off the "Down Under London to Brighton Run" from Edwards Park and London Road, Mile End, following which the Mayor of Holdfast Bay will welcome participants as "The Mayor of Brighton" at the conclusion of the event.

**Tuesday 3 October**

- 6.00pm Attending the Council pre-meeting dinner
- 7.00pm Participating in the Council and Standing Committees Meetings

**RECOMMENDATION**

That the Mayor's Report be noted.

**7 ELECTED MEMBERS REPORTS****8 PETITIONS**

Nil

**9 DEPUTATIONS**

Nil

**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 Urban Services Committee Meeting****RECOMMENDATION**

That the recommendations of the Urban Services Committee held on 3 October 2017 be adopted.

**11.2 Governance Committee Meeting****RECOMMENDATION**

That the recommendations of the Governance Committee held on 3 October 2017 be adopted.

**11.3 Special Strategy and Community Committee Meeting****RECOMMENDATION**

That the recommendations of the Special Strategy and Community Committee held on 3 October 2017 be adopted.

**12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS****12.1 Community Facilities General Committee Meeting****RECOMMENDATION**

That the Minutes of the Community Facilities General Committee held on 26 September 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 Request for a Privately Funded DPA at 80-84 Sir Donald Bradman Drive, Hilton

#### Brief

This report presents a request from Ekistics Planning and Design, on behalf of ALDI Stores Pty Ltd ("ALDI") for Council to initiate a privately funded DPA with respect to the land at 80-84 Sir Donald Bradman Drive Hilton.

#### RECOMMENDATION

It is recommended to Council that:

1. The 'ALDI Hilton DPA Statement of Justification (V2) Ref No. 00484-001', dated 23 August 2017 (**Attachment 1** of Agenda report), be received.
2. It provides 'in-principle' support to the proposal, submitted by Ekistics; for it to proceed to investigation phase of the Development Plan Amendment; to amend zoning at 80-84 Sir Donald Bradman Drive, Hilton, however, this in principle support be subject to a deed agreement being entered into with the proponent that contains the following provisions:
  - a. The project management approach for the DPA;
  - b. The funding arrangements for the DPA, which will require the private funder or proponent to fund, procure and manage as much of the DPA process as required and provide funds for Council to procure and engage its own consultants to undertake an independent peer review of the DPA.
  - c. The nature of the DPA, including full extent of area to be covered, the purpose of the DPA and what investigations will encompass;
  - d. Council maintaining ultimate control of the DPA (acknowledging the Minister has the right of final approval, or otherwise).
  - e. Key stages of the DPA being presented to Council for consideration prior to being submitted to the Minister for Planning for agreement,
  - f. Provisions for what happens if the DPA is either not authorised by the Minister for Planning or authorised with amendments that do not suit the interest of the private funder (essentially the private funder will still bear the cost of the DPA's preparation, regardless of the outcomes).
  - g. The private funder funding any additional investigations and legal expenses that are required by the Council; and
  - h. Other matters as such to ensure an open and transparent process providing no assurance that there will be a guaranteed outcome in the DPA process.
3. The draft Statement of Intent (**Attachment 2** of Agenda report) be received.

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#### Introduction

Pursuant to Sections 24 and 25 of the *Development Act 1993*, only a council or the Minister for Planning may prepare a Development Plan Amendment (DPA). However, individuals, groups or companies may request a council to undertake a council-initiated DPA whereby the costs of the planning and administrative process are privately funded.

Consequently, a request has been received from Ekistics, on behalf of ALDI, seeking Council's approval of a privately funded DPA with respect to the land at 80-84 Sir Donald Bradman Drive Hilton (Land) to rezone the land to create a supportive land use policy environment for the approval of an ALDI supermarket.

To facilitate that request, representatives from ALDI and their planning consultant Ekistics, addressed Council at an 'informal gathering' pre-brief session on 19 September 2017.

## Discussion

### **Background**

Ekistics met with the Administration to consider a number of sites within West Torrens for the establishment of an ALDI supermarket. Sites considered were located along Henley Beach Road and Sir Donald Bradman Drive.

Subsequently, Ekistics submitted a request from ALDI that Council considers the initiation of a privately funded DPA to rezone the Land to facilitate the development of an ALDI supermarket on it.

Council has previously used this approach for the rezoning associated with the World Park development in Keswick and has recently endorsed a similar process for a DPA at a location on Mooringe Avenue in Plympton.

In the event the DPA proposed in this report is endorsed, it is further proposed that a similar administrative arrangements applied to the Mooringe Avenue Privately-funded DPA be applied. This would include a Deed of Agreement to be drawn up which ensures all costs of the DPA are borne by the proponent including all costs incurred by Council in relation to preparing and resourcing the DPA.

### **The Policy Amendment Proposal**

In respect to the Land, the proponent is seeking to ensure amendments can be made to create a supportive land use policy environment for the approval of an ALDI supermarket.

The report and 'Statement of Justification' (**Attachment 1**) submitted by Ekistics sets the policy context and identifies two possible policy options to achieve rezoning that are more favourable to the proposed ALDI store development.

The implications of the two options are discussed below.

**Option 1-** Extends the Neighbourhood Centre Zone policy (which currently stops just west of the subject site). It is essentially a 'spot rezoning' which would extend the existing Neighbourhood Centre Zone policy over the subject area. In this option, the applicant would only need to justify changes to the subject site. This is the preferred option as it would only impact on the subject site and surrounding area rather than the wider policy area.

**Option 2-** Extends and requires changes to Arterial Roads Policy Area 1. This option has wider ramifications as it would not only change the policy that applies at the subject site but also change the nature of development allowed in all areas covered by the Commercial Zone, Arterial Roads Policy Area 1 (Commercial Arterial PA-1).

Currently Commercial Arterial PA-1 identifies shops with a gross leasable area greater than 250sqm as **non-complying**. Under the policy proposed by Ekistics, larger shops would be envisaged in Policy Area 1 of the Commercial Zone.

Supporting this change will require a broader approach to analysing the principles of large supermarkets in Commercial Zones.

Rejecting Option 2 sends a clear message to the market that small business will be protected in Commercial Arterial Policy Area 1. The alternative approach is to entertain Option 2 as the policy approach for this DPA which would revert to a market-led approach whereby big retail businesses and small retail businesses would compete for land in this space, often to the detriment of small business.

The proposed change could add pressure on small (primarily) independent retail businesses that otherwise service the day to day needs of employees and visitors in this zone. However, if it wished to do so, Council could seek an approach which balances the desires of larger retail corporations with the needs of small retail businesses in the local area.

The Land is currently disposed as a Rossi Boots factory and shop. Rossi Boots has indicated that it has outgrown the site and will look to relocate. If (or when) Rossi Boots vacate the site, the Land has 'existing use rights' that would allow another factory to establish at the site. Some consideration may need to be given to whether or not this would be the ideal result for the future of the site given the obvious potential for interface issues.

Issues such as car parking, traffic analysis, stormwater management and mitigation of interface issues are all subject to further detailed investigation through the DPA process.

### **Statement of Intent**

A draft Statement of Intent (SOI) has been provided by Ekistics (**Attachment 2**). However, this will require review and amendment to reflect Council's preferred option for progressing this DPA once a Deed of Agreement is confirmed and independent planning consultant appointed.

If Council agrees to initiate the DPA and Deed Agreement, the Administration (or the independent planning consultant acting on Council's behalf) will finalise the SOI which will be presented for Council's approval at a future date.

### **Ministerial DPA Policy Context**

On 21 April 2016, the Minister for Planning authorised the 'Existing Activity Centre Policy Review DPA' which, in the *West Torrens Development Plan*, effectively lifted and loosened the strength of floor caps that are applied in existing 'centre', 'shopping', 'business' and 'mixed use' zones.

The Ekistics 'Statement of Justification' report quite rightly highlights the policy vacuum that has been left by the Minister not pursuing the envisaged second 'retail' DPA. The 'Activity Centres and Shopping Growth DPA' was intended to explore the suitability of commercial uses, particularly shops, in areas outside of designated activity centres and mixed use areas, but not progressed.

### **Conclusion**

Ekistics, on behalf of ALDI Stores Pty Ltd, has submitted a request to Council for it to consider a privately funded Development Plan Amendment to amend planning policy that applies at 80-84 Sir Donald Bradman Drive, Hilton, to facilitate policy that envisages a supermarket of the scale appropriate for an ALDI store.

With indication from DPTI that they will entertain the DPA, it is considered reasonable for Council agree to commence the DPA process and for the deed of agreement to be negotiated as detailed in this report.

### **Attachments**

1. **ALDI Hilton DPA Statement of Justification (V2) Ref No. 00484-001**
2. **Draft Statement of Intent ALDI Hilton DPA submitted September 2017**



23 August 2017

REF No.: 00484-001

Mr Terry Buss  
Chief Executive Officer  
165 Sir Donald Bradman Drive  
HILTON SA 5033

Dear Mr Buss,

**RE: STATEMENT OF JUSTIFICATION FOR A PRIVATELY FUNDED DEVELOPMENT PLAN  
AMENDMENT – SIR DONALD BRADMAN DRIVE, HILTON**

We write in relation to recent discussions with the City of West Torrens (the Council) regarding the potential rezoning of land at 80-84 Sir Donald Bradman Drive, Hilton. More specifically, we write to request that the Council initiates a privately funded Development Plan Amendment (DPA) in relation to the subject site in order to establish a more supportive planning policy framework for retail development which, in turn, will provide additional employment opportunities and retail services to the local and broader community of West Torrens.

**Background**

Ekistics Planning & Design has been engaged by ALDI Stores Pty Ltd ("ALDI") to provide planning services in relation to the ALDI store 'roll out' across South Australia. As the Council would be aware, ALDI is in the process of rolling out approximately 50 new stores across South Australia. This roll out represents a total development industry investment of approximately \$250M and is expected to deliver approximately 1,725 development industry jobs across the State.

ALDI is seeking to establish a store in the Hilton area which would represent an investment injection exceeding \$5M and will result in approximately 25 full time equivalent (FTE) positions as well as an additional 48 FTE direct and indirect jobs during the construction period.

Ideally, the Hilton ALDI Store will be located along Sir Donald Bradman Drive given its strategic location between the Adelaide Airport and the CBD, adjacent an arterial road corridor and residential neighbourhood.

Accordingly, ALDI is seeking to secure a site at 80-84 Sir Donald Bradman Drive, Hilton which is currently occupied by the Rossi Boots factory. It is understood that Rossi is looking to relocate its business to a more functional and economic premises suited to its business needs.

Prior to settling on 80-84 Sir Donald Bradman Drive as the preferred location, ALDI undertook extensive investigations into a range of potential sites within the inner western suburbs of Adelaide with the intention of constructing a number of new Stores. Initially, these investigations focussed on Centre Zones and the Urban Corridor Zone which, generally, offer a supportive policy framework for an ALDI Store. However, it soon became apparent that these Zones were quite limited in size and/or depth and the land within them is tightly

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*def:E-KIS-TICS[noun]:The Science of Human Settlements...*

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held by existing businesses. Accordingly, ALDI concluded that no suitable sites were available along Henley Beach Road (Urban Corridor Zone) or within the existing Centre Zones given ALDI's requirements for a minimum total site area of around 5,000m<sup>2</sup>, adequate car-parking and safe and efficient loading arrangements for ALDI's trucks.

ALDI has also considered a number of sites outside the existing Urban Corridor and Centre Zones. However, these sites are constrained by zoning restrictions which, in most cases, would result in an ALDI Store being a non-complying form of development. Consequently, ALDI is seeking to explore potential opportunities to rezone sites outside existing Centre and Urban Corridor Zones to provide a more supportive policy framework.

### Ministerial DPA Context

On the 21 April 2016, The Minister for Planning authorised the '*Existing Activity Centres Policy Review DPA*' which introduced changes to the planning policies used in the assessment of development proposals in 'activity centres' such as retail centres, shopping strips, business precincts, high streets and town centres. These positive changes, which were introduced to encourage greater development opportunities as well as flexibility, competition and certainty, have provided a more supportive planning policy framework within existing Centre Zones.

A second 'retail' DPA, the '*Activity Centres and Shopping Growth DPA*', was also envisaged by the Minister and was intended to explore the suitability of commercial uses, particularly shops, in a wider range of circumstances outside of designated activity centres and mixed use areas. We understand that the Minister has resolved not to proceed with this second 'retail' DPA.

The Minister also initiated the '*Inner Metropolitan Growth DPA*' which, in conjunction with the Council's '*Housing Diversity (Part 1) Port Road Corridor DPA*', sought to actively plan for the future growth and revitalisation of strategic areas of metropolitan Adelaide. These DPAs were approved in October 2013 and rezoned specific corridors of land along arterial roads close to the city to further encourage a mix of medium to high density homes, offices and shops. Subsequently, the Minister commenced preparation of a separate DPA which was intended to rezone additional land along inner and middle metropolitan arterial road corridors to facilitate mixed-use development including retail. However, the Minister has now altered the intent and scope of this policy initiative and has prepared two separate DPA's as follows:

- The *Inner and Middle Metropolitan Corridor Design Review DPA ('Design DPA')*; and
- The *Inner and Middle Metropolitan Corridor Strategic Sites DPA ('Sites DPA')*.

These DPAs, which have recently been released for consultation, unfortunately, do not include several sites in the inner west of Adelaide which were identified by ALDI.

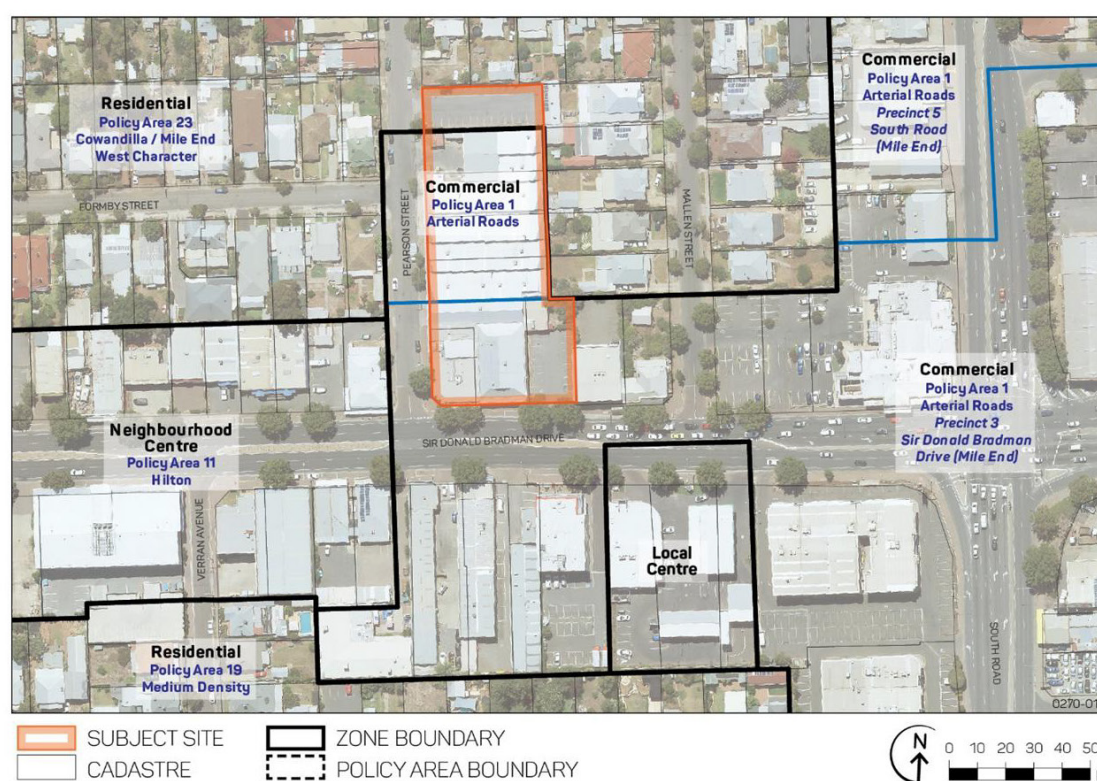
In summary, the Minister for Planning was until recently, intending to prepare a number of DPAs which were expected to open up opportunities for additional retail and mixed use development along main road corridors including Sir Donald Bradman Drive. It was anticipated that these DPA's would establish a more favourable planning environment for an ALDI Store along these corridors.



Given the Minister for Planning has indicated that he will no longer be progressing these rezoning opportunities (outside the specific locations selected in the Sites DPA), ALDI is seeking to pursue alternative options to achieve the rezoning of the land. Specifically, ALDI is seeking to pursue the rezoning of land at 80-84 Sir Donald Bradman Drive, Hilton (currently Rossi Boots factory). As identified on **Figure 1**, the site is predominantly zoned Commercial (Arterial Road Policy Area) and is partially within the Sir Donald Bradman Drive (Mile End) Precinct. A portion of the site is also in the Residential Zone.

In addition to the Rossi Boots factory, other existing land uses within the locality include a 24/7 Petrol Filling Station and shop, offices, hotel and retail showrooms.

**Figure 1** Subject Land and existing zoning



## Proposed DPA

It is anticipated that the proposed DPA will investigate the introduction of an appropriate Zone or policy change to facilitate retail development with a gross leasable floor area greater than 250m<sup>2</sup> at 80-84 Sir Donald Bradman Drive, Hilton. This outcome could be achieved through various potential policy options including:

- The expansion of the existing Neighbourhood Centre Zone adjacent the subject site to the west, which supports retail land uses; OR
- Expansion of the existing Commercial Zone, Arterial Road Policy Area 1 to include the entire subject site (*northern allotment currently within the Residential Zone – see Figure 1*) and amend the Arterial Road





Policy Area, Procedural Matters provisions to remove the current non-complying trigger for shops with a gross leasable area greater than 250m<sup>2</sup>. This would also provide an opportunity for other retail development larger than 250m<sup>2</sup> to establish in the Commercial Zone, Arterial Roads Policy Area, thereby increasing economic activity and providing additional shopping facilities for local residents and the broader community. Additional policy changes may also be required to support retail land uses in the Commercial Zone.

In terms of the DPA, it is anticipated that the following investigations will be required as a minimum:

- GIS mapping to analyse existing retail areas, zoning and land uses;
- Traffic impact assessment;
- Economic impact assessment;
- Infrastructure assessment (including stormwater management);
- Consideration of potential heritage matters; and
- Interface with adjoining existing and potential land uses.

These investigations have been articulated in greater detail in the enclosed draft Statement of Intent which will be the subject of a review and approval process by the Council and the Minister for Planning.

The proposed DPA will need to be consistent with the planning priorities of both the Council and the State Government. The State's planning framework is guided by the *30 Year Plan for Greater Adelaide* (2017) which includes, for example, the following policy under 'The Economy and Jobs' section:

**P56.** *Ensure there are suitable land supplies for the retail, commercial and industrial sectors.*

The Council's planning priorities are expressed in its Strategic Directions Report (Section 30 Development Plan Review). It is noted that the West Torrens Council's most recent Strategic Directions Report 'Vision 2025' was approved by DPTI in March 2015.

The Council's Vision 2025 acknowledges the economic directions set out in the 30 Year Plan for Greater Adelaide and reiterates that Council's previous Strategic Directions Report (2008) identified and prioritised 'Employment' as one of seven issues scheduled for DPAs and investigations. The 2015 Strategic Directions Report also confirmed that 'employment' considerations continues to be a relevant and a key priority of the Council. Consequently, an 'Employment DPA' was determined to be a high priority for the Council and a three year timeframe was proposed to undertake the associated investigations and DPA preparation.

Broadly speaking, the proposed rezoning of the subject land will assist the Council to work towards satisfying the *30 Year Plan for Greater Adelaide's* policy of ensuring that suitable land is available for the retail sector. The DPA will also assist to create jobs within the West Torrens Council and will provide the local community with improved access to retail services.

If the DPA proceeds, a thorough review of all the relevant strategic documents will be undertaken.



## Procedural and Legal Arrangements

While it is noted that the West Torrens Council does not have a formal policy in relation to privately funded DPAs, it is understood that the Council would be willing to consider such an approach. It is also noted that a number of other Councils have adopted a Privately Funded DPA Policy which could serve as a guide for this process. For example, the City of Salisbury and the Mount Barker District Council both have privately funded DPA policies which establish an appropriate and transparent process for Council's to receive assistance in updating their Development Plans.

Under such a process, ALDI would arrange for a draft DPA to be prepared in accordance with a Statement of Intent which, as mentioned previously, would need to be endorsed by both the Council and the Minister for Planning. At the Council's discretion, an independent review of the draft DPA could be undertaken by Planning Consultant engaged separately by the Council. Such a review would give the Council added confidence that the DPA has been prepared in a transparent and objective manner in accordance with 'best practice'. In addition, as with all Council initiated DPAs, the Council would be required to review and approve the DPA prior to submitting it to the Minister for Planning for further review and scrutiny. This process would be followed by an 8 week period of consultation with the community and Government Agencies.

In terms of the funding arrangements, ALDI Pty Ltd would be responsible for all agreed costs associated with the preparation of the DPA. These costs would be clearly set out in a legal contract between the parties, the details of which would be the subject of negotiation, but are likely to confirm that:

- Council will maintain control of the DPA which will be ultimately adopted, modified or rejected at the absolute discretion of Council;
- The management, policy oversight and processing of the DPA will be required to be undertaken by Council staff (inclusive of required public and Agency consultation); and
- While Council may initiate the DPA, ultimately the decision on its authorisation is a decision of the Minister for Planning, and not the Council, and that Council has no control over this process.

## Conclusion

ALDI is seeking the Council's endorsement to initiate a privately funded DPA to rezone land at 80-84 Sir Donald Bradman Drive, Hilton. The DPA will facilitate the construction of an ALDI Store and will unlock the potential for employment generating development.

The Hilton ALDI Store is likely to create approximately 25 full time equivalent (FTE) positions as well as an additional 48 FTE direct and indirect jobs during the construction period. In addition, it represents an investment opportunity exceeding \$5 million with West Torrens Council.

Subject to the Council's favourable consideration of this request, we would be pleased to update the enclosed draft Statement of Intent which sets out the formal process for the rezoning including the proposed investigations. The Statement of Intent will then be reviewed by the Council and, if endorsed, submitted to the Minister for Planning to commence the rezoning process.



On behalf of ALDI, we look forward to the Council's favourable consideration of this request to commence a privately funded DPA. In the meantime, please contact the undersigned on 7231 0286 if any further information is required.

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'Kieron Barnes'.

**Kieron Barnes**

Senior Associate

# Statement of Intent

By the Council

**West Torrens Council Development Plan**

**Hilton Development Plan Amendment**

**by the**

**City of West Torrens**

**September 2017**

Pursuant to section 25 (1) of the *Development Act 1993* this Statement of Intent forms the agreed basis for the preparation of the proposed Development Plan Amendment.

**Terry Buss**  
**CHIEF EXECUTIVE OFFICER**

**Date:**

**John Rau**  
**MINISTER FOR PLANNING**

**Date:**

**Hilton DPA**  
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**Hilton DPA  
1 Introduction****1. Introduction****1.1 Statement of Intent**

Pursuant to section 25(1) of the *Development Act 1993* (the Act) the City of West Torrens (the Council) has reached agreement with the Minister on this Statement of Intent (SOI) prepared by the Council in accordance with the *Development Regulations 2008* (the Regulations).

The SOI details the scope, relevant strategic / policy considerations, nature of investigations to be carried out, the consultation process and timeframes to be followed in preparing the DPA.

**1.2 Chief Executive Statement**

The Chief Executive Officer of the Council confirms the following:

- The proposed DPA will assist in implementing the Planning Strategy.
- The proposed DPA has been endorsed by Council.
- All procedures, documentation and mapping will accord with relevant statutory requirements of the Act and Regulations.
- Sufficient Council resources will be devoted to completing the DPA within the agreed timeframe. Council acknowledges that the Minister can lapse the DPA if key timeframes are not met by Council pursuant to section 25(19) of the Act.
- Council may use the outcome of investigations and other information produced by external sources which will be reviewed by a qualified, independent professional advisor (pursuant to section 25(4) of the Act).

**1.2.1 Council Contact Person**

The key Council contact person who will be responsible for managing the DPA process and who will receive all official documents relating to the DPA is:

- TO BE ADVISED

**1.2.2 Developer Supported DPA**

The DPA process will be funded by ALDI Stores Pty Ltd in accordance with a legal and funding agreement with the Council. However, the Council will contain full control over the DPA process and decision making responsibilities in accordance with the *Development Act 1993*.

**Hilton DPA**  
**2 Scope of the Proposed DPA**

## **2. Scope of the Proposed DPA**

### **2.1 Need for the Amendment**

#### **2.1.1 Rationale**

For some time now, it has been apparent that the existing Commercial Zone along Sir Donald Bradman Drive is in need of review and amendment. More specifically, the City of West Torrens (the "Council") is aware that a number of significant developments have not proceeded due to concerns associated with the current Zone. In addition, the current Zone does not reflect the clear directions provided in the *30-Year Plan for Greater Adelaide* in relation to development along arterial road corridors.

Currently, the Commercial Zone contains a complicated and convoluted mix of four Policy Areas and six Precincts. Each Policy Area and Precinct features slight policy variations in terms of envisaged land uses and built form outcomes without providing clear direction to the community and the development industry in relation to the Council's vision for the Zone. In addition, the Zone currently envisages a range of land uses which are no longer considered appropriate or desirable in an inner suburban location along a major arterial road which forms the main entrance to Adelaide from the Airport. These envisaged uses include:

- Light industry
- Motor vehicle related business
- Service industry
- Warehouse

Significantly, there are a number of non-complying forms of development listed in the Zone which would generally be considered suitable along an arterial road. These uses include shops (where greater than 250m<sup>2</sup>), pre-schools, nursing homes and some forms of residential development. In addition, restrictions have been placed on the size of offices in some areas of the Zone.

In contrast, the Urban Corridor Zone, which covers land along other arterial roads in the West Torrens Council area (Henley Beach Road and Port Road), provides a more flexible policy framework which contemplates a wider mix of land uses. In this Zone, a shop of any size would be assessed on its merits as would an office, a nursing home, a pre-school and higher density residential development. In addition, land uses such as industry, petrol filling stations and service trade premises (which could potentially have an impact on local amenity) are listed as non-complying.

Based on the above, it is clear that the policy framework for Sir Donald Bradman Drive differs significantly from Henley Beach Road and Port Road. Given that all three roads are major arterial roads, all three are located close to the Adelaide Central Business District and all three are surrounded by residential development, it appears that the zoning of Sir Donald Bradman Drive is out of step with the other arterial roads in the Council area.

The Council is also mindful that the Minister for Planning was, until recently, intending to prepare a number of DPAs which were expected to open up opportunities for additional retail and mixed use development along main road corridors including Sir Donald Bradman Drive. It was anticipated that these DPA's would establish a more favourable planning environment for a range of land uses such as shops, offices, higher density residential development, pre-schools and nursing homes along these corridors. However, the Minister has now altered the intent and scope of this policy initiative and has prepared two separate DPA's as follows:

- The *Inner and Middle Metropolitan Corridor Design Review DPA* ('Design DPA'); and
- The *Inner and Middle Metropolitan Corridor Strategic Sites DPA* ('Sites DPA').



Title\_of\_SOI  
2. Scope of the Proposed DPA

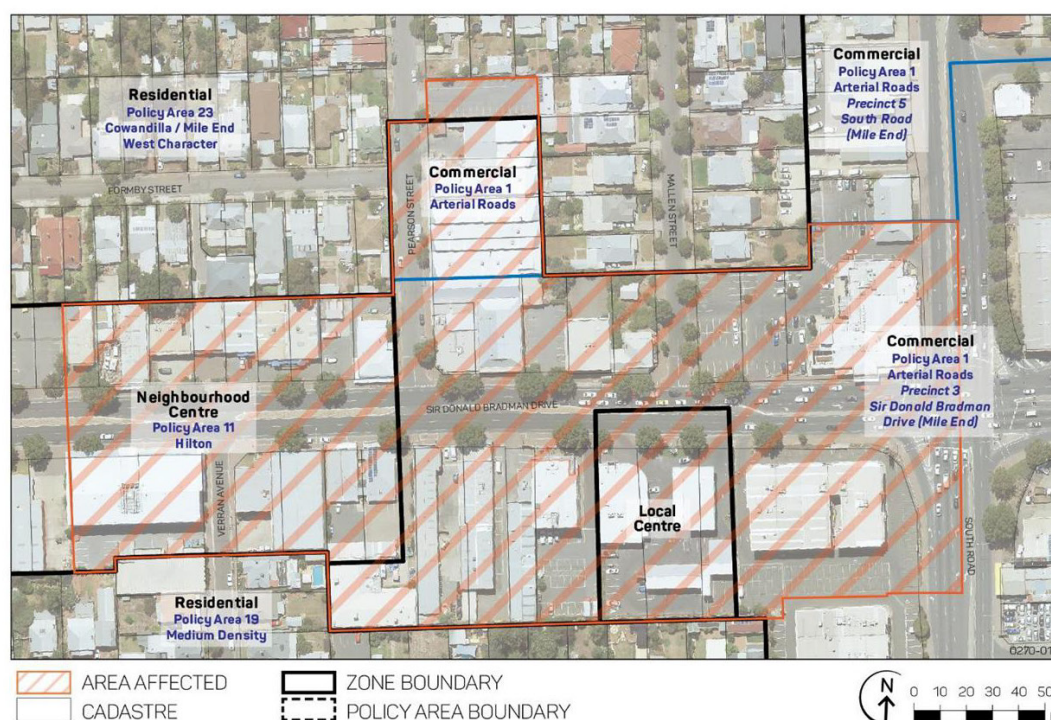
These DPAs, which have recently been released for consultation, do not seek to amend the Commercial Zone along Sir Donald Bradman Drive.

For the reasons outlined above, the Council wishes to initiate a DPA to review the Commercial Zone affecting land on Sir Donald Bradman Drive at Hilton with a view to achieving a zoning framework which is more consistent with other arterial roads in the Council area and, more broadly, with the inner and middle metropolitan corridors. Accordingly the following policy options are proposed to be addressed as part of this DPA:

- The potential expansion of the existing Neighbourhood Centre Zone adjacent the affected area to the west, which supports a wider mix of development including retail land uses; OR
- The potential expansion of the existing Arterial Road Policy Area 1 within the Commercial Zone to include the entire affected area and amend the relevant Procedural Matters provisions to remove the current non-complying trigger for shops with a gross leasable area greater than 250m<sup>2</sup>.

### 2.1.2 Affected Area

The area affected by the proposed DPA is shown on the map below:



### 2.1.3 Potential Issues

Potential issues associated with the subject land which will need to be addressed by detailed investigations include:

- The impact of additional traffic generated by future development;
- The economic impact of future development;
- Demand on existing infrastructure (including stormwater management); and
- Interface with adjoining existing and potential land uses.

## Hilton DPA

## 3. Strategic and Policy Considerations

### 3. Strategic and Policy Considerations

#### 3.1 The Planning Strategy

##### 3.1.1 Targets

The DPA will support the The 30-Year Plan for Greater Adelaide by implementing the following targets:

Target	How the target will be implemented:
The 30-Year Plan for Greater Adelaide	
<b>85% of all new housing in metropolitan Adelaide will be built in established urban areas by 2045</b>	The DPA will assist to meet this target by providing opportunities for mixed use development such as retail, offices and residential.
<b>Increase the percentage of residents living in walkable neighbourhoods in Inner, Middle and Outer Metropolitan Adelaide by 25% by 2045</b>	The DPA will provide an opportunity for retail development in close proximity to existing residential areas which will assist to create a walkable neighbourhood in Hilton.
<b>Increase housing choice by 25% to meet changing household needs in Greater Adelaide by 2045</b>	The DPA will assist to provide greater housing diversity by providing opportunities for mixed use development such as retail, offices and residential.

##### 3.3.2 Policies

The DPA will support The 30-Year Plan for Greater Adelaide by implementing the following policies:

Policies	How the target will be implemented:
<b>Transit Corridors, growth areas and activity centres</b>	
<b>Policies</b>	
<b>P1. Deliver a more compact urban form by locating the majority of Greater Adelaide's urban growth within existing built-up areas by increasing density at strategic locations close to public transport. (Map 2)</b>	The DPA will facilitate a mix of development within the existing built-up area close to public transport.
<b>P5. Encourage medium rise development along key transport corridors, within activity centres and in urban renewal areas that support public transport use.</b>	The DPA will encourage medium rise development along Sir Donald Bradman Drive – a key transport corridor.
<b>A4. Rezone strategic sites to unlock infill growth opportunities that directly support public transport infrastructure investment.</b>	The DPA will unlock infill growth opportunities along Sir Donald Bradman Drive which will support public transport.
<b>Design quality</b>	

**Hilton DPA**  
**3.Strategic and Policy Considerations**

<b>Policies</b>	<b>How the target will be implemented:</b>
<b>P25. Encourage urban renewal projects that take an all-inclusive approach to development by including streetscapes, public realm, public art and infrastructure that supports the community and responds to climate change.</b>	By unlocking the potential for further development along Sir Donald Bradman Drive, the DPA will encourage upgrades to the streetscape and public realm.
<b>P29. Encourage development that positively contributes to the public realm by ensuring compatibility with its surrounding context and provides active interfaces with streets and public open spaces.</b>	By encouraging a wider range of development including retail, the DPA will encourage greater activation of the streetscape.
<b>A16. Ensure that the local area planning process adequately address interface issues in the local context and identify appropriate locations for:</b> <ul style="list-style-type: none"> <li>• medium and high rise buildings</li> <li>• sensitive infill in areas of protection and areas of heritage value</li> <li>• where there should be minimum and maximum height limits.</li> </ul>	The DPA will consider specific provisions which seek to address the siting and height of new development.
<b>Health, wellbeing and inclusion</b>	
<b>P47. Plan future suburbs and regenerate and renew existing ones to be healthy neighbourhoods that include:</b> <ul style="list-style-type: none"> <li>• diverse housing options that support affordability</li> <li>• access to local shops, community services and facilities</li> <li>• access to fresh food and a range of food services</li> <li>• safe cycling and pedestrian friendly streets that are tree-lined for comfort and amenity</li> <li>• diverse areas of quality public open space (including local parks, community gardens and playgrounds)</li> <li>• sporting and recreation facilities</li> <li>• walkable connections to public transport and community infrastructure.</li> </ul>	The DPA will assist to regenerate and renew the Hilton neighbourhood by encouraging additional shopping opportunities within walking distance.

## Hilton DPA

## 3. Strategic and Policy Considerations

Policies	How the target will be implemented:
<b>The economy and jobs</b>	
<b>P55. Promote certainty to undertake development while at the same time providing scope for innovation.</b>	The DPA will promote certainty to business owners and investors through amending the existing Commercial Zone which is complicated and convoluted and doesn't provide clear direction to the community and the development industry.
<b>P56. Ensure there are suitable land supplies for the retail, commercial and industrial sectors.</b>	The DPA will assist to ensure that sufficient land is available for the retail sector in West Torrens.
<b>Transport</b>	
<b>P74. Ensure development does not adversely impact the transport function of freight and/or major traffic routes and maintains access to markets.</b>	The DPA will not result in development that will adversely impact the transport function of freight and/or major traffic routes.
<b>P75. Increase the number of neighbourhoods, main streets and activity centres where place is given greater priority than vehicle movement by adopting a 'link and place' approach.</b>	The DPA will facilitate retail development along main streets close to residential areas which will encourage walking and reduce reliance on vehicles.
<b>Climate change</b>	
<b>P105. Deliver a more compact urban form to:</b> <ul style="list-style-type: none"> <li>• protect valuable primary production land</li> <li>• reinforce the Hills Face Zone, character preservation districts and Environment and Food Production Areas</li> <li>• conserve areas of nature protection areas</li> <li>• safeguard the Mount Lofty Ranges Watershed</li> <li>• reduce vehicle travel and associated greenhouse gas emissions.</li> </ul>	The DPA will assist to deliver a more compact urban form.
<b>Water</b>	
<b>P115. Incorporate water-sensitive urban design in new developments to manage water quality, water quantity and water use efficiency and to support public stormwater</b>	The DPA encourages the incorporation of the Water Sensitive Urban Design.

**Hilton DPA**  
**3.Strategic and Policy Considerations**

Policies	How the target will be implemented:
systems.	
Emergency management and hazard avoidance	
<b>P121. Ensure risk posed by known or potential contamination of sites is adequately managed to enable appropriate development and safe use of land.</b>	The DPA introduces specific provisions in relation to potential site contamination.

## 3.2 Council Policies

### 3.2.1 Council's Strategic Directions (Section 30) Report

The Council's Strategic Directions Report (2015) included as a high priority the preparation of an Activity Centres DPA. The DPA was proposed following a technical review of the Development Plan which identified that a number of centres either do not match the centre definitions contained in the Planning Strategy; and/or under-perform or are more suitable to accommodate alternate uses.

Consequently, the Strategic Directions Report proposed that all activity centres be reviewed using a process of retail and economic analysis to facilitate better decision-making about the role and function of each centre.

For this reason, the proposed Hilton DPA is highly aligned with Council's Strategic Directions Report albeit on a smaller scope than originally envisaged by the Activity Centres DPA.

### 3.2.2 Infrastructure Planning

The proposed amendment will be consistent with current infrastructure planning (both social and physical) identified in council's strategic directions report, by the Minister or by a relevant government agency.

### 3.2.3 Other Policies or Local Issues

The policies of this DPA will be consistent with the policies in:

- The Council-wide section of the Development Plan
- Council's Current DPAs including the Underdale and Torrensville Urban Renewal DPA
- The Development Plans of adjoining Council areas
- Schedule 4 of the Regulations

## 3.3 Minister's Policies

### 3.3.1 Planning Policy Library

The DPA will draw on the relevant modules from the South Australian Planning Policy Library including the Neighbourhood Centre Zone and Commercial Zone. The DPA will also update the Development Plan to the latest version of the Planning Policy Library where relevant.

**Hilton DPA****3. Strategic and Policy Considerations**

Council does not anticipate that the DPA will involve the introduction of local additions or variation to the Planning Policy Library, however, should the investigations identify that this form of policy amendment is necessary, justification will be provided in the DPA.

**3.3.2 Existing Ministerial Policies (Section 25(5), 26 and Section 29)**

This DPA does not propose to alter any Ministerial policies introduced into the West Torrens Council Development Plan through section 25(5), 26 or 29 of the Act. However, should it become apparent during the course of the investigations that changes to Ministerial policies may be required, any proposed amendments will be justified in the DPA and Council confirms that the policies will only be changed in a way that ensures consistency with the Planning Strategy.

**3.3.3 Ministerial DPAs**

The policies of this DPA will be consistent with and not contradict the policies proposed in the following relevant Ministerial DPAs:

- The Inner and Middle Metropolitan Corridor Design Review DPA ('Design DPA'); and
- The Inner and Middle Metropolitan Corridor Strategic Sites DPA ('Sites DPA').



**Hilton DPA**  
**4 Investigations and Consultation**

## **4. Investigations and Consultation**

### **4.1 Investigations**

#### **4.1.1 Investigations Previously Undertaken**

Prior to the initiation of this DPA, investigations were undertaken to determine potential development opportunities and constraints along Adelaide's inner western main road corridors – particularly Sir Donald Bradman Drive and Henley Beach Road. These roads were analysed using spatial mapping and site inspections.

It was noted that allotments facing the main road corridors are commonly narrow in width and shallow in depth, limiting potential development opportunities. In addition, the zoning framework along Sir Donald Bradman Drive actively seeks to prevent the development of shops greater than 250m<sup>2</sup>. When combined with the tightly held land holdings within the more supportive 'Centre Zones', this creates a challenging planning environment for new retail and mixed use development on Sir Donald Bradman Drive, Hilton.

Site inspections confirmed that land at Sir Donald Bradman Drive, Hilton offers significant potential for new development with no obvious constraints and multiple existing vehicle access points. However, despite the development potential 'on the ground', the planning policy is not supportive for retail or mixed use development.

Investigations indicated that allotments on either side of Henley Beach Road are subject to more flexible planning provisions within the Urban Corridor Zone where shops area assessed 'on merit' regardless of the floor area. Despite the presence of more favourable policy, Henley Beach Road is very tightly held by existing business with no significant development opportunities identified.

The analysis of the main road corridors within the inner west confirms that the current planning policy along Sir Donald Bradman Drive, Hilton significantly limits further retail and mixed use expansion in this region. This is restricting the development potential of a number of sites. On the other hand, Henley Beach Road is subject to more flexible planning policy, yet the area is at capacity with no apparent significant development opportunities available.

The analysis indicates that a DPA should be initiated to 'free up' the Commercial Zone on Sir Donald Bradman Drive, Hilton to allow a broader range of land uses including ensuring shops of any gross leasable area are 'consent' development.

#### **4.1.2 Investigations Initiated to Inform this DPA**

The proposed DPA will investigate amendments to the existing Zones, to provide a more flexible planning framework for development along Sir Donald Bradman Drive, Hilton. This could include the following options:

- The potential expansion of the existing Neighbourhood Centre Zone adjacent the affected area to the west, which supports a wider mix of development including retail land uses; OR
- The potential expansion of the existing Arterial Road Policy Area 1 in the Commercial Zone to include the entire affected area and amend the Procedural Matters provisions to remove the current non-complying trigger for shops with a gross leasable area greater than 250m<sup>2</sup>

Additional investigations (including those arising from issues not addressed in the Planning Policy Modules) to inform this DPA will include the following:

- GIS mapping to analyse existing retail areas, zoning and land uses;
- Traffic impact assessment;

**Hilton DPA****4. Investigations and Consultation**

- Economic impact assessment;
- Infrastructure assessment (including stormwater management); and
- Interface with adjoining existing and potential land uses.

**4.2 Consultation**

The following key stakeholders will be consulted during the investigations stage for input into the proposed DPA:

- DPTI – Development Planning.
- DPTI – Transport Services.
- Department of State Development.
- SA Power Networks.
- Electranet Pty Ltd.
- SA Water.

The following agencies, State Members of Parliament, interested parties, individuals and Councils will be consulted during the consultation stage of the DPA:

- Local Members of State Parliament
- Adjoining Councils

Consultation with the public will be undertaken in accordance with the requirements of the Act and Regulations. This will include:

- A notice in the Government Gazette.
- A notice in the Advertiser Newspaper.
- The scheduling of a Public Meeting at which any interest person may appear to make representations on the proposed amendment.
- Notices to the owners or occupiers of any land that is subject to or adjacent to the affected area of the proposed amendment.



Hilton DPA  
5. Proposed DPA Process

## 5. Proposed DPA Process

### 5.1 DPA Process

Council intends to **undertake the following DPA process** (check box):

☐ **Process A**

Agencies will be consulted on a draft version of the DPA for a period of 6 weeks. A copy of the DPA, and copies and a summary of agency submissions, will then be sent to the Minister for approval to release the DPA for public consultation.

☐ **Process B1 (with consultation approval)**

A copy of the DPA will be sent to the Minister for approval to release it for concurrent agency and public consultation (not more than 8 weeks for agency comment and not less than 8 weeks for public comment).

☒ **Process B2 (consultation approval not required)**

A copy of the DPA will be released for concurrent agency and public consultation (not more than 8 weeks for agency comment and not less than 8 weeks for public comment).

☐ **Process C**

A copy of the DPA will be released for concurrent agency and public consultation (not more than 4 weeks for agency comment and not less than 4 weeks for public comment). Landowners and occupiers identified in the SOI will receive direct notification of the DPA.

#### 5.1.1 Rationale

Process B2 has been selected because the proposed policy changes will assist to achieve consistency between the West Torrens Development Plan and the 30-Year Plan for Greater Adelaide. Therefore, Ministerial approval prior to consultation is not considered necessary.

Title\_of\_SOI

## 6. Professional Advice and Document Production

## 6. Professional Advice and Document Production

### 6.1 Professional Advice

The professional advice required will be provided by:

- TO BE ADVISED.

This person satisfies the professional advice requirements of the Act and Regulations and will provide advice to the council prior to the preparation of the DPA. This person is not considered to have a conflict of interest or perceived conflict of interest in the DPA.

### 6.2 Document Production

The DPA (including the structure, amendment instructions and mapping) will be prepared in accordance with the Technical Guide to Development Plan Amendments issued by the Department for Planning, Transport and Infrastructure (the Department) and any templates, except as mutually agreed.

To ensure certainty as to the correct version of the DPA, the DPA will contain a date in the footer (eg version 5 July 2007). The footer will be located on every page of the DPA, including the proposed amendments (including mapping).

The Chief Executive Officer of the council will ensure that the policies implement the Planning Strategy, all procedures have been completed within the statutory requirements, and that mapping is correct prior to issuing a certificate in accordance with the Act. If this is not the case, the council will take responsibility for the DPA until the matter has been resolved.

### 6.3 Mapping

Council will obtain electronic copies of all the affected maps and/or figures from the Department prior to the commencement of mapping amendments to ensure all mapping is amended based on current map bases.

Amendments to maps will be provided in the required format to the Planning Division of the Department. Mapping amendments for this DPA will be undertaken by:

- TO BE ADVISED

**Hilton DPA**  
**7. Proposed DPA Timetable**

## 7. Proposed DPA Timetable

### Process B2 (consultation approval not required) Timetable

The following timetable is proposed for this DPA based on the selected process. Council will take steps to update this timetable if it appears at any stage that Council will require an extension to complete a task.

Steps	Responsibility	Agreed Timeframe from Minister's Approval
<b>Development Plan Amendment (DPA)</b>		
Investigations conducted; DPA prepared	Council	12 weeks SOI agreement – DPA commences consultation
Agency and public consultation concludes	Council	8 weeks
<b>Summary of Consultation and Proposed Amendment (SCPA)</b>		
Public Meeting held; submissions summarised; DPA amended in accordance with Council's assessment of submissions; SCPA prepared and lodged with the Department	Council	4 weeks Public consultation closes – SCPA lodged with the Department
SCPA assessed and report on DPA prepared for Minister	Department	7 weeks
Minister considers report on DPA and makes decision	Minister	4 weeks
Approved amendment gazetted	Department	2 weeks

Following Ministerial approval of the proposed amendment, it is forwarded to the Environment, Resources and Development Committee of Parliament for review.

## 17.2 Community Engagement Charter 2017 Discussion Draft Submission

### Brief

This report proposes feedback to the State Planning Commission on the *Community Engagement Charter 2017 Discussion Draft - Outputs from Stage 1* which is required pursuant to the *Planning, Development and Infrastructure Act 2016*.

### RECOMMENDATION(S)

It is recommended to Council that:

1. The feedback contained within this report be provided as Council's submission to the State Planning Commission on the establishment of a Community Engagement Charter in accordance with the *Planning, Development and Infrastructure Act 2016*.
2. Council's submission to the State Planning Commission be submitted to the Local Government Association.

---

### Introduction

The *Planning, Development and Infrastructure Act 2016* (PDI Act) was proclaimed on 1 April 2017 and will be progressively made operational over the next 3 years.

The State Planning Commission (Commission) is an independent body that acts as the state's principal development assessment and planning advisory body with the Department of Planning, Development and Infrastructure (DPTI) providing administrative and technical support and advice to the Commission.

The Act requires an inaugural Community Engagement Charter (Charter) to be in place and operational by 1 October 2017. The Commission is responsible for the preparation or amendment of the Charter while the Minister for Planning is responsible for the adoption of the Charter. As part of DPTI's administrative support of the Commission, it is currently undertaking the preparation of the Charter.

At its meeting on 15 August 2017, Council resolved to provide feedback on the development of the Charter to the Commission in response to a request for feedback. At this point in time a draft Charter had not been released and it was understood that the Charter was required to be in place by 1 October 2017.

However, on 28 August 2017, the Commission released *Community Engagement Charter 2017 Discussion Draft - Outputs from Stage 1* (Draft Charter) for public consultation and outlined a revised process for developing the Charter. The Draft Charter is attached (**Attachment 1**).

The consultation period for the Draft Charter closes on 9 October 2017.

### Discussion

#### *Role of the Charter*

The Charter is a requirement of the PDI Act. The PDI Act prescribes that the Charter must be used to develop the engagement process associated with the preparation and amendment of the following documents (and any amendments) in the planning system:

- State Planning Policies
- Regional Plans
- Planning and Design Code
- Local Heritage place listings
- Design Standards
- Infrastructure Schemes

The Minister for Planning, State Planning Commission, councils, joint planning boards and private entities will be responsible for development and implementing an engagement program in accordance with the Charter when preparing any of the above documents. This is different to the existing requirements under the *Development Act 1993* where by engagement must be undertaken in accordance with prescriptive requirements.

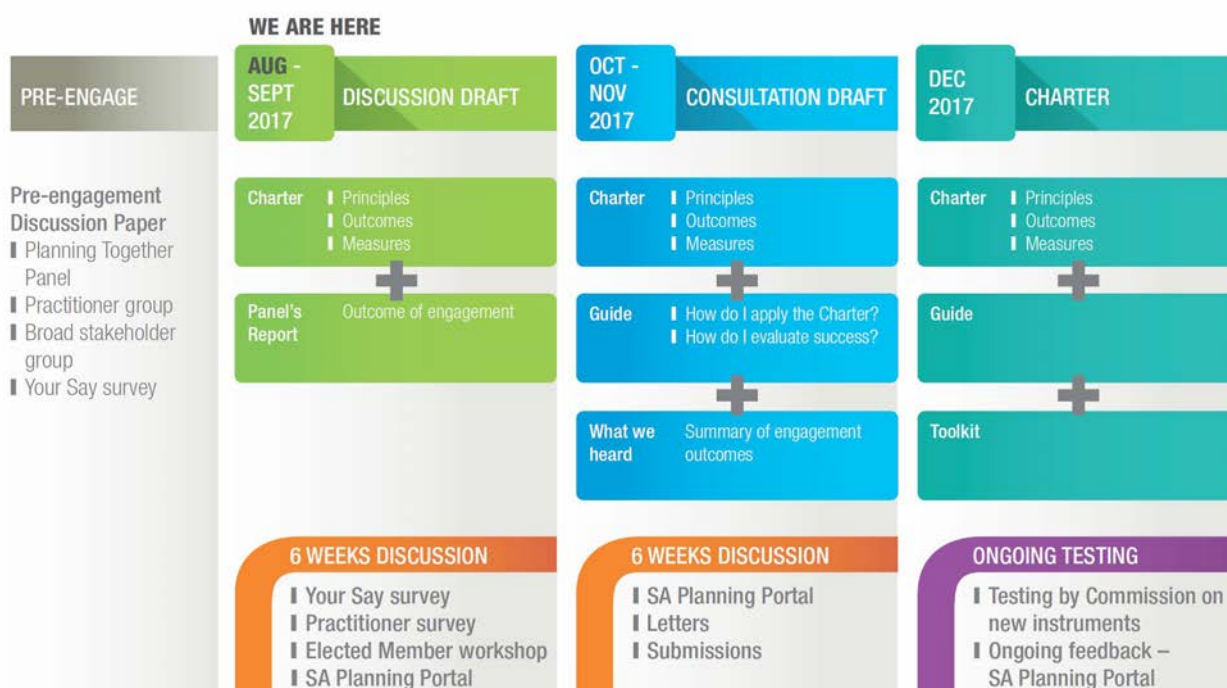
The PDI Act empowers the Commission to require Council to comply with the Charter and the Commission is not compelled to accept any of the above proposed strategy or policy documents unless it is satisfied with the engagement process.

The Charter does not apply to any development assessment processes under the PDI Act. The requirements relating to the public notification of specific types of development applications are set out in the PDI Act and further details on the public notification procedures will be set out in regulations yet to be published.

### *Revised Charter development process*

The Commission convened a 'Planning Together Panel' process over two weekends in July to prepare a Draft Charter. Since this process has been completed the Commission has reviewed the Draft Charter and consulted with key stakeholders including holding a workshop with local government Elected Members.

In response to feedback, the Commission has revised the consultation process for the development of the Charter as summarised below:



The current Draft Charter is for consultation and a further draft will be released to meet the requirements of the PDI Act in October and November for 6 weeks. Therefore, this is not the last chance for Council to present its feedback on the Charter development process.

### *Draft Charter: Proposed Principles*

The Draft Charter sets out a suit of principles. All community engagement undertaken in accordance with the Charter is required to comply with all 8 principles.

- 1 *Inclusion & participation is genuine*
- 2 *People affected are meaningfully engaged & those interested have an opportunity to participate*
- 3 *Differing views are acknowledged, respected & considered*
- 4 *People have access to complete information that they can understand, they know about proposals and the impacts of the potential outcomes*
- 5 *Engagement processes make clear the reasons for the outcomes and decisions*
- 6 *Engagement is accountable and improving*
- 7 *Engagement is targeted, flexible, scalable and specific*
- 8 *People recognise that decision making often involves interests being supported and others not.*

The first seven draft principles were developed by the Planning Together Panel with the Stakeholder Group. The Commission has added a further principle (8) for discussion.

The Draft Charter also includes further explanatory text to explain the outcomes each principle aims to achieve.

### *Draft Charter: Proposed Implementation and Measuring Performance*

The Draft Charter proposes 6 factors to be considered by Council when:

- determining the type of engagement to be undertaken (a decision-making framework)
- subsequent performance of the engagement (evaluation measures).

The 6 factors are as follows:

*Reach:* *establish how many people are impacted and the level of participation that is expected.*

*Impact:* *determine how much influence the community will have in the final decision with reference to the IAP<sup>2</sup> Spectrum of Public Participation (Inform, Consult, Involve, Collaborate, Empower).*

*Sociability:* *to what degree does the engagement need to involve ongoing interaction with each other and community capacity building.*

*Tone:* *what is the anticipated level of concern within the community, and likely level of emotion that could be elicited by the proposal?*

**Sustainability:** *to what degree do we want to build capacity in community and have them engage in similar processes in the future?*

**Depth:** *determine how much information and knowledge needs to be gained for the community to genuinely engage in the process and what depth of conversation is required?*

The Draft Charter sets out possible measures for evaluating whether Council's community engagement met the requirements of the Charter under the PDI Act. An example is provided below:

What needs to be measured	Possible measures
<b>Reach</b>  Did everyone who is impacted and/or interested have an opportunity to participate?	<ul style="list-style-type: none"> <li>• The number of people engaged</li> <li>• % of people engaged who reported:               <ul style="list-style-type: none"> <li>○ the size and method of engagement was appropriate for the issue they were engaged on</li> <li>○ they were supported to actively contribute to the engagement</li> </ul> </li> <li>• The engagement was accessible and jargon-free</li> </ul>

#### *Proposed submission and next steps*

It is recommended to Council that feedback is provided to the Commission on the Draft Charter as a formal written submission, proposed feedback is attached (**Attachment 2**). The previous submission Council made on the Charter development process is also recommended to be included in the feedback provided to the Commission to restate previous feedback which remains relevant in this process.

It is also recommended to Council that it considers participating in the Commission's next statutory formal consultation phase on the Draft Charter proposed to be held in late 2017.

#### **Conclusion**

The State Planning Commission has released the *Community Engagement Charter 2017 Discussion Draft - Outputs from Stage 1* (Draft Charter) which is required pursuant to the *Planning, Development and Infrastructure Act 2016*. Public consultation closes on 9 October 2017. This report provides Council with recommended feedback to include in its submission on the Draft Community Engagement Charter.

#### **Attachments**

1. **Community Engagement Charter 2017 Discussion Draft - Outputs from Stage 1**
2. **Draft Feedback on the Community Engagement Charter**





**STATE  
PLANNING  
COMMISSION**



## **Community Engagement Charter 2017**

Discussion Draft -  
Outputs from Stage 1



**Government of South Australia**  
Department of Planning,  
Transport and Infrastructure



## Discussion Draft – Community Engagement Charter

## Foreword

### From the Commission

The commencement of the new *Planning, Development and Infrastructure Act 2016* brings with it the opportunity for us to do things differently in South Australia when it comes to planning.

The new Act calls for the introduction of a Community Engagement Charter, a document that will change the way we consult our communities when setting or changing planning policies. In the past our system for notifying affected communities about planning policy has been too rigid and limited, and has not reached the people that are affected by the proposed changes.

The Community Engagement Charter is about changing this approach, and defining a whole set of new arrangements and techniques that Councils and Government will be required to follow to provide for more effective and meaningful engagement. The intention is to change the planning system in a way that will achieve better planning decisions and for more people to know about why decisions have been made.

The Commission is responsible for developing and maintaining the Charter. The Commission will also be responsible for making sure Councils and Government comply with the Charter and they may provide direction, or step in, if it considers the standard of engagement anticipated by the Charter has not been met.

In developing this first Charter, the Commission has taken a novel approach that involves the community assisting in the preparation of principles. A community panel of 50 community members was randomly selected to help shape the Charter. They were supported by a wider group of over 70 planning practitioners, groups and individuals with an interest in the planning system.

This discussion draft of the Charter is the result of this process. It is not a finished product, but the first stage of what the Charter could look like. It is intended to provide the foundation for further discussion with the community and the development of the specific requirements and methods for consultation in the future. Following this feedback, the Commission will consider any amendments to the document and release a formal draft for statutory consultation.

We now invite the community, planning and development specialists and others to provide feedback on this preliminary draft and assist us in completing the Charter over the coming months.



Mr Tim Anderson QC

## Discussion Draft – Community Engagement Charter

## Engagement so far

The Commission has taken a deliberative approach in shaping this discussion draft. This approach involved bringing together a range of people supported with information sources to work on a clear task. Three groups were formally convened to assist in this work:

- **Planning Together Panel** - a randomly selected, statistically representative group of 50 community members who were tasked with developing the components of the Charter in conjunction with representatives from the planning sector and other groups with an interest in planning.
- **Practitioner Group** - a group of senior professionals (encompassing local and state government, industry associations, and consultants) tasked with providing their perspective to help the Panel understand the practical needs of the planning system in relation to engagement. This group met prior to the first Panel session and their advice was considered by the Panel in its deliberations.
- **Broader Stakeholder Group** - a wider group of planning practitioners, associations and individuals with an interest in the planning system (around 70 people), who contributed their knowledge and experience of the planning system as part of the Planning Together Panel discussions.

The Panel was supported by the Broader Stakeholder Group, State Planning Commission Members and the Department of Planning, Transport and Infrastructure in learning about the new planning system. Input was also sought from the broader community on-line via yourSAy.sa.gov.au and through the SA Planning Portal. Feedback received through this process was considered in day 3 and 4 of the Panel's deliberations.

The Planning Together Panel met over for four full days across two weekends (1 and 2 July and 29 and 30 July 2017) as shown in the figure below.



## Discussion Draft – Community Engagement Charter

Through the process the Planning Together Panel and the Stakeholder Group worked hand-in-hand to develop the following:

- A preamble
- Seven principles
- Outcome statements; and
- Suggested performance measures

The outcomes of their work is documented in the Planning Together Panel Report, which is available on the SA Planning Portal ([www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au)).

This work has formed the basis of the Discussion Draft as follows:

- The preamble was used as a basis for the 'Foreword'
- The first seven principles are largely unchanged, noting the Commission has added an 8th principle for discussion.
- The outcome statements, which provide clarity about what the principles meant to the Panel have been refined for readability and to minimise repetition within the Charter.

The Panel's Report also includes preliminary exploration of a 'decision-making' framework, which starts to look at how the Charter could be applied and performance of an engagement activity measured. The Panel acknowledged that the draft decision making framework requires further discussion and significant refinement.

As such this Discussion Draft has only started to touch on the draft decision making framework and seeks to explore the development of an implementation section that will provide methods and specific tools selected for particular engagement processes. Accordingly this discussion draft is circulated for a 6 week consultation period to obtain initial feedback on the directions so far.

Feedback on this paper will enable the Charter to be further refined and the next components developed, including the implementation measures that will assist authorities in making decisions about how to engage, the community's role in the engagement process, and how to evaluate the success of the engagement process. The Commission will then run a second engagement process in accordance with the statutory requirements under the Act later in the year. From this the Commission will finalise the Charter for presentation to the Minister.



## Discussion Draft – Community Engagement Charter



## What is the role of the Charter?

The Community Engagement Charter will establish requirements for engaging the community on proposed changes to planning policy. It will also contain methods to measure the success and effectiveness of the engagement.

The Charter is a requirement of the *Planning, Development and Infrastructure Act 2016*. The Act prescribes that the Charter must be used to develop the engagement process associated with the preparation and amendment of the following specific documents in the planning system:

- State Planning Policies
- Regional Plans
- The Planning and Design Code
- Local Heritage place listing
- Design Standards
- Infrastructure Schemes

Entities such as the Minister for Planning, State Planning Commission, Councils, Joint Planning Boards and private entities will be responsible for developing and implementing an engagement strategy in accordance with the Charter when preparing any of the above documents. They will also need to identify the techniques and measures they will employ to evaluate the extent to which the objectives of the Charter have been achieved.

If the Commission considers an entity has not complied with the Charter, it may require that entity to do so. The Commission is not compelled to accept any of the above documents until such time as it is satisfied with the engagement process. If necessary the Commission could undertake the engagement on behalf of the entity and recover the associated costs.

The Charter does not have a statutory role in the assessment of development applications. Separate and specific requirements for the public notification of certain classes of development applications are outlined in the Act and the procedures to be followed will be subsequently determined in regulations (yet to be prepared) under the Act.

The SA Planning Portal provides information about the respective instruments in the new planning system, as well as the key entities who will be responsible for engagement in the system.

## Discussion Draft – Community Engagement Charter

## Statutory Obligations

For the preparation and amendment of statutory instruments the following requirements are mandatory under the Act and will need to be reflected in an engagement plan established under the Charter:

Category	Mandatory requirement
Proposals that are specifically relevant to a particular Council or Councils (where Council did not initiate the proposal)	That Council or Councils must be directly notified of the proposal and consulted
Proposals that are generally relevant to councils	The Local Government Association must be consulted.
A proposal to enter a place within the Planning and Design Code as a place of local heritage value	The owner of any land on which the place resides, must be directly notified of the proposal and consulted for a minimum period of four weeks.
Infrastructure schemes	Landowners affected by the scheme must be directly notified of the proposal

## Structure of the Charter

It is proposed that the charter include the following components:

- **Principles:** A set of principles which set the outcomes sought from engagement in the planning system.
- **Outcomes:** the outcomes you would see from a successful engagement process.
- **Implementation Measures:** guidance for users of the system to establish who to engage with, how to engage, the community's role in the engagement process, and measures to evaluate the success (or otherwise) of the engagement process. This could include:
  - *A decision making framework* to assist authorities to develop an engagement plan (how and who to engage with)
  - *The engagement tool kit* – a library of tools, measures and procedures to be used in building the engagement process specific to the project and that meets the principles and outcomes (types of engagement techniques)
  - *Evaluation measures* and the process for evaluating the success (or otherwise) of the engagement process (during and at its completion)

The implementation measures component of this discussion draft has not been fully developed as yet and feedback is sought through the informal consultation process to help shape this part of the Charter before formal feedback is sought.

## Discussion Draft – Community Engagement Charter

## Principles

The following principles describe what is important when engaging in the planning system and the outcomes sought by community when involved in this process.

The application of the principles is not discretionary and should be considered when a decision maker determines the appropriate approach to engagement in the particular circumstances. Each engagement may have a different purpose, and can be undertaken in different places, with different outside influences and with different people involved.

The principles are a reference point for good engagement. If a decision maker is able to 'tick off' on each of the principles as the engagement strategy is designed and delivered, then the public should be able to have confidence that the engagement will be appropriate and effective.

The first seven draft principles were developed by the Planning Together Panel with the Stakeholder Group. The Commission has added a further principle (8) for discussion.

The draft principles are:

- 01** Inclusion & participation is genuine
- 02** People affected are meaningfully engaged & those interested have an opportunity to participate
- 03** Differing views are acknowledged, respected & considered
- 04** People have access to complete information that they can understand, they know about proposals and the impacts of the potential outcomes
- 05** Engagement processes make clear the reasons for the outcomes and decisions
- 06** Engagement is accountable and improving
- 07** Engagement is targeted, flexible, scalable and specific
- 08** People recognise that decision making often involves interests being supported and others not.



## Discussion Draft – Community Engagement Charter

## Outcomes - What do the Principles mean?

In developing these principles, the Planning Together Panel and Stakeholder Group provided some clarity about what these principles meant to them. They could be seen as the outcomes from successful achievement of the principles. There has been some editorial refinement to the Planning Together Panel work but the following reflects what they said.

### **Inclusion and participation is genuine**

Community members from all backgrounds and abilities have an equal and genuine opportunity to be involved. People feel that engagement is genuine when their opinion was asked and heard in making the final decision (i.e. the decision wasn't already made before engagement) they had all the information required, the decision makers could look them in the eye, agreements were adhered to and there was genuine interest in considering their views.

### **People affected are meaningfully engaged and those interested have an opportunity to participate.**

Engagement will happen early in the planning process and be equitable and inclusive of community. All stakeholders are acknowledged and respected through a transparent decision making process. This principle promotes timely and evolving engagement that recognises a decision making process must provide reasons why community comments have been adopted or disregarded.

All members of our diverse community will have an opportunity to participate, and barriers to engagement will be identified and overcome to promote inclusion. Those undertaking engagement processes must be proactive in their pursuit of community involvement.

### **Differing views are acknowledged, respected and considered.**

It is important to understand and consider culture, heritage, natural and built environment, and ensure that diverse views, perspectives and people contribute to the process. The community are more accepting of decisions even when they do not agree because their input was recognised. The cooperation between the community, council, governments, stakeholders and planners will result in continuous involvement.

### **People have access to complete information that they can understand, they know about proposals and the impacts of potential outcomes.**

The community will have ready access to information needed to meaningfully engage in the process through delivery of accessible, complete and timely information. Opportunities for engagement will be offered via a wide variety of methods. Anyone who registers comments on a policy or proposed project will receive a response within a reasonable time before a final decision is made on any proposal that has a significant impact on the community.

### **Engagement processes make clear the reasons for the outcomes and decisions.**

The process of engagement is to be transparent and give reasons behind decisions made. Local Government will have a more open relationship with their communities, with fewer disputes. The State Government will have a clearer delineation of responsibilities with the potential for future policy guidance from the Community. Other parties proposing changes within the planning system will undertake early consultation, with the potential for less direct and indirect costs to them and more certainty for development.

## Discussion Draft – Community Engagement Charter

### Engagement is accountable and improving.

Engagement will be accountable, taking account of the scale of the proposed change and its level of impact. Measuring and evaluating the performance of the consultation should occur throughout the process, with a view to continuous improvement. In developing an engagement plan entities should consider the design, delivery and post engagement tasks.

Measurement and evaluation should be considered from multiple perspectives, those of the community, planning professionals and the governments who have a role to play in the engagement.

### Engagement is targeted, flexible, scalable and specific.

Engagement approaches must be fit for purpose. A targeted engagement approach seeks to address all relevant and important issues that may be appropriate to the affected community, whether directly or indirectly relevant to the project.

Engagement approaches must also look into adapting to changing circumstances, while a project is being executed. Engagement approaches must be informed and not built on rigid behaviours or mindsets, as it will shut out the ability to react to potential communities previously overlooked or development of critical events that could evolve over the life of a project.

Engagement approaches must be considered and tailored to the size of the project, the financial impact or costs to the community, the significance of the prioritised issues, and the number of people that would be affected both directly and indirectly as a consequence of the actions of the project.

Engagements must be specific and conducted in a way that focuses on a prioritised issues and catered to the affected communities.

## Discussion Draft – Community Engagement Charter

**Implementation - what level of engagement is required?**

As referred to earlier, implementation measures or guidance will be developed to assist users of the Charter to determine an appropriate engagement path (and associated tools) for a proposal. This guidance should be scalable depending on the level of change proposed. For instance an engagement plan will be different where a significant change is proposed and a large number of people are potentially affected, as compared to a simple change where a very small group of people are likely to be affected.

In making this decision, there are some key questions that could be considered, which then flow through to the evaluation of how successful the engagement has been.

The Commission is seeking feedback on the following considerations, as a means to make decisions about the type of engagement required to suit the need of the project (decision making framework) and subsequent performance (evaluation measures):

- Reach: establish how many people are impacted and the level of participation that is expected.
- Impact: determine how much influence the community will have in the final decision with reference to the IAP2 Spectrum of Public Participation (Inform, Consult, Involve, Collaborate, Empower).
- Sociability: to what degree does the engagement need to involve ongoing interaction with each other and community capacity building.
- Tone: what is the anticipated level of concern within the community, and likely level of emotion that could be elicited by the proposal?
- Sustainability: to what degree do we want to build capacity in community and have them engage in similar processes in the future?
- Depth: determine how much information and knowledge needs to be gained for the community to genuinely engage in the process and what depth of conversation is required?



## Discussion Draft – Community Engagement Charter

## Measuring Performance

Engagement is undertaken to achieve better outcomes, decisions, projects and policies. Establishing engagement objectives, and then measuring progress helps to gauge how successful the engagement process has been. Evaluation can build transparency and accountability. It can contribute to the evidence base, identify good engagement practice and improve future practice.

Planning for evaluation should commence as early as possible. The scope of activities in the evaluation will vary based on the purpose and scale of the engagement. Early planning enables identification of the criteria that could be used to measure success and the information to be collected to support this, as well as what tools and resources are required. Early evaluation planning also provides an opportunity to clarify the purpose and objectives of the engagement process.

There are a range of ways that performance can be measured including surveys, capturing the number of responses received, the general tone of feedback and a range of other techniques. Following are some examples of the types of measures that could be considered. The Commission is seeking views on the ideas explored below, to help inform the next iteration of the draft Charter, which will be released for statutory consultation later in the year.

What needs to be measured	Possible measures
<b>Reach</b>  Did everyone who is impacted and/or interested have an opportunity to participate?	<ul style="list-style-type: none"> <li>■ The number of people engaged</li> <li>■ % of people engaged who reported:               <ul style="list-style-type: none"> <li>– the size and method of engagement was appropriate for the issue they were engaged on</li> <li>– they were supported to actively contribute to the engagement</li> </ul> </li> <li>■ the engagement was accessible and jargon-free</li> </ul>
<b>Impact</b>  Was community input considered in the final decision?	<ul style="list-style-type: none"> <li>■ % of people engaged who reported that their views were:               <ul style="list-style-type: none"> <li>– heard and genuinely responded to</li> <li>– genuinely considered in the final decision</li> </ul> </li> <li>■ % of people engaged who were satisfied with the planning outcome</li> <li>■ % of people who understood how and why the final decision was made</li> </ul>
<b>Sociability</b>  How did people interact with each other, and did the process build community capacity?	<ul style="list-style-type: none"> <li>■ The number of opportunities that brought people together</li> <li>■ % of people engaged who reported the engagement process had a positive impact on community cohesion</li> <li>■ % of people who reported they heard alternative views and opinions that were different than their own</li> </ul>

## Discussion Draft – Community Engagement Charter

What needs to be measured	Possible measures
<b>Tone</b> What was the level of emotionality and controversy?	<ul style="list-style-type: none"> <li>■ The number of self-formed community groups in relation to the project</li> <li>■ % of people engaged who:               <ul style="list-style-type: none"> <li>– reported that their views were heard and genuinely responded to</li> <li>– reported the engagement process had a positive impact on community cohesion</li> </ul> </li> </ul>
<b>Sustainability</b> Would people participate in similar process in the future?	<ul style="list-style-type: none"> <li>■ The number of engagement plans</li> <li>■ % of people engaged who understood why they were being engaged</li> <li>■ % of plans consistent with Charter Principles</li> <li>■ % of engagement processes that:               <ul style="list-style-type: none"> <li>– measured performance using one or more performance measures from this Charter</li> <li>– demonstrated improved performance through implementing Charter Principles</li> </ul> </li> <li>■ % of people designing the engagement demonstrating they:               <ul style="list-style-type: none"> <li>– learnt from the experience</li> <li>– made process improvements</li> </ul> </li> </ul>
<b>Depth</b> Is there an opportunity for different knowledge and perspectives to be shared? And did people have access to the information they needed?	<ul style="list-style-type: none"> <li>■ % of people engaged who reported diverse views were included</li> <li>■ % of people who reported they had the right information available to them to contribute to the process.</li> </ul>

## Discussion Draft – Community Engagement Charter

## Our next steps

This Discussion Draft of the Charter is now available for consultation for 6 weeks. Initial feedback is now sought from a broad audience to assist the Commission in refining the Charter by building on the work of the Panel. This includes exploring in greater detail implementation measures that will assist authorities in making decisions about how to engage, the community's role in the engagement process, and how to evaluate the success (or otherwise) of the engagement process.

Feedback on this Discussion Draft will assist in further refining the Charter. The Commission will then run a second engagement process in accordance with statutory requirements of the Act later in the year. The Commission will then finalise the Charter ready for consideration by the Minister for Planning. This process will complete the drafting of the first edition Charter.

This process is outlined in the diagram below:



A number of engagement activities will be run by the Commission during the 6 week 'informal' consultation process including:

- General community feedback on-line via yourSAy.sa.gov.au and the SA Planning Portal
- Written submissions invited from the general community
- A survey for planning professionals and practitioners on the SA Planning Portal
- Workshop with Elected Members of Council
- Further consultation with the Practitioner Group
- Feedback invited specifically from the Planning Together Panel.

### Ongoing refinement

Being the first of its kind, it is recognised that the Charter will need to evolve over time. In its first year, it will primarily be applied to the development of the new State Planning Policies, the Planning and Design Code, and Infrastructure Schemes required under the Act. As the Commission prepares these documents, it will test the Charter and its application to allow for its ongoing evolution. During this time the Commission welcomes feedback to assist in monitoring and improving the Charter.

Implementation assistance will be available for Government agencies, Councils and other practitioners to help consider how they will frame their engagement programs in accordance with the Charter well in advance of them being required to formally undertake this role.



## Discussion Draft – Community Engagement Charter

## Definitions

### State Planning Policies

The State's overarching goals or requirements for the planning system (and to be given effect through the various instruments prepared in the system).

[www.saplanningportal.sa.gov.au/our\\_new\\_system/state\\_planning\\_policies](http://www.saplanningportal.sa.gov.au/our_new_system/state_planning_policies)

### Regional Plans

A long-term vision for a region or area, including provisions about the integration of land use, transport infrastructure and the public realm, and including maps and plans that relate to spatial patterns that are relevant to the long-term vision.

[www.saplanningportal.sa.gov.au/our\\_new\\_system/regional\\_planning](http://www.saplanningportal.sa.gov.au/our_new_system/regional_planning)

### Planning and Design Code

A comprehensive set of policies, rules and classifications which may be selected and applied in the various parts of the State for the purposes of development assessment and related matters within the State. The Code will include the use of zones, subzones, overlays and policies.

[www.saplanningportal.sa.gov.au/our\\_new\\_system/planning\\_and\\_design\\_code](http://www.saplanningportal.sa.gov.au/our_new_system/planning_and_design_code)

### Design Standards

A design standard that relates to the public realm or infrastructure, which may specify design principles, design standards, or design guidelines.

### Infrastructure Delivery Schemes

A scheme approved by the Minister in relation to the provision of basic or general infrastructure, and the funding arrangements associated with the provision of that infrastructure.

[www.saplanningportal.sa.gov.au/our\\_new\\_system/infrastructure\\_schemes](http://www.saplanningportal.sa.gov.au/our_new_system/infrastructure_schemes)



**Submissions on this discussion paper may be made as follows:**

- By:** 9 October 2017
- Email to:** [DPTI.PlanningEngagement@sa.gov.au](mailto:DPTI.PlanningEngagement@sa.gov.au)
- Comment on:** [www.saplanningportal.sa.gov.au](http://www.saplanningportal.sa.gov.au)
- On line survey:** [yourSAy.sa.gov.au](http://yourSAy.sa.gov.au) and  
[www.saplanningportal.sa.gov.au\(practitioners\)](http://www.saplanningportal.sa.gov.au(practitioners))
- Mail to:** The State Planning Commission  
GPO Box 1815, Adelaide, SA, 5001

### City of West Torrens proposed feedback to the State Planning Commission on the Draft Community Engagement Charter

Topic	Feedback
<b>Charter Development Process</b>	<ol style="list-style-type: none"> <li>1. On 17 August 2017, City of West Torrens (Council) provided feedback to the State Planning Commission (Commission) on the preparation of a Community Engagement Charter (Charter) in accordance with the <i>Planning, Development and Infrastructure Act 2016</i> (PDI Act). A copy of this feedback is included as Attachment A.</li> <li>2. Council acknowledges the revised Charter development process published by the Commission in the Draft Charter and in particular supports the addition of two new opportunities to provide formal feedback on the Draft Charter.</li> <li>3. Council acknowledges the Elected Member Workshop held by the Commission in August, however notes that this workshop was prior to the release of the current Draft Charter. Council seeks a further workshop with Elected Members on the Charter which would provide an opportunity to discuss a draft decision making framework. Council seeks future Elected Members workshops to be held at a regional level to maximise participation.</li> </ol>
<b>Role of the Charter</b>	<ol style="list-style-type: none"> <li>1. Council reiterates its previous feedback that local communities have high expectations for engagement in land use planning and development. Although the 2015 Housing Diversity Development Plan Amendment reduced public notification requirements for some types of new development in the West Torrens Council Development Plan, local communities continue to expect engagement at the development assessment stage. This Charter will not meet those expectations given it relates to strategic documents rather than the assessment of development applications.</li> <li>2. In Council's experience this expectation exists irrespective of any community engagement undertaken (beyond existing statutory requirements) at the time new planning and development policy is introduced. Council requests the Commission identifies opportunities and approaches for a planning system-wide approach to work through the disconnect between existing local community expectations and the role of the Charter particularly with regard to development assessment.</li> </ol>

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Topic	Feedback
<b>Role of the Charter (continued)</b>	<p>3. It is noted that the Draft Charter principles primarily reflect a 'transactional' community engagement approach, in that community engagement is undertaken to inform a specific strategic or policy document and that the engaging entity has no ongoing role or relationship with the community.</p> <p>4. In Council's experience, this does not reflect Council's ongoing relationship with its local community. Council has an ongoing role in delivering strategic land use management and planning and undertakes community engagement with local communities for a range of purposes, including for community development, community education and to build relationships and connections across the local community. Council led community engagement also has a role in encouraging active citizenship, fostering community resilience and building community trust with organisations and governments.</p>
<b>Principles and Outcomes</b>  <b>Principle 1: Inclusion &amp; participation is genuine</b>  <b>Principle 2: People affected are meaningfully engaged &amp; those interested have an opportunity to participate</b>	<p>1. As a comprehensive body of principles, Council considers the principles in the Draft Charter are relevant and generally appropriate for guiding the approach Council takes to community engagement under the PDI Act. However, Council has the following principle-specific feedback:</p> <ul style="list-style-type: none"> <li>i. It is noted that "genuine" and "meaningful", as used in Principle 1 and 2, can be emotive terms which may be understood different in a range of contexts and by different people. Council suggests that the principle is more specific about the factors that contribute to or detract from engagement being genuine and meaningful. These factors may include inclusivity, non-bias, equality of participation opportunity, early involvement and extent to which engagement informs the decision making process.</li> <li>ii. Council notes that local communities often do not express or evidence any interest in strategy and policy planning projects and questions the extent to which the entity undertaking the engagement is required to raise interest in the community about the proposed strategy or policy document. Further, Council considers that consideration of 'managing expectations' of engagement within the community requires further consideration especially considering private entities will be undertaking engagement in accordance with the Charter than under the existing <i>Development Act 1993</i>.</li> </ul>

<p><b>Principle 3: Differing views are acknowledged, respected &amp; considered</b></p>	<p>iii. The outcome statement relating to Principle 3 notes that "cooperation between the community, council, governments, stakeholders and planners will result in continuous involvement". Council supports the intent of this statement and seeks the Charter to provide more guidance and structure to how this can be achieved.</p>
<p><b>Principle 4: People have access to complete information that they can understand, they know about proposals and the impacts of the potential outcomes</b></p>	<p>iv. Council supports the intent of Principle 4 for people to have access to complete information and notes that although its local community is increasingly engaging via online methods, if online methods are used exclusively then a substantial segment of the community is locked out of the process. In relation to the outcome that anyone which registers comments will receive a response before a final decision, it is questioned whether this should in fact be a response after the final decision is made. Further, Council considers that Principle 4 should also apply to the publishing of complete information on the engagement process so the community may be an informed about how and when they may engage in the process.</p>
<p><b>Principle 5: Engagement processes make clear the reasons for the outcomes and decisions</b></p>	<p>v. Council supports Principle 5 and seeks to clarify that this principle and associated outcome statement relates to the portion of any engagement program undertaken after a decision has been made and that this is to be undertaken as part of a broader engagement process before a decision is made.</p>
<p><b>Principle 6: Engagement is accountable and improving</b></p>	<p>vi. In relation to Principle 6, Council seeks clarification about what is intended by "improving" in terms of whether this means Council is required to "improve" in each project and against what measure or that the standard of community engagement undertake across the sector and by all actors is "improving". There is an argument for the Commission to take a lead role in implementing Principle 6 to lead the improvement of community engagement practice in strategic and policy planning across South Australia.</p>
<p><b>Principle 7: Engagement is targeted, flexible, scalable and specific</b></p>	

<p><b>Principle 8: People recognise that decision making often involves interests being supported and others not.</b></p>	<ol style="list-style-type: none"> <li>i. It appears that the proposed wording of Principle 8 is not in fact a principle, but rather an outcome statement that the Commission is seeking to achieve. Council supports the Charter requiring community engagement processes to identify 'non-negotiables' and enabling local communities to hear differing views held by groups or individuals through the community engagement process.</li> <li>2. Council seeks further guidance in the Charter on how the principles will be applied in practice and in particular how their application may be scaled to the specific project circumstances.</li> <li>3. Council notes that a range of terms are used in the principles (and their supporting paragraphs) which require further definition and clarification to assist Council to identify whether it's community engagement approach has achieved the intended principle.</li> </ol>
<p><b>Implementation Measures (Decision making framework, engagement tool kit, evaluation measures)</b></p>	<ol style="list-style-type: none"> <li>1. Council understands the Charter is required to include a decision making framework under the requirements of the PDI Act. Council suggests that this framework includes guidance on: <ol style="list-style-type: none"> <li>i. The identification of potential critical issues and stakeholder analysis to inform the selection of appropriate engagement methods and approaches.</li> <li>ii. Identifying and preparing the community engagement approach and methods including balancing informal, flexible and innovative engagement methods with established formal consultation methods accepted and expected by local communities.</li> <li>iii. The consideration of 'hard-to-reach' communities, including diverse communities, the 'silent majority' and future community members that are not yet in the area.</li> </ol> </li> <li>2. Council also supports the inclusion and adaption of established best practice frameworks, such as the International Association for Public Participation's (IAP<sup>2</sup>) Public Participation Spectrum, to guide community engagement planning.</li> </ol>



<p><b>Implementation and Measuring Performance</b></p>	<ol style="list-style-type: none"> <li>1. Council supports the Commission's intent to measure engagement performance as it builds transparency, improves accountability and document lessons learned for future projects. The Council provides in principle support for the 6 factors (Reach, Impact, Sociability, Tone, Sustainability and Depth) as a framework for developing and measuring an approach to community engagement. However, Council seeks the Draft Charter to provide a stronger link between the 6 factors and the principles so it is clear when all of the Charter principles are achieved.</li> <li>2. Council is concerned that none of the possible measures investigate the influence the community engagement had on the final decision making. It is understood that community engagement is not the only matter considered in decision making, however its impact on decision making should be measured. For example it would be appropriate to consider whether changes to the project scope or outcomes can be attributed to information provided through the community engagement process.</li> <li>3. Further, Council notes the Draft Charter introduces a high level of rigour for measuring performance and data collection relating to community engagement. Although this is supported in principle, Council is concerned that these measures are not scalable and is concerned about its ability to meet these detailed expectations in practice. Council has limited resources available to undertake its broad range of functions and services, including community engagement. Some of the possible measures proposed would likely require substantial resources to measure, possibly equal to the resources otherwise allocated to the delivery of an entire community engagement project. Council is concerned that given their current weighting of importance in the Draft Charter, it would likely result in its limited resources to undertake the engagement program being reallocated to measuring performance after the engagement rather than enhancing the actual engagement.</li> <li>4. Council suggests that the Charter instead focuses organisations undertaking community engagement to consider the 6 factors (Reach, Impact, Sociability, Tone, Sustainability and Depth) during the planning and implementation of a community engagement project to ensure it achieves the principles and expectations of the Charter, rather than the strong emphasis on measurement and analysis after the community engagement has concluded. The Commission may intend for organisations to operate in this way, however the emphasis on measurement in the current Draft Charter does not reflect this priority.</li> <li>5. It is unclear whether the Commission intends to collate and analyse the community engagement measurement results and evaluation reports. If so, will Council be required to collect and submit standardised data to the Commission? Will this data be made publically available? Will the Commission publish state-wide community engagement data, lessons learned or best practice examples to provide further guidance for organisations undertaking community engagement in accordance with the Charter?</li> </ol>
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## Attachment A

### **Feedback from the City of West Torrens (Council) to the State Planning Commission (Commission) on the preparation of a Community Engagement Charter in accordance with the *Planning, Development and Infrastructure Act 2016* (PDI Act) - 17 August 2017**

#### **City of West Torrens role in community engagement**

1. As the 'closest' sphere of government to the community, community engagement is an essential aspect of local service delivery and ensures Council's services address community needs, priorities and expectations. Council undertakes consultation with its local community in accordance with the requirements set out in the *Local Government Act 1999*.
2. Council has significant experience, knowledge and skills in undertaking community engagement to facilitate better decision making across a wide range of community matters and further, the local community expects Council to undertake this role. Therefore, it is disappointing that the Commission/DPTI has not taken advantage of this experience by collaborating with councils, elected by their community to represent the community's interests, in the development of the Charter nor provided each council with the opportunity to consider and provide meaningful feedback to DPTI and the Commission on the application of a draft Charter prior to its commencement.

#### **Community expectations for community engagement**

1. Following changes made to the West Torrens Development Plan by the Minister for Planning in 2015, to reduce public notification at development assessment stage, Council advises the Commission that its local community expressed is discontent that Council is unable to engage more comprehensively than it is currently permitted to do at development assessment stage through the public notification and representation process. This frustration was evident when the community has expressed its frustration at, what it sees as, very limited community consultation undertaken by DPTI with regard to the ministerial IMMC (Sites) DPA impacting on West Torrens.
2. Council is concerned that the disconnect, between community expectations and the legislated requirements, is likely to be an ongoing issue and could be further exacerbated by the introduction of a Community Engagement Charter that only focuses on community engagement for strategic and policy planning matters and which may be limited in its extent.
3. Council seeks that the Charter addresses community expectations with regard to participation in planning processes by:
  - Clearly documenting that future opportunities for community engagement will be "scaled back when dealing with settled or advanced policy" as set out in the PDI Act and that councils will have limited, if any, opportunity to seek feedback from the community for such matters.
  - Accounting for a 'future community' that may not be readily able to participate at the strategic/policy planning stage in community engagement processes under the Charter.

- Recognising that undertaking 'meaningful' engagement and dialogue with the community is more challenging at the strategic and policy planning level and generally requires the allocation of additional resources and time.
- Undertaking broader community education and awareness building within the wider community regarding planning issues and processes.

### **The Charter in the *Planning, Development and Infrastructure Act 2016***

1. Council supports the requirements for a Community Engagement Charter in the *Planning, Development and Infrastructure Act 2016* (PDI Act). The establishment of a Charter presents an opportunity to 'raise the bar' for statutory public engagement on strategic and policy planning matters.
2. Council supports the application of the Charter to all persons and agencies preparing or amending strategic and policy statutory instruments under the PDI Act.
3. Community engagement undertaken by this Council on Development Plan Amendments and other strategic planning documents regularly exceeds the statutory minimums set out in the *Development Act 1993*. In Council's extensive experience, local community members have an expectation that agencies undertake proactive and early engagement in strategic and policy planning matters that affect them. Therefore, Council requests that the Charter contains requirements:
  - For the undertaking of workshops, meetings and written communication with local community members early in the process to inform the preparation of draft PDI Act instruments.
  - For community materials regarding proposed PDI Act instruments to 'translate' technical planning concepts and documents into plain English. This includes providing information in a way that easily enables potentially affected community members to determine how they may be affected including explaining how the proposed changes may impact the future use of their property.
  - For the release of information on consultation processes led by agencies to build community awareness about the planning process and existing PDI Act instruments and policies.
  - To write to affected community members throughout, and after the conclusion of, formal engagement and decision-making processes on PDI Act Instruments.

### **Process of developing the Charter**

1. Council supports the Commission/DPTI's approach of developing the draft principles and measurable outcomes with the Planning Together Panel comprising members of the public.
2. As councils, and specifically their Elected Members, appear to have been excluded from the process of developing the inaugural Charter by DPTI, Council requests that this be remedied immediately.

3. The proposed single session organised by DPTI with Elected Members from across the state, democratically elected by the community as its representatives, is inadequate and does not accord them or their representative elected body the opportunity to "meaningfully" participate in the process.
4. Council's extensive experience in community engagement should be seen as a valuable contribution to the discussion on the development of new "mandatory requirements" and "performance outcomes".
5. Council seeks the opportunity to comment on draft regulations relating to the Charter prior to their release.

#### **Requirements for consultation with Council**

1. The PDI Act specifically states that the Charter must provide for consultation with "specifically relevant" Councils. Therefore, Council requests that the Charter provides for an adequate and meaningful opportunity for an elected council to provide a written response in accordance with processes and procedures prescribed pursuant to the *Local Government Act 1999*.
2. Council supports additional consultation beyond an opportunity to provide a written response, including more active and innovative participatory methods. However, this should not be at the expense of an opportunity to provide a written response.
3. Council considers that informal consultation with the Council's Administration is inadequate in meeting the intent of the requirements in the PDI Act.

### 17.3 Fund My Neighbourhood - List of Projects

#### Brief

To seek Council agreement 'in principle' to the projects that have been nominated by residents and received by State Government as part of the 'Fund My Neighbourhood' State Government Funding Programme prior to public vote for projects.

#### RECOMMENDATION

It is recommended to Council that Council supports the projects as recommended in **Attachment 1** for inclusion in the 'public voting' as part of the 'Fund My Neighbourhood' programme in the terms sought by the Department of the Premier and Cabinet.

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#### Introduction

The State Government 'Fund My Neighbourhood' Programme is a \$40 million participatory budgeting programme that gives South Australians the power to nominate and vote for projects to improve their neighbourhoods. The funding is being provided in 2 separate 'rounds' with Round 1 nominations having closed on 8 September 2017.

Participatory budgeting is where the community decides how government funding is allocated. 'Fund My Neighbourhood' allows South Australians to nominate and vote for projects to improve their local neighbourhood.

In the 'ideas phase', South Australians aged 18 years and over suggested projects to improve their local neighbourhood.

In the 'voting phase', South Australians aged 18 years and over can vote for the projects they want to see funded in their local neighbourhood. The projects that receive the most support in each region will be offered funding.

Projects must align with the program's objectives: to improve local neighbourhoods, be accessible to the community and be capable of being completed within twelve months (with one-off funding). Projects are ineligible if all, or part, are already included in a Council's 2017/18 budget.

Applicants were able to seek funding of between \$10,000 and \$150,000 for their idea. Funding for initiatives can only be provided to eligible organisations with which the State Government can enter a legally binding grant agreement and that have an ABN. These include:

- Incorporated community groups under the Associations Incorporation Act 1985 or similar.
- Incorporated and registered not-for-profit organisations (e.g. a registered charity, social enterprise).
- Schools, kindergartens and child care centres.
- Community sporting/recreation clubs.
- Local councils.

An idea cannot be funded unless in due course it is sponsored by one of these organisations that are eligible to receive the funding.

Local neighbourhood groups can work with residents to develop ideas but the idea must be submitted by a local resident.

## Discussion

The 'ideas phase' where residents had an opportunity to nominate projects for consideration as part of the first round of funding under the 'Fund My Neighbourhood' project closed on Friday 8 September 2017.

During the 'ideas phase' some applicants sought liaison with Council staff prior to lodging an application. All applications (whether liaison occurred or not) identified as relevant for potential Council sponsorship or sited on Council land have been referred to Council Administration by the Department of the Premier and Cabinet (DPC), with assistance from the Local Government Association (LGA).

DPC has sought a Council response on projects asking primarily whether Council is prepared to be sponsor (receive a grant and manage the project) or not, and whether, as land owner, Council is prepared to see the project go to the 'voting phase' or not. This feedback is required to be communicated to the DPC prior to 6 October 2017. Note that projects deemed ineligible, or which are sponsored by another organisation and which are not located on Council land have not been referred to Council and hence are not included in the attachment.

In mid-October, the 'public voting' for projects will be undertaken over an approximate 4-5 week period. The 'voting' process is yet to be confirmed but information on the logistics of this will be released closer to the 'live voting' stage in October.

In November/December the successful projects will be announced and grants offered with works to be completed within 12 months of notification.

It should be noted that where Council has been nominated as a 'sponsor', the funding for each successful project will then be forwarded to Council to project manage and deliver; depending on the specific project this may include design, development approvals, consultation and construction. These costs can be included in a project budget.

DPC has sought Council responses in the form of two key questions subject to the caveats listed below:

- 1) Council is willing to be the sponsor/grant recipient and manage this project if approved (for those projects where Council is the logical sponsor);
- 2) Council supports this project to proceed to public voting phase (for projects on Council land.)

### Caveats:

- a) All statutory approvals are obtained at a later time
- b) Formal Council land owner approval is obtained at a later time
- c) The Council may negotiate project details at a later time (i.e. an adjustment to the site)
- d) The cost estimate may be subject to revision due to issues related to the specific site. (e.g. provision of power or water to the site)
- e) If the project is to be sponsored by a leaseholder of the Council, that the terms of the lease are upheld.

The LGA has also advised that "if you do have serious reservations about a project backed by clear reasons, it may be better not to support a project at this point, rather than to do so later when community expectations have increased." It has also noted that some projects may require development beyond the timeframes allowed in Round 1 and hence applicants could work with council to further develop a project for Round 2.



Note there will be some community expectation that council works to achieve a “fair share” of applications given the very high level of competition for grants. Some 2500 applications were made by the public across SA.

### **Community Implications**

Nominated projects will have an impact on the community with potentially new facilities and assets installed and consultation may be required with affected communities.

### **Statutory Approvals**

DPC has recognised that some projects may trigger requirements for approvals under various pieces of State Legislation. Those approvals will need to be managed after a project is approved. Such legislation may cover Development and Environment/Heritage considerations or other approvals which may be handled by Council or state agencies.

### **Cost Shifting Implications**

As is typical with capital grants, Council will receive the benefit of the capital grant (for projects which might otherwise become future demands on Council) while assuming the long-term cost of maintenance and renewal of assets. Any such additional costs would need to be incorporated in due course (where relevant) into a Council's long-term financial plan and infrastructure and asset management plan.

### **Budget Impacts**

There will be an impact on Council resources to be able to deliver and project manage the ‘voted’ projects on Council land and that may not be fully covered by the grant. As described above, this may be relevant over future years as well, depending upon maintenance and renewal costs.

### **Risk Management / WHS Assessment**

As would normally apply for council projects.

### **Legal/Policy Implications**

The form of grant agreement has not yet been provided but is expected to be a standard State agreement.

### **Engagement**

Consultation may need to be undertaken with affected residents and businesses and other key stakeholders subject to council policy under section 50 of the Local Government Act and be considered prior to installation of any of the ‘voted’ projects.

## **Conclusion**

The State Government 'Fund My Neighbourhood' Programme is a \$40 million participatory budgeting programme that gives South Australians the power to nominate and vote for projects to improve their neighbourhoods. The funding is being provided in two separate 'rounds' with Round 1 nominations closed on September 8, 2017.

Subject to Council support the listed projects recommended by the Administration will proceed to the 'voting' phase of the project where the projects will be 'voted' on by the community. Each successful project (unless on private land) will then be subject to a grant agreement with Council to project manage and deliver.

Administration now seek Council's agreement in principle to the projects that have been nominated by residents and received by State Government as part of the 'Fund My Neighbourhood' State Government Funding Programme prior to a public vote for projects.

## **Attachments**

### **1. Fund My Neighbourhood Project List**

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
1	Outdoor Exercise Equipment for Elderly	Exercise equipment in Novar Gardens specifically for Elderly	Yes	<p>Council allocates annual budget for the installation of outdoor exercise equipment throughout the Council area. The type, nature and location of equipment being driven by community feedback and a strategic approach consideration.</p> <p>Equipment installed in reserves and public places are generally designed to cater for all ages and type of people. Based on Latitude and Longitude information provided with application, this request would relate to Graham Cr Reserve.</p> <p>This proposal would subsequently align with the nature of works already undertaken by Council.</p> <p>Any ultimate placement of equipment would typically be undertaken in consultation of adjacent residents for the consideration of managing impacts.</p>	Yes
2	Update Phos Camden Football Club (multiple submissions)	Seating, Canteen, Club Rooms, Oval Drainage	Yes	<p>Council has currently allocated budget for a substantial redevelopment of Camden Oval (in the order of \$6 million). Included within this is upgrade of Football Clubrooms, oval and surrounding facilities.</p> <p>This involved the construction of a new building, clubrooms and facilities and re-establishment of the oval with improved drainage.</p> <p>After substantial consultation with the community and stakeholder sports clubs, this project is currently being detailed design with the intention of on ground works commencing around the beginning of 2018. The aim is for the overall Camden Oval upgrade to be completed by early 2019. It is considered that all of the key elements raised in the submission would be addressed within the current project scope.</p>	Yes

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
3	Lighting Along Walkway between Bartlett Drive and Immanuel College	Pathway Lighting and Condition Upgrade.	Yes	The off-road pathway in question is managed and owned by Council. Although Council has no current concept plans or allocated budget for the upgrade of this pathway or for the installation of new lighting in this location, the consideration of such would align with the long term asset management and upgrading of this infrastructure.	Yes
4	Admella Lane Project	Upgrade and Pocket Reserve and shared use laneway into high amenity space.	Yes	The initial envisioning of this project resulted from a group of like-minded residents and businesses in the area, desiring to see upgrade of a previously poorly kept space into an interesting, vibrant and multifunctional community space. Through engagement of a landscape architect and community engagement team, Council facilitated through community workshops the development of an exciting concept design upgrade for this space. The concept design and upgrade proposal for this location has recently received formal Council endorsement and has advanced to detail design. Upon completion of the detail design, the project would be considered for implementation budget.	Yes
5	Joe Wells Reserve Redevelopment	Nature Play Space	Yes	Stage 1 of the redevelopment of this site has commenced within the construction of a nature play space and associated surround reserve upgrade. The exact scope of Stage 2 of the project is still to be determined in full and still to be presented to Council for budget consideration.	Yes

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
6	Sound Absorbent Wall	Sound absorbing wall from Ingerson Street to Northern Parade	Yes (Partial)	This reserve is partially Council controlled land and partially Federal land managed by AAL (Adelaide Airport Limited). This site was one of several sites considered for a dog park and upgrade several years ago, however was ultimately not the preferred location. Council has no current concepts, plans or allocated or allocated budget for upgrade of this location.	Yes
7	Light Up Linear Park Trail/Bike Track	Add additional lighting to the existing shared paths and trails along the River Torrens Linear Park	Yes (Partial)	Council maintain a mixture of shared paths and tracks along predominately the southern side of the River Torrens. The Council has an annual recurring budget in the order of \$300k to \$350k per year which is invested into upgrading of lighting along portions of the River Torrens Linear Path under our control. The location of each years lighting improvement is based on a combination of needs consideration and public feedback.	Yes
8	Weigall Oval Playground Upgrade	Update playground	Yes	Council has an approved multi stage masterplan for the upgrade of the entire Weigall Oval site. Works will commence this year (2017) on Stage 1 works (approximate budget \$2.5 million), which will include the construction of a senior child playground area, a junior child playground area and nature play area. This stage of the project will also include new community use tennis (playing) courts, extensive landscaping, pathways, BBQ, shelters, facilities and car parking.	Yes



## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
9	Raymond Reserve Nature Playground	Change existing playground for new nature playground	Yes	<p>This request would appear to relate to Sandringham Reserve.</p> <p>The existing playground at this location was upgraded in the order of 4 to 5 years ago and at this stage Council has no short term plans to undertake any further upgrade the facilities in this location.</p> <p>It is noted that a new Nature Playground is currently being constructed by Council at Joe Well Reserve which is approximately 550m to the north east of this location.</p> <p>Any further upgrade of playground facilities in this location would need to be cognisant of consultation with residents adjacent to the reserve.</p>	Yes
10	Pine Avenue Reserve	Beautification of Reserve area	Yes	Council currently has no allocated funding or short term plans for the upgrade of this reserve space.	Yes
11	Errington Community Play Space	Create children play space	Yes	<p>The existing playground within this reserve was upgraded in the last 3 years.</p> <p>Council currently has no allocated funding or short term plans for the further upgrade of this reserve space.</p>	Yes
12	Underdale Community Vegetable Garden	Community Garden	State Government land under the care and control of Council.	<p>Council currently has no allocated funding or short term plans for the development of community gardens within this location or greater proximity.</p> <p>Areas of formal and native revegetation have been established in various locations along this section of river, as such consideration of these in the nomination of the desired location of the community garden would be necessary.</p>	Yes

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
13	Dove Street Reserve Playground Upgrade	Upgrade playground and shelter	Yes	Council has allocated budget within the current financial year for the upgrade of the existing playground at this location (within the footprint of the existing). The provision of an additional shelter at this reserve in association with the upgrade is currently part of the project consideration.	Yes
14	Western Youth Centre Tennis Club Clubhouse Upgrade	Upgrade facilities	Yes	Council currently has no allocated budget or plans within the current financial year for the upgrade or improvement of the facilities in this location.	Yes
15	Kesmond Park Upgrade	Upgrade reserve and facilities	Yes	Upgrades to this reserve were undertaken last financial year with the provision of a new playground and some landscape upgrade. In the current financial year Council has allocated further funding for the provision of a BBQ, table, half-court basketball and other new facilities.	Yes
16	Torrensville Bowling Club - Clubrooms Upgrade	Upgrade and improve existing clubrooms	Yes	Council currently has no allocated budget or plans within the current financial year for the upgrade or improvement of these facilities.  Council is however currently funding and undertaking other upgrade works peripherally associated with the Bowling Club and associated with the Master Plan upgrading of the greater Kings Reserve.	Yes

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
17	Outdoor Gym Equipment	Outdoor Gym Equipment along the River Torrens Linear Park near Breakout Creek.	State Government land under the care and control of Council.	Council has an annual recurring budget of \$25k to \$30k which is allocated to the establishment of new outdoor exercise equipment within the Council area. There are no funds specifically allocated in the current financial year to equipment in the specific locality of this request. For the purpose of security and safety, Council typically locates outdoor exercise equipment in location of high visibility from surrounding streets and properties, and as such this should come into consideration in any detailed site proposal.	Yes
18	Community BBQ	BBQ and associated facilities for Weigall Oval	Yes	Council has an approved multi stage masterplan for the upgrade of the entire Weigall Oval site. Works will commence this year (2017) on Stage 1 works (approximate budget \$2.5 million), which will include the construction of a senior child playground area, a junior child playground area and nature play area. This stage of the project will also include new community use tennis (playing) courts, extensive landscaping, pathways, BBQ, shelters, facilities and car parking.	Yes
19	Green Thumb	Weigall Oval - Equipment to maintain community complex.	Yes	Council has an approved multi stage masterplan for the upgrade of the entire Weigall Oval site. Over the next couple of years all facilities at this location are proposed to be reconstructed and re-established. Maintenance of the nature that the existing sporting clubs currently undertake (and hence the equipment necessary for this) is likely to continue upon completion of future stage upgrades.	Yes

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
20	Outdoor Portable Seating and Shade Facilities	Weigall Oval - Facilities for sporting clubs	Yes	<p>Council has an approved multi stage masterplan for the upgrade of the entire Weigall Oval site.</p> <p>All sporting facilities are proposed to be renewed and upgraded in association with near future stages of this upgrade. Ultimate detailed design of these upgrades have not yet determined the inclusion of items of the nature as outlined in this item.</p> <p>Portable facilities as outlined in this item which would be considered to provide current benefit to the sporting groups at this location, would likely provide similar benefit upon completion of the future stage upgrades.</p>	Yes
21	Pavilion	Weigall Oval - New indoor community and sporting complex.	Yes	<p>Council has an approved multi stage masterplan for the upgrade of the entire Weigall Oval site.</p> <p>As part of the Mater Plan for the Weigall Oval upgrade this is currently no consideration or allowance for the inclusion of an indoor community and sporting complex.</p> <p>It <b>MAY</b> be possible in the detail designing of later stages of the reserve and facilities upgrade to include a complex of this nature into one of the proposed new buildings. Such a consideration would require substantial consultation with all stakeholders associated with the development of the existing approved plans.</p>	Yes (Conditional)

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
22	Kesmond Reserve Community Cafe	Non-Profit community café	Yes	Upgrades to this reserve were undertaken last financial year with the provision of a new playground and some landscape upgrade. In the current financial year Council has allocated further funding for the provision of a BBQ, table, half-court basketball and other new facilities. The conversion of an existing building on the site to a café or similar community use has previously been investigated by Council. Funding allocation towards the implementation of such a project has not been supported by Council to date.	Yes
23	West Torrens Baseball Club School T-Ball Program.	Lockleys Oval - Hosted and funded unisex competition between local schools.	Yes	This proposal would see these facilities utilised in accordance with the intended purpose of the facilities.	Yes
24	The George Bacon Art-Walk	Art-Walk to find the best of the west through Thebarton and Hindmarsh	Yes (Partial) Also located through sections of City of Charles Sturt	Although Council does not have a dedicated budget or program for a project such as this, there is a high level of synergy with the current transitioning of the Thebarton area. The recent Council upgrade of Holland Street, Thebarton, and the near future upgrade of other surrounding streets in this area are seeking points of interest and engaging, creative ideas to add vibrancy to the area.	Yes
25	Nature Play Space at Rex Jones Reserve	Build a new nature playground.	Yes	It is noted that works are about to commence on a new nature playground, which would achieve the desires of this proposal, at Weigall Oval which is approximately 550m to the south of this proposal. Most of the space at Rex Jones Reserve already has allocated zones of activity and any proposed placement of new facilities in this location would require careful consideration to ensure conflicts are avoided.	Yes



## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
26	Recreation and fitness zone	Halsey Road Reserve Upgrade	Yes (Partial) Also located through sections of City of Charles Sturt	Council allocates annual budget for the installation of outdoor exercise equipment throughout the Council area. The type, nature and location of equipment being driven by community feedback and a strategic approach consideration. Council currently has no short term concepts to install exercise equipment or additional facilities in this location. Any proposed placement of equipment would typically need to be undertaken in consultation of adjacent residents for the consideration of managing impacts.	Yes
27	Sidewalk Beautification on Brooker Terrace	Improve existing road verges	Yes	The existing road verges are typical to that of most streets around the Council area. These area were reformed to similar standard as was existing in association with roadworks undertaken several years ago. Council is encouraging of residents undertaking improvement and greening of road verges adjacent to their properties subject to safety and ongoing maintenance conditions as outlined within Council Policy and Application forms for such.	Yes
28	Clean Shave Anzac Highway Palms	Horticultural maintenance of the palm trees in the central median strip.	No (DPTI Care and Control)	These trees are not under the care and control of Council.	-

## LIST OF NOMINATED FOR FUND MY NEIGHBOURHOOD PROJECTS – SEPTEMBER 2017

No.	Project Title	Short Description	Is Council the logical sponsor?	Administration Comments	Administration recommendation (yes/no)
29	Street Lighting and Trees for Keswick	Upgrade lighting and add more street trees	Yes	Council does not have a current specific project dedicatedly considering the upgrade of street trees in the Keswick area, however ongoing programs based on public feedback and street tree improvements would see isolated planting of trees within the suburb. Council in association with SA Power Networks are undertaking a LED street light trial in couple of streets within Keswick. There are standards against which street lighting is measures and considered. Any request received by Council to review the street lighting in a specific location can be compared to standard and localised street lighting upgrades undertaken on an as needs basis.	Yes
30	Inclusive and Accessible playground by sports fields - Glenelg/Adelaide Shores area	Accessibility inclusive playground	No (West Beach Trust land)	The site in question would appear to be on land and adjacent to existing facilities under the care and control of Adelaide Shores.	-
31	Anzac Highway Safety Fence	Fence adjacent to Ashford Hospital to encourage pedestrians to cross at traffic lights.	No (DPTI Care and Control)	The centre of road island is not under the care and control of Council.	-

## 17.4 Hours of Operation 2017/18 - Christmas and New Year

### Brief

This report advises of the hours of operation for the Civic Centre, Hamra Centre Library and Depot over the Christmas/New Year period for 2017/18.

### RECOMMENDATION

It is recommended to Council that the hours of operation of the Civic Centre, Hamra Centre Library and Depot be noted.

### Introduction

The City of West Torrens aims to ensure the ongoing provision of services to its community during the 2017/18 Christmas and New Year period.

### Discussion

The Civic Centre, Hamra Centre Library and Depot will be open for business as follows over the Christmas/New Year period:

Day	Date	Civic Centre	Library	Depot
Friday	22 December	8.30am - 12 noon <i>Close at 12 noon</i>	10am - 12 noon <i>Close at 12 noon</i>	7am - 12 noon <i>Close at 12 noon</i>
Saturday	23 December	<b>Closed</b>	<b>Closed</b>	<b>Closed</b>
Sunday	24 December	<b>Closed</b>	<b>Closed</b>	<b>Closed</b>
Monday (Public Holiday)	25 December	<b>Closed</b>	<b>Closed</b>	<b>Closed</b>
Tuesday (Public Holiday)	26 December	<b>Closed</b>	<b>Closed</b>	<b>Closed</b>
Wednesday	27 December	8.30am - 5pm	10am - 6pm	7am - 4pm
Thursday	28 December	8.30am - 5pm	10am - 6pm	7am - 4pm
Friday	29 December	8.30am - 5pm	10am - 6pm	7am - 4pm
Saturday	30 December	<b>Closed</b>	10am - 4pm	<b>Closed</b>
Sunday	31 December	<b>Closed</b>	1pm - 4pm	<b>Closed</b>
Monday (Public Holiday)	1 January	<b>Closed</b>	<b>Closed</b>	<b>Closed</b>

The mobile library service will not be provided from midday Friday 22 December 2017 to Tuesday 2 January 2018 inclusive.

### Conclusion

Notices will be posted at the Civic Centre, Hamra Centre Library and Depot, as well as on Council's website, to advise the community of these opening hours.

### Attachments

Nil

## 17.5 Information Services Security Audit - Confidential Order Review

### Brief

In accordance with the provisions of Section 91(9)(a) of the *Local Government Act 1999*, this report presents the annual review of the confidential order applied to Item 10.1 Information Services Security Audit at the 17 October 2016 Meeting of Audit and Risk Committee.

### RECOMMENDATION(S)

It is recommended to Council that:

1. In accordance with section 91(9)(a), having reviewed the confidentiality order made on 17 October 2016, pursuant to 91(7) and 91(7)(b) of the *Local Government Act 1999*, in respect of confidential Item 10.1 - Information Services Security Audit, Council orders the information contained in:
  - a) the confidential report Item 10.1 - Information Services Security Audit presented to the Audit and Risk Committee at its 17 October 2016 Meeting;
  - b) all relevant documentation associated with and attached to the confidential agenda *Item 10.1 - Information Services Security Audit of 17 October 2016*;

continues to be retained in confidence in accordance with Section 90(3)(e) of the *Local Government Act 1999*, and not be available for public inspection for a further 12 month period, on the basis that the information received, discussed and considered in relation to this agenda item deals with matters affecting the security of Council on the basis that the information contained in the report and attachments contains information related to an audit of the level of vulnerability within Council's public internet perimeter and disclosure would severely expose and subsequently compromise the security of information contained in Council's information technology networks to the detriment of both Council and the public and, as such, is contrary to the public interest.
2. Pursuant to s91(9)(c) of the *Local Government Act 1999*, Council delegates the authority to the Chief Executive Officer to review the confidentiality order on a monthly basis and to revoke but not extend it.

---

### Introduction

Section 91(9)(a) of the *Local Government Act 1999* (the Act) requires that any confidential order (the Order) made by Council, pursuant to s91(7)(a) and s91(7)(b) of the Act, that operates for a period exceeding twelve (12) months must be reviewed by Council at least once every year.

### Discussion

At its 17 October 2016 meeting, the Audit and Risk Committee ordered that the agenda item, all relevant documentation relating to Item 10.1 - Information Services Security Audit, be retained in confidence and not available for public inspection for a period of 12 months from the date of this meeting, on the basis that the information received, discussed and considered in relation to this agenda item are matters affecting the security of Council on the basis that the information contained in the report and attachments contains information related to an audit of the level of vulnerability within Council's public internet perimeter and disclosure would severely expose and subsequently compromise the security of information contained in Council's information technology networks to the detriment of both Council and the public and, as such, is contrary to the public.

While the Chief Executive Officer (CEO) has reviewed this confidential order (the Order) on a monthly basis in accordance with his delegated authority, the CEO has not revoked the Order.

Consequently, as this Order will operate for a period exceeding twelve (12) months, the Act requires that it be reviewed by Council itself.

**Conclusion**

As the confidential order applied by the Audit and Risk Committee at its 17 October 2016 meeting in relation to Item 10.1 - Information Services Security Audit has been in place for twelve (12) months, Council is required to review it and determine whether it should be revoked or remain in situ.

**Attachments**

**Nil**



## **17.6 LGA Council Members Forum 2017**

### **Brief**

The Local Government Association's Council Members Forum will be held at the Stamford Plaza Adelaide, on Friday 27 and Saturday 28 October 2017.

### **RECOMMENDATION**

It is recommended to Council that:

1. Subject to their confirmation, Council approves the attendance of Cr/s..... at the LGA Council Members Forum being held at the Stamford Plaza Adelaide, on Friday 27 and Saturday 28 October 2017.
2. Expenses be reimbursed in accordance with Council policy.

---

### **Introduction**

The Local Government Association (LGA) Education and Training Service is holding a Council Members Forum on Friday 27 and Saturday 28 October 2017 at the Stamford Plaza Adelaide **(Attachment 1)**.

### **Discussion**

This Forum provides a unique opportunity for Council Members across the State to hear from expert speakers on a range of key issues currently facing Local Government and to share views and experiences with colleagues from other Councils in an effort to raise awareness and understanding of current priorities and strategic issues. The theme of this year's Forum is "Advocacy".

The forum will include the following topics:

- Address from LGA CEO
- Address from the ALGA President
- Elected Members' Experience in Local Advocacy
- The role of Elected Member's in Sector Wide Advocacy Campaigns
- Essentials of Strength-Based Leadership

Cost of registration is \$735 + GST and is inclusive of the dinner on Friday night and lunch, morning and afternoon teas on both days. Partners are welcome to attend the dinner for an additional charge of \$100 + GST per partner.

The Program is attached for Members' information **(Attachment 2)**.

### **Attachments**

1. **Council Members Forum - Circular 38.12**
2. **Council Members Forum Program**



## Local Government Association of South Australia

### Last Chance to Register - Council Members Forum – 27 & 28 October 2017 - Circular 38.12

To	Chief Executive Officer Elected Members Governance Officers	Date	21 September 2017
Contact	Vicky Newton  Email: <a href="mailto:victoria.newton@lga.sa.gov.au">victoria.newton@lga.sa.gov.au</a>		
Response Required	No		
Summary	Last Chance to Register for the LGA's Annual Council Members Forum, scheduled for Friday 27 and Saturday 28 October 2017. Registration details and the program can be found in this circular.		

### The theme of this year's forum is "Advocacy"

The annual Council Members Forum will be held on Friday 27 and Saturday 28 October 2017 at the Stamford Plaza Adelaide.

Councils and councillors have an important role to play in advocating on a broad range of issues. In this forum we will unpack the role of Elected Members in sector wide advocacy campaigns.

This forum will also provide a unique opportunity for Elected Members to hear about the current issues facing Local Government and to share views and experiences with their colleagues in an effort to raise awareness and understanding of priorities and strategic issues.

We encourage all Councillors to attend this very important LGA event.

DATE:	Friday 27 & Saturday 28 October 2017
LOCATION:	Stamford Plaza Adelaide
REGISTER:	<a href="#">PLEASE CLICK HERE</a>
PROGRAM:	<a href="#">CLICK HERE</a>
COST:	\$735 + GST per participant

\*\*\*Price includes dinner on the first night + lunch, morning and afternoon teas\*\*\*

Partners are also welcome to attend the dinner for an additional charge of \$100 + GST.

**Please note:** The Stamford Plaza Adelaide are holding rooms at a special rate for this event. Please quote code **LO2710** when you are making your booking at 8461 1111.

If you have any queries regarding the program, please contact Liz O'Flynn, Training & Development Coordinator on 8224 2044 or [liz.oflynn@lga.sa.gov.au](mailto:liz.oflynn@lga.sa.gov.au).



# Council Members' Forum

**Friday 27 & Saturday 28  
October 2017**

**The Crystal Room, Stamford Plaza,  
150 North Terrace, Adelaide**

[training.lga.sa.gov.au](http://training.lga.sa.gov.au)

## Council Members' Forum

**Date** Friday 27 & Saturday 28 October 2017

**Venue** Stamford Plaza Adelaide

### Day 1: Friday 27 October 2017

**9.00am** Registrations

**9.30am** Welcome and Setting the Scene for the Day

MC: Rowena McLean, Sector Development Partner, LGA

**9.40am** Address from the LGA President

LGA President, Mayor Lorraine Rosenberg, City of Onkaparinga

**10.00am** Address from the ALGA President

Mayor David O'Loughlin, City of Prospect, President, ALGA

**10.20am** LGA Address

Speaker: Matt Pinnegar, CEO LGA

**11:00am** Morning Tea

**11.20pm** Elected Members' Experiences in Local Advocacy

Panel of four Elected Members share their experiences of Local Advocacy. The good experiences and the challenges

**12.50pm** Lunch

**1.30pm** The role of Elected Member's in Sector Wide Advocacy Campaigns

- How can EM's create greater public value?
- As advocacy champions how do your actions impact you and the sector?

**3:20pm** Afternoon Tea

**3:40pm** Elected Member Circle

Opportunity for Elected Members' to talk frankly about their roles with their peers

**4:30pm** Close

**6:00pm** Networking Drinks & Canapes

**7:00pm** Dinner

## Program

## Council Members' Forum

**Date** Friday 27 & Saturday 28 October 2017

**Venue** Stamford Plaza Adelaide

**Day 2:** Saturday 28 October 2017

**9.30am** Essentials Of Strength-Based Leadership

Andrew Stevens, Director, Uncharted Leadership Institute

**10.30am** Morning Tea

**11.00am** Workshop

Rowena McLean, Sector Development Partner, LGA

**12.00pm** Wrap-up

Rowena McLean, Sector Development Partner, LGA

**12:30pm** Lunch and Wrap Up of Forum





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## **18 LOCAL GOVERNMENT BUSINESS**

### **18.1 Local Government Circulars**

#### **Brief**

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

#### **RECOMMENDATION**

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

---

#### **Discussion**

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

The indices attached for Members' information in this report are numbers 37 and 38.

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 37 & 38**



## Local Government Association of South Australia

### **37.1 2017-18 Open Space and Places for People grant funding round has now opened**

The 2017-18 Open Space and Places for People grant funding round has now opened. All councils are encouraged to apply, applications close 5pm, **20 October 2017**.

### **37.2 Dogs and Cats Online (DACO) - progress update**

Progress on the development of DACO continues, with the latest "sprint" taking place on Monday September 11. The new, secure council project site is also available for council staff to access and track progress of the project. Find out more in this Circular.

### **37.3 Major Unity CMS release enhances Spotlights and more**

A major release of the Unity CMS was rolled out today to 58 Councils in South Australia. This 6.17 version of Unity is a major release that incorporates a number of key features that have been requested as part of the Unity roadmap.

### **37.4 Subsidy Funding for CWMS Projects 2017/18 to 2026/27**

A second ten-year CWMS Subsidy Funding Agreement between the State Government and the LGA has been confirmed for approximately \$4 million per annum. Expressions of interest and applications are hereby invited from interested councils in accordance with the guideline below.

### **38.1 Speed Limit Guideline for South Australia**

The Speed Limit Guideline for South Australia is now available for download. The document consolidates previous Operational Instructions 4.1 to 4.8, the Traffic Control Standard - 40 km/h Precinct Speed Limit, the information in the Code of Technical Requirements relating to school zones, and the draft Shared Zone guidelines.

### **38.2 Local Government Emergency Management Operational Forum - Wednesday 25 October 2017**

The Local Government Functional Support Group (LGFSG) is conducting a local government focused forum that provides relevant pre-season briefings, operational exercises, workshops, tools and learnings that will inform and enhance LG response to emergencies. Further information can be found in this Circular.

### **38.3 Program now available - Gaming improves community wellbeing and economic development or are they space invaders?**

The program is now available for the Great Debate III "Gaming improves community wellbeing and economic development or are they space invaders?" and Geospatial Gaming City and Streets Masterclass. Further information can be found in this Circular.

### **38.4 Building Smart Communities promotion at Open State 2017**

Notification for local government networks (CO's and community engagement people) for Building Smart Communities promotion at Open State 2017 on 28th September 9:30am to noon.



## Local Government Association of South Australia

### **38.5 Reminder - Regional SA - Election Strategy Forum - Wednesday 27 September 2017**

Councils and Regional Local Government Association representatives are invited to a Regions Election Strategy Forum to be held at 12noon on Wednesday 27 September 2017 at Local Government House, 148 Frome Street, Adelaide.

### **38.6 Mass balance reporting**

The EPA is proposing to introduce a mass balance reporting system for licensed waste facilities including transfer stations, resource recovery facilities and waste disposal depots which receive 5,000 tonnes or more of waste per annum.

### **38.7 Last chance to register - Gaming improves community wellbeing and economic development or are they space invaders?**

Last chance to register for the Great Debate III "Gaming improves community wellbeing and economic development or are they space invaders?" and Geospatial Gaming City and Streets Masterclass. Further information can be found in this Circular.

### **38.8 Data gathering phase for inclusive representation in local government elections 2018 - engaging women and underrepresented groups project**

Women and under-represented groups in Local Government project. At the 2016 LGASA Annual General Meeting, a resolution was passed for the LGA to undertake a project to increase representation of women on councils, with the 2018 elections providing the next significant opportunity for change. In this Circular we are seeking your input to the project.

### **38.9 SA Chapter - Using Behavioural Economics with Risk Management**

The SA Chapter of RMIA is pleased to invite you to our risk management event about behavioural economics.

### **38.10 Reminder - Local Government Anti-Poverty Initiatives**

The LGA is seeking examples of excellence in SA local government in order to update a report identifying a wide range of anti-poverty initiatives in councils. Responses are requested by 5pm Friday 29 September 2017.

### **38.11 Information & Communication Technologies (ICT) - Preferred Supplier Arrangements**

In June 2017, LGA Procurement, with support from LGITSA, undertook a refresh of the Information & Communication Technologies (ICT) Panel and is excited to announce 35 additional suppliers have been added to the existing panel. Now with 61 endorsed Local, National & International Suppliers currently on contract, Councils and their Subsidiaries can be assured they are purchasing from some of Australia's & New Zealand's lead distributors!

### **38.12 Last Chance to Register - Council Members Forum – 27 & 28 October 2017**

Last Chance to Register for the LGA's Annual Council Members Forum, scheduled for Friday 27 and Saturday 28 October 2017. Registration details and the program can be found in this circular.

**18.2 LGA Metropolitan Local Government Group Meeting - Key Outcomes Summary****Brief**

This report presents the Key Outcomes Summary from the 13 September 2017 meeting of the LGA Metropolitan Local Government Group.

**RECOMMENDATION**

It is recommended to Council that the report be received.

---

**Introduction**

Attached for Members' information is a copy of the Key Outcome Summary from the Local Government Association Metropolitan Local Government Group meeting held on Wednesday 13 September 2017 (**Attachment 1**).

**Attachments**

- 1. Metropolitan Local Government Group Meeting - Key Outcomes Summary**





## Metropolitan Local Government Group – Key Outcome Summary – 13 September 2017

### Guest Speakers

The Metropolitan Local Government Group heard from three guest speakers – Mr Chris Gregory, NBN Local Manager SA and Mr Tim Saul, Head of NBN Local SA NT; and Mr Peter Wadewitz, Managing Director from Peat's Soils.

Mr Gregory and Mr Saul presented about how the rollout of NBN™ network into communities can support or increase employment opportunities and social/community wellbeing. He went further to discuss the risks and opportunities that councils should be aware of.

Mr Wadewitz discussed Peat's Renewable Energy and Organic Recycling and the benefits to councils.

### MLGG Smart Cities Technology Audit

The Group endorsed the collaboration with the University of Adelaide Smart Cities Consortium and the RDA Adelaide on a Smart Cities technology audit and requested a presentation from the Consortium at the next meeting.

### MLGG Tourism Think Tank

The Chairperson encouraged members to attend and/or send representatives from their councils to attend the final Think Tank of the year which will focus on innovation and entrepreneurship and will be held on 4 October 2017.

### State Election Platform

The MLGG discussed ideas about what priority issues the LGA could include in its State Election Platform and committed to providing additional feedback to the LGA Secretariat within one week.

### Council's role in addressing homelessness

The Group discussed what councils can do to assist to provide support to the state government and service providers in the growing homelessness issue. The Lord Mayor offered a speaker from his council to come to a future meeting of the MLGG.

### Governance review update and its impact on the MLGG and LGA Board election process

The Metropolitan Local Government Group requested that the LGA Secretariat run a workshop at the November MLGG meeting in order to have input into the draft recommendations for changes to the LGA Constitution as a result of the governance review.

## Recommendations to the LGA Board

### Increases in the Cost of Green Energy (motion on notice from Adelaide Hills Council)

That the LGA Board approaches the appropriate regulator for pricing of electricity expressing concern about the large increase in the cost of Green Power.

*Copy of letter from Adelaide Hills and LGA Secretariat response via an MLGG report attached for the Board's information. (ECM 653252 – Report to MLGG; ECM 653254 – letter from Adelaide Hills Council).*



## 8.1 Increases to the Cost of Green Energy (Adelaide Hills Council)

### Urgent Business Affecting Metropolitan Councils

To: Metropolitan Local Government Group  
 From: Adelaide Hills Council  
 (LGA Contact – Stephen Smith, Director Policy)  
 Financial Implications: Nil  
 Meeting: MLGG 13 September 2017  
 ECM: 653252 Attachment: 653254

### Recommendation

**That the Metropolitan Local Government Group requests the Local Government Association Board to approach the appropriate regulator for pricing of electricity expressing concern about the large increase in the cost of Green Power.**

### LGA Comment

#### Proposed alternative motion:

*That the Metropolitan Local Government Group request that the LGA Board develop a strategy for lobbying federal and state government to take swift action to reduce energy costs for councils in collaboration with LGA State Government Election activities.*

On 18 December 2012, the State government announced its decision to deregulate the energy retail market in South Australia (SA). This means that the energy standing contract price setting role previously performed by the Essential Services Commission ceased on 1 February 2013.

As a result, retail energy contracts are no longer price regulated in SA. The Australian Energy Regulator (AER) continues to determine the revenues or prices that network businesses in SA can charge.

GreenPower is a voluntary government accredited program that allows Australians to displace their standard electricity usage with certified renewable energy, which is added to the grid on their behalf. When an individual or organisation buys GreenPower, they purchase the equivalent amount of Renewable Energy Certificates (REC's), which means more dollars are invested in renewable energy projects, which leads to more renewable energy for the grid.

GreenPower is an effective tool in driving increases in renewable energy production in states/ territories where investment has not been sufficient to reduce reliance on energy generated from fossil fuels. There has been investment in renewables in SA, and at any one time up to 50% of electricity added to the grid is from renewable sources. The impact of SA councils not purchasing GreenPower is therefore less than if the State was more reliant on energy generated from fossil fuels.

GreenPower prices are largely driven by the wholesale electricity market prices for the certificates, which are driven by wholesale energy costs charged by power stations. GreenPower costs have increased exponentially in response to the increase in wholesale electricity costs, and won't decrease until the larger issues related to the cost of wholesale electricity have been resolved by state and federal governments.

With the last round of electricity contracts sourced by LGA Procurement for the 2017 calendar year, the number of councils seeking to either maintain or increase their purchases of REC's has reduced considerably with only a handful of councils now purchasing GreenPower as part of their electricity contracts. This is because councils cannot afford to pay the additional 5-8 cents per KWh (approximate) for GreenPower due to the cost of wholesale electricity having risen so steeply.

The State government shares the concerns of councils that rising electricity costs are having significant impacts on the cost of living and doing business in SA, and have recently unveiled a \$550 million plan to 'fix' the energy crisis, which includes the construction of a gas fired power station and the nation's largest battery. The state government is also lobbying the federal government to address national regulatory issues that are compounding high energy prices in SA.

The LGA has lobbied the state government to introduce an Energy Productivity Program for the local government sector, to assist councils in reducing their energy consumption to lower energy bills.

The LGA believes that the local government sector can play a role in advocating for a swift solution to be found to the 'SA Energy Crisis', and plans to work with its member councils to determine an appropriate approach for lobbying both tiers of government to assist councils to reduce current cost burdens.

The timing of engagement and lobbying activities will be planned to coincide with the state election in March 2018.

### ***Financial Implications***

This activity has been anticipated in the LGA's work program and resources are available to progress this work.



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Direct line: 8408 0438  
File Ref: 10.85.1 / OC17/10518

7 August 2017

Mayor Karen Redman  
Chairperson  
Metropolitan Local Government Group  
GPO Box 2693  
ADELAIDE SA 5001

Dear Mayor Redman

Further to my previous correspondence in relation to this matter, at Adelaide Hill's Council meeting of 28 March 2017, Elected Members resolved:

*That Council requests the Metropolitan Local Government Group to consider asking the Local Government Association to approach the appropriate Regulator for pricing of electricity expressing concern about the large increases in the cost of Green Power.*

We would appreciate having this item added to the next MLGG meeting agenda for discussion.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Andrew Aitken', with a stylized flourish at the end.

**Andrew Aitken**  
Chief Executive Officer

## 19 MEMBER'S BOOKSHELF

- Power Line Environment Committee - Annual Report 2016-2017

### RECOMMENDATION

That the additions to Members' bookshelf be noted.

## 20 CORRESPONDENCE

### 20.1 WestLINK Tram Network

Correspondence has been received from the Minister for Transport and Infrastructure, Hon Stephen Mullighan MP, acknowledging Council's letter dated 1 May 2017 in relation to the WestLINK tram network and the study into the electrification of public transport in Adelaide, including AdeLINK (**Attachment 1**).

### 20.2 Allocation of South Australian Local Government Grants

Correspondence has been received from the Minister for Regional Development and Minister for Local Government, Hon Geoff Brock MP, regarding the allocation of South Australian Local Government Grants, including summary of the total allocation to the West Torrens Council for the 2017-2018 year (**Attachment 2**).

### 20.3 Management Plan for Recreational Fishing in South Australia

Correspondence has been received from the Acting Executive Director of the Fisheries and Aquaculture of the Primary Industries and Region SA, Mr Sean Sloan, informing Council that the *Management Plan for Recreational Fishing in South Australia* was approved by the Minister for Agriculture, Food and Fisheries on 13 August 2017 and has taken effect from 1 September 2017 (**Attachment 3**).

### 20.4 2017 Malaya & Borneo Veterans' Day - Letter of Thanks

Correspondence has been received from the National Malaya & Borneo Veterans' Association Australia Inc. thanking Council for our continued support of the 2017 Malaya & Borneo Veterans' Day commemoration service (**Attachment 4**).

### 20.5 Capping of Government Fees and Charges

Correspondence has been received from the Chief Executive Officer of the Local Government Association of South Australia, Mr Matt Pinnegar, acknowledging Council's letter dated 19 September 2017 in relation to capping of Government Fees and Charges (**Attachment 5**).

### RECOMMENDATION

That the correspondence be received.

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### Attachments

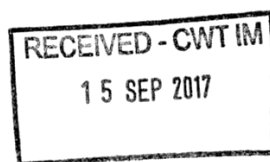
#### 20.1 WestLINK Tram Network

#### 20.2 Allocation of South Australian Local Government Grants

#### 20.3 Management Plan for Recreational Fishing in South Australia

#### 20.4 2017 Malaya & Borneo Veterans' Day - Letter of Thanks

#### 20.5 Capping of Government Fees and Charges



17MTR/0737

Government  
of South Australia

The Hon Stephen Mullighan MP

Mr John Trainer  
Mayor  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033

ATTENTION: Mr Terry Buss, Chief Executive Officer

Dear Mayor

I refer to a letter dated 1 May 2017, from your Chief Executive Officer, Mr Terry Buss, regarding the WestLINK tram network. I apologise for the delay in responding.

The study into the electrification of public transport in Adelaide, including AdeLINK, is undertaking a comprehensive process to identify the preferred routes for the tram network.

I am advised the AdeLINK project team has engaged officers from the City of West Torrens at key stages of the study, including developing the criteria to be used in the Multi Criteria Analysis of route options, identification of routes to be assessed, and the discussion of issues and opportunities relating to the higher merit routes at a Design Lab.

Thank you for your suggestion regarding Richmond Road. I can confirm that the Richmond Road option was raised as part of this process and subsequently assessed by the project team.

The analysis found that a route along Richmond Road was found to have limited potential for urban uplift, such as higher density development. This outcome is a key objective of *The 30-Year Plan for Greater Adelaide*, and an expanded tram network is seen as an important transport solution contributing to this urban form outcome. Richmond Road also serves as an important route in catering for heavy vehicles and relatively high traffic volumes.

The Department of Planning, Transport and Infrastructure (DPTI) is currently finalising its investigations to determine the preferred routes, based upon the analysis of route options, Design Labs, and the community and Council consultation.

Minister for Transport and Infrastructure  
Minister for Housing and Urban Development

12th Floor, Roma Mitchell House, 136 North Terrace Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 DX 171  
Tel 08 8402 1708 | Fax 08 8402 1991 | Email [ministermullighan@sa.gov.au](mailto:ministermullighan@sa.gov.au)



DPTI considers that the extensive engagement to date has provided sufficient evidence to identify the preferred route to form the basis of a Business Case, which is intended to be submitted to Infrastructure Australia and the Federal Government.

I thank Council for its contributions to this important study, and look forward to further engagement with Council as the study progresses.

Yours sincerely

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

**HON STEPHEN MULLIGHAN MP**  
**MINISTER FOR TRANSPORT AND INFRASTRUCTURE**

// September 2017



eA181994



Honourable John Trainer OAM  
Mayor  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033

**COPY**

Dear Mayor Trainer *John*

I am pleased to advise that the South Australian Local Government Grants Commission's (the Commission) recommendations for the distribution of the Commonwealth Financial Assistance Grants (FAG's) to Councils for the 2017-2018 year have recently been submitted to the Australian government and approved by Senator Hon Fiona Nash, Federal Minister for Local Government and Territories on 9 August 2017.

As you would be aware, the 2017-2018 federal Budget included measures that will have a significant impact on funding to local governing authorities in South Australia.

Firstly, payment of approximately half of the 2017-2018 FAG's were brought forward and paid in early June 2017. The early payment was made by the Australian government to give Councils immediate access to funds to commence new projects and to benefit from the interest on additional cash in the bank.

As advised by the Commission in late June 2017, the calculation of the Identified Local Road Grant component of the brought forward payment for South Australia was apportioned on the basis of the Identified Local Road Grants and the Special Local Roads Grants for 2016-2017, instead of the Identified Local Road grants only. Adjustments for under and over allocations will be made by the Commission, as appropriate.

Secondly, the freeze on indexation of the FAG's has been lifted and the pool of funding has grown by 3.4 percent or \$78 million, across Australia for 2017-2018. For South Australia, an increase of 2.7 percent or \$4.1 million, is very welcome.

Thirdly, the federal Treasurer announced in the federal Budget that the Supplementary Local Road Funding Program for South Australia would be re-instated for 2017-2018 and 2018-2019, providing \$20 million each year. This funding is to be provided in recognition of the inequitable share of the Identified Local Road Grants to South Australia.

Arrangements for payment of the Supplementary Local Road Funding are currently being finalised by the Australian government and Councils advised of their allocations as soon as possible.

Minister for Regional Development  
Minister for Local Government

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- 2 -

The Australian government also continues to provide additional local road funding in 2017-2018 as part of the Roads to Recovery program from the reintroduction of indexation of the federal fuel excise.

As Minister for Local Government, I am working closely with the state government and Local Government Association of South Australia for the continued provision of these programs and I encourage you to take every opportunity to lobby your federal Member of Parliament.

In terms of the 2017-2018 FAG's, the total allocation for South Australia is \$155.8 million. For South Australia, the general purpose grants are \$115,773,190, an increase of 2.5 percent from 2016-2017 and the Identified Local Road Grants are \$39,993,501, an increase of 3.42 percent from 2016-2017. The Identified Local Road component includes formulae based funding of \$33,994,501 and the Special Local Roads Program with funding of \$5,999,000.

The Australian government advised that there was a small underpayment of \$225,623 in the 2016-2017 grants. This amount will be added to the cash grants received by Councils during 2017-2018 in proportion to your approved 2016-2017 distributions.

In summary, the total allocation to the West Torrens Council for the 2017-2018 year consists of:

General Purpose Grant (GPG)	\$	1,205,813
Roads (Formulae Funding - ILRG)	\$	612,247
Roads (Special Local Roads Program - ILRG)	\$	1,400,000 *
<b>Total Estimated Grant for 2017-2018</b>	<b>\$</b>	<b>3,218,060</b>
Add Adjustment for 2016-2017 underpayment (GPG)	\$	2,210
Add Adjustment for 2016-2017 underpayment (ILRG)	\$	243
Less Brought Forward Payment Paid in June 2017 (GPG)	\$	604,179
Less Brought Forward Payment Paid in June 2017 (ILRG)	\$	952,521 **
<b>Remaining 2017-2018 Cash Payable</b> (rounded to the nearest dollar)	<b>\$</b>	<b>1,663,813</b>

\* Monies provided under the Special Local Roads Program (Financial Assistance Grants) have been allocated for work on the following project: Phillips Street, Thebarton.

\*\* Note – the ILRG component of the brought forward payment figure above represents the actual allocation of the brought forward payment paid in June 2017. The remaining cash payable above includes adjustments made to reflect the under or over allocation of the ILRG brought-forward payment, as necessary.

The general purpose grants and the Identified Local Road Grants are determined using different assessment methods.

To calculate the general purpose grants, both the capacity of Councils to raise revenue and their expenditure needs relative to the average or standard Council are assessed. Greater funding is directed to Councils with less capacity to raise revenue from rates (i.e. those Councils with lower than average property values) or where services cost more to provide, for reasons outside the Council's control (i.e. those Councils with higher than average expenditure needs).

- 3 -

The Identified Local Road Grants are distributed on the basis of road length, population and in rural Councils, the area of the Council.

In 2017, two new commissioners, Mr Rory McEwen and Mayor Dave Burgess joined the Commission. Mary Patetsos, Chair and the Commission considered a range of impacts and other factors during the year and resolved not to make significant changes to the distribution methodology for 2017-2018. The Commission remains committed to ongoing refinement of its methodology and will continue this process during 2017-2018.

The grants are untied and the funding for 2017-2018 will be paid in four quarterly instalments, with the first instalment recently paid. Further instalments will be paid in November 2017 and February 2018 and May 2018.


It would be appreciated if you could forward this information to the relevant Council officers.

Should you have any queries regarding your Council's grant, please contact Mr Peter Ilee, the Commission's Executive Officer, on telephone 7109 7148 or via email at [grants.commission@sa.gov.au](mailto:grants.commission@sa.gov.au).

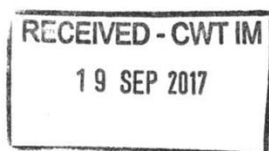
Yours sincerely



Hon Geoff Brock MP  
**MINISTER FOR REGIONAL DEVELOPMENT**  
**MINISTER FOR LOCAL GOVERNMENT**

 13 September 2017

cc: Mr Terry Buss, Chief Executive Officer



**Government of South Australia**  
Primary Industries and Regions SA

15 September 2017

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

**FISHERIES & AQUACULTURE**

Level 14  
25 Grenfell Street  
Adelaide SA 5000  
GPO BOX 1671  
Adelaide SA 5001  
DX 210  
Tel (08) 8226 0900  
Fax (08) 8204 1388

[www.pir.sa.gov.au](http://www.pir.sa.gov.au)

Dear Mr Buss

I am writing to inform you the *Management Plan for Recreational Fishing in South Australia* was approved by the Minister for Agriculture, Food and Fisheries on 13 August 2017 and has taken effect from 1 September 2017.

The *Management Plan for Recreational Fishing in South Australia* provides the strategic policy framework for recreational fishing in South Australia and is the first management plan implemented for this valuable fishery. In developing the *Management Plan for Recreational Fishing in South Australia*, Primary Industries and Regions South Australia (PIRSA) incorporated feedback from the consultation process-undertaken across the state.

A copy of the *Management Plan for Recreational Fishing in South Australia* can be downloaded from <http://www.pir.sa.gov.au/fishing/publications>.

If you have any questions, please contact Keith Rowling, Program Leader Community Based Fisheries (08) 8429 0513 or [Keith.Rowling@sa.gov.au](mailto:Keith.Rowling@sa.gov.au).

Yours sincerely

**Sean Sloan**  
**A/EXECUTIVE DIRECTOR**  
**FISHERIES AND AQUACULTURE**

Objective ID: A3320281



**National Malaya & Borneo Veterans' Association Australia Inc**  
**South Australia & Northern Territory Branch**  
**73 Berrima Rd, Sheidow Park SA 5158**  
 ABN 31 340 936 038



National Patron: His Excellency, General Sir Peter Cosgrove AK MC  
 Governor General of the Commonwealth of Australia  
 SA NT Patron: His Excellency, Hon. Hieu Van Le AC,  
 Governor of South Australia

**SA NT President:** Brian Selby [www.nmbvaa.org.au](http://www.nmbvaa.org.au) **Vice President:** Don Cameron

Ph: 08 8387 1672 E: [oneoneecho111@gmail.com](mailto:oneoneecho111@gmail.com) Ph: 08 8264 2858 E: [wildcanyon@adam.com.au](mailto:wildcanyon@adam.com.au)



28 August 2017

All Members  
 SA & NT Branch  
 Families and Friends

**2017 Malaya & Borneo Veterans' Day**  
**Adelaide**

*Selamat pagi dan Selamat Datang,*

The annual commemoration service was conducted at the site of the new SA & NT Branch Memorial in the War Memorial Gardens, Hilton, at 1100 hrs on Saturday, 26 August, 2017.

I would like to acknowledge, and say *Thank You*, to all who made the effort to attend the service and pay their respects to the men and women of the Australian Armed Forces who paid the ultimate price, and to all those who served in the two post WW2 wars of the Malayan Emergency and the Indonesian Confrontation.

This year was the seventh commemorative service that the Executive Officers and Cadets from 604 Sqn AAFC have mounted the Catafalque Parties and Honour Guards for the SA & NT Branch, including at the 2016 Memorial unveiling in Kuching, Sarawak, which commemorated the 50<sup>th</sup> Anniversary of the Cease Fire and Declaration of the end of the Indonesian Confrontation. The presentation and execution of the tasks has been in the highest traditions of the AAFC.

Thank you to the Hon. John Trainer OAM, as Mayor and the Councillors of the City of West Torrens for your continued support of the commemoration..

*Thank you* also to the President and Committee of the Hilton RSL sub-Branch for providing the venue for the *After the Service* function, to Jenny Cameron and Chris Selby for organising the setting up in the club and the provision of the lunch fare...

A special *Thank You* to the ESO representatives who placed Wreaths or Tributes.

*Terima kasih dan banyak bagusla... Ubique...*

B J Selby

President  
 SA NT Branch

***Lest We Forget***  
***Courage Mateship Pride***



***Kami Jangan Lupakan***  
***Keberanian Persaudaraan Kebanggaan***





The voice of local government.

In reply please quote our reference: ECM 654778 SS/DB

26 September 2017

Mayor John Trainer OAM  
City of West Torrens  
165 Sir Donald Bradman Drive  
Hilton SA 5033

email: [jtrainer@wtcc.sa.gov.au](mailto:jtrainer@wtcc.sa.gov.au);

Dear Mayor Trainer

*John*

**Capping of Government Fees and Charges**

Thank you for your letter of 19 September 2017. I note your comments about the motion circulated to all councils by the Wattle Range Council.

I will encourage the President to highlight the changes made by the City of Torrens in her fortnightly communication to elected members.

The LGA appreciates the support of the City of West Torrens in the campaign against rate capping. The united voice of the sector highlights to our communities and all political parties the serious potential impacts of rate capping policies on local services, local infrastructure and local democracy.

Yours sincerely

Matt Pinnegar

**Chief Executive Officer**

Telephone: (08) 8224 2022

Email: [matt.pinnegar@lga.sa.gov.au](mailto:matt.pinnegar@lga.sa.gov.au)



## **21 CONFIDENTIAL**

### **21.1 Chief Executive Officer's Performance Review - 2017**

#### **Reason for Confidentiality**

The Council is satisfied that, pursuant to Section 90(3) (a) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is information, the disclosure of which may breach a duty of confidence owed to an employee and result in the unreasonable disclosure of information concerning the personal affairs of the employee.

- (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

#### **RECOMMENDATION**

It is recommended to Council that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, Council orders, that the public, with the exception of the Chief Executive Officer, members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 21.1 Chief Executive Officer's Performance Review - 2017, attachments and any associated documentation submitted by the General Manager Corporate and Regulatory, specifically on the basis of the provisions of Section 90(3) (a) because the matter relates to the negotiations and details of the contractual employment arrangements of an employee and disclosure may breach a duty of confidence owed to the employee and result in the unreasonable disclosure of information concerning the personal affairs of the employee.
2. At the completion of the confidential session the meeting be re-opened to the public.

## **22 MEETING CLOSE**

**INDEX**

<b>1</b>	<b>Meeting Opened .....</b>	<b>1</b>
<b>2</b>	<b>Present .....</b>	<b>1</b>
<b>3</b>	<b>Apologies .....</b>	<b>1</b>
<b>4</b>	<b>Disclosure Statements .....</b>	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes.....</b>	<b>1</b>
<b>6</b>	<b>Communications by the Chairperson.....</b>	<b>1</b>
<b>7</b>	<b>Questions with Notice .....</b>	<b>1</b>
	Nil	
<b>8</b>	<b>Questions without Notice.....</b>	<b>1</b>
<b>9</b>	<b>Motions with Notice .....</b>	<b>1</b>
	Nil	
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11.1	West Beach Road Integrated Streetscape Project.....	2
11.2	Preservation of the Windsor Theatre Movie Posters.....	14
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11.4	Urban Services Activities Report .....	25
<b>12</b>	<b>Meeting Close .....</b>	<b>37</b>

**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****Apologies****Committee Members:**

Cr Megan Hill

**Leave of Absence****Committee Members:**

Cr Garth Palmer

**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 Urban Services Committee held on 5 September 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 URBAN SERVICES DIVISION REPORTS

### 11.1 West Beach Road Integrated Streetscape Project

#### Brief

The City of West Torrens and the City of Charles Sturt jointly submitted an application to the Local Government Transport Advisory Panel in March 2017 to be considered for strategic road funding under the Special Local Roads Program for the 2017/18 financial year. \$2,000,000 in funding has been sought to enable the upgrade of West Beach Road between Military Road and Tapleys Hill Road with further funding to be applied for in the second year of the two year project.

Council has received notification from the City of Charles Sturt that they have received notice from the Minister (**Attachment 1**) that the funding application for 2017/18 financial year has been successful and an allocation of \$1,890,000 has been provided subject to Council agreeing to make a financial contribution. As such, there is a minimum requirement for the two Councils to match the funding to enable the delivery of the project. Neither Council currently has budget approved for this project in the 2017/18 financial year, therefore a budget allocation will be required for City of West Torrens' share of the works. Council currently has design budget allocation within the 2017/18 financial year to cover design costs.

#### RECOMMENDATION(S)

The Committee recommends to Council that:

1. Council note that the application submitted to the Local Government Transport Advisory Panel in March 2017 for Special Local Road Program funding has been approved for \$1,890,000 for 2017/18.
2. The City of Charles Sturt accept the full amount of the funding on behalf of City of Charles Sturt and City of West Torrens.
3. Council note the requirement for the Cities of Charles Sturt and West Torrens to have allocated budgets to secure the funding and enable delivery of the project.
4. A budget allocation of \$2,877,000 derived from loan funding be made available in order for the grant contribution to take effect and enable a construction contract to be entered into to commence the project.

---

#### Introduction

The City of West Torrens and the City of Charles Sturt have been working in collaboration with Adelaide Shores, Adelaide Airport Limited and the local community to develop a preferred concept for the future upgrade of the section of West Beach Road between Military Road and Tapleys Hill Road. This section of West Beach Road plays an important role in facilitating access between Adelaide Airport, the Harbour Town and Adelaide Shores Precincts, the western coastal area and is an important strategic road to our City.

## Background

At the Council meeting of 1 July 2014, a report was submitted providing an update of the Stage 2 community consultation results on options for the West Beach Road Streetscape Master Plan and the following resolution was subsequently endorsed:

1. *The West Beach Road Streetscape Master Plan Stage 2 Summary Report be received and its contents noted.*
2. *Council continue to work with the relevant stakeholders (internal and external) including identifying potential future funding opportunities.*
3. *The residents be advised of the consultation outcomes accordingly.*
4. *A further report be presented to Council following consideration and further development by the respective project clients, i.e. the City of West Torrens, City of Charles Sturt, Adelaide Airport Limited and Adelaide Shores (West Beach Trust) and major stakeholders.*

Council at its meeting of 7 April 2015 endorsed a preferred option for the upgrade of this section of West Beach Road following extensive community consultation and also resolved to proceed with detailed design (**Attachment 2**).

The City of Charles Sturt was informed of Council's support of Option 4 and they have since resolved to proceed with the detailed design of this option and seek future funding to enable the project to undertaken.

Following confirmation of City of West Torrens' support for Option 4, the City of Charles Sturt engaged external consultants in early 2016 to commence the detailed design of Option 4. The design is approximately 90% complete with only the lighting, stormwater and landscaping components still to be finalised.

At its meeting of 7 March 2017, Council considered a report regarding the 2017/18 Special Local Roads Program (**Attachment 3**) and resolved the following:

*"That the road upgrade projects for Phillips Street, Thebarton and West Beach Road, West Beach be submitted to the Local Government Association for consideration by the Local Government Transport Advisory Panel (LGTAP) for the 2017/18 Special Local Roads Program."*

## Discussion

Now that funding has been confirmed, these outstanding design items will need to be completed as soon as practical. Council has a budget allocation within the current financial year to enable the design phase of the project to be completed and proceed to the implementation stage later in the 2017/2018 financial year should funding be made available. In order for the Council to accept the grant funding and for Council to be able to enter into a construction contract in 2017/18 the Council would need to allocate the remaining funds required to complete the project.

A preliminary cost estimate obtained earlier for the works indicates a project cost of between \$4,200,000 and \$5,500,000. However, this estimate excluded lighting costs and potential latent conditions such as soil contamination and has not been updated for inflation escalation. Following completion of the detailed design a further cost estimate, through a qualified Quantity Surveyor, will be required to confirm the total project cost and the apportionment of costs between the Council and the City of Charles Sturt. For the purposes of submitting the 2017/18 Special Local Roads Program a revised preliminary cost estimate of \$6,000,000 was quoted to account for the exclusions stated above. An updated cost estimate subsequent to the completion of the detailed design will inform future budget reviews.

The majority of the section of West Beach Road to be upgraded (approximately two thirds) is contained entirely within City of West Torrens with approximately one third contained within City of Charles Sturt. On this basis, it has been previously agreed with City of Charles Sturt that the project costs be shared accordingly, i.e. City of West Torrens will contribute two thirds of the project cost and City of Charles Sturt will contribute one third (actual allocation to be determined through Quantity Survey). Based on the revised preliminary cost estimate the cost to Council is estimated to be in the order of \$2,877,000 (including grant funding as detailed in Table 1 following).

**Table 1**

Grant funding received.	\$1,890,000
City of West Torrens contribution, based on 70%	\$2,877,000
City of Charles Sturt contribution, based on 30%	\$1,233,000
<b>Total Estimated Project Cost</b>	<b>\$6,000,000</b>

As foreshadowed earlier in this report a further application will be submitted to the 2018/19 Special Local Roads Program seeking further funding of up to \$1M and should it be successful in receiving this then a budget review will be undertaken to account for the additional funds received.

### Conclusion

West Beach Road is an important road for the City of Charles Sturt and the City of West Torrens and there is strong community and stakeholder interest to deliver an upgrade of the section of road between Military Road and Tapleys Hill Road. A concept plan has been endorsed for the upgrade of this section of road and the project has been approved for \$1,890,000 in funding through the Special Local Roads Program. The total project revised preliminary cost is currently estimated to be in the order of \$6,000,000. The balance of the project costs would need to be shared by the two Councils with City of West Torrens contributing approximately \$2, 877,000 (subject to final design and cost estimates).

Given the strategic importance of West Beach Road it is recommended that Council accept the grant funding and allocated Council funding to commence the next stages of the project with the intent of completing the project in the 2018/19 financial year.

This report recommends that the City of Charles Sturt accept the full amount of the funding on behalf of the two Councils and that an allocation of \$2, 877,000 (via loan funding) by the City of West Torrens' is made available this financial year for its share of the works.

### Attachments

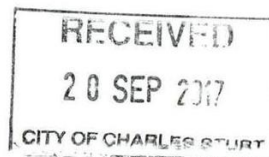
1. **Letter of Notification of \$1.89m Roads to Recovery Funding from Minister for Regional Development and Local Government**
2. **Council Report for Urban Services Standing Committee Meeting held on 7th April 2015**
3. **Council Report for Urban Services Standing Committee Meeting held on 7th March 2017**





Government  
of South Australia

eA181994



Mayor Angela Evans  
City of Charles Sturt  
PO Box 1  
WOODVILLE SA 5011

**COPY**

Dear Mayor ~~Evans~~ **ANGELA**

I am pleased to advise that the South Australian Local Government Grants Commission's (the Commission) recommendations for the distribution of the special projects component of the Roads to Recovery program to Councils for the 2017-2018 financial year have recently been approved and have been endorsed by Senator Hon Fiona Nash, Federal Minister for Local Government and Territories on 9 August 2017.

The recommendations were made to the Commission on the advice of the Local Government Transport Advisory Panel.

Unlike the Financial Assistance Grants, these grants are tied. They are made available under the *National Land Transport Act 2014* (the Act) and the terms and conditions that apply to other monies provided directly to you under the Act also apply to these grants.

Funding from the special projects component of the Roads to Recovery program for the 2017-2018 Special Local Roads Program will be provided out of two distinct pools of funding.

An allocation of \$4.26 million will be available from the standard Roads to Recovery program and a further \$4.26 million will be available from the additional Roads to Recovery funding, which has been provided out of the reintroduction of the indexation of the federal fuel excise. Projects may be funded out of each of these pools of funding or a combination of both pools.

Minister for Regional Development  
Minister for Local Government

Level 17, 25 Grenfell Street Adelaide SA 5000 | GPO Box 2557 Adelaide SA 5001 DX 667  
Tel 08 8226 1300 | Fax 08 8226 0316 | [pisa.MinisterBrock@sa.gov.au](mailto:pisa.MinisterBrock@sa.gov.au)



- 2 -

The allocation to your Council from the standard Roads to Recovery program and/or the additional Roads to Recovery funding for the 2017-2018 year is set out below.

<b>RTR Program</b>	<b>Road</b>	<b>Funding</b>
Standard RTR program:	West Beach Road	\$ 1,890,000
Additional RTR funding:	N/A	\$
<b>Total RTR Allocation</b>		<b>\$ 1,890,000</b>

The grants are tied to the specific project mentioned above. The Australian Government's intention is for the funding to be available as soon as required. Funding will be provided following successful completion of the works program in accordance with the Act. Monies will be deposited into your account with the Local Government Finance Authority.

The Australian Government has requested that the Commission process all reports on behalf of Councils. The Commission has agreed to be responsible for this task in order to ensure that there are no delays in providing funding to Councils.

In order to comply with the Act, the grant is conditional on the Council providing the Commission with quarterly reports and an annual report in a format that is consistent with those provided to the Australian government for other monies received directly by Councils under the Roads to Recovery program and providing evidence of having met the signage requirements, as set out in the funding conditions.

Quarterly and annual reports can be sent to:

Mr Peter Ilee  
Executive Officer  
Local Government Grants Commission  
GPO Box 2329  
ADELAIDE SA 5001

- 3 -

It would be appreciated if you could forward a copy of this letter to the relevant Council officers. Should you have any queries, please contact Mr Ilee on telephone 7109 7148 or via email at [grants.commission@sa.gov.au](mailto:grants.commission@sa.gov.au).

Yours sincerely



Hon Geoff Brock MP  
**MINISTER FOR REGIONAL DEVELOPMENT**  
**MINISTER FOR LOCAL GOVERNMENT**

13<sup>th</sup> September 2017

cc Mr Paul Sutton, Chief Executive Officer

## 11. URBAN SERVICES DIVISION REPORTS

### 11.1 West Beach Road Master Plan - Approval to Proceed to Detailed Design

#### Brief

To seek Council approval to progress the West Beach Road Streetscape Master Plan Option 4 design during the 2015/2016 financial year.

#### RECOMMENDATION

It is recommended to Council that funding be allocated in the 2015/2016 financial year to enable the detailed design of Option 4 of the West Beach Road Streetscape Master Plan to proceed.

---

#### Introduction

The West Beach Road Streetscape Master Plan was a joint study funded by the City of West Torrens, City of Charles Sturt, Adelaide Airport Limited and Adelaide Shores (West Beach Trust). The study has progressed to the point where the majority of the four client stakeholders have now agreed to recommend Option 4 (**Attachment 1**) as the master plan for the road. Subsequently the administration is now seeking Councils endorsement to proceed with Option 4. and seeking fund allocations from Council's 2015/16 financial year budget to enable the project to proceed to detailed design, in readiness for any funding opportunity that may be available to both councils to implement the works.

This report summarises the background of the project for new members of Council.

#### Background

In early 2013, the City of West Torrens, City of Charles Sturt, Adelaide Airport Limited and West Beach Trust (client stakeholders) formally agreed to jointly fund a study to develop a streetscape master plan for West Beach Road. The goals of the study were to develop options that:

- Improves the visual amenity of the area.
- Provides a design consistent with the level of use and speed of traffic.
- Provides for additional parking during peak events.
- Manages stormwater.
- Incorporates low maintenance and appropriate plantings.
- Incorporates appropriate crime prevention principles.
- Is consistent with adjacent land uses (i.e. playing fields and housing).
- Considers future potential land use and access points for undeveloped land.

In July 2013, the client stakeholders agreed to appoint a multi-disciplinary consultant team to undertake the project.

Stage 1 of the community consultation was undertaken in October 2013, during which the community's views about the current state of the road, the issues, concerns and ideas for improvement of the road and surrounds were obtained. Based on the information provided by the community, four options were then developed by the consultant. The four options were:

- Option 1 – Linemarking + Minor Landscaping (Estimated cost \$0.5-1.0 million)
- Option 2 – Bike Lane + Shared Path (Estimated cost \$2-2.5 million)
- Option 3 – Service Road (Estimated cost \$4.5-6.0 million)
- Option 4 – Divided Road with Central Median (Estimated cost \$4.2-5.5 million)

Stage 2 of the community consultation on the four options was undertaken during June 2014.

Following the Stage 2 community consultation, a report was presented to the Council meeting of 1 July 2014, with the following resolutions adopted:

- 1. The West Beach Road Streetscape Master Plan Stage 2 Summary Report be received and its contents noted.*
- 2. Council continue to work with the relevant stakeholders (internal and external) including identifying potential future funding opportunities.*
- 3. The residents be advised of the consultation outcomes accordingly.*
- 4. A further report be presented to Council following consideration and further development by the respective project clients, ie the City of West Torrens, City of Charles Sturt, Adelaide Airport Limited and Adelaide Shores (West Beach Trust) and major stakeholders.*

The City of Charles Sturt advised that, at its Council meeting of 16 February 2015, Option 4 was supported by the council and the following was resolved:

- 1. That Council note extensive consultation with the West Beach Community Reference Group and surrounding property owners and occupiers has reached majority view that Option 4 is preferred redevelopment solution.*
- 2. That the CEO write to the CEO of City of West Torrens advising City of Charles Sturt support of Option 4 subject to the concurrence of City of West Torrens.*
- 3. Subject to City of West Torrens resolving to adopt Option 4 for this Local Distributor Road, then detail design be undertaken in readiness for grant funding opportunities for construction.*

### **Discussion**

At the client stakeholders' meeting of 11 March 2015, the majority of stakeholders agreed that Option 4 be adopted as the master plan for West Beach Road.

To progress the project, the Administration is now seeking Council approval to proceed with detailed design in the 2015/16 financial year through a funding allocation of \$50,000 from the budget for Council's share of the design cost. A suitable design consultant would then be appointed to undertake the work.

Once the detailed design is prepared, it would enable both councils to have the opportunity to seek funding from various sources to undertake the construction works with an already prepared design scheme. Examples of where funding may be available include the Special Local Road Program administered by the Local Government Association (LGA), the Federal and State Black Spot funding program and the State Bicycle Fund program administered by the Department of Planning, Transport and Infrastructure (DPTI) and other funding sources that may become available to Council. If Council is successful in obtaining external funding for the project in future, Council could then give consideration to future budget allocation for its share for the construction cost.

### **Conclusion**

It is recommended that a budget allocation of \$50,000 be provided from the 2015/16 financial year to enable detailed design of Option 4 to proceed.



**URBAN SERVICES PRESCRIBED STANDING COMMITTEE**  
**7 April 2015**

Page 4

**ATTACHMENT 1**



## 11.2 Special Local Roads Application 2017-18

### Brief

To advise Council of notification received by the Local Government Transport Advisory Panel (LGTAP) that the 2017/18 funding round for the Special Local Roads Program (SLRP) is now open and that the Phillips Street, Thebarton and West Beach Road, West Beach projects are proposed to be submitted to the Local Government Association for their consideration.

### RECOMMENDATION(S)

The Committee recommends to Council that the road upgrade projects for Phillips Street, Thebarton and West Beach Road, West Beach be submitted to the Local Government Association for consideration by the Local Government Transport Advisory Panel (LGTAP) for the 2017/18 Special Local Roads Program.

---

### Introduction

Following recent notification received from the LGA advising that the 2017/18 funding round for the Special Local Roads Program 2017/18 is now open, the Administration proposes to submit two road projects to the LGA for funding in the 2017/2018 financial year. These are;

- Phillips Street, Thebarton.
- West Beach Road, West Beach.

### Discussion

In 2016, the City of Charles Sturt took the role as lead applicant and submitted a joint application with Council seeking grant funding for the West Beach Road Upgrade Project. This funding was ultimately unsuccessful. The City of Charles Sturt has again offered to be the lead applicant for the West Beach Road project and an application will be submitted by them, in association with the City of West Torrens, seeking up to \$2 million in funding. See **Attachment 1** for plan of the upgrade.

The Phillips Street, Thebarton project is Stage 2 of the West Thebarton Road-Phillips Street upgrade of the major route between South Road and Port Road. Council was successful in obtaining funding for the Stage 1 West Thebarton Road project in 2016/2017 with an allocation of \$1.25 million made available to Council. The Stage 2 application for Phillips Street seeks a further grant of \$1.4 million.

The funding applications are submitted in accordance with the LGA Road Hierarchy classification (for Special Local Roads Program) and consistent with Council's Transport Strategy functional road classification. The applications are also consistent with the current revision of the Strategic Infrastructure Plan for South Australia with respect to some of the transport objectives.

It should be noted that funding priorities and the success or otherwise of funding applications are determined by the LGTAP and not by Council. The LGTAP website advises the following:

*LGTAP analyses submissions in accordance with the adopted LGTAP policy which assures transparency and accountability in its decisions. LGTAP gives preference to those projects that have been developed through Local Government Regional Transport Plans and transparent planning processes.*

*Following assessment, LGTAP provides recommendations for projects to the LGA Board, which in turn, makes recommendations to the South Australian Local Government Grants Commission for proposals under the Identified Local Roads Grants and the Federal Minister for Transport in the case of the Roads to Recovery component.*

*The LGTAP does not provide general public notification of its recommendation as it is the prerogative of the respective State and Federal Ministers to make the public announcements.*

**Conclusion**

It is proposed that two road projects be submitted for Special Local Road funding for 2017/2018. The West Beach Road project will be submitted by the City of Charles Sturt as the lead applicant, in association with the City of West Torrens. The Phillips Street project is Stage 2 of the major route between South Road and Port Road. Stage 1 West Thebarton Road was funded in 2016-2017.

**Attachments**

1. **West Beach Road - Plan of the upgrade**



## **11.2 Preservation of the Windsor Theatre Movie Posters**

### **Brief**

This report presents a proposal to preserve old movie posters at the Windsor Theatre at Lockleys.

### **RECOMMENDATION(S)**

The Committee recommends to Council that:

1. It supports the preservation of the Windsor Theatre movie posters.
2. It authorises Administration to select the most appropriate method of preserving the posters.
3. It authorises Administration to contact the West Torrens Historical Society, the State Library and the National Film and Sound Archives to determine their interest in the posters.

---

### **Introduction**

The now defunct Windsor Theatre at Lockleys contains a number of old movie posters dating back to the 1960s. The theatre has not been in use since 2012 and is currently vacant. It is proposed that sometime in the future it will be demolished to make way for future development in the area. As a result of this, some interest has been shown from Elected Members in preserving the posters as part of the history of West Torrens.

### **Discussion**

The posters are adhered to a wall in the cinema and have been coated for preservation. This makes removing them without damage difficult, if not impossible.

One way that they could be 'preserved' for the future is to photograph them, both as individual items and as a collage, which could then be displayed or used as the basis of a public art piece in the redeveloped Mellor Park.

The interest in the posters in the Windsor Theatre has been a talking point with locals and visitors in the past and, recently, the Messenger Press featured a story about the theatre, in particular the movie posters that are on the wall. The story that appeared on 23 August 2017 quoted the Mayor calling for volunteers to assist in the preservation of the posters by photographing them. As a result of this article, Administration has received expressions of interest from two photographers who would be keen to undertake this project on a voluntary basis.

Before a decision can be made on how to progress with this project, Council should investigate if there would be any other interest in preserving the posters for future posterity. Once this can be ascertained, a project brief can be drawn up which outlines the outcomes of this project.

Administration proposes that it will contact the West Torrens Historical Society, the State Library and the National Film and Sound Archives to ascertain if there is any interest in preserving the posters from a State history perspective and what format that would take.

### **Conclusion**

The Windsor Theatre contains a significant number of movie posters dating back from the 1960's which should be preserved as part of the history of the City of West Torrens.

### **Attachments**

Nil

### 11.3 Proposed Footpath Installation - Neptune Crescent, West Beach

#### Brief

This report seeks Council's endorsement to proceed with scheduled footpath installation on the western and southern side of Neptune Crescent, West Beach, as approved in the 2016/17 budget.

#### RECOMMENDATION(S)

The Committee recommends to Council that:

1. Council's Administration proceeds with the scheduled footpath construction works on the western and southern side of Neptune Crescent, West Beach, as approved within the 2016/17 budget.
2. The Administration advises the residents of Neptune Crescent of Council's decision.

---

#### Introduction

As part of the approved 2016/2017 Capital Works Program, it was proposed to install a footpath along the entire length of Neptune Crescent, West Beach.

Neptune Crescent is classified as a local road as it serves to provide access only to properties within the crescent. It is lined with several small sized trees, and one well-established tree, on both sides. In addition, several residents have established and maintained turf/landscaping on the council verge. Installing a footpath in Neptune Crescent was identified as a high priority because of the high foot traffic volume due to the vicinity of the West Beach Primary School. A footpath will therefore provide a safe and accessible link to the school via the pedestrian laneway at the end of Neptune Crescent to Woodhead Street. This also assists in eliminating instances of discrimination toward people with all manner of disability. It was proposed that a footpath be installed on the western and southern sides of Neptune Crescent as it impacts fewer residents' frontages and requires a footpath of shorter length compared to the opposite side.

In facilitating the footpath installation, notification advising of the pending works was distributed to the residents in Neptune Crescent, dated 24 August 2016 (**Attachment 1**). As a result of the notifications, Council received a number of objections in regards to the proposed installation of footpaths, thus Administration undertook further consultation with all residents. The consultation letter (**Attachment 2**) included a survey seeking residents' preference regarding the installation of the footpath, and invited any other comments on the proposal. The results from the consultation was that the majority of residents were in favour of the footpath installation. Subsequently, a report to Council was presented at its meeting held on 17 January 2017 and the resolution was to proceed with the footpath installation.

Administration notified residents on 6 March 2017 (**Attachment 3**) regarding Council's decision to proceed with the footpath installation, but the works were later put on hold due to a resident deputation at the Council meeting held on 16 May 2017. The recommendation from the resident deputation was to install the footpath on the eastern and southern side of Neptune Crescent, as opposed to originally being installed on the western and southern side. Council's resolution for the deputation was to defer the installation of the footpath until the occupants of the four residences on the eastern side of Neptune Crescent affected by the new proposal be consulted.

## Discussion

The four residences on the eastern side of Neptune Crescent affected by the new footpath alignment were consulted with on 6 June 2017. The consultation letter (**Attachment 4**) included a map of the new alignment of the footpath, a survey seeking residents' preference as to whether they are in favour of the new proposal, and invited any other comments on the proposal. The consultation letter requested that it be completed and returned to Council by close of business on 16 June 2017.

Of the four surveys distributed, three responses were received. A summary of the responses is provided in the table below.

Footpath Proposal	Response
In Favour	1
Not in Favour	2

Of the three responses received, two responses were not in favour of the new footpath proposal. The following comments were included in their response:

- New proposal poses a significant and unnecessary safety risk as it forces pedestrians to cross at the bend of the road.
- Cars are often parked along Neptune Crescent which would make it difficult to see oncoming traffic in both directions.
- Causes inconvenience for pedestrians using the footpath.
- Majority of foot traffic is on the western side of the road.
- Will require tree removal which is the only source of shade during summer.

After considering the responses from both consultations, it is recommended that Council proceed with the installation of the footpath on the western and southern side of Neptune Crescent for the following reasons:

- Council has committed to a management strategy to ensure that all developed road reserves have at least one footpath.
- The majority of residents on the western side of Neptune Crescent are in favour of the footpath being installed on the western and southern side as identified via initial consultation on 10 October 2016.
- The majority of residents on the eastern side of Neptune Crescent are not in favour of the footpath being installed on the eastern side as identified via the second consultation on 6 June 2017.

## Conclusion

The construction of a footpath along the western and southern side of Neptune Crescent, West Beach, had been approved within the 2016/17 budget. The installation of the footpath will help facilitate a safe and functional pedestrian environment by having a formalised footpath on one side of the road reserve. It was proposed that a footpath be installed on the western and southern sides of Neptune Crescent as it directly impacts fewer residents' frontages and requires a footpath of shorter length compared to the opposite side.

After a series of correspondence between residents in Neptune Crescent and Council's Administration regarding the installation of the footpath, a resident had a deputation at the Council meeting held on 16 May 2017 in which it was proposed to install the footpath on the eastern side rather than the western side of Neptune Crescent. Council's resolution was to defer the installation of the footpath until the occupants of the four residences on the eastern side of Neptune Crescent affected by the new proposal were consulted with. The result from the consultation was that the majority were not in favour of the footpath being installed on the eastern side.



As Council has committed to a management strategy to ensure that all developed road reserves have a paved or concrete footpath on at least one side of the road, and the majority of residents on Neptune Crescent have stated that they would prefer to have a footpath, it is recommended that Council proceed with installing a footpath on the western and southern side of Neptune Crescent, West Beach.

**Attachments**

- 1. Footpath Installation Advanced Notification - 24 August 2016**
- 2. Footpath Consultation Letter & Survey Form - 10 October 2016**
- 3. Footpath Installation Notification - 6 March 2017**
- 4. Footpath Consultation Letter, Map & Survey Form (Eastern Residents) - 6 June 2017**

24 August 2016

**TO THE RESIDENT / RATEPAYER**

Dear Sir/Madam

**ADVANCED NOTIFICATION  
FOOTPATH INSTALLATION – NEPTUNE CRESCENT, WEST BEACH**

Council has approved the construction of a footpath on the western & southern side of **Neptune Crescent, West Beach** between **Ingerson Street to End** as part of its 2016/2017 Capital Works Program.

The decision to construct a footpath on Neptune Crescent is based upon Council's policy to comply with the Disability Discrimination Act (DDA), which requires that there is a footpath on at least one side of all roads, for the safety and accessibility of pedestrians.

The footpath construction will require excavation works within the road verge, between the property boundary and kerb and gutter. Any materials that have been placed or installed on the road verge (i.e. irrigation equipment, pavers, plantings etc) may be affected by the proposed works and may need to be removed to allow the works to proceed. If you wish to preserve or retain any of these items please write to Luke Boin, City of West Torrens, 165 Sir Donald Bradman Drive, Hilton SA 5033. Council will then determine whether the items will be affected by the footpath works and whether irrigation pipes and fittings can be reinstated.

Please note that unless agreed before works commence, any items within the footpath location will be removed. Council's Urban Verge Management Policy states that Council will not take responsibility for damage to any items located on the verge.

A further notification letter will be sent to you prior to works commencing. If you require further information in the meantime please contact me on 8416 6362.

Yours sincerely



**Luke Boin**  
**Technical Officer - City Assets**

CC: Ward Councillors Cr Rosalie Haese & Cr Garth Palmer

**Civic Centre**  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
**Tel** 08 8416 6333  
**Fax** 08 8443 5709  
**Email:** [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)  
**Web:** [westtorrens.sa.gov.au](http://westtorrens.sa.gov.au)



10 October 2016

## **NEPTUNE CRESCENT – WEST BEACH PROPOSED FOOTPATH INSTALLATION**

Dear Resident/Ratepayer,

Council has received mixed responses from the initial notification letter delivered on the 24<sup>th</sup> August 2016 regarding the proposed installation of the footpath on the western and southern side of Neptune Crescent.

To assist Council in its consideration to proceed with the instalment of footpath, Council is requesting your comments on the proposed footpath. Please find enclosed a copy of a Survey Form together with a reply paid envelope. Based on the results of the Survey, Council Administration will provide a report to Council Elected Members for their deliberation.

In order for your response to be considered, please return your completed Survey Form to Council by Close of Business, Friday 21<sup>st</sup> October 2016 via the enclosed reply paid envelope. Once the survey is complete, Council will then be able to make an informed decision regarding the installation of a new footpath on the western and southern side of Neptune Crescent, West Beach.

Should you require further information, please contact me on 8416 6362.

Yours sincerely

**Luke Boin**  
**Technical Officer - City Assets**

CC: Ward Councillors Cr Rosalie Haese & Cr Garth Palmer



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## Survey on Footpath Installation Reply Form

Civic Centre  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
Tel 08 8416 6333  
Fax 08 8443 5709  
Email [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)  
Website [www.wtcc.sa.gov.au](http://www.wtcc.sa.gov.au)



### Neptune Crescent, West Beach between Ingerson Street and End

I/we (please print name)

of (please print address)

Am/are:

Please \* your preference -

☐ In favour; or

☐ Not in favour

Of a **footpath** to be installed along the **Western & Southern side of Neptune Crescent, West Beach** between Ingerson Street and End.

### Additional comments

If you wish to make further comments, please do so below.

Signed:

Dated:

Please return your completed form to the City of West Torrens by **5pm Friday 21<sup>st</sup> of October, 2016**

Civic Centre  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
Tel 08 8416 6333  
Fax 08 8443 5709  
Email: [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)  
Web: [westtorrens.sa.gov.au](http://westtorrens.sa.gov.au)



6 March 2017

## NEPTUNE CRESCENT – WEST BEACH COUNCIL DECISION ON FOOTPATH CONSTRUCTION

Dear Resident/Ratepayer,

Further to the survey distributed to all residents of Neptune Crescent, West Beach, on 10 October 2016 that requested your comments on the footpath installation, Council made the decision to proceed with the scheduled footpath construction works after considering all survey responses at its meeting dated 17 January 2017. The footpath will be installed on the western and southern side of Neptune Crescent, West Beach, as approved within the 2016/17 budget.

The construction of the footpath will help facilitate safe and functional pedestrian environment by having a formalised footpath on one side of the road reserve, in line with Council's adopted Footpath Asset Management Plan. The objective of the Plan is to provide a safe and practically manageable footpath network, with an emphasis on the reduction of risk. The Plan also assists Council in eliminating, as far as possible, instances of discrimination toward people with disabilities, and therefore a footpath was identified as warranted in Neptune Crescent, West Beach. The footpath also provides a link to West Beach Primary School via a pedestrian access way at the end of Neptune Crescent to Woodhead Street.

Should you require further information, please contact me on 8416 6362.

Yours sincerely

**Luke Boin**  
Technical Officer - City Assets

CC: Ward Councillors Cr Rosalie Haese & Cr Garth Palmer



*Printed on Revive Laser 100% Recycled which is certified Carbon Neutral and Australian Made.*



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Web: [westtorrens.sa.gov.au](http://westtorrens.sa.gov.au)



6 June 2017

## **NEPTUNE CRESCENT – WEST BEACH PROPOSED FOOTPATH INSTALLATION**

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Dear Resident/Ratepayer,

Further to the letter distributed to all residents of Neptune Crescent, West Beach, on 6<sup>th</sup> March 2017 regarding council's decision to proceed with the footpath installation on the western and southern side, the decision has now been deferred for further consultation due to council considering a resident's deputation.

The deputation occurred at the Council meeting, held on 16<sup>th</sup> May 2017, in which a resident addressed council regarding the alignment of the proposed footpath. During the deputation, the resident recommended that the footpath should be installed on the eastern and southern side of Neptune Crescent, as opposed to originally being the western and southern side. Please refer to the attached plan for the new proposed footpath alignment highlighted in red.

The outcome of the deputation was to defer the installation of the footpath until the occupants of the four residences on the eastern side of Neptune Crescent affected by the new proposal, be consulted. Council is therefore requesting your comments on the new proposed footpath. Please find enclosed a copy of a Survey Form together with a reply paid envelope. Based on the results of the Survey, Council Administration will provide a report to Council Elected Members for their deliberation.

In order for your response to be considered, please return your completed Survey Form to Council by Close of Business, Friday 16<sup>th</sup> June 2017 via the enclosed reply paid envelope. Once the survey is complete, Council will then be able to make an informed decision regarding the installation of a new footpath on the eastern and southern side of Neptune Crescent, West Beach.

Should you require further information, please contact me on 8416 6362.

Yours sincerely,

**Luke Boin**  
**Technical Officer - City Assets**

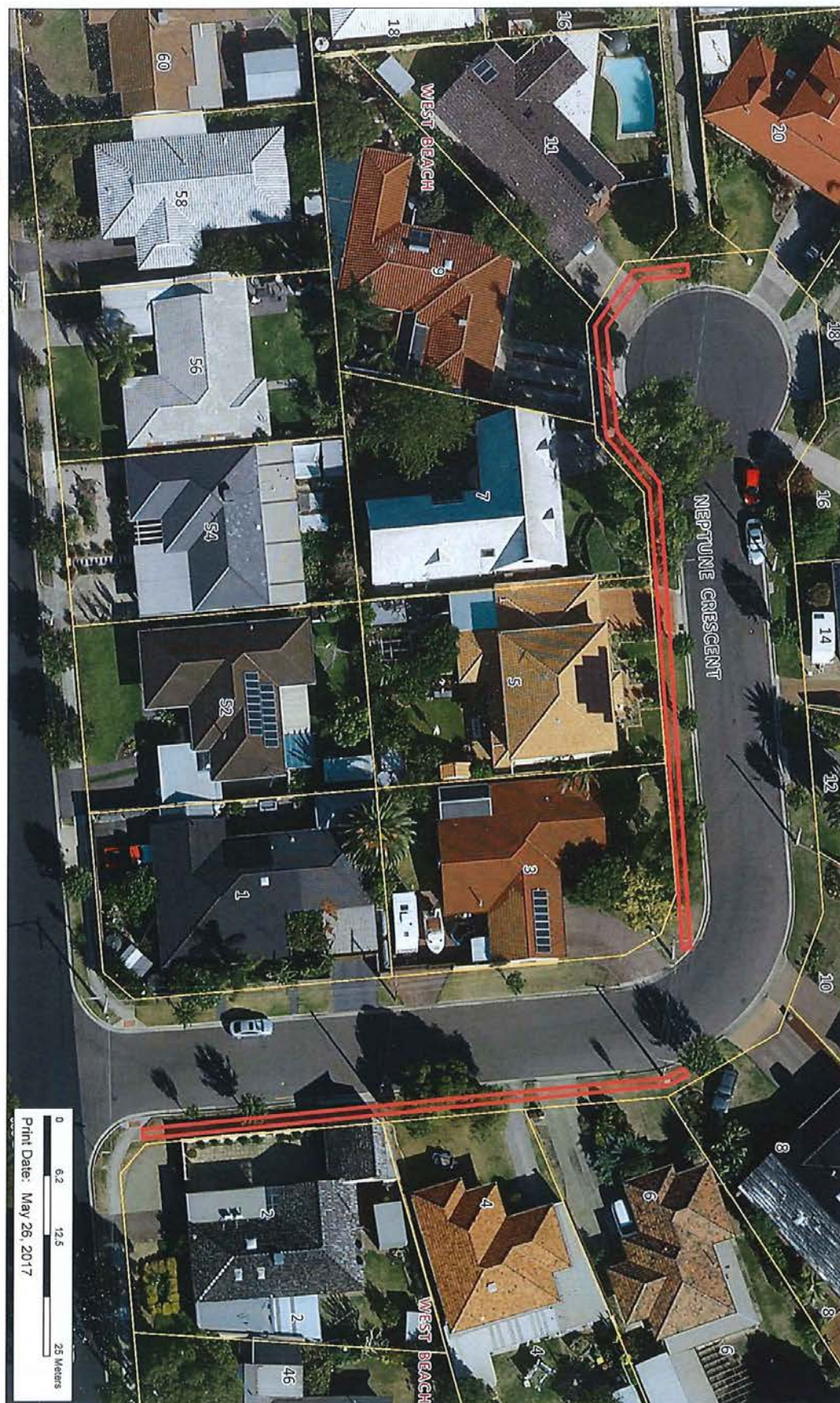
CC: Ward Councillors Cr Rosalie Haese & Cr Garth Palmer

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



## Survey on Footpath Installation Reply Form

**Civic Centre**  
165 Sir Donald Bradman Drive  
Hilton, SA 5033  
Tel 08 8416 6333  
Fax 08 8443 5709  
Email [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)  
Website [www.wtcc.sa.gov.au](http://www.wtcc.sa.gov.au)



### **Neptune Crescent, West Beach between Ingerson Street and End**

I/we (please print name)

Of (please print address)

Am/are:

Please ✕ your preference -

☐ In favour; or

☐ Not in favour

Of a **footpath** to be installed along the **Eastern side of Neptune Crescent, West Beach** between Ingerson Street and End.

### **Additional comments**

If you wish to make further comments, please do so below.

Signed:

Dated:

Please return your completed form to the City of West Torrens by **5pm Friday 16<sup>th</sup> of June, 2017**

## 11.4 Urban Services Activities Report

### Brief

To provide Elected Members' with information on activities within the Urban Services Division.

### RECOMMENDATION

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

### Discussion

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

#### Special Project Work

New Drainage System - Lockleys Catchment Henley Beach Road Crossings - Stage 4b May Terrace and Rowells Road	The civil works associated with this project are currently out to tender, with a tender close and tender assessment programmed for October 2017.
George Street, Thebarton Stormwater Drainage Upgrade and Road Reconstruction	The civil works associated with this project are currently out to tender, with a tender close and tender assessment programmed for October 2017.
Dew Street and Maria Street, Thebarton, Stormwater Drainage Upgrade	Linked to George Street Stormwater Drainage and Road Upgrade.
George Street and Dew Street, Thebarton, New Roundabout	Linked to George Street Stormwater Drainage and Road Upgrade.
Apex Park Culvert Upgrade	As advance works to the greater upgrade of Apex Park and associated facilities, West Beach, the stormwater box culvert from Burbridge Road to the wetland is to be reconstructed and redirected.  Supply of the culverts for these works have been secured and quoting for the civil construction undertaken.  Works are planned to be commenced during October 2017.
Shannon Avenue, Glenelg North, Stormwater Pump Station - Upgrade	The design and documentation for the upgrade of Shannon Avenue, Glenelg North, Stormwater Pump Station is underway.  The delivery of this project is scheduled for 2018/2019, subject to project budget funding.
River Torrens Linear Park, (Pedestrian Light Project)	The River Torrens Linear Park Pedestrian Lighting Projects for 2017/2018 from Tapleys Hill Road, Fulham, to the Council boundary (for both the north and south sides of the river) are currently in the design and documentation stage. The proposal is to commence site works early in 2018.



Westside Bikeway, (Pedestrian Lighting Project)	The Westside Bikeway Pedestrian Lighting Projects for 2017/2018 are currently in the design and documentation stage. The proposal is to commence site works along Birdwood Terrace, North Plympton, and Deacon Avenue, Richmond, early in 2018.
Captain McKenna Pathway, (Pedestrian Lighting Project).	The Captain McKenna Pathway Pedestrian Lighting Project for 2017/2018 is currently in the design and documentation stage. The scope of the project is to design new lighting from Watson Avenue, Netley, to Tapleys Hill Road, West Beach. A staged works program is to be scheduled, subject to project budget funding, for 2018/2019.
Stormwater Audit 2017	A rolling program has commenced to conduct a condition audit of the Council's existing stormwater drainage network using CCTV inspection and data collection to provide a more accurate condition assessment.

### Capital Works

Road Reconstruction Works	<p>The following is an update on roadworks occurring in our City:</p> <p>West Beach Road - detailed concept design works are complete and the Administration are continuing to work with the City of Charles Sturt to identify funding opportunities (refer to separate report in this agenda).</p> <p>Design and documentation are currently being undertaken for the following roads:</p> <ul style="list-style-type: none"> <li>- Britton Street, (Marion Road to Norwich Street)</li> <li>- Mortimer Street, (Gray Street to Grassmere Street)</li> <li>- St Andrews Crescent, (Sunningdale Avenue to Bonython Avenue)</li> <li>- St Andrews Crescent, (Bonython Avenue to Hoylake Street)</li> <li>- Aldridge Terrace, (Richmond Road to Lucknow Street)</li> <li>- Toledo Avenue</li> <li>- Cambridge Avenue</li> <li>- Birmingham Street, (South Road to Pymbrah Road)</li> <li>- White Avenue, (Tracey Crescent to Pierson Street)</li> <li>- Wainhouse Street, (Ashley Street to Carlton Parade) - <i>Tender documentation for construction works is underway and expected to go to market by end of September 2017. Construction works expected to start in November.</i></li> <li>- George Street, (South Road to Dew Street) - <i>Tender documentation for construction works is underway and expected to go to tender by end of September 2017. Construction works expected to start in January.</i></li> <li>- West Thebarton Road / Phillips Street - <i>Consultation has been completed and detailed design is underway.</i></li> </ul>
Undergrounding of Power West Thebarton Road/ Phillips Street, Thebarton	Power pole and cabling works are ongoing. There was a delay due to contractual issues between SAPN and their contractor. SAPN have now advised that the completion date for the project will be December 2017.

Kerb & Watertable and Road Reseal Program	<p>The following is a list of the streets allocated for kerb only works in 2017/2018. The streets have been divided into two (2) stages of equal duration.</p> <p>Stage 1: Works to be programmed:</p> <ul style="list-style-type: none"> <li>– Bonython Avenue</li> <li>– Ebor Avenue, (Darebin Street to Tarragon Street)</li> <li>– Laverack Road, (Birdwood Terrace to Marion Road)</li> <li>– Moss Avenue, (Richmond Road to Commercial Street)</li> <li>– Tilden Street, (James Street to Gray Street)</li> </ul> <p>Stage 2: Works underway:</p> <ul style="list-style-type: none"> <li>– Clifford Street, (Oscar Street to Lipsett Terrace) - complete</li> <li>– East Parkway, (Riverside Drive to Hughes Avenue) - complete</li> <li>– Kellett Avenue, (Kenton Street to Torrens Avenue) - complete</li> <li>– La Jolla Avenue, (Huntington Avenue to Ayton Avenue) - works underway</li> <li>– Lorraine Avenue, (Anthus Street to Grallina Street) - works underway</li> <li>– Mackirdy Street, (Weetunga Street to Samuel Street)</li> <li>– Thanet Street, (Henley Beach Road to Marshall Terrace)</li> </ul> <p>The Road Reseal Program is currently being scheduled to commence in October 2017.</p>
Footpath Program	<p>The following is a list of the streets allocated for footpath works in 2017/2018:</p> <p>Renewal Footpath Program: works programmed to start in early October:</p> <ul style="list-style-type: none"> <li>– Warwick Avenue, (Mortimer Avenue to Anzac Highway)</li> <li>– Tapleys Hill Road, (Chippendale Avenue to Suburb Boundary)</li> <li>– Tapleys Hill Road, (Suburb Boundary to Sir Donald Bradman Drive)</li> <li>– August Street, (Neville Road to South Road)</li> <li>– Delray Street, (Gault Avenue to Crispian Street)</li> </ul> <p>New Footpath Program: works to be programmed:</p> <ul style="list-style-type: none"> <li>– Ingerson Street, (Tapleys Hill Road to Kitt Street)</li> <li>– Ingerson Street, (Kitt Street to Davis Street)</li> <li>– Broughton Avenue (Tennyson Street to Clifford Street)</li> <li>– Clifford Street, (Lipsett Terrace to Kennedy Street)</li> <li>– Clifford Street, (Fewings Avenue to Sir Donald Bradman Drive)</li> <li>– Clifford Street, (Kennedy Street to Fewings Avenue)</li> <li>– Airport Road &amp; Lipsett Terrace (Southern Centre Island)</li> <li>– Queen Street, (Reid Street to West Thebarton Road)</li> <li>– Clyde Avenue, (Frontage Road to Castlebar Road)</li> </ul>
Bicycle Management Schemes	<p>Scoping of upgrade works to Captain McKenna and Reece Jennings Shared Paths will be undertaken during October 2017.</p>

Playground Upgrade 2017/2018	<p>The following is an update on the current outstanding program of works:</p> <ul style="list-style-type: none"> <li>– Memorial Gardens, Hilton - Draft concept/plans are currently being reviewed/updated by the Administration. Further details will be provided to Elected Members on completion of the concept/draft plans.</li> <li>– Lyons Street Reserve, Brooklyn Park - Project is completed.</li> <li>– Joe Wells Reserve, Netley - Works are currently in progress, expected to be completed in October.</li> <li>– Kings Reserve, Torrensville - Details of this project have been included in the draft masterplan for Kings Reserve. Community consultation for the masterplan closes in early September. Further information is available from the Community Facilities General Committee reports from 23 May and 25 July 2017 on the masterplan. A further report will be provided to the Community Facilities Committee on the feedback and outcomes from the consultation before the end of 2017.</li> </ul> <p>Consultation is continuing on the following replacement program for playgrounds at:</p> <ul style="list-style-type: none"> <li>– Montreal Avenue Reserve, Novar Gardens</li> <li>– East Parkway Reserve, Fulham</li> <li>– Dove Street Reserve, Thebarton</li> <li>– Jubilee Park Reserve, Glandore</li> </ul> <p>Feedback from local residents will continue to be received until the end of September. These projects should be scheduled to commence later in 2017 and will continue into 2018.</p>
Upgrade of Oakmont Crescent Reserve, Novar Gardens	<p>Works have successfully continued on the upgrade of the Oakmont Crescent Reserve. It is now expected that this project will be completed early in November 2017.</p>
Upgrade of Kesmond Reserve, Keswick	<p>The following works are scheduled for completion by December 2017:</p> <ul style="list-style-type: none"> <li>• Upgrade of the existing court area for basketball, to a 3 on 3 sized court.</li> <li>• Installation of new reserve furniture, including new BBQ and water fountain in the vicinity of the playground area.</li> </ul>
Upgrade of St Georges Reserve, Glandore	<p>The proposed project to upgrade the reserve includes the following:</p> <ul style="list-style-type: none"> <li>• Upgrade to the irrigation</li> <li>• Additional playground equipment, including shade to the existing play area</li> <li>• New path, fencing and reserve furniture</li> <li>• New plantings in the reserve</li> </ul> <p>Works are scheduled to commence December 2017. Consultation will be undertaken with the neighbouring Glandore Kindergarten regarding final project plan for the reserve.</p>



Reserve Irrigation Upgrades, 2017/2018	<p>The following is the status update on the current program of works:</p> <ul style="list-style-type: none"> <li>• Frank Norton Reserve, Torrensville - in progress</li> <li>• Amy Street Reserve, Novar Gardens - in progress</li> <li>• Joe Wells Reserve, Netley - works to be scheduled on completion of the playground upgrade.</li> </ul> <p>The remaining projects are currently in design/documentation for the current year's program:</p> <ul style="list-style-type: none"> <li>• Westside Bikeway, Plympton, (staged)</li> <li>• Mile End Common Reserve, Mile End</li> <li>• Jubilee Park Reserve, Glandore</li> <li>• Thebarton Oval, Torrensville</li> </ul>
<b>Parking and Traffic Management</b>	
Torrensville/Thebarton LATM	<p>Detailed development of the following projects is continuing:</p> <ul style="list-style-type: none"> <li>• Ashley Street/Sheriff Street roundabout removal</li> <li>• Ashley Street Bus Stop 8 relocation and pedestrian crossing installation (adjacent to Thebarton Senior College)</li> <li>• Concept plan development for Ashley Street (between Holbrooks Road and Hayward Avenue)</li> </ul> <p>The following projects are underway/completed:</p> <ul style="list-style-type: none"> <li>• North Parade and Wainhouse Street kerb extension - Complete</li> <li>• Hardys Road and Ashley Street roundabout (Black Spot funding received - \$79,950) - Detailed design complete and works awarded. Works are scheduled to commence in October 2017.</li> <li>• Ashwin Parade and Hardys Road intersection realignment works are scheduled to commence in October 2017.</li> </ul>
Torrensville and Underdale Rezoning	<p>It should be noted that Ashwin Parade - Hardys Road - Ashley Street is a major collector route and forms an east-west link between Holbrooks Road and the North South Corridor. In response to the proposed urban corridor rezoning at this location, Traffic Services will develop a strategic high level concept of Ashwin Parade - Hardys Road - Ashley Street to identify land requirement and parking impacts.</p> <p>The concept will aim to improve road safety and efficiencies for all modes of transport and improve parking opportunities.</p>
Novar Gardens/Camden Park LATM	<p>LATM questionnaires for Novar Gardens/Camden Park were distributed on 1 June 2017. Turning movement counts have been undertaken.</p> <p>Community feedback currently being reviewed to develop draft solutions. Working Party meeting soon to be convened.</p>
Richmond/Mile End LATM	Baseline traffic data is currently being collected.
Blackspot submissions for 2018/2019 funding	<p>The following projects, with supporting documents, have been submitted to DPTI for Black Spot funding:</p> <ul style="list-style-type: none"> <li>• Stonehouse Avenue/Morphett Road intersection upgrade</li> <li>• George Street/Albert Street intersection upgrade</li> </ul>

Rutland Avenue slow points	Concept of the project is currently under review. Consultation with residents will begin in the coming weeks.
Resident Win Projects	<p>Tree Top School - Ashford Resident Win Project - The proposed renewal of pavement markings, installation of new parking signs, installation of new fences and pedestrian ramps along Tyson Street and Farnham Road are almost complete.</p> <p>Daly Street Resident Win Project - The proposed centre line marking along Daly Street is currently underway.</p>
Parking Review	<p>Temporary Parking Controls were undertaken for the City to Bay running event.</p> <p>Temporary Parking Control arrangements for Bay to Birdwood Event have been organised.</p> <p>Parking Control on Anderson Street for the West End Brewery event - Annual Chimney Ceremony for SANFL Premiers has been organised.</p> <p>Parking Restrictions on Shipster Street are currently being reviewed. Survey forms will be sent out in the coming weeks to determine residents' preference on new parking controls.</p> <p>Additional "No Through Road" signs will be placed adjacent to Darebin Street/Falcon Avenue.</p> <p>Extension of No Stopping prohibition to both sides of Streeters Road at Spring Street has been arranged.</p> <p>A Passenger Loading Zone is being installed for student drop off on May Terrace for Lockleys Primary School. The School Principal has been consulted. Sign erection is scheduled in the School Holidays, between 30 September and 15 October.</p>
Pedestrian Refuge(s) implementation	The construction of a Pedestrian Refuge on Mortimer Street is now completed and operational.
Cowandilla Primary School & Jenkins Street precinct	Consultation completed. Awaiting construction in the School Holidays, between 30 September and 15 October.
Road Safety update	A fatal collision occurred in the City of West Torrens. An 83 year old male sedan driver died on 19 September 2017 after a collision that occurred on 8 September at 5:30 pm on Morphett Road, Camden Park. The sedan was travelling south on Morphett Road behind traffic that had stopped due to congestion at the intersection with Anzac Highway. The sedan mounted the centre median and collided with a pedestrian bollard before moving to the eastern side of the carriageway and side swiping a station wagon. The sedan then mounted the eastern curb and collided with a stobie pole. The vehicle then rotated and collided with the rear of a second station wagon, coming to rest. The sedan has a used car safety rating of 4 stars. Seatbelt was worn. Speed limit is 60 km/h. GPS 34.972666 S 138.537510 E

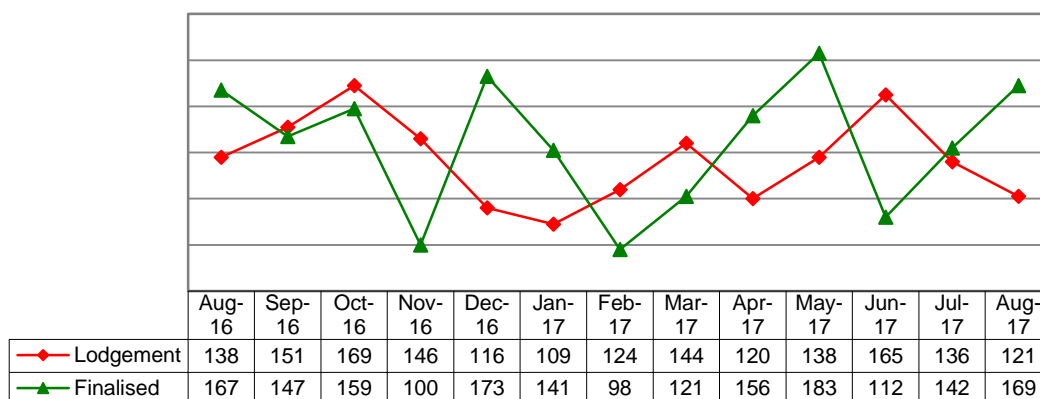
Property and Facility Services	
Weigall Oval Masterplan and Facility Development	<p>Preparation of the independent prudential review report is continuing. The completed report will shortly be presented to Council.</p> <p>The Stage 1 &amp; 2 tender submissions are currently being evaluated. It is expected that we will award the project in October.</p> <p>Further details and an update are provided in the Community Facility Committee Agenda for 26 September 2017.</p>
Lockleys Oval Masterplan and Facility Development	<p>A meeting was held on 12 September with club representatives to finalise concept plans to enable progression to detailed design for tender drawings.</p> <p>Further details and an update are provided in the Community Facility Committee Agenda for 26 September 2017.</p>
Apex Park Masterplan and Facility Development	<p>Tender submissions are currently being evaluated by the Administration. It is expected that we will award the project in the next month.</p> <p>Further details and an update are provided in the Community Facility Committee Agenda for 26 September 2017.</p>
Camden Oval Masterplan and Facility Development	<p>West Torrens Birkalla and PHOS &amp; Camden Sports and Social Clubs have generally agreed on the concept designs for clubroom buildings. The Administration is now progressing the project to the next stage.</p> <p>Further details and an update are provided in the Community Facility Committee Agenda for 26 September 2017.</p>
Kings Reserve Masterplan	<p>The Masterplan consultation period closed on 8 September and over 100 responses were received. The Administration are currently reviewing feedback, with an aim to provide a report to the Community Facility Committee in late November.</p>
Torrensvile Bowling Club	<p>Ongoing design works are progressing by the Club's consultants. The Club has recently been advised that it was not successful in seeking grant funding for the clubroom. This has resulted in an adjustment to the building program.</p> <p>Further details and an update are provided in the Community Facility Committee Agenda for 26 September 2017.</p>
Thebarton Theatre Complex	<p>The Administration has recently met with Council's architectural consultant and Weslo's consultant to clarify material required for inclusion within the business case submission. This project is currently ongoing.</p>
Craig Street road closures	<p>Preliminary documentation has been lodged with the Surveyor-General's Office. Once the preliminary plan number has been provided, public consultation will commence.</p>

Cummins House	<p>Council has recently received notification from the State Government that the house has been considered surplus under PC114 requirements. This notification enables Council to commence negotiations with the State Government for the possible acquisition of the house.</p> <p>The Administration has advertised for new caretakers following the departure of the previous caretakers and are currently evaluating the tender submissions. A report will be prepared later in the year advising Council of the successful contract for the management of Cummins House.</p>
Packard/Allchurch Road closures	Public consultation commenced 29 August 2017 (and closes after 28 days).
Thebarton Community Centre	<p>A report was provided to Elected Members at the Community Facilities Committee meeting held on 28 March 2017 to address the matters raised regarding the building functionality. As recommended, the Administration is continuing to develop a detailed design and technical specification for this project.</p> <p>A further report will be provided back to the Community Facilities Committee on completion of this stage.</p>

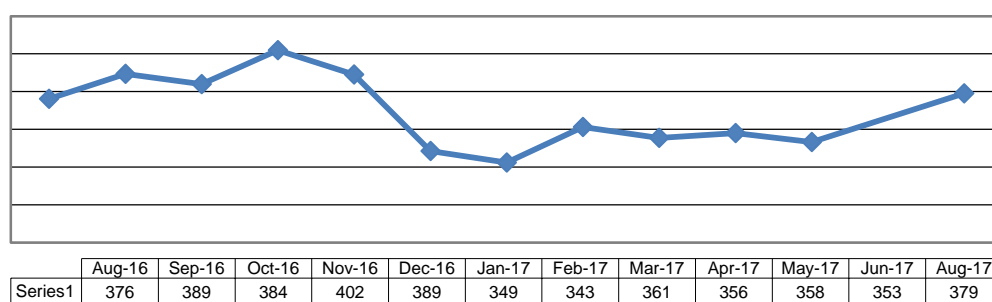
Civil and General Maintenance				
Monthly Update	Concrete, Block Paver & Asphalt Footpath/Dr Crossover		1093m2	
	Kerbing & water table / Invert		17m	
	Road Repairs		75m2	
	Line marking - Traffic Management		295m	
	Line marking - Parking Control		30m	
	Graffiti Removal	Council property	5 locations (6m2)	
		Private property	25 locations (142m2)	
		Bus stops	2 locations (9m2)	
	Signage	Regulatory	80	
Street nameplates		37		
Drainage and Cleansing Services				
Monthly Update	Pump Station inspections	Chippendale	Completed	
		Shannon	Completed	
		Riverway	Completed	
		West Beach	Completed	
		Duncan Laneway	Completed	
	Illegal rubbish dumping		4t	
	Road Sweepers		159t	
Horticulture Services				
Monthly Update	Trees Pruned		673	
	Removals		26	
	Weed Control (Reserves, Verges, Traffic Islands)		37,810L	

## Development Assessment

### Development Applications

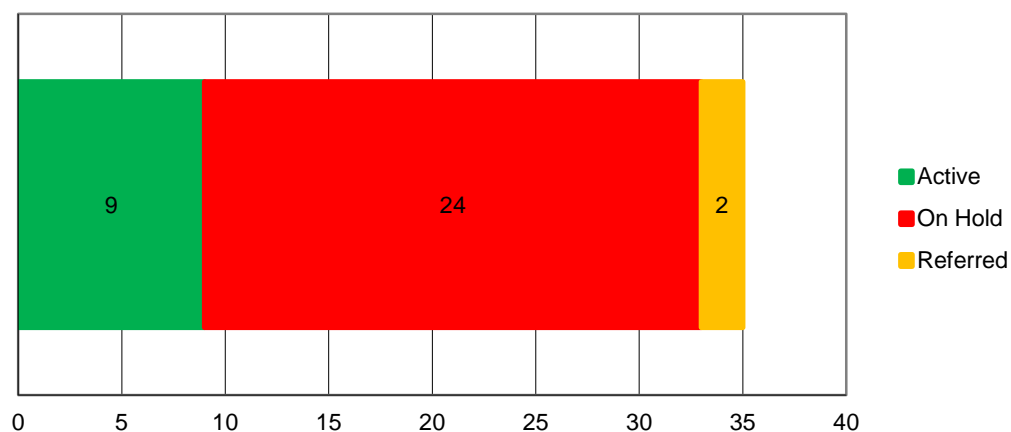


### Active files - Development Approval



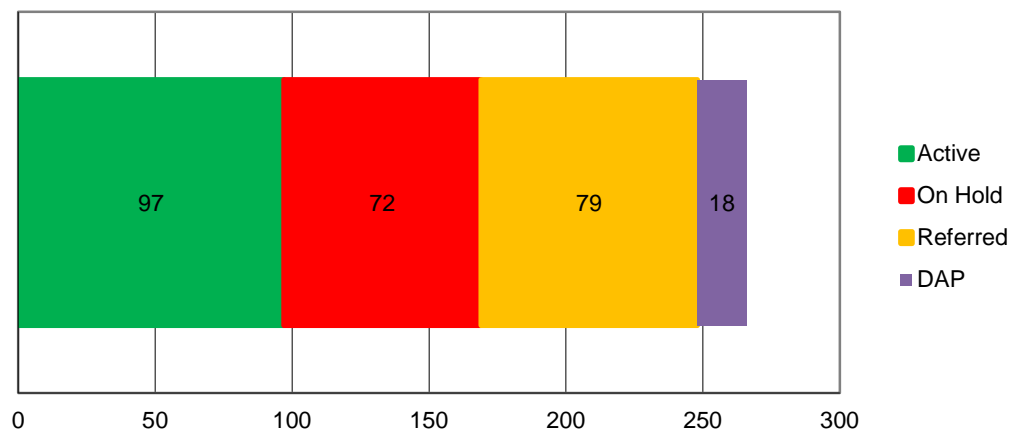
Active files shows all development applications that have been lodged with Council but are yet to receive a decision, it includes applications for Development Plan Consent, Building Rules Consent and Land Division Consent.

### Current Applications - Building Rules Consent



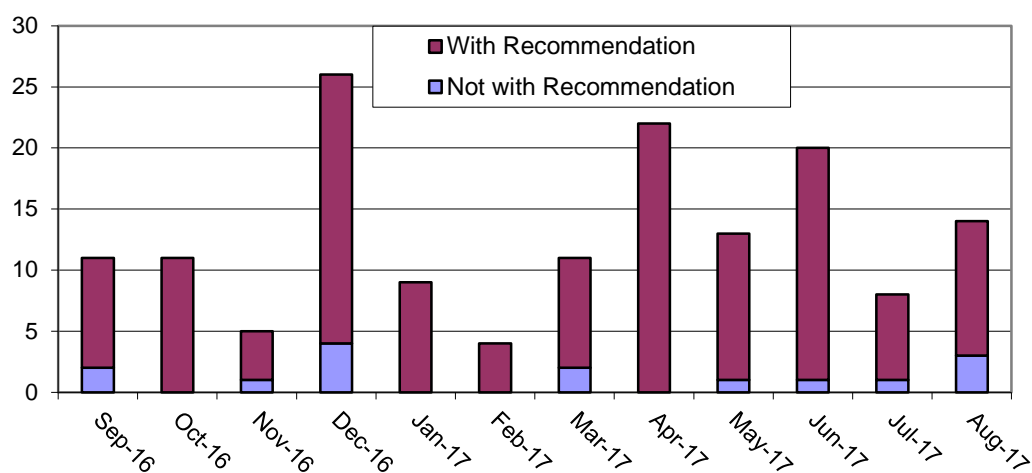
Building Rules Consent, is the process where applications are assessed against the Building Code of Australia (BCA), not all applications are assessed against the BCA (e.g. land divisions, tree removals) and some are only assessed against the BCA.

## Current Applications - Development Plan Consent

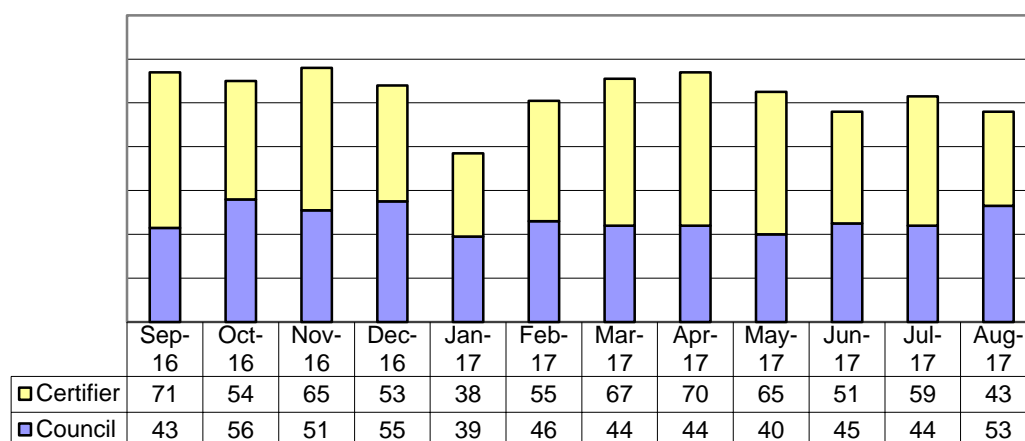


*Development Plan Consent, is the process where applications are assessed against the City of West Torrens Development Plan (DP) not all applications are assessed against the DP (e.g. Residential Code and Building Rules only) and some are only assessed against the DP (eg land divisions, tree removals).*

## Development Assessment Panel Decision



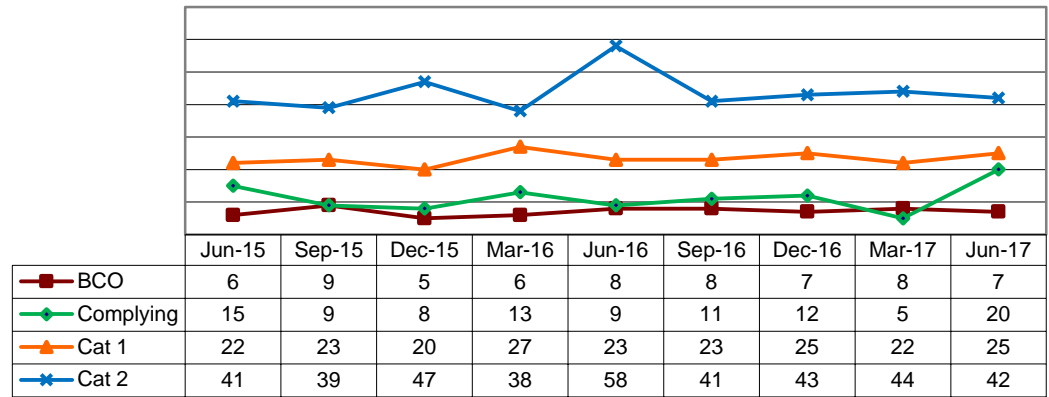
## Building Rules Consent issued



*Not all Building Rules Consents are assessed by Council, about half are assessed by private assessors known as Private Certifiers, these privately certified assessments still need to be registered and recorded with Council.*



### Median Assessment Timeframes



Maximum Statutory Timeframes are as follows:

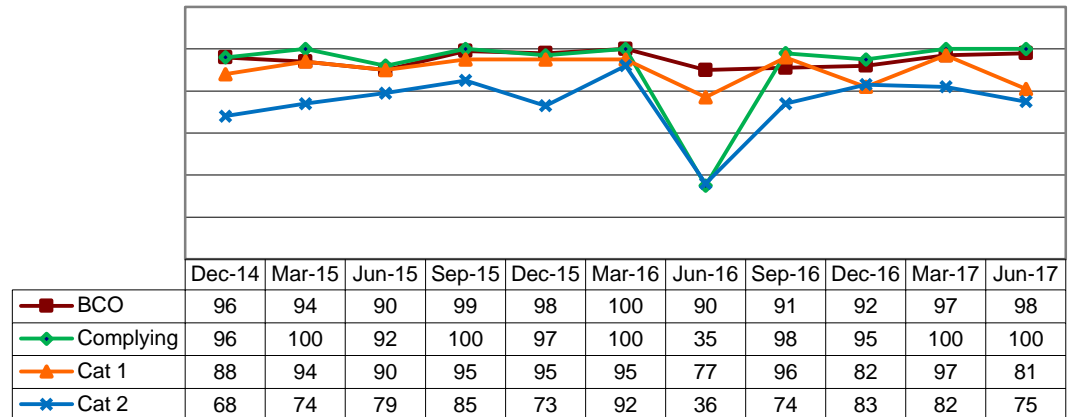
Building Code Only (BCO) - 20 days

Complying - 30 days

Category 1 - 60 days

Category 2 - 60 days

### Percentage of DAs that met Statutory Timeframes



Maximum Statutory Timeframes are as follows:

Building Code Only (BCO) - 20 days

Complying - 30 days

Category 1 - 60 days

Category 2 - 60 days

## Compliance

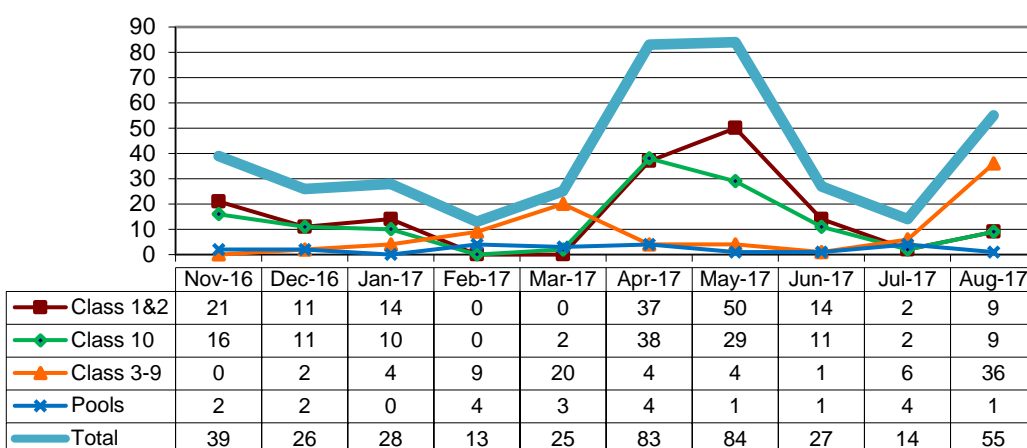
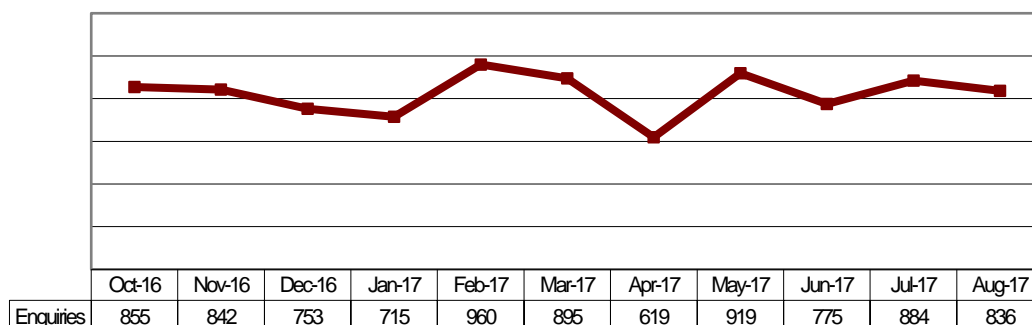
Month/ Year	No of Actions Received	Actions Resolved within the month	Actions Resolved from previous months	Total Ongoing Actions	Section 84 Issued	Section 69 Issued	New Actions with ERD Court	Resolved Actions with ERD Court	Total ongoing Actions with ERD Court	Section 51 Clearances
Aug 16	16	8	19	56	-	-	-	-	3	14
Sep 16	19	19	12	44	-	-	-	-	3	6
Oct 16	16	13	1	46	-	-	-	-	3	8
Nov 16	20	16	7	43	1	-	-	-	3	13
Dec 16	16	8	0	51	3	-	-	1	2	9
Jan 17	19	14	0	56	1	-	-	-	2	11
Feb 17	11	7	0	60	-	-	-	-	2	5
Mar 17	27	24	8	55	-	-	-	-	2	10
Apr 17	10	5	7	53	-	-	-	-	2	7
May 17	13	9	10	47	1	-	-	1	1	18
Jun 17	16	6	0	57	-	-	-	-	1	13
Jul 17	9	7	5	43	-	-	-	1	0	18
Aug 17	18	12	2	49	-	-	-	-	-	20

Compliance actions include investigating potential use of properties for activities that haven't been approved, buildings being constructed without the required approvals, checking of older buildings that may be becoming structurally unsound.

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

Sec 69 notices are the first stage of prosecution for unsafe buildings.

Sec 51 clearances, refers to the final check of properties with approval to subdivide, this is where we give the all clear for new Certificates of Title to be issued.

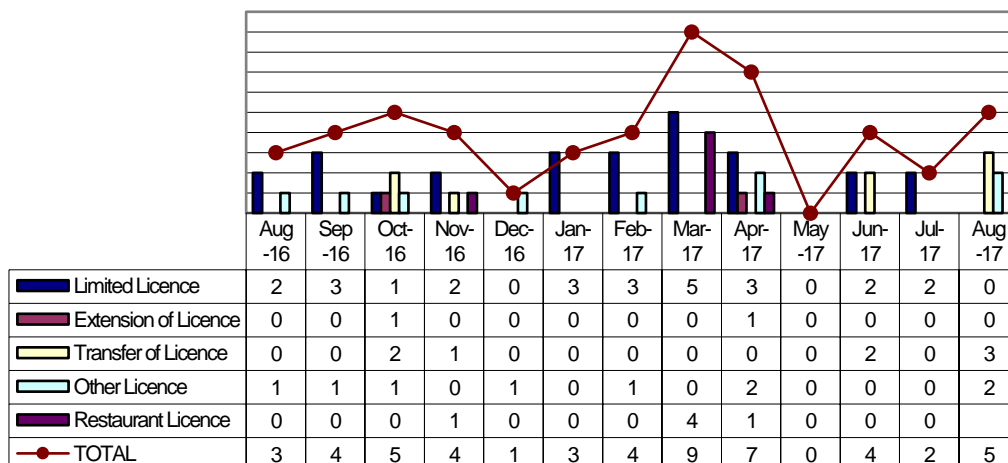
Actual  
Satisfactory  
Building  
Inspections  
UndertakenePathway  
Development  
Application  
Enquiries (tick)

Since 2011, people have been able to check the progress of their own development applications or check the history of development applications on an allotment via the internet on Council's website.

Since 2013, the department has been adding historic applications to this system with the aim of creating a database where all of the area's application history can be accessed electronically; we expect this project to be completed by mid-2017.

## Liquor Licence

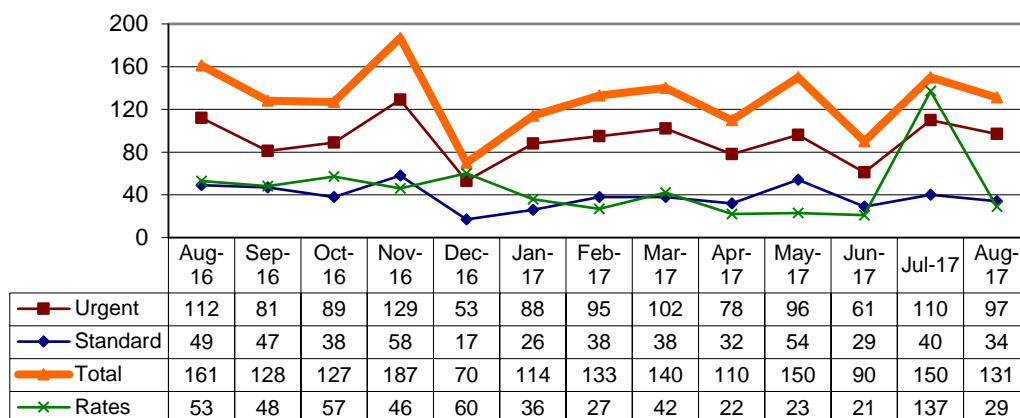
### Licence Applications



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

## Section 12 Searches

### Section 12 Searches (tick)



When a property is purchased, the purchasers are provided with a Form 1 (commonly known as cooling off paperwork) Council contributes to this Form 1 with a Section 12 Certificate, the certificate provides the potential purchaser with all relevant known history for the property. Prior to settlement on the property the relevant Conveyancer will also request a Rates statement from Council to ensure the appropriate rates payments are made by the purchaser and the vendor (seller).

## Attachments

Nil

## 12 MEETING CLOSE

**INDEX**

<b>1</b>	<b>Meeting Opened .....</b>	<b>1</b>
<b>2</b>	<b>Present .....</b>	<b>1</b>
<b>3</b>	<b>Apologies .....</b>	<b>1</b>
<b>4</b>	<b>Disclosure Statements .....</b>	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes.....</b>	<b>1</b>
<b>6</b>	<b>Communications by the Chairperson.....</b>	<b>1</b>
<b>7</b>	<b>Questions with Notice .....</b>	<b>1</b>
	Nil	
<b>8</b>	<b>Questions without Notice.....</b>	<b>1</b>
<b>9</b>	<b>Motions with Notice .....</b>	<b>1</b>
	Nil	
<b>10</b>	<b>Motions without Notice.....</b>	<b>1</b>
<b>11</b>	<b>Governance Reports.....</b>	<b>2</b>
11.1	2017 LGA Annual General Meeting - Notices of Motion .....	2
11.2	South Australian Planning Reform Implementation Progress Report - September 2017.....	5
11.3	Legislative Progress Report - September 2017 .....	8
<b>12</b>	<b>Meeting Close .....</b>	<b>12</b>

**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****Apologies****Committee Members:**

Cr Megan Hill

**Leave of Absence****Committee Members:**

Cr Garth Palmer

**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 Governance Committee held on 5 September 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 GOVERNANCE REPORTS

### 11.1 2017 LGA Annual General Meeting - Notices of Motion

#### Brief

This report seeks approval of a Notice of Motion for the 2017 Local Government Association Annual General Meeting to be held on Thursday 16 November 2017 at Adelaide Oval, War Memorial Drive.

#### RECOMMENDATION

The Committee recommends to Council that the Annual General Meeting requests that the Local Government Association seeks the amendment of section 74 of the *Local Government Act 1999* to enable a member of a council who has declared a material conflict of interest in a matter to be discussed at a meeting of the council, to be able to elect to remain in the meeting, participate in the debate and vote on the matter if the member is able to demonstrate that it is in the public interest for the member to do so particularly when nominating for community committee membership or conferences and seminars specifically related to local government business i.e. Local Government Association Annual General Meeting, Australian Local Government Association National Congress etc.'

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#### Introduction

At its 19 September 2017 meeting, Council was advised that the Local Government Association (LGA) was calling for Notices of Motion (Motions) from councils for the LGA Annual General Meeting (AGM) to be held on Thursday 16 November 2017 at Adelaide Oval, War Memorial Drive.

At its 17 January 2017 meeting, Council resolved that the number of Motions to be submitted to the LGA by the City of West Torrens be limited to a maximum of three (3) at each meeting.

Pursuant to clause 25 of the LGA Constitution "*any ordinary member may give the LGA notice of a motion it proposes to move at a General Meeting. Notices of Motion must be received by the LGA no later than 42 days prior to the meeting*" being by close of business on Thursday 5 October 2017.

#### Discussion

Following a report to its 19 September meeting, advising that the LGA was calling for Motions for its AGM, Council resolved that draft Motions were to be provided to the Chief Executive Officer by Friday 22 September 2017 and presented to its 3 October 2017 for consideration.

Four Motions were presented to the CEO. Three were subsequently withdrawn by the Elected Member as the LGA advised that they are not priorities and would not have been progressed. The fourth Motion has been drafted on the required LGA template (**Attachment 1**) and is presented to the Committee for consideration and subsequent referral to Council.

A separate report will be presented to Council seeking nominations to attend the AGM once the information and registration details are made available.

#### Conclusion

The LGA is seeking Notices of Motion for its upcoming Annual General Meeting. A Notice of Motion is presented to the Committee for its consideration and referral to Council. Approved Notices of Motion must be forwarded to the LGA by close of business on Thursday 5 October 2017.

#### Attachments

##### 1. Proposed Notice of Motion for 2017 LGA AGM



## Council Notice of Motion - 2017 LGA Annual General Meeting

The purpose of this form is to notify the LGA of a motion a council proposes to move at the LGA Annual General Meeting to be held on Thursday 16 November 2017.

<b>Council Name</b>	City of West Torrens
<b>Subject of the motion</b>	<b>Material Conflicts of Interest</b>
<b>Proposed motion of council</b>	That the Annual General Meeting requests the LGA to seek the amendment of section 74 of the <i>Local Government Act 1999</i> (LG Act) to enable a member of a council who has declared a material conflict of interest in a matter to be discussed at a meeting of the council, to be able to elect to remain in the meeting, participate in the debate and vote on the matter if the member is able to demonstrate that it is in the public interest for the member to do so particularly when nominating for community committee membership or conferences and seminars specifically related to local government business i.e. Local Government Association Annual General Meeting, Australian Local Government Association National Congress etc.'
<b>Background / intended purpose of proposed motion</b>	<p>The current provisions relating to a material conflict of interest needs to be relaxed to enable elected members to fulfil their role as a representative and informed and responsible decision maker in considering the best interests of the community. The current provisions are limiting debate and prohibiting considered opinions on matters being shared, as council members are being excluded from participating in relevant matters.</p> <p>Removing council members from the meeting in such instances does not enable councillors to meet their roles and responsibilities as defined in the LG Act i.e. councillors are required to represent the interests of its community to the wider community</p> <p>The application of material conflict of interest provisions to nominations to conferences and seminars, where there is a cost to attend, that are specifically related to local government business and which increase the effectiveness of councillor representation of the their community as well as their decision making abilities should be relaxed to prevent councillors from electing not to take advantage of such beneficial opportunities.</p>
<b>Council Contact Officer submitting form and date submitted</b>	Name: Vanessa Davidson Date:
<b>Council Meeting Minute Reference and date of meeting</b>	3 October 2017

<b>Council has referred draft motion to or considered by relevant Regional LGA</b>	No
<b>Supported by relevant Regional LGA</b>	No
<b>LGA Strategic Plan Reference</b>	Key Initiative 1: Leadership and Advocacy Strategy A Listen to and represent members

Please return word version of completed form to [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au)  
by COB **Thursday 5 October 2017**

## 11.2 South Australian Planning Reform Implementation Progress Report - September 2017

### Brief

This report presents the September 2017 update on the status of the implementation of the South Australian Planning Reform, including the transition from the *Development Act 1993* to the *Planning, Development and Infrastructure Act 2016* (Act), and the implementation of associated legislation and statutory planning documents.

### RECOMMENDATION

The Committee recommends to Council that the South Australian Planning Reform Implementation Progress Report - September 2017 be received.

### Introduction

A report is presented to each meeting of the Governance Committee detailing the progress of the various elements of the implementation of the 'South Australian Planning Reform' incorporating the implementation of the Act, the staged proclamation of specific sections as well as related legislation and statutory planning documents prepared under the Act or by the Department of Planning, Transport and Infrastructure (DPTI) or the State Planning Commission (Commission).

### Discussion

Staged proclamation of the Act and Regulations
No further parts of the Act and Regulations were proclaimed.
Council Assessment Panel
On 5 September 2017, Council appointed a Council Assessment Panel to commence on 1 October 2017 in accordance with the requirements under the Act.
A final Code of Conduct for panel members is yet to be published by the Minister for Planning.
Statutory Planning Documents
DPTI Collaborative Work Programs
DPTI has advised that it is seeking to establish Collaborative Work Programs with all councils, a first introductory meeting between the Administration and DPTI is scheduled for early October.
An update will be provided to members at a future Council meeting.

## Community Engagement Charter

On 28 August 2017, the Commission released *Community Engagement Charter 2017 Discussion Draft - Outputs from Stage 1* (Draft Charter) for public consultation and outlined a revised process for developing the Charter.

The Draft Charter is on public consultation until 9 October 2017.

**Further information can be found in a report in the Council meeting agenda for 3 October 2017.**

## New systems

### ePlanning Portal

The Local Government Association has advised that the mandatory council contributions to the SA Planning Portal which were expected to commence in the 2017/18 financial year have been postponed until 2018/19. The City of West Torrens had been expected to pay a \$36,000 annual contribution. Further negotiations on the cost recovery model between DPTI and the LGA are expected.

## Acts, Regulations and Statutory Planning Documents previously reported on where status remains unchanged

- Local Heritage Reform Bill.
- State Planning Policy framework.
- Regional Planning.
- Planning and Design Code.
- Design Standards.
- Infrastructure Scheme framework.

## Council Of West Torrens Administration PDI Working Groups

### Online Lodgement & Electronic Processing

The development of an online lodgement solution for development applications received by the City of West Torrens is continuing to progress.

### Policy Research and Advocacy

Research relating to the future of employment lands in the City of West Torrens has been commissioned. The Administration is also conducting research on the other priority policy themes, including aircraft noise.

In addition, the Administration is closely tracking the release of any information on the proposed State Planning Policies (particularly on Strategic Airports), and the Planning and Design Code, including upcoming thematic discussion papers.

**Further information on aircraft noise will be included in a report in the Council meeting agenda for 17 October 2017.**

**Assessment Panels**

The PDI Act requires the Chief Executive Officer to appoint an Assessment Manager, reporting to the CEO and responsible for the management and administration of the CAP. This means the Assessment Manager, rather than the CEO, will be responsible for the production and signing of the CAP's agendas and minutes from 1 October 2017.

While the role is currently limited, it will expand as various stages of the Act are switched on.

On 6 September 2017 the Administration attended a session hosted by the Local Government Association and DPTI regarding the appointment of Council Assessment Panels and Assessment Managers under the Act. DPTI also presented on the proposed Accredited Professional Scheme. A discussion paper on the proposed Accredited Professional Scheme will be released in late 2017.

**Community and Stakeholder Engagement**

Refer to discussion on the Community Engagement Charter above.

The winter edition of Talking Points contains information on the Planning Reform.

**Conclusion**

The South Australian Planning Reform Implementation Progress Report - September 2017 is current as at 21 September 2017.

**Attachments**

Nil

### 11.3 Legislative Progress Report - September 2017

#### Brief

This report provides an update on the status of proposed legislative changes affecting local government either dealt with in Parliament, by the Local Government Association or contained in the Government Gazette during the preceding month.

#### RECOMMENDATION

The Committee recommends to Council that the 'Legislative Progress Report - September 2017' be received.

#### Introduction

This report provides a monthly update on the progress of Bills through Parliament, using Parliament's defined stages, as well as items contained within the Government Gazette that relate to the City of West Torrens. It also contains information provided by the Local Government Association (LGA) relating to proposed amendments to legislation or other relevant matters.

Information on the status of all Bills and Acts is available on the South Australian Legislative Tracking website at:

<https://www.parliament.sa.gov.au/Legislation/BillsMotions/SALT/Pages/default.aspx>.

#### Discussion

Recent Amendments to Legislation
Nil
Summary of Proposed Amendments to Legislation
Fair Trading (Building and Construction Industry Dispute Resolution Code) Regulations 2017
<p>The <i>Fair Trading (Building and Construction Industry Dispute Resolution Code) Regulations 2017</i> have been drafted and the Minister for Small Business is seeking feedback by 4 October 2017.</p> <p>The purpose of the draft Code is to promote alternative dispute resolution remedies for invested parties. The draft Code is similar to 4 current industry codes that have successfully been utilised when required.</p> <p>The LGA have advised that submissions on the draft Code should be presented directly to the Minister.</p> <p><b>Further information can be found in the LGA Circular 35.4</b></p>



## Bills previously reported on where the status has changed

### Local Government (Mobile Food Vendors) Amendment Act 2017

The *Local Government (Mobile Food Vendors) Amendment Act 2017* (Amendment Act) amends section 222 of the *Local Government Act 1999* (Act) with regard to the granting of permits for mobile food vendors.

Currently local governments may choose whether or not to grant permits to mobile food vendors. The amendment Act removes this discretion and makes it mandatory for local governments to grant permits for mobile vendors consistent with the Regulations.

The Regulations detail the applicable fees, operating hours and number of trucks permitted to operate in each local government area.

The new provisions will require councils to adopt location rules that establish where, within a council area, mobile food vending business may operate.

A new offence provision has been included which will give councils the option of expiating (or prosecuting) a person who has failed to comply with the permit conditions. In situations where it is warranted, this enables the permit holder to continue to trade rather than have their permit withdrawn.

A permit may not be cancelled for a breach of condition unless the council is satisfied that the breach is sufficiently serious to justify cancellation of the permit.

The Amendment Act was assented to on 22 August 2017 and is yet to be proclaimed.

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

### Local Government (Boundary Adjustment) Amendment Act 2017

The *Local Government (Boundary Adjustment) Amendment Act 2017* (Amendment Act) passed through the Legislative Council on 9 August 2017 and was returned to the House of Assembly without amendment.

The Amendment Act simplifies the processes required for boundary adjustments and enables proposals to be initiated by a single council, ratepayers, by resolution of either House of Parliament or the Minister of Local Government.

The Amendment Act establishes the South Australian Local Government Grants Commission (Commission) as an independent body to oversee the assessment and investigation of proposed boundary changes. The Commission is accountable to the Minister for Local Government.

The Commission is required to prepare and publish guidelines to establish procedures and protocols with regard to how they will conduct and charge for inquiries. The Commission may recover reasonable costs incurred in the respect of any an inquiry into a general proposal.

The Amendment Act establishes two categories of proposal; these being:

- An 'administrative' proposal which includes matters of a minor administrative nature such as correcting boundary anomalies
- A 'general' proposal will include significant boundary changes, structural reform or amalgamations.

The Amendment Act will amend section 8 of the *Local Government Act 1999* to require councils to "seek to collaborate and form partnerships with other councils and regional bodies for the purpose of delivering cost effective services (while avoiding cost shifting among councils), integrate planning, maintaining local representation of communities and facilitating community benefit'.

The Amendment Act was assented to on 22 August 2017 and is yet to be proclaimed.

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

#### **Bills previously reported on where the status remains unchanged**

- The National Transport Commission (NTC) recently published draft amendments to the *Australian Road Rules*. The NTC will seek Ministerial approval for the proposed amendments in November 2017.
- *Environmental Protection (Waste Reform) Amendment Bill 2017* was introduced to the House of Assembly on 9 August 2017 where it was adjourned at its second reading. The Bill seeks to strengthen the powers under the *Environmental Protection Act 1993* to enable the Environmental Protection Authority (EPA) to act in waste matters at any time and ensure upfront protection in respect of key risks across sites.
- *Fines Enforcement and Debt Recovery Bill 2017* was introduced into the House of Assembly on 9 August 2017 and was adjourned at its second reading. The Bill seeks to amend the legislation and procedures of the Fines Enforcement and Recovery Unit.
- *Retail and Commercial Leases (Miscellaneous) Amendment Bill 2017*, an amendment Bill was introduced into the House of Assembly on 5 July 2017 where it was adjourned at its second reading.
- *Dog and Cat Management (Miscellaneous) Amendment Act 2016* was proclaimed on 19 April 2017 and is subject to a staged commencement. The first tranche of provisions came into operation on 1 July 2017 with the remaining tranche of sections commencing on 1 July 2018.
- *Independent Commissioner Against Corruption (Serious or Systemic Misconduct or Maladministration) Amendment Bill 2017* was introduced to the House of Assembly on 31 May 2017 where The Hon. Susan Close MP moved that Standing Orders be suspended. The Bill was received in Legislative Council on 21 June 2017 and on 5 July 2017 where it was rejected. The *Independent Commissioner Against Corruption (Serious or Systemic Misconduct or Maladministration) Amendment (No.2) Bill 2017* was introduced by Mr Steven Marshall Opposition Leader and returned to the House of Assembly on 5 July 2017 where it was adjourned at its second reading on 6 July 2017.
- *Public Interest Disclosure Bill 2016* was introduced to the House of Assembly on 6 July 2016 and adjourned with the House of Assembly requesting a conference be granted in respect to certain proposed amendments. On 22 June 2017, a motion to suspend Standing Orders to enable the House of Assembly to continue to sit during the conference was rejected in the House of Assembly.
- *Industry Advocate Bill 2017* was received in Legislative Council on 21 June 2017 and adjourned at its second reading.
- *Disability Services (Inclusion and Monitoring) Amendment Bill 2016* was introduced to the House of Assembly on 10 March 2016 and was adjourned at its second reading on 23 June 2016.

- *Whistleblowers Protection (Miscellaneous) Amendment Bill 2016* was received by the House of Assembly on 22 September 2016. The *Whistleblowers Protection Act 1993* will be repealed once the *Public Interest Disclosure Bill 2016* comes into effect.
- *Liquor Licencing (Small Venue Licence) Amendment Bill 2016* was adjourned in the Legislative Council at its 2<sup>nd</sup> reading on 27 July 2016.
- *Tobacco Products Regulation (E-Cigarette Regulation) Amendment Bill 2017* was adjourned in the House of Assembly at its second reading on 18 May 2017.
- *Liquor Licensing (Liquor Review) Amendment Bill 2017* (the Bill) was adjourned in the Legislative Council after its second reading on 18 May 2017.
- *Local Government (Members Contesting State Elections) Amendment Bill 2017* was adjourned in the House of Assembly at its second reading on 18 May 2017; the Bill was read a second time and further adjourned at its second reading on 10 August 2017.

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

#### **Acts Assented to but Not Yet Commenced**

- *Road Traffic (Roadworks) Amendment Act 2017* was assented to on 26 April 2017 and is yet to be proclaimed.

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

#### **Parliamentary Inquiries**

##### **Inquiry into the waste and recycling industry in Australia**

The Environment and Communications References Committee (Committee) is undertaking an inquiry into the waste and recycling industry, the terms of reference can be found on LGA Circular 35.4.

The Committee is receiving written submissions closing 20 October 2017; the Administration is currently reviewing associated documentation to determine the suitability of providing a submission.

**Further information can be found in the LGA Circular 35.4 or by contacting the Committee Secretariat on (02) 6277 3526**

**Parking and Traffic Movement**

The Parliament of South Australia's Legislative Review Committee (Committee) is undertaking an Inquiry into the Regulation of Parking and Traffic Movement.

The Administration provided a submission to the Legislative Review Committee on Friday 21 July 2017 and provided a copy to the LGA who will be preparing a submission in consultation with member councils that focusses on the terms of reference.

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

**Conclusion**

This report on legislative amendments is current as at 18 September 2017.

**Attachments**

**Nil**

**12 MEETING CLOSE**