

CITY OF WEST TORRENS



Notice of Council Meeting

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

of the

CITY OF WEST TORRENS

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

on

**TUESDAY, 16 JUNE 2020
at 7.00pm**

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

**Terry Buss PSM
Chief Executive Officer**

City of West Torrens Disclaimer

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

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1 MEETING OPENED

1.1 Acknowledgement of Country

1.2 Evacuation Procedures

1.3 Electronic Platform Meeting

2 PRESENT

3 APOLOGIES

4 DISCLOSURE STATEMENTS

Elected Members are required to:

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

5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the meeting of the Council held on 2 June 2020 be confirmed as a true and correct record

6 MAYORS REPORT

(Preliminary report for the agenda to be distributed Friday, 12 June 2020)

In the two weeks since the last Council Meeting of 2 June 2020 functions and meetings involving the Mayor have included:

4 June

- Regular Coast FM interview with Dave Hearn.

5 June

- Attended a lunch meeting supporting local businesses with Mayor Emeritus John Trainer and ex-Councillor George Demetriou at the Schnithouse in Hilton.
- Participated in the Western Adelaide Consultative Group meeting held by teleconference.

9 June

- Participated in the Special Meeting of the City Finance and Governance Standing Committee to continue consideration of the 2020/21 Draft Budget and Annual Business Plan.

10 June

- Met with Carmen Garcia, National President of the Filipino Communities Council of Australia and owner of business 'Community Corporate' which assists refugees and migrants find work across Australia. Carmen was the recipient of the Outstanding Individual Achievement Award in the 2019 Governor's Multicultural Awards.

12 June

- Met with Mr Frank Violi, President of the Italian Pensioners of Thebarton and Suburbs Inc.

16 June

- Participating in a meeting of the Thebarton Senior College Governing Council.
- Participating in the Council and City Finance and Governance Standing Committee Meetings.

RECOMMENDATION

That the Mayor's Report be noted.

7 ELECTED MEMBERS REPORTS

8 PETITIONS

8.1 Objection to Development Application 211/356/2016/A at 50 Davenport Terrace, Richmond

Brief

This report presents a petition objecting to the variation of development application 211/356/2016 at 50 Davenport Terrace Richmond.

RECOMMENDATION(S)

It is recommended to Council that the Petition be received and the Head Petitioner be advised accordingly.

Introduction

A petition has been received from Franca Petrone, Head Petitioner, on behalf of 37 residents of Richmond and Hilton objecting to the proposed variation of development application 211/356/2016 of 50 Davenport Terrace, Richmond. **(Attachment 1)**.

Discussion

The petition states that:

"I am an owner or occupier of property in the vicinity of the above development. I object to the variation to development application 211/356/2016 to increase Group C building from 3 to 5 floors containing a total of 98 dwellings (38 additional dwellings), and to change Group F and G buildings from 2 storey group dwellings to 2 storey residential flat buildings containing a total of 30 dwellings (15 additional dwellings). This is a total increase of 53 dwellings and changes to car parking and landscaping."

The petition contains thirty-seven (37) signatures, thirty (30) of which are compliant with the requirements of Clause 8 of the *Code of Practice - Procedures at Meetings* (Code) and Regulation 10 of the *Local Government (Procedures at Meetings) Regulations 2013* (Regulation). The non-complying signatures do not comply for the following reasons:

- Three (3) signatures have incomplete names;
- Two (2) signatures have illegible names;
- One (1) signature has an illegible name and no address; and
- One (1) signature does not have an address.

Of the thirty-seven (37) petitioners, twenty (20) list their address as Ellen Street Richmond, eight (8) list their address as Milner Road Richmond, four (4) list their address as Arthur Street Richmond, three (3) list their address as Davenport Terrace Hilton, and two (2) did not list their address.

This petition has been determined as non-compliant, pursuant to Clause 8(4) of the Code and the Regulations, due to it missing the head petitioner's name and contact details. Clause 8(4) of the Code states *'the original of each page of the petition must be presented by the head petitioner to Council's Administration and identify the name and contact details of the head petitioner'* therefore has been deemed non-compliant.

The petition is two pages in length and, as it is non-compliant, is attached in its entirety for Council's information **(Attachment 1)**.

As this is a matter before CAP, and therefore outside of Council's jurisdiction, Council is only able to receive this petition. The Head Petitioner will be providing a representation to the CAP meeting on either the 14 July 2020 or 11 August 2020.

Conclusion

A petition has been received objecting to the proposed variation of development application 211/356/2016 of 50 Davenport Terrace, Richmond.

Attachments

- 1. Petition objecting to development application 211/356/2016/A at 50 Davenport Terrace Richmond**

OBJECTION**Category 3 Development No 211/356/2016/A****at****50 Davenport Tce, Richmond, SA, 5033**

I am an owner or occupier of property in the vicinity of the above development. I object to the variation to application 211/356/2016 to increase Group C building from 3 to 5 floors containing a total of 98 dwellings (38 additional dwellings) and to change Group F and G buildings from 2 storey group dwellings to 2 storey residential flat buildings containing a total of 30 dwellings (15 additional dwellings) – a total increase of 53 dwellings and changes to carparking and landscaping. **Development Plan Consent should be refused.**

Name	Signature	Address	Contact number
JACOB IRVING	[Signature]	5 ELLEN ST, RICHMOND	0449 676 384
FRANCIS PETRONE	[Signature]	10 ELLEN ST RICHMOND 5033	0407 561 875
Felix Chapman-Peterson	[Signature]	10 ELLEN ST RICHMOND 5033	0406 008 655
Chelsea Mustain	[Signature]	10 ELLEN ST RICHMOND 5033	0118 501 833
Nigel Dolenc	[Signature]	10 ELLEN ST RICHMOND 5033	0428 830 850
Steve Dabrowski	[Signature]	8 ELLEN ST RICHMOND 5038	0468 370 942
JEFF SNEED	[Signature]	14 ELLEN ST RICHMOND	0419 819 760
STEVE WHITE	[Signature]	1/2 ELLEN ST RICHMOND	0413 525 203
Rebecca Hein	[Signature]	2/2 ELLEN ST RICHMOND	0403 185 673
Aaren Hein	[Signature]	56 MILNER ROAD RICHMOND	0422 257 841
Kathryn Aldrich	[Signature]	56 MILNER RD RICHMOND	0407 722 547
Thomas Calvert	[Signature]	33 MILNER RD RICHMOND	0413 955 126
Bobb Miller	[Signature]	33a MILNER RD RICHMOND	0468 568 706
QUINTRELL	[Signature]	35 MILNER RD RICHMOND	0438 848 764
Callie Bryson	[Signature]	43 MILNER RD RICHMOND	835 213 99
L. EAGLE	[Signature]	7 ELLEN ST, RICHMOND	0418 196 495
M. Cahill	[Signature]	11 ELLEN ST RICHMOND	0408 384 706
R. Howarth	[Signature]	15 ELLEN ST RICHMOND	0424 942 843
J. Diamantopoulos	[Signature]	17 ELLEN ST RICHMOND	0431 640 469
Pan Price	[Signature]	69A DAVENPORT TCE HILTON SA	0411 778 617
Sahesh	[Signature]	2102 MARION RD HILTON	0800 750 001
KATHY	[Signature]	6142 MILNER ROAD HILTON	0466 813 211
Paul	[Signature]	51 DAVENPORT TCE HILTON	0468 356 869
Rob	[Signature]	" " "	" " "
PAT CUK	[Signature]	49 DAVENPORT TCE	0112 359 255
G. Memmle	[Signature]	6 ELLEN ST RICHMOND 5033	0448 634 189
M. Memmle	[Signature]	5 ELLEN ST RICHMOND	0431 010 549
FRANCISKA	[Signature]	" " "	0431 0549
BRIAN NORTH	[Signature]	7 ARTHUR ST RICHMOND	" " "
		9A ARTHUR ST RICHMOND	0431 471 130

50 Davenport Tce, Richmond, SA, 5033

I am an owner or occupier of property in the vicinity of the above development. I object to the variation to application 211/356/2016 to increase Group C building from 3 to 5 floors containing a total of 98 dwellings (38 additional dwellings) and to change Group F and G buildings from 2 storey group dwellings to 2 storey residential flat buildings containing a total of 30 dwellings (15 additional dwellings) – a total increase of 53 dwellings and changes to carparking and landscaping. **Development Plan Consent should be refused.**

[illegible]

9 DEPUTATIONS

Nil

10 ADJOURN TO STANDING COMMITTEES

Nil

11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS

Nil

12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS

Nil

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 use of Camden Oval Complex - Oval Cricket Club User

Brief

This report provides Elected Members with updated information in regard to the opportunity for shared-use arrangements of Camden Oval over the summer months for cricket.

RECOMMENDATION(S)

It is recommended to Council that:

1. The report be noted.
2. The Administration continue to negotiate a new licence with the Glenelg District Cricket Club to use the Camden Oval.
3. The Administration advise the Glenelg ANA Phantoms Cricket Club of Councils decision to continue with their existing arrangements with Glenelg District Cricket Club for the use of Camden Oval.
4. The Administration continue to facilitate discussion between Glenelg District Cricket Club, Glenelg ANA Phantoms Cricket Club, Camden Athletic Club and SACA with the aim of scheduling times for the Phantoms to train and/or play games at Camden Oval as a trial during the 2020/2021 season (subject to the successful grant application for cricket training infrastructure).

Introduction

At its meeting of 2 June 2020, Council considered a request from the Glenelg ANA Phantoms Cricket Club seeking to use Camden Oval for cricket during the summer period / cricket season.

Both Glenelg ANA Phantoms Cricket Club, and the existing cricket user of the Camden Oval Complex the Glenelg District Cricket Club provided detailed information, including membership, history, proposed usage and financial details, for consideration by Council.

Following deliberation of the matter the Council resolved as follows:

"That consideration of the report item 17.8 - Request for use of Camden Oval Complex - Oval Cricket Club User be deferred and listed for discussion at the next scheduled meeting of Council on 16 June 2020 to allow for further discussions with the intended Camden Oval cricket users."

Subsequent to the Council decision of 2 June 2020, the Administration informed both the Glenelg ANA Phantoms Cricket Club and the Glenelg District Cricket Club of the resolution and sought further information from each club regarding the potential to share facilities at Camden Oval for cricket. Both Clubs provided a response to the Administration's request and they are attached for Members' information, (**Attachments 1 and 2**).

The report presented to the 2 June 2020 Council meeting is contained in **Attachment 3**.

Discussion

Historically at Camden Oval, seasonal hire agreements were held by both Glenelg District Cricket Club and the Camden Athletic Club for the use of Oval and change rooms over the summer season, (from 1 October until 1 April annually), with the PHOS and Camden Sport and Social Club holding the seasonal agreement over the winter season for football. During the summer season, the Glenelg District Cricket Club held the licence over the Oval and change rooms on Saturdays and Sundays, from 11am, which allowed sufficient time for the Camden Athletic Club to run training sessions on Sundays, (9am until 11am).

In addition, as the Glenelg District Cricket Club train on their home ground in Glenelg on week nights, the Camden Athletic Club held the licence over the Oval for training on Monday to Thursdays from 5pm until 7pm. The long term relationship between the Clubs also saw the scheduling of 'away' Cricket Games on the first weekend of February annually to ensure there was no conflict with the Camden Classic Event.

Notwithstanding these previous arrangements, there may be opportunity to allow usage of the oval and change rooms by a third Club, however negotiations would be required to take place not only with the two cricket clubs, but also with the Camden Athletic Club to ensure the scheduling is satisfactory for all parties.

Glenelg ANA Phantoms Cricket Club (Phantoms) Response

As indicated within the attached letter, the Phantoms are supportive of a shared-use arrangement at Camden Oval for the 2020/2021 season, although the preference is to hold the sole licence over the Oval for the summer.

Some opportunities identified by the Phantoms are:

- The ASCA T20 Competition is traditionally played on a weeknight or Sunday and although its future is yet to be determined (due to Covid-19), there may be opportunity to play two to four of the home games at Camden Oval, especially if scheduled on a week night.
- Subject to discussion with Camden Athletic Club, should cricket training facilities be installed at Camden Oval, the Phantoms could offer training on site for seniors and juniors by utilising the training nets and part of the oval.
- Again, subject to discussion with Camden Athletic Club, there may be opportunity to host the Woolworths Junior Blaster program (traditionally held on Friday nights) and the SACA Women's Super-12's competition (traditionally held on Thursday nights) at Camden Oval.
- In addition, there may be opportunity to use the Oval on alternate Sunday's for junior teams for the 2020/2021 season, with juniors continuing to play at Plympton International College and Cowandilla Primary School due to the large number of junior teams. It is important to note that Junior Games for Phantoms commence before 9am on Sundays and run through to 1pm which would clash with athletics training at Camden Oval. SACA would also be required to assist in scheduling to reduce or eliminate conflicts between the Glenelg fixtures and the Phantoms fixtures. At this stage the Administration is not confident SACA has the resourcing to ensure this takes place.

In order to facilitate a potential or partial relocation to Camden Oval, the Administration requested that the Club identify any associated costs. For the Phantoms, training nets would be a key piece of infrastructure required on site to allow for the shared use of the Oval for, at least, training. The Administration has submitted a grant application to the Office for Recreation and Sport for a four-lane training facility (amongst other items) and the outcome should be announced within the next four weeks. Should the grant application be unsuccessful, Council and the Phantoms may need to investigate other funding opportunities for the infrastructure, which will cost approximately \$100,000. There may be an opportunity to approach SACA for assistance, however in the current climate and outside a formal grants process, significant funding would be unlikely.

Glenelg District Cricket Club (GDCC) response

The response from the Glenelg District Cricket Club echoed their original submission tabled for Council consideration at the meeting of 2 June 2020. The financial cost of maintaining a turf wicket is substantial and the pitch cannot be overused as the wickets need time to recover and the grass to regrow. This therefore limits the amount of 'cricket' use that can take place on the pitch of the Oval.

Despite this, GDCC have advised that there could be an opportunity for the Phantoms to undertake field training on the Oval (avoiding the pitch area) during the week, subject to negotiation with the Camden Athletic Club and an appropriate risk assessment. GDCC has also identified that there may be opportunity for some Sunday use of the Oval and pitch (subject to financial contribution by Phantoms for pitch preparation costs) when GDCC has a scheduled 'Bye'. Scheduling of this could only take place subsequent to the release of the fixtures by SACA.

Additional Factors

As Members were advised at the meeting of 2 June 2020, the principal winter user of the Camden Oval (playing surface and change room/clubroom building), the PHOS & Camden Sports and Social Club (PHOS), has sought the grant of a headlease, ostensibly over that portion of the complex that lies to the east of the drainage reserve and to the west of the West Torrens Birkalla leased area. A report detailing this request will be provided to the Council at its meeting of 7 July 2020 for its consideration and decision. The Council decision at that time will determine whether the cricket and athletics clubs' use of the Oval and facilities will operate under a head(under)lease arrangement (subordinate to PHOS) or a separate/"direct" licence with Council.

Furthermore, as noted in the council report from 2 June 2020, should Council determine at this time that it does not wish to continue to allow the Glenelg District Cricket Club to remain the preferred cricket user of the Camden Oval it is suggested that an Expression of Interest campaign be undertaken to select a new cricket user of the facility. However, given the need for certainty in programming matches etc. it is recommended that, should this be the preferred alternative, the Glenelg District Cricket Club be offered the use of the oval and change room facilities for at a minimum the 2020/2021 summer cricket season.

Summary

It is evident from the discussions with both Cricket Clubs that there is opportunity for shared-use of Camden Oval over summer however there are a significant number of limitations. The use of the Oval and change rooms by Camden Athletic Club from Monday to Thursday evenings and Sunday mornings would limit the amount of oval time available to the Phantoms, and an appropriate risk assessment must be undertaken regarding the risk of cricket played/practiced while athletes training is taking place.

The maintenance costs and rest periods required by the turf wicket limits the number of games and training that can occur on the pitch, and the investment by SACA into this partnership to reduce or remove any conflicts of fixtures would be considerable. Training facilities (training nets) would provide an opportunity for the Phantoms to introduce training at Camden Oval, yet the high cost of the infrastructure may prohibit this (unless funding is received through ORS).

Significant preparation of the pitch is also required commencing this month to ensure it is ready for the 2020 cricket season. If a seasonal licence is not granted soon, the Administration will be required to cover this cost, normally undertaken by the GDCC curator. It is therefore recommended that Glenelg District Cricket Club and Camden Athletic Club continue to be granted a seasonal licence for the Oval and change rooms.

The Administration continue to facilitate discussion between Glenelg District Cricket Club, Glenelg ANA Phantoms Cricket Club, Camden Athletic Club and SACA with the aim of scheduling times for the Phantoms to train and/or play games at Camden Oval as a trial during the 2020/2021 season (subject to the successful grant application for cricket training infrastructure).

Climate Impact Considerations

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

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

Conclusion

At its meeting of 2 June 2020, Council resolved that the Administration discuss the potential for shared-use arrangements at Camden Oval with the Glenelg ANA Phantoms Cricket Club and the Glenelg District Cricket Club.

The Administration has considered the information provided by both cricket clubs as well as the requirements of the Camden Athletics Club. Based on this information it is suggested that the Glenelg District Cricket Club remain as the preferred principal cricket user of the Camden Oval.

Attachments

- 1. Glenelg ANA Cricket Club (Phantoms Cricket) response to information sought**
- 2. Glenelg District Cricket Club response to information sought**
- 3. Extract from Council Agenda 2 June 2020 - Item 17.8 Request for use of Camden Oval Complex - Oval Cricket Club User**

From: President Phantoms Cricket
Sent: Tuesday, 10 March 2020 10:03 PM
To: Dean Ottanelli
Cc: Teresa Desteno; Steve Watson; Kym Newton
Subject: Re: Proposed Usage of Camden Oval - Form

Hi Dean

Please see attached our formal Camden Oval Submission including the Camden Oval usage form, current financial statement and turf and pitch management plan through our planned turf management partner D&D Curators.

I trust that the attached documents provide you with sufficient information to recommend Phantoms Cricket (Glenelg ANA CC) for first access to the new pitches at Camden Oval.

Please don't hesitate to contact me on my mobile or via email if any further information is required.

Cheers

James

James Dyson

President

Phantoms Cricket – Glenelg ANA Cricket Club

White Ribbon Ambassador

Mobile:

[facebook.com/phntmcricket/](https://www.facebook.com/phntmcricket/)

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Mr Dean Ottanelli
Manager City Property
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033

Dear Mr Ottanelli

RE: CAMDEN OVAL PRECINCT SUBMISSION

I write on behalf of the Glenelg ANA Phantoms Cricket Club to formally submit our interest in relocating from Plympton International College to the Camden Oval Sports Precinct to utilise the cricket oval and new clubrooms.

The following points are provided in support of our submission for full use rights to Camden Oval's club rooms and pitches.

- We are actively partnering with Plympton High Old Scholars (PHOS) Camden Football Club and PHOS Netball Club and are working with both clubs to progress re-establishing a one club community trust arrangement (Camden Oval Trust). Therefore, we support PHOS Camden Footy Club securing a 5 year head lease for the oval and club rooms on the basis that we are working towards becoming "one club" and will work together to share the facilities to the benefit of all clubs.
- We have operated as a club within the City of West Torrens community for over 65 years with home grounds initially at the former Netley Primary School, and now at Plympton International College (formerly Plympton High and William Light School) at Plympton. We have a proud history - winning 17 premierships, including the A-grade premiership in 2018/19.
- We acknowledge that the Glenelg District Cricket Club (Glenelg District CC) has a long history at Camden Oval, however their publicly available mission statement states:

'The Glenelg District Cricket Club is a community based sporting organisation committed to the development and promotion of cricket at the elite level within the City of Holdfast Bay and our South Australian Cricket Association nominated country areas'.

- Neither Glenelg District CC nor Keswick Cricket Club (Keswick CC) have the history in the council community that we do, which we hope would be strongly taken into consideration. This is an opportunity for the Council to show their support for a local club that contributes to the City of West Torrens, irrespective of historical oval usage agreements.
- If it is deemed for political reasons that Glenelg CC have first rights to the oval, it would be Phantoms Cricket's preference that the lease be signed for only 12 months with a shared use arrangement in place this season with us and Glenelg, given Glenelg's limited use of the oval.

- Phantoms Cricket have highly supportive sponsors who have offered to provide the pitch roller and super sopper should our submission to use the pitches be successful. I will initially be the main contact whilst the club appoints a dedicated infrastructure and facilities position at the AGM in May 2020.
- This season Phantoms Cricket has 4 senior men's teams, an inaugural women's team, 12 Woolworths junior blaster participants (6-10 year olds), almost 40 junior players across under 10's/12's, and nearly 30 children attend an October school holidays come and try session facilitated through the Council at Plympton International College.
- The club is in a period of rapid growth, and is looking to expand to:
 - include a girls team next season through our partnership with local schools and PHOS Netball
 - broaden our women's cricket program (introducing a women's and girls' cricket coordinator role on the Committee)
 - build on our senior men's growth with sustained success, and
 - grow our junior program by developing an under 14's team and increasing our Woollies junior blaster offerings.
- Phantoms Cricket has training facility grants pending in partnership with the Council for the Rec & Sport grant program and the Cricket Australia Infrastructure Fund in order to make Camden Oval our new club home for training, playing and socialising.

Please see enclosed our Camden Oval usage form, current financial statement and turf and pitch management plan through our planned turf management partner D&D Curators.

I trust that the above information and attachments provide you with the required information to recommend Phantoms Cricket (Glenelg ANA CC) for first access to the new pitches at Camden Oval.

For further information please don't hesitate to contact me on 0405 711 915 or via email at phantomscricketpresident@gmail.com.

Yours Sincerely,

James Dyson
President, Glenelg ANA Phantoms Cricket Club

Attachment 1 – Financial Statement as at 10/03/2020

Attachment 2 – Turf and Pitch Management Plan

Attachment 3 – Camden Oval Usage and Club Details Form



D & D CURATORS
7 Leith Ave, CLARENCE GARDENS
SA 50 39
ABN: 19 336 927 235

Clynt: 0411 186 656

Nigel: 0411 186 650

Office: 0411 186 651

Email: ddcurators@internode.on.net

Member of Business SA

Member of SABGA

Member of STA SA

Quote no: qu 023

9th March 2020

Warren Ainscough

Email: warren.ainscough@gmail.com

RE: EXPRESSION OF INTEREST: Camden Oval Turf and Pitch Management Plan

Clynton and I are co-owners/directors of D & D Curators, professional greens and turf maintenance contract services, a family business which has been operating for over twenty five years within the metropolitan areas of Adelaide. The Company was founded by our father, Darryl Ryan, relocating from the country and residing in Adelaide. Darryl was able to offer both myself and Clynton apprenticeships and thus we have grown to a well respected, knowledgeable Company.

Tracey Smallacombe, our sister executes the role of Business Office Administrator/ Secretary; this allows us to concentrate on what we know best, sports turf.

We service several local bowls clubs, cricket clubs and councils. Our clients include Premier League Bowls, District Cricket and Adelaide Turf Level clubs who have come to expect a high quality sports surface suitable to their needs. Currently we are servicing Womens Memorial Playing Fields for SACA through City of Marion for cricket wicket square preparation on both ovals. And Brighton Oval Complex for City of Holdfast Bay, servicing ground surrounds and working in partnership with Brighton Cricket Club for wicket square preparation of main oval and primary school oval.

Three fully qualified employees ensure all turf areas are maintained to the best possible standards. We currently have access to a fully qualified casual during the busier months and all staff understand weekend work requirements. Staff is thoroughly inducted.

Our Company is committed to further education and gaining knowledge in the latest developments related to the turf industry. Recent participation in the STA Sports Field Seminars, Australian Turf Conference, gaining Chemical Certification accreditation, fulfilling First Aid requirements, and attending Business SA workshops and information sessions are some of the latest contributions in remaining a 'step ahead' in ensuring our service is second to none.

D & D Curators are able to monitor ground and employee performances, consult with fully qualified staff, and provide staff to carry out minor and major renovations and implement sound "best practice" management programmes ensuring efficiency in all areas of turf management.

Cont...2

A prerequisite of D & D Curators is to ensure all WH&S requirements are fulfilled by employees and is considered not only an integral part of conducting sound business but is also a legal requirement protecting all parties involved. D & D Curators are obliged to report any WH&S issues which the Principal may be responsible for.

As we employ a large staff our team can have personnel available in case of sickness, emergencies or annual leave. We are available at call during business hours should any necessary incidents, and extended works required.

Management programmes have been developed and updated regularly by our Company, insisting on a theory of 'prevention is the cure' enabling sports turf areas to be maintained to the highest quality.

We would like to highlight one of our achievements was direct responsibility for the process involved with renovating/managing the newly developed St Clair cricket pitch square post construction for City of Charles Sturt's first "Waugh in the West" Twenty20 broadcasted on 5AA where tremendous feedback was given by Steve Waugh and Wayne Phillips.

Thank you for your consideration, and we hope to hear from you in due time.
Yours truly

Nigel G Ryan

Director/Turf Manager
Mob: 0411186650
D & D Curators Pty Ltd

In support of Expression of Interest the following can be supplied on request;

- Chemcert
- First aid
- DCSI screening
- Public Liability
- RTWSA
- Policy & Procedure Guidelines
- Responsible Officer
- Referees

*We trust that this quotation will remain confidential, thankyou
Nigel Ryan & Clynt Ryan
D & D Curators Pty Ltd
Company Owners
Specialising in Turf Management for Sport Surfaces: est since 1985*

Based on 4 pitch square – preparation and management for Camden Oval

Autumn – end of season; kikuyu control and fertilising to ensure turf is at its optimum health before football season commences, including supply of chemicals and fertiliser.

Winter; weekly inspection for pest plants/damage caused from football to be assessed and acted upon if possible. Supply of super sopper; should be made available by Club, opportunity can arise as at times the square will be excessively water logged and damage will be inevitable ie 30 hrs during winter plus supply of chemical if required to control pest plants.

note; centre bounce area for football play should be offset to better the chance of the square not being damaged excessively from football.

Early Spring; fertilize to encourage turf out of dormancy before scarification and top dressing occur. Club to supply clay and suitable storage for clay at all times. Approximately 6-8 tonne for a whole season. Servicing of roller owned by Club.

Weekly tasks for Spring Summer Season


Monday	sweep and repair wicket, hand watering
Tuesday	inspection
Wednesday	cut, stringline, hand watering
Thursday	grass clippings, roll, hand watering
Friday	cut, roll, mark and pack away
Plus	line marking of boundary line and occasional 30yd line

Please note: this quote is for weekly preparation as per schedule programme of Saturday/Sunday games. Any extra games requiring wicket preparation will be charged accordingly.

- *Club to supply roller*
- *D & D Curators have available mower*
- *Supply of any fuel/turfmaster paint by D & D Curators will be charged out accordingly.*
- *Club to supply black soil in preparation of season and storage (please refer to Early Spring detail above)*
- *Any other extraordinary hours outside these guidelines is to be communicated to nominated personnel and approved; charged out at hourly rate of \$43.60/hr ex GST.*

Total Cost of Preparation and Management Amount (ex GST) \$12, 518.00

*We trust that this quotation will remain confidential, thankyou
Nigel Ryan & Clynt Ryan
D & D Curators Pty Ltd
Company Owners
Specialising in Turf Management for Sport Surfaces: est since*



PHANTOMS

CRICKET

ABN No 39 524 997 704

GLENELG ANA CRICKET CLUB est. 1953

INCOME AND EXPENDITURE STATEMENT

For the year ending 30th June 2020

INCOME

Club Assets as at 1/7/2019	\$ 20,884.87
Bar & Catering	\$ 1,899.00
Bank Interest	\$ 20.05
Merchandise	\$ 3,238.00
Sponsorship	\$ 5,755.58
Grants	\$ 2,500.00
Memberships	\$ 14,990.73
Fundraising	\$ 4,602.55
Indoor Training	\$ 651.00

EXPENDITURE

Senior Association Fees/Insurance	\$ 1,160.00
Junior Association Fees	\$ 252.00
Bank Fees	\$ 341.58
Cricket Equipment	\$ 11,824.33
Merchandise	\$ 11,312.03
Oval Hire	\$ 5,540.00
Sponsorship	\$ -
Admin Fees	\$ 1,129.80
Umpires	\$ 1,335.00
Fundraising	\$ -
Trophies	\$ -
Membership	\$ -
Bar & Catering	\$ 2,121.95
Coach Costs	\$ 2,480.00

Bingo Ticket Machine	\$ 6,078.65
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Bingo Ticket Machine	\$ 4,614.62
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Asset Balance as at 30/06/2020	\$ 18,509.12
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Total	\$ 60,620.43
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Total	\$ 60,620.43
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Total Income	\$ 39,735.56
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Current Assets are as follows:

Total Expenditure	\$ 42,111.31
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Online Saver/Fundraising Account	\$ 11,504.91
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General Account	\$ 3,106.45
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Club's Position	-\$ 2,375.75
-----------------	--------------

Lottery Account	\$ 2,557.76
-----------------	-------------

Glenelg ANA Cricket Club

Total	\$ 17,169.12
--------------	---------------------

C/- D. Sullivan

Equipment Assets	\$ 1,340.00
------------------	-------------

8 Raymond Avenue

Total Club Assets	\$ 18,509.12
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North Plympton, S.A, 5037

EXPRESSION OF INTEREST

PROPOSED USE OF CAMDEN OVAL SPORTING FACILITIES

Please complete the following form outlining your club's proposed use of Camden Oval Sporting facilities for 2020 and beyond by COB Monday 9 March 2020.

Club Name:	Glenelg ANA Cricket Club (Phantoms Cricket)
Contact Person Name:	James Dyson
Contact Person Phone Number:	0405 711 915
Contact Person Email:	phantomscricketpresident@gmail.com
Current Membership Numbers (not social members):	100-120 (juniors and senior men's/women's)
Expected Regular Users including Description (i.e age, gender and division):	Senior players (men/women) 14-65 and partners – 40-60 p/w Juniors (boys/girls) and junior parents – 40-60 p/w
History at the Camden Oval site (i.e. number of years):	We have been using the new clubrooms this season and have accessed the old clubrooms over the past 20+ years for functions. We also have had many players play footy for PHOS over the years
Describe Any Relationship with Other Users of Camden Oval:	We are building relationships with PHOS Footy/Netball to work towards developing a one club community trust model in the foreseeable future.
Describe your Club's Governance/Management Model:	Standard Committee with an executive made up of the President/Secretary/Treasurer We will be implementing a junior sub-committee this season.
Please Provide Current Financial Statement:	<input checked="" type="checkbox"/> Provided <input type="checkbox"/> Not provided. Reason _____
Please Provide Strategic Plan (if Club has one):	<input type="checkbox"/> Provided <input checked="" type="checkbox"/> Not provided. We are currently working on developing an overarching 5 year strategic plan and a junior cricket development plan.

CRICKET CLUBS ONLY:

Given the investment made by the City of West Torrens in reconstructing the Camden Oval pitch square as part of the overall oval redevelopment, it is imperative that the necessary turf management skills are available and practices implemented to protect this investment for the benefit of all users. Successful cricket pitch management requires attention to detail in relation to timing of preparation practices, but also promotion of plant health to ensure adequate recovery after each use throughout the season, which in turn benefits oval use in the winter and into subsequent years.

Parties interested in utilizing the pitch square for cricket will also be asked to take responsibility for its maintenance. Therefore, the City of West Torrens is seeking a detailed turf and pitch management plan from parties interested in utilizing the facility, which should detail (but not be limited to) mowing, irrigation, fertility, renovation, weed, disease and insect control, as well as pitch preparation/recovery practices. The management plan should also outline the estimated labour hours that will be committed each week during the cricket season, and nominate a person ultimately

responsible for pitch management. These plans will be reviewed and assessed by the City of West Torrens to assist the selection process for granting access to the facilities.

Please attach a detailed turf and pitch management plan for Camden Oval.

CAMDEN OVAL - OVAL

(tick relevant season or identify dates required)

☐ Season A (1 APRIL until 30 SEPTEMBER)

OR

☒ Season B (1 OCTOBER until 31 MARCH)

OR

OTHER _____

REQUESTED (PROPOSED) SCHEDULING AND USAGE (in the time slot, provide the junior/senior, gender and numbers of the group using the site e.g. 18 junior males)						
Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Before 9am						9v9 under 12's/14's
9.00am - 10am						9v9 under 12's/14's
10.01am - 11am						9v9 under 12's/14's
11.01am - 12pm						11v11 men's Cricket
12.01pm - 1pm						11v11 men's Cricket
1.01pm - 2pm						11v11 men's Cricket
2.01pm - 3pm						11v11 men's Cricket
3.01pm - 4pm						11v11 men's Cricket
4.01pm - 5pm		Junior Training (Pending nets grant) 40+ players			9v9 under 12's/14's	11v11 men's Cricket

CAMDEN OVAL - OVAL

(tick relevant season or identify dates required)

☐ Season A (1 APRIL until 30 SEPTEMBER)

OR

☒ Season B (1 OCTOBER until 31 MARCH)

OR

OTHER _____

REQUESTED (PROPOSED) SCHEDULING AND USAGE (in the time slot, provide the junior/senior, gender and numbers of the group using the site e.g. 18 junior males)							
Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Before 9am							9v9 under 12's/14's
9.00am - 10am							9v9 under 12's/14's
10.01am - 11am							9v9 under 12's/14's
11.01am - 12pm						11v11 men's Cricket	9v9 under 12's/14's
12.01pm - 1pm						11v11 men's Cricket	9v9 under 12's/14's
1.01pm - 2pm						11v11 men's Cricket	Senior men's T20 game
2.01pm - 3pm						11v11 men's Cricket	Senior men's T20 game
3.01pm - 4pm						11v11 men's Cricket	Senior men's T20 game
4.01pm - 5pm		Junior Training (Pending nets grant) 40+ players				Junior Training (Pending nets grant) 40+ players	9v9 under 12's/14's
						11v11 men's Cricket	Senior men's T20 game

5.01pm - 6pm	Junior Training (Pending nets grant) 40+ players T20 games		Junior Training (Pending nets grant) 40+ players	9v9 under 12's/14's Junior Blasters 12+ (6-10 years)	11v11 men's Cricket	
6.01pm - 7pm	Senior Training (pending nets grant) 40+ players T20 games		SACA Super 12 Women's Comp 6v6 up to 4 games at once	9v9 under 12's/14's Junior Blasters 12+ (6-10 years)	11v11 men's Cricket	
7.01pm - 8pm	Senior Training (pending nets grant) 40+ players T20 games		SACA Super 12 Women's Comp 6v6 up to 4 games at once	9v9 under 12's/14's		
8.01pm - 9pm						
9.01pm - 10pm						
After 10pm						

CAMDEN OVAL - CHANGEROOMS

(tick relevant season or identify dates required)

☐ Season A (1 APRIL until 30 SEPTEMBER) OR ☒ Season B (1 OCTOBER until 31 MARCH) OR

OTHER _____

REQUESTED (PROPOSED) SCHEDULING AND USAGE							
(in the time slot, provide the junior/senior, gender and numbers of the group using the site e.g. 18 junior males)							
Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Before 9am							18 Juniors + parents
9.00am - 10am							18 Juniors + parents
10.01am - 11am							18 Juniors + parents
11.01am - 12pm						11v11 men's Cricket	18 Juniors + parents
12.01pm - 1pm						11v11 men's Cricket	18 Juniors + parents
1.01pm - 2pm						11v11 men's Cricket	Social - all
2.01pm - 3pm						11v11 men's Cricket	Social - all
3.01pm - 4pm						11v11 men's Cricket	Social - all
4.01pm - 5pm		Junior Training (Pending nets grant) 40+ players		Junior Training (Pending nets grant) 40+ players		11v11 men's Cricket	Social - all

5.01pm - 6pm		Junior Training (Pending nets grant) 40+ players		Junior Training (Pending nets grant) 40+ players		11v11 men's Cricket	
6.01pm - 7pm		Senior Training (pending nets grant) 40+ players		SACA Super 12 Women's Comp 6v6 up to 4 games at once	Social - all	Post Game Seniors (men) – 40+ social	
7.01pm - 8pm		Senior Training (pending nets grant) 40+ players		SACA Super 12 Women's Comp 6v6 up to 4 games at once	Social - all	Post Game Seniors (men) 40+ social	
8.01pm - 9pm		Senior Training (pending nets grant) 40+ players		Post Women's games and senior men's selection 40+	Social - all	Post Game Seniors (men) 40+ social	
9.01pm - 10pm		Senior Training (pending nets grant) 40+ players		Post Women's games and senior men's selection 40+	Social - all	Post Game Seniors (men) 40+ social	
After 10pm				Post Women's games and senior men's selection 40+	Social - all	Post Game Seniors (men) 40+ social	

From: Jarret Moyse
Sent: Tuesday, 10 March 2020 3:08 PM
To: Dean Ottanelli
Cc: Teresa Desteno; Steve Watson; Kym Newton
Subject: RE: Proposed Usage of Camden Oval - Form

Dear Dean,

Please find attached the usage form for Camden Oval plus GDCC Strategic Plan, Financials, Turf Management Plans plus original letter of submission (dated 5/6/19).

Camden Oval has been an integral part of GDCC's history, we are certainly keen to continue using it as our second ground in the SACA Premier Cricket Competitions as well as our long association with the WTCC.

GDCC has invested in Camden Oval over the years, been playing there since the late 1960's and has been an important ground to help provide a pathway for senior, junior and women cricketers in the area to apply their craft and have the opportunity to play the highest level they can.

GDCC has engaged the services of Trent Kelly (SACA Grounds Manager) in the past to help with pitch preparations and management at Camden Oval and will look to continue that arrangement in the future.

The ongoing use of Camden Oval is crucial to GDCC and its development of young players with the recent outstanding development a major benefit now having female friendly changerooms for our Women's teams.

We look forward to any further discussions with WTCC and/or any other parties involved.

If there are any questions regarding our submission, please feel free to give me a call.

Best regards,

Jarret Moyse
President
Glenelg District Cricket Club
Mob:



CAMDEN OVAL - OVAL

(tick relevant season or identify dates required)

☐ Season A (1 APRIL until 30 SEPTEMBER) OR ☒ Season B (1 OCTOBER until 31 MARCH) OR

OTHER _____

REQUESTED (PROPOSED) SCHEDULING AND USAGE							
(in the time slot, provide the junior/senior, gender and numbers of the group using the site e.g. 18 junior males)							
Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Before 9am							
9.00am - 10am							
10.01am - 11am							
11.01am - 12pm						25 x Senior males	25 x senior women or juniors
12.01pm - 1pm						25 x Senior males	25 x senior women or juniors
1.01pm - 2pm						25 x Senior males	25 x senior women or juniors
2.01pm - 3pm						25 x Senior males	25 x senior women or juniors
3.01pm - 4pm						25 x Senior males	25 x senior women or juniors

4.01pm - 5pm								25 x Senior males	25 x senior women or juniors
5.01pm - 6pm								25 x Senior males	25 x senior women or juniors
6.01pm - 7pm								25 x Senior males	25 x senior women or juniors
7.01pm - 8pm									
8.01pm - 9pm									
9.01pm - 10pm									
After 10pm									

CAMDEN OVAL - CHANGEROOMS

(tick relevant season or identify dates required)

☐ Season A (1 APRIL until 30 SEPTEMBER)
 ☒ Season B (1 OCTOBER until 31 MARCH)
 OR

OTHER _____

REQUESTED (PROPOSED) SCHEDULING AND USAGE							
(in the time slot, provide the junior/senior, gender and numbers of the group using the site e.g. 18 junior males)							
Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Before 9am							
9.00am - 10am							
10.01am - 11am							
11.01am - 12pm						25 x Senior males	25 x senior women or juniors
12.01pm - 1pm						25 x Senior males	25 x senior women or juniors
1.01pm - 2pm						25 x Senior males	25 x senior women or juniors
2.01pm - 3pm						25 x Senior males	25 x senior women or juniors
3.01pm - 4pm						25 x Senior males	25 x senior women or juniors

4.01pm - 5pm									25 x Senior males	25 x senior women or juniors
5.01pm - 6pm									25 x Senior males	25 x senior women or juniors
6.01pm - 7pm									25 x Senior males	25 x senior women or juniors
7.01pm - 8pm										
8.01pm - 9pm										
9.01pm - 10pm										
After 10pm										

Glenelg District Cricket Club Inc

Financial Statements

**For the period from 1 July 2019 to 29
February 2020**

Glenelg District Cricket Club Inc

Contents

Detailed Statement of Financial Performance

Detailed Statement of Financial Position

Glenelg District Cricket Club Inc
Detailed Statement of Financial Performance
For the period 1 July 2019 to 29 February 2020

	2020 \$	2019 \$
Income		
Bar & Catering	9,563.68	26,429.26
Test Match Dinner	2,100.00	1,740.91
Wine Tour		692.75
Race Day	2,804.50	54.55
Quiz Night		1,339.55
Havana Night		99.19
Donations	11,460.00	7,685.00
Hire income	400.00	1,550.00
Football Season Auction/past players	1,167.31	
Bi Annual Auction	4,537.71	
Sponsorship & Advertising	24,018.18	20,728.18
Player Auction	1,981.82	925.00
Non-playing Membership Fees	190.92	63.64
Interest received	9.41	25.21
Playing Membership Fees	25,833.46	28,562.04
SACA Grants	44,500.00	61,188.03
Grants		23,312.10
ACA Premier Cricket Program	8,500.00	8,500.00
Oval Hire	1,500.00	4,272.26
In2 Cricket/master blaster	460.00	481.83
Competition Prize Money		1,000.00
Toyota Raffle		1,745.00
Stadium Naming Rights	2,500.00	2,500.00
Sale history books		97.91
Sale clothing	(2,040.91)	650.92
Total income	139,486.08	193,643.33
Expenses		
Administration Expenses	6,271.36	9,050.51
General Expenses	3,240.08	9,982.97
Property Expenses	9,892.85	47,314.39
Cricket Running Expenses	71,911.43	104,894.92
	22.73	
Total expenses	91,338.45	171,242.79
Net Profit from Ordinary Activities	48,147.63	22,400.54

Glenelg District Cricket Club Inc
Detailed Statement of Financial Position as at 29 February 2020

	2020 \$	2019 \$
Current Assets		
Cash Assets		
Society Cheque Account	72,935.06	14,861.03
Portfolio Investment Account	9,994.86	9,994.86
Club Float	1,040.00	640.00
	<u>83,969.92</u>	<u>25,495.89</u>
Receivables		
Trade debtors	26,141.57	6,080.00
	<u>26,141.57</u>	<u>6,080.00</u>
Inventories		
SOH Cricket Balls	4,181.00	4,181.00
SOH Clothing	1,013.50	1,013.50
SOH Players Bar	2,120.82	2,120.82
SOH History Books	4,436.00	4,436.00
	<u>11,751.32</u>	<u>11,751.32</u>
Total Current Assets	<u>121,862.81</u>	<u>43,327.21</u>
Non-Current Assets		
Property, Plant and Equipment		
Building Improvements	67,442.47	67,442.47
Changeroom Construction	127,833.65	127,833.65
Less: Accum Depn. Changerooms	(49,253.00)	(49,253.00)
Less: Accumulated depreciation	(16,242.00)	(16,242.00)
Plant & equipment - at cost	134,529.34	133,939.34
Less: Accumulated depreciation	(91,885.60)	(91,885.60)
Picture & Honor Board	22,902.00	22,902.00
Less: Accumulated depreciation	(16,067.00)	(16,067.00)
Practice Facilities	31,458.28	59,958.28
Less: Accumulated depreciation	(57,161.00)	(57,161.00)
	<u>153,557.14</u>	<u>181,467.14</u>
Total Non-Current Assets	<u>153,557.14</u>	<u>181,467.14</u>

Glenelg District Cricket Club Inc
Detailed Statement of Financial Position as at 29 February 2020

	2020 \$	2019 \$
Total Assets	275,419.95	224,794.35
Current Liabilities		
Financial Liabilities		
Unsecured:		
Visa Business Card	1,033.90	1,911.63
	1,033.90	1,911.63
Current Tax Liabilities		
GST payable control account	1,176.41	
Input tax credit control account	1,149.37	
GST clearing	6,687.18	3,830.15
	9,012.96	3,830.15
Provisions		
Junior Development	150.00	150.00
	150.00	150.00
Total Current Liabilities	10,196.86	5,891.78
Non-Current Liabilities		
Financial Liabilities		
Unsecured:		
City of Holdfast Bay Loan	11,019.66	12,846.77
	11,019.66	12,846.77
Total Non-Current Liabilities	11,019.66	12,846.77
Total Liabilities	21,216.52	18,738.55
Net Assets	254,203.43	206,055.80

Glenelg District Cricket Club Inc
Detailed Statement of Financial Position as at 29 February 2020

	2020	2019
	\$	\$
<hr/>		
Equity		
Perpetual Trophies Reserve	2,785.13	2,785.13
Members Reserves	251,418.30	203,270.67
Total Equity	<u><u>254,203.43</u></u>	<u><u>206,055.80</u></u>

NEW CRICKET PITCH SQUARE GROW IN and SURFACE TREATMENT PROGRAM

SITE	Camden Oval
TURF TYPE	Santa Ana Couch
AREA (375m2)	4 pitches + football sand centre bounce strip

**PLEASE NOTE: THIS IS ONLY A GUIDE
12 months**

	Application	Purpose	Comments	Rate/100m2	Unit	Pack
Mar						
Week 1	Lesco Greenstart Elite 12-11-10, 45% PolyPlus	High Phosphours fertiliser to help with root establishment of new turf.		2	kg	22.68
Week 1	Roll with mower with catcher off using weight of rear roller; cylinder disengaged	Morning after watering, ensure no surface water. Ensures no air gaps and Santa Ana pushed into clay; repeat twice per week in both directions				
Week 2-4	Set cutting height of cylinder mower at 20mm. Cutting and rolling new pitch square at same time	Double cut (i.e. up and back on same line); north/south and then east/west on same day; minimum twice per week	***if you notice you arent cutting any grass re adjust the height of your cylinder mower 1-2mm lower each time to get to a preferred height (no lower than 15mm)			
Week 1-4	Irrigation - once the newly laid washed couch has been established watering is required on an as needs basis.	Healthy plant growth into Autumn	***Do not over water. Irrigate little and often rather than large amounts of water at one time			
April						
Week 1	Lesco Greenstart Elite 12-11-10, 45% PolyPlus	High Phosphours fertiliser to help with root establishment of new turf.		2	kg	22.68
Week 1-4	Maintain a cutting height with the cylinder mower of 15mm	Double cut (i.e. up and back on same line); north/south and then east/west on same day; minimum twice per week				

Week 3-4	If you are absolutely certain that the new cricket pitch square is fully established look to roll the new cricket pitch square with a medium weight roller approx 1 tonne. Continue rolling twice per week until all creases are removed; may require water to be emptied out of back roller drum if possible until surface is flat and dry	If water filled roller, ensure roller is empty (this will achieve medium weight) Rolling will help further consolidate the new cricket pitch square leading into football season	***Note: Express extreme caution when rolling a newly laid Cricket Pitch Square. Make sure that the area is dry. Roll only North/South direction to start with. Progress rolling to diagonal and cross rolling. Roll out all creases each rolling session preferably finishing rolling in a north south direction. Medium weight roller 800kg-1T Avoids damage to levels during establishment; too heavier roller too soon on a wet clay profile would be a disaster!			
May						
Week 1-4	Continue above rolling plan if weather allows	Continue above rolling plan if weather allows	Continue above rolling plan if weather allows			
Week 1	Lesco Supreme K Elite 14-0-21, 60% PolyPlus	High potassium fertiliser to help with plant strength.		2	kg	22.68
Week 1-4	Roll with mower with catcher off using weight of rear roller; cylinder disengaged	Remove any indentations from winter sports	***Only if required and when area is dry to touch			
	Cover cricket pitch square on rain events if resources allow	Minimise winter damage				
June						
Week 1	Liquid application as a tank mix					
	Nitro Iron Advanced	Nitrogen and iron product to maintain plant colour		0.2	L	20
	Spraygro Balance 15, 15-4-8 50% CRN	Control release nitrogen product to help with maintaining plant growth through the cooler months		0.2	L	20
	Bull Kelp	High quality kelp product to help with plant cell strength and root development		0.1	L	20
	Cover cricket pitch square on rain events if resources allow	Minimise winter damage				
	Roll with mower with catcher off using weight of rear roller; cylinder disengaged	Remove any indentations from winter sports	***Only if required and when area is dry to touch			
July						
Week 1	Liquid application as a tank mix					

Nitro Iron Advanced		Nitrogen and iron product to maintain plant colour		0.2	L	20
	Spraygro Balance 15, 15-4-8 50% CRN	Control release nitrogen product to help with maintaining plant growth through the cooler months		0.2	L	20
	Bull Kelp	High quality kelp product to help with plant cell strength and root development		0.1	L	20
	Cover cricket pitch square on rain events if resources allow	Minimise winter damage				
	Roll with mower with catcher off using weight of rear roller; cylinder disengaged	Remove any indentations from winter sports	***Only if required and when area is dry to touch			
Aug						
Week 1	Liquid application as a tank mix					
	Nitro Iron Advanced	Nitrogen and iron product to maintain plant colour		0.2	L	20
	Spraygro Balance 15, 15-4-8 50% CRN	Control release nitrogen product to help with maintaining plant growth through the cooler months		0.2	L	20
	Bull Kelp	High quality kelp product to help with plant cell strength and root development		0.1	L	20
	Cover cricket pitch square on rain events if resources allow	Minimise winter damage				
	Roll with mower with catcher off using weight of rear roller; cylinder disengaged... ***Use roller if the cricket pitch square is dry enough and no grass will be pushed into the surface	Remove any indentations from winter sports	***Only if required and when area is dry to touch			
Sept						
Week 1	Granular Fertiliser - GTS Nitro Pro mini Maxx 32-0-18	Increase plant growth and plant health while recovering from renovations		3	kg	20
	Cover cricket pitch square on rain events if resources allow	Minimise winter damage				

Completion of Winter Sports	Cut, scarify x 4 ways and top dress, screed/level (laser level if budget allows) cricket pitch square	In preparation for the cricket season ***Be sure to remove all organic matter from the back pack blowers for a clean finish)	Approx 0.5-0.75T of Black soil per pitch			
After Renovation	Ideally give the cricket pitches 6 weeks before preparation for play or until there is minimal black cricket pitch clay visible	Full recovery from renovation				
Oct						
Week 1	Thumper	Preventative application for couch mite	Leave on leaf	0.02	L	1
Week 1	Cricket pitch preparation starts, set out square	Games	In early season preparation of a brand new cricket pitch square should be performed with caution. Make sure moisture levels are correct, start prep at a turf height of no lower than 8mm			
Week 2	Granular Fertiliser - GTS Nitro Pro mini Maxx 32-0-18	Increase plant growth and plant health while recovering from renovations		2	kg	20
Week 4	Replanting of wear areas caused by cricket traffic	Maintain 100% turf cover on square	***This shouldn't be required this early in the season but something to monitor			
Nov						
Week 2	Lesco Ultimate Elite 18-1-15, 68% PolyPlus	Maintain plant health and growth		2	kg	22.68
Week 4	Replanting of wear areas caused by cricket traffic	Maintain 100% turf cover on square	***This shouldn't be required this early in the season but something to monitor			
Dec						
Week 1	Thumper	Preventative application for couch mite	Leave on leaf	0.02	L	1
Week 2	Lesco Ultimate Elite 18-1-15, 68% PolyPlus	Maintain plant health and growth		2	kg	22.68

Week 4	Replanting of wear areas caused by cricket traffic	Maintain 100% turf cover on square	***This shouldn't be required this early in the season but something to monitor			
Week 4	Light renovation (vertimow/scarify 2 ways and cut at 6mm) and dusting/top dress with black soil, screed and level	Level pitches and help with thatch control coming out of the Christmas break	***Optional depending on how thatchy pitches are getting and how the levels of the pitches are settling after preparation			
Jan						
Week 1	Lesco Ultimate Elite 18-1-15, 68% PolyPlus	Maintain plant health and growth		2	kg	22.68
Week 4	Replanting of wear areas caused by cricket traffic and ensure full turf cover for winter sports	Maintain 100% turf cover on square	***This is the ideal time to start re-turfing with washed santa ana couch turf where required. Also start to fertilise individual pitches and increase cut heights once their use is completed for the season to help with winter traffic			
Feb						
Week 1	Thumper	Preventative application for couch mite	Leave on leaf	0.02	L	1
Week 2	Lesco Ultimate Elite 18-1-15, 68% PolyPlus	Maintain plant health and growth		2	kg	22.68
Week 4	Replanting of wear areas caused by cricket traffic and ensure full turf cover for winter sports	Maintain 100% turf cover on square	***This is the ideal time to start re-turfing with washed santa ana couch turf where required. Also start to fertilise individual pitches and increase cut heights once their use is completed for the season to help with winter traffic			
Week 4	Start fertilising with Lesco Hi K 14-0-21	Maintain plant health, growth and increase root development		2	kg	22.68

Notes:

If white patches or orange rings appear on the wickets a fungicide application may be needed.



The use of Monument or Tribute herbicide can be used to control Kikuyu

Camden Oval

March 2020 – February 2021

****Please refer to spreadsheet provided for the 12 month plan and more detail*

September 2020

- Spring Renovation; At the completion of winter sports: Cut, scarify x 4 ways and top dress, screed/level (laser level if budget allows) cricket pitch square. Time allocation 24 hours

October 2020 – March 2021

- Start preparation of the Camden oval cricket pitch square for the 2020/21 Season
- Once the cricket season starts there will be approximately 48 hours spent (not limited to) per month to prepare and maintain the Camden Oval Cricket pitch square
- Irrigation of the cricket pitch square will be performed to suit preparation times and cricket games. Generally irrigation of the cricket pitch square should be the responsibility of the Cricket pitch curator engaged. Irrigation shall happen on Sunday, Monday, Tuesday and Wednesday nights (weather dependant). Numerous start times on these nights will help with correct watering practices for cricket pitches considering infiltration rates are very low in cricket pitch clays (approx. 1mm per hour)

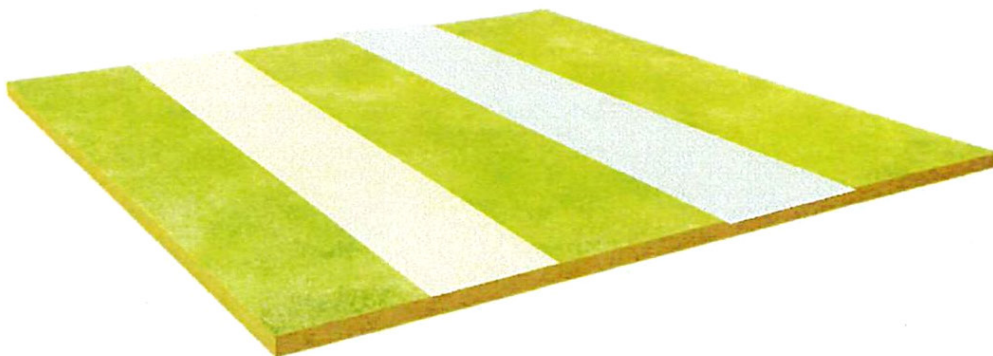
****Please follow Les Burdett Curators diary provided*

Machinery, Tools and Items Required

- 1 x Cricket Pitch Roller (cost: \$23-33k New \$10-15k second hand)
- 1 x Cricket Pitch Mower (cost \$5-7k New)
- Level lawn
- Shovel
- Wheel barrow
- Hard bristle broom
- Scraper
- 4 x String lines (and car valves for set out)
- Hose and appropriate connections
- Sumi Soaker where required
- Grow cloth
- Tape measure
- Marking frame and straight edge

Curator's Diary

Turf Cricket Pitch Preparation



Les Burdett OAM
2019

Contents

1. Introduction
2. Pitch use sequence
3. Maintenance is paramount
4. Timing of pitch preparation
5. Guidelines
6. Dimensions of a cricket pitch

1. Introduction

It is every turf cricket pitch curator's aim to produce pitches that have a flat, hard surface with an even cover of fine grass. A pitch with these characteristics produces a surface that provides true playing conditions and an even chance for both bowlers and batsmen. These seem relatively simple and achievable criteria yet inconsistency of pitches at club level continues to be an issue with most cricket associations.

What follows are some detailed notes that if followed correctly and given suitable weather conditions, should help curators with the difficult task of producing suitable pitches for club matches. Every ground is different due to location and prevailing weather conditions, but the principles are the same.



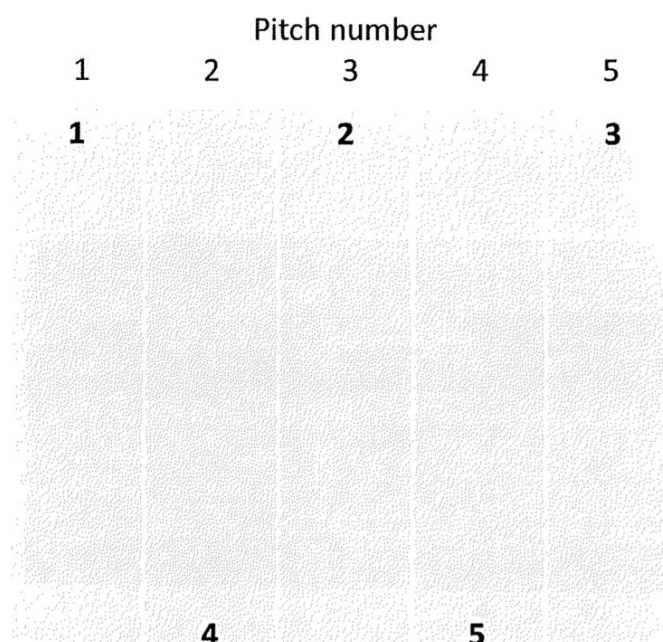
2. Pitch Use Sequence

Ideally, cricket clubs should have a pitch table of at least 5 pitches. To obtain full utilization of these 5 pitches, the following sequence should be followed.

Repeat this sequence when completed.

This sequence allows time for each pitch to rejuvenate between matches and enables the growth of the couch grass to be controlled, ensuring that it remains fine and manageable.

If the same pitch is used for several weeks, it will overstress the grass and the rest of the table will become thatch. Too much grass induces excessive cutting and seaming of the ball. Pitches devoid of grass play very low and inconsistent. Share the wear and work all pitches.



3. Maintenance is paramount

After the completion of each match, wait out to 2 weeks for the couch grass to shoot back, plant couch runners as close as possible (approx. 75mm) and re-level the pitch with pitch clay as required. This will bring the used pitch back to the original unprepared level state.

If time and labour is a problem and the planting program seems too intense to handle, seek the support of the club as a full grass cover is the ultimate and the club will see the benefit in providing additional resources.

Rather than planting couch runners, lightly scarify the worn area level, wet it down and push washed bare rooted couch grass sods into the de-compacted cricket pitch clay. After a few rolls (over approx. 1 week) you will find the surface will flatten down to its original level state with newly established couch grass.

This has proven to be a very quick and most productive method to re-establish couch grasses into worn areas on cricket pitches.

4. Timing of pitch preparation

Every cricket ground has its own problems relating to weather and winter sport programs, which will dictate preparation schedules but successful club pitch requires preparation over a 10 day period.

After levelling and topdressing have been completed successfully and the pitch table is well grassed, preparations of the pitch can commence, normally the week after the completion of winter sport.



5. Equipment required

- Tape measure
- 50mm brush for line marking paint
 - (e.g. "Fountain Sports Line Marking Liquid" or similar)
- Four string lines
- 60cm cylinder mower (or smaller)
- One light hand roller (25-100kg)
- Heavy roller (1.5-2 tonne)
- Scraper to keep mower rollers and rollers clean
- Marking frame and straight edge (2.6m)

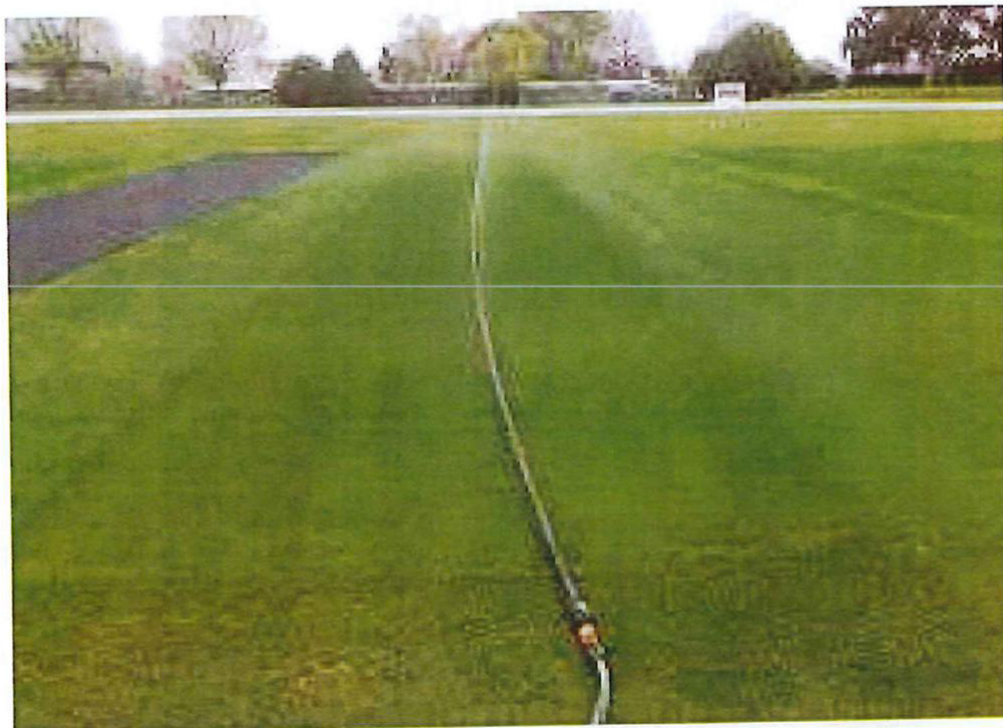


5. Guidelines

Given suitable weather conditions, follow these guidelines.

Using the following daily preparation schedules, commence preparation of the first pitch of the season **10 days prior** to the first match.

- Day 10 – Wednesday
 - a. Afternoon – select pitch using pitch #1 (see chart pitch sequence)
 - b. Measure out (3.048m or 10 feet)
 - c. Using string lines, double cut at 6-8mm
 - d. Slowly soak, deep through the profile



Guidelines (cont'd)

- Day 9 – Thursday
 - a. 7-9am: Make sure the pitch is sufficiently moist. If not, rewater as required and wait until it is ready or use “super sopper” to remove surface water
 - b. Apply a light covering of grass cuttings (as required)
 - c. Using a 24” (60cm) or smaller reel mower (without roller scrapers or grass cuttings will drop all over the pitch) drop the front roller to 25mm and double roll the pitch, cleaning rollers as required. Repeat 2 to 3 times, cleaning mower rollers as required. Then lift front roller up to 10mm and double cut the pitch. Once the 10mm cut has been achieved, lift the front roller further to a 6mm cutting height and double cut again.
 - d. Normally before 12 noon: Now the surface will be cut clean of excessive grass and grass cuttings, ready for a heavy roll. As soon as moisture content allows, apply heavy roller across entire pitch surface.
 - e. Afternoon: two or three more such heavy rolls (last roll in top gear)

Guidelines (cont'd)

- Day 8 – Friday
 - a. Provided all roller creases have flattened out.
Cut cricket pitch at final height of 4mm and roll once over
 - b. Water prepared pitch and pitch square
 - c. ROPE OFF AREA – your selected match pitch for 8 days time has had its foundation for preparation completed.



- Day 7 – Saturday
 - a. No preparation required
- Day 6 – Sunday
 - a. No preparation required

Guidelines (cont'd)

- Day 5 – Monday
 - a. If required plant couch runners on pitches #2,4 and 5 and level accordingly. Mindful that pitch #3 will be used next
 - b. Plantings must remain damp until Saturday's match
 - c. Consider covering plantings with grow cloth sheets for a better couch strike
- Day 4 – Tuesday
 - a. Repeat or carry out Monday's duties as required

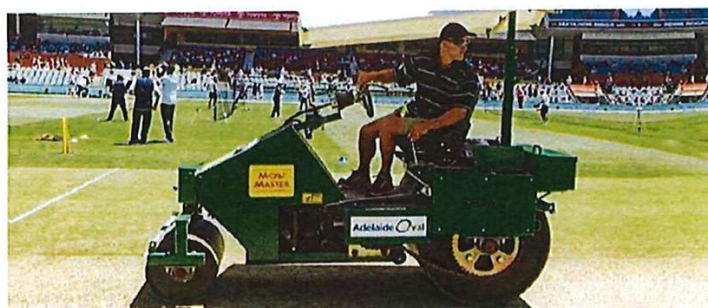
Guidelines (cont'd)

- Day 3 – Wednesday
 - a. Afternoon: Cut #1 pitch again at 6-8mm.
During rolling the grass is pushed into the clay so the final cut is much shorter (4mm)
 - b. For this example #1 pitch is for a one day game the next Saturday, therefore #3 pitch will be 10 days away and preparation must begin. So cut #3 as #1 and water thoroughly



Guidelines (cont'd)

- Day 2 – Thursday
 - a. 7-9am: Make sure both pitches are sufficiently moist. If not, rewater as required and wait until they are ready or remove surface water with “Super Sopper”.
 - b. Apply a light covering of grass cuttings (as required)
 - c. Repeat action of Day 9 (c).
 - d. Normally before 12 noon: Repeat action of Day 9 (d) to both pitches, #1 and #3.
 - e. Afternoon; 1pm, 2.30pm, 4pm: Three more such heavy rolls (last roll in top gear)
 - f. 6-7pm: Late roll is desirable (if possible)
 - g. Obviously #1 pitch will require more attention than #3 pitch



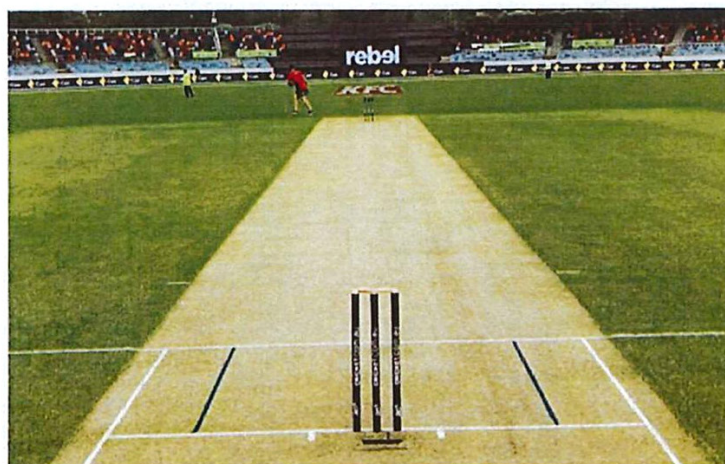
Guidelines (cont'd)

- Day 1 – Friday
 - a. 7-9am: Double cut both pitches at 4mm
 - b. Heavy roll (20-30 minutes) and hand water #3 to recover pitch from the preparation stress
 - c. Before 12 noon: Apply second heavy roll (20-30 minutes) to #1 pitch only
 - d. 1-2pm: Final double cut at 4mm
 - e. Final heavy roll (20-30 minutes)
 - f. 2-3pm: Measure out pitch and mark with frame, string lines and straight edge



Guidelines (cont'd)

- Saturday – Match Day
 - a. A Saturday pitch should be playable by Friday afternoon, given good weather conditions
 - b. If labour allows, give the pitch a final cut and roll before the start of play, especially if covers were used on Friday night
 - c. Double cut at 4mm
 - d. Roll between popping creases
 - e. Stumps in position, ready for play
 - f. As soon as possible after the match, broom and level foot marks so pitch square can be watered



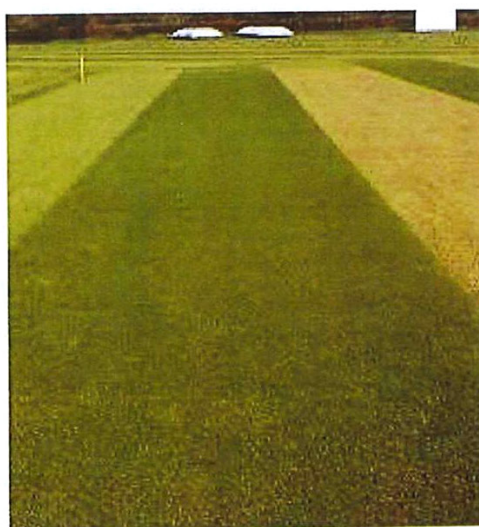
Guidelines (cont'd)

- Sunday
 - a. If it is a Saturday/Sunday game, sweep loose debris from pitch, cut at the same cutting height as Saturday, roll and remark as Saturday's procedure
 - b. **Do not water pitch** during a 2,3 or 4 day game. The laws of the game do not allow for the watering of the pitch during the course of a match. Water added at this stage will change the performance of the pitch



Guidelines (cont'd)

- Monday
 - a. Morning: Rope off pitch square, broom, level and water (if not done after completion of play Saturday or Sunday)
 - b. If watered Saturday or Sunday, follow Day 5 - Monday program. Consider pitch rotation
- Tuesday
 - a. As Day 5 – Monday program. Consider pitch rotation
- Wednesday
 - a. Start back at Day 10 – Wednesday and repeat procedures



Guidelines (cont'd)

When Monday to Friday matches (special carnivals etc) are programmed, these guidelines should be considered and worked around accordingly.

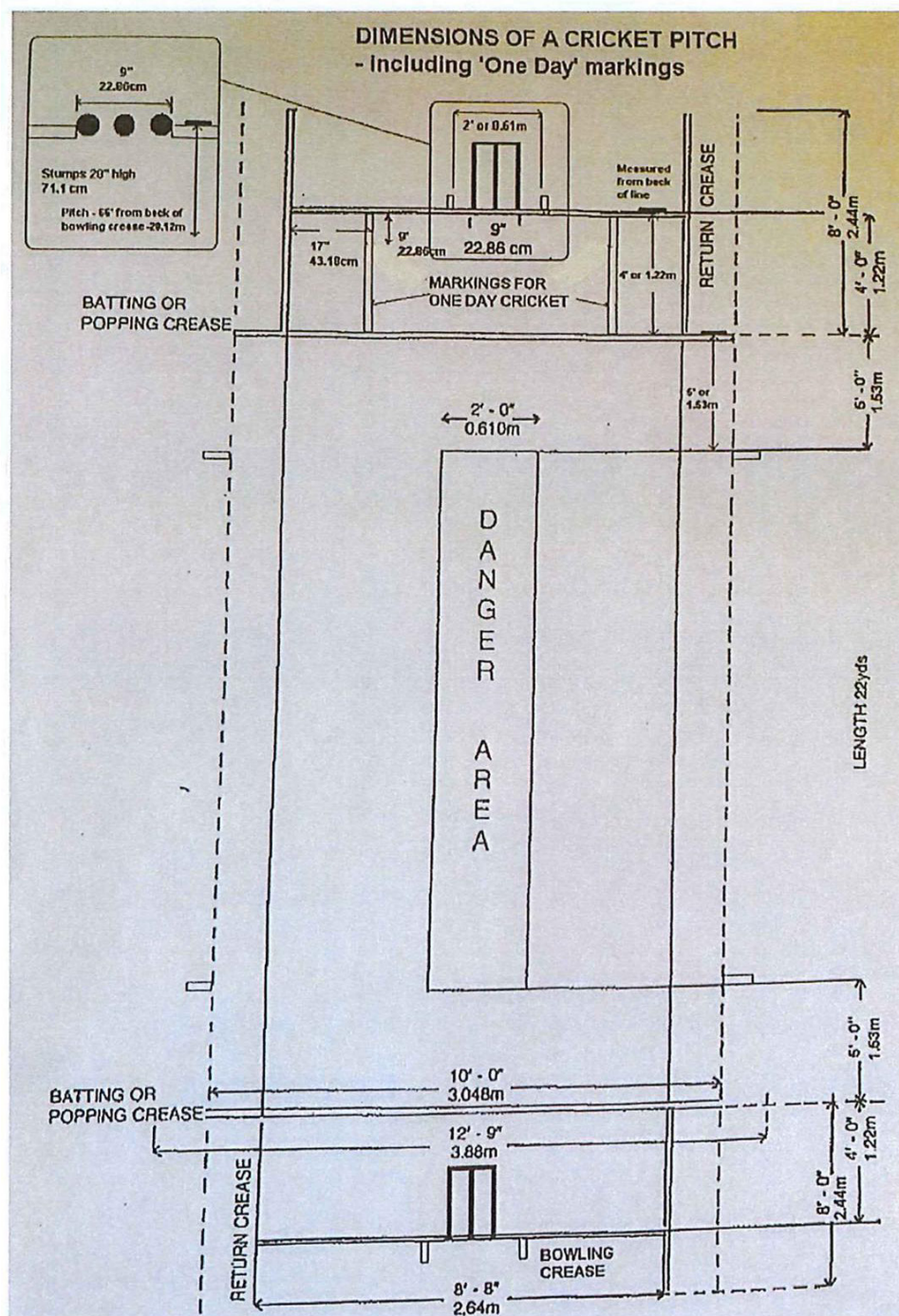
A 3 or 4 day cricket pitch requires much more intensive preparation, but for Club games, these guidelines are adequate.

N.B.

1. The Christmas break is an ideal time to carry out an intensive planting and levelling program with assistance of the club for the following reasons:
 - The entire pitch is free of traffic
 - Time to keep water up to newly planted couch runners
 - The ground temperature is warm and couch grass is active
2. To alleviate the problem of poorly grassed square at the start of a cricket season, all planting must be conducted during the growing season, to establish a good sward of couch grass. Planting runners early or late in the season is not recommended (ground temperatures are too low for growth to commence unless heat sheets are used). The ideal situation is to finish the season with a good healthy grass cover. This will be the foundation for next season. **The pitch square must be at least 75mm above the oval surrounds to allow ample surface drainage during winter months to avoid the pitch from becoming a dam.**
3. Monday or immediately after matches is an ideal time to apply light applications of fertilizers (N.B. to dry grass)

Like all turf surfaces, cricket pitches are "living" and by definition they will have some measure of individuality and unpredictability. As such it is not possible to prescribe a preparation program that will suit every pitch but with commonsense and a degree of flexibility, the above information should serve as a suitable guide to the "art" of cricket pitch preparation.

6. Dimensions of a cricket pitch - including "One Day" markings





Glenelg District Cricket Club Incorporated.
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PO Box 271
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GLENELG DISTRICT CRICKET CLUB

STRATEGIC PLAN 2019/20

Owner:

Paul Angley

Ph: 0407716988

Chairman/President:

Jarret Moyse

Approver's Signature: Paul Angley

Date: 12/10/18

Reviewed October 2019

3 November 2017

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1. Introduction

This document describes the Club's Strategic Plan for now and the future. It is based on the Club's vision and Club Objectives. The Plan reflects the strategic pillars and targets of the National Strategy for Premier Cricket (NSPC)

The Glenelg District Cricket Club is a community based sporting organisation committed to the development and promotion of cricket at the elite level within the City of Holdfast Bay and our South Australian Cricket Association (SACA) nominated country areas.

Our Vision

To be the most professional and successful cricket club in South Australia

Our Goals

- To participate in all finals series in all Senior Grades of the SACA competition every year (men and women), with particular emphasis on A Grade, and have all Junior Grades participate at the highest level of their competition.
- To identify and develop cricketers capable of competing successfully at Grade, State and Test levels.
- To provide the best playing conditions for our teams at all venues used by GDCC, with particular reference to oval surfaces, centre wicket squares and practice areas.
- To provide Clubrooms and player change rooms at a standard comparable to the best in the SACA competition.

2. Scope

This plan will cover all aspects of a volunteer club playing in the South Australian Cricket Association's competition.

Topics covered are:

- | | | |
|-------------------|---------------------|--------------------|
| ■ Demographics | ■ Finance | ■ Administration |
| ■ Teams | ■ Team Selections | ■ Junior Structure |
| ■ Primary Schools | ■ Talent ID | ■ Country Zones |
| ■ Coaching | ■ Facilities | ■ Public Relations |
| ■ SACA | ■ Cricket Australia | ■ Volunteers |
| ■ Womens Cricket | | |

2a. Update

This document should be updated annually.

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Last Update: October 2019

3 November 2017

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3. Demographics

The number of players available to play for the Club aged 10 to 34 varies from year to year as the Glenelg District evolves through changes to housing, apartments, jobs and people growth.

SACA has the responsibility to gather census figures of males and females living in our district boundaries that are of an age to play in the various age groups of our Club.

3a. Measure

Provided by SACA, with the following breakdown for Metro and Country in 2015.

METRO

PostCode	New	Old	Comments
5038	345	828.5	Shared with WT
5039	Nil	341.75	Now WT & Adelaide
5040	299	299	
5043	Nil	1097.5	Now Adelaide
5044	1456	1456	
5045	1775	1775	
5046	1084	1084	
5047	994	Nil	Was Adelaide
5048	1824	1824	
5049	1236	1236	
5158	4868	3651	Was shared with Adelaide
Total:	13881	13592.75	

COUNTRY ZONE

Zone	PostCode	New	Old
Mount Gambier	5277	635	635
	5278	121	121
	5279	97	97
	5290	5183	5183
	5291	1573	1573
	Total:	7609	7609

Since these figures have been provided, a more recent census shows 15,109 males and 15,217 females now live within our Club boundary zone.

There are also 4,837 children between the ages of 5-9 eligible for In2Cricket.

3b. Action Plan

Junior Coordinator to work with SACA, our Junior committee and schools within the metro and country areas to encourage male & female children to develop their skills suitable for a premier Club. The Club's Chappell Shield competition supports primary schools within our Metro district, and the Chappell/Whitty Academy in Mt. Gambier is well known for its development of youth in their area.

**Glenelg District Cricket Club Incorporated.**

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Glenelg SA 5045**4. Finance**

The Club has a Finance sub-committee who are responsible for:

- ❖ Setting the annual budget
- ❖ Propose playing and non playing subscription levels for Board approval
- ❖ Identify government grants for Club projects and apply for same
- ❖ Provide monthly reports to monthly Board meetings and to SACA as required
- ❖ Monitor the Club's "wish list" for opportunities to develop facilities

The Finance group produce an end of year report, which is audited for the Club's Annual Report document. This report is also discussed annually with SACA and the City of Holdfast Bay's executive (CEO, Assets Manager, Finance Manager).

4a. Measure

There are two measures of the Club's financial status:

- ❖ Monthly report within budget with less than 5% variance
- ❖ End of Year report within or exceed the budget's proposed profit level

4b. Action Plan

Finance Sub-Committee to develop programs (in association with SACA) to deliver monthly reports to SACA in line with their and Cricket Australia requirements.

Review costs and develop plans to improve facilities with a view to making the Club the best Premier Club in Adelaide, and the choice for an alternative to Adelaide Oval for First Class cricket.



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5. Administration

The Club's structure is in the Club's Organisational Structure document with the Executive of the Club being the President, Chairman, Treasurer and Secretary. The Club is incorporated under the Associations Incorporation act, and is registered for GST.

Board meetings (up to 14 people under the Club's constitution) are held monthly with an AGM held in September each year. Minutes of these meetings are recorded and stored for reference and posterity. An Annual Report is produced and presented to the Council and SACA for review and discussion on the Club's performance both on and off the field.

Board and Club members carry out various responsibilities necessary for the running of an efficient Club under sub-committees (refer to sub-committees list in the Org Structure Document).

The Club has Job descriptions for board members and volunteers, with defined KPIs. The Club has no paid Staff. The players vote a player's representative on the Board each season.

5a. Measure

A successful club will be measured by the Board and sub-committees output, efficient monthly meetings, and regular financial reporting.

The average age of continuous Board service is around 10 years due to some very long serving volunteers. Succession planning is reviewed regularly with at least half of the Board having served 6 or less continuous years.

The use of Cricket Australia's (CA) My Cricket database is mandatory for team results, selections, player registrations and live scores. The Club follows CA's requirements in this area, and is measured in the Cricket Australia Premier Cricket Development Program (PCDP) for compliance.

That SACA timelines for reports, match scores, statistics etc. are achieved.

5b. Action Plan

To review Board positions annually with a view to succession planning, diversity of men and women representation and business skill mix.

Expand the use of the My Cricket scoring application to other grades, which will provide more live scores of matches. This may require the purchase of tablet devices (e.g. iPads) to supply to scorers, plus some training programs.

Develop and maintain systems for advertising the Club (e.g. website, Facebook, twitter accounts). Review and investigate improved ways for members and supporters to pay subscriptions, event tickets and merchandise.



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6. Facilities & Infrastructure

The club has a dedicated sub-committee to oversee the maintenance and improvement of facilities including clubhouse, training and playing equipment, and grounds. We have a close working relationship with the City of Holdfast bay Council and the Glenelg Football club whom we collaborate with on major infrastructure improvements and work alongside SACA to ensure that our grounds and playing surfaces are of a first class level.

Ovals:

The Club currently leases 4 grounds on a 6 monthly basis from October 1st through to March 31st. 1st/2nd Grades play matches on ACH Stadium (from 1/11/18 formerly Gliderol Stadium and Glenelg Oval), whilst 3rd/4th Grade games are played on Camden Oval (unavailable in 2019/20 – using Park 25 and Adelaide High

Juniors have U/16 matches played at Westminster College, with U/14 matches played on Bowker Reserve. All matches except the U/14's are played on Turf wickets; Bowker Street Reserve has a hard wicket with synthetic grass laid on top.

The Womens' 2nd Grade team and Womens' Turf team play their home games on either ACH or Cabra College (with Camden oval unavailable) , depending on programming.

Standards:

ACH Stadium is classed by Cricket Australia as a Tier 2 Venue, suitable for Tour matches, Women's International Series and Senior Men's Domestic matches (e.g. Sheffield Shield). The Club last season (2016/17) hosted 2 Sheffield Shield games.

Change Rooms:

Both ACH & Camden have player change rooms; incorporating home and away teams, plus separate rooms for umpires. The home & away team rooms are air-conditioned, with refrigerators and rubber flooring (at ACH). For First Class matches the Glenelg Football Club change rooms are used for the umpires.

Juniors usually come to grounds ready to play in their whites, but facilities are available at Bowker St only to change if required.

Scorers & Umpires:

The Glenelg Clubrooms host the scoring facilities for 1st and 2nd Grade matches with a light to signal umpires. The separate umpire rooms at ACH and Camden ovals are located in the change rooms. At ACH there is a video connection to the scoreboard to allow accurate updating of the scores for the players and umpires.

All other grounds the scorers are placed where convenient for them and the umpires.



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Sight Screens:

ACH Stadium has white sightscreens installed permanently at both ends, which removes the need for moving them depending on what side of the wicket the bowler is using. Black sightscreens are provided for one day matches and T20's and are wide enough to also not require moving during games.

All other grounds do not have sightscreens.

Scoreboards:

ACH has a recently restored major scoreboard reflecting the design of the Adelaide Oval heritage one. Name plates are available for the home team only. A video link to the scorers enables the attendants to maintain an accurate score.

All other grounds use a portable scoreboard facility, which is updated by the batting side.

Oval Maintenance:

ACH Stadium is maintained by the City of Holdfast Bay Council, which employs a full time curator. GDCC employs a part time curator at Camden Oval, whilst Cabra and Westminter has its own curators for which GDCC pays a fee to Westminster for making the wicket.

The West Torrens City Council maintains the oval and surrounds at Camden Oval, which is included in the leasing fee.

Practice Nets:

The Club's nets are located at ACH Stadium in the north/east corner of the oval, with the wickets themselves located off the oval's surface. There are 10 turf wickets for rotation to provide 5 practice nets. Additionally there are two hard wickets laid with synthetic turf. A bowling machine is available for use in one of the hard wickets. Equipment is stored in a nearby lockable shed.

Covers:

ACH Stadium has a full sized centre wicket cover wrapped around a blow up roller. Additionally there is a single wicket cover and various hessian under covers. If required (usually a 1st Class requirement) the practice area can also be covered.

Club rooms:

The GDCC clubrooms are divided into two main areas, the clubrooms/kitchen upstairs and the players' change rooms downstairs. During the football season, the clubrooms are utilised for Presidents lunches etc. by GDCC members/life members who regularly access the facilities.

During the cricket season, the clubrooms are primarily utilised by GDCC members with players' dinners occurring every Thursday night, and after match functions occurring every second Saturday night for juniors and seniors.



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The GDCC clubrooms were fully renovated about 12 years ago and works continue to occur to improve the facilities, such as kitchen renovations planned, bathroom renovations, painting of internal/external fixtures etc. In saying this, the GDCC clubrooms are of a very high standard and are one of the best in the State.

6a. Measure

The Club need to continually work at maintaining the facilities at CA's Venue Standard of Tier 2.

The continuation of SACA/CA requesting the use of the oval and facilities for e.g. Sheffield Shield, Futures Cup and International matches will be the measure of success.

Goals:

- Improved and maintained facilities.
- Improved and maintained grounds.
- Improved and maintained equipment.
- The club to have the best facilities of any sporting club in the area.
- Monthly report into the state of all club facilities, equipment and infrastructure

6b. Action Plan

Develop plans and work closely with council on major infrastructure works including re-development of the Glenelg Oval precinct in conjunction with other local sporting clubs including local tennis and netball clubs. This will provide new indoor playing and training facilities and a first class sporting arena for the community.

Work is continuing on these plans as all involved clubs are represented on the ACH Stadium Advisory Committee, chaired by the Mayor of Holdfast Bay Council. Note: The new CEO of Holdfast Bay Council has requested the Master Plan be revisited in 2020

Progress the application and installation of higher lux (750) lighting at Glenelg oval to facilitate the playing of first class day/night cricket. This is a recommendation from the Advisory Committee, and is being pursued through the Council.

Both Change rooms will be developed as Uni-sex toilets & showers to facilitate our Women's teams. Support from SACA is expected for this project.

At the Westminster ground will not be available from 2020/21, other oval options will need to be considered, including

- Warradale Arm Barracks
- Morphettville Racecourse
- Colleges – Immanuel and Sacred Heart
- Seaview High

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- Park 17

3 November 2017

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7. Teams

As required by SACA, the Club provides both senior and junior teams in the SACA Premier League Competition.

The teams comprise:

- 1st, 2nd, 3rd and 4th Grade senior teams
- 2nd Grade Women's team
- ATCA Women's team – 2 teams
- 1 Under 17 Bank SA carnival team
- 2 Under 16 teams
- 2 Under 14 teams
- 1 Under 13 Ray Sutton Shield team

The Club also runs a U/12 cricket academy for both girls and boys, where boy players are drawn from the academy squad to play the Ray Sutton Shield, and the girls will play in relevant competitions.

7a. Team Selection

The senior selection process follows these rules:

- Players are expected to be available for every day of every match
- If unavailable, then the player is automatically selected 1 Grade lower in that competition. Exceptions that are considered by the Match Committee are funeral, wedding party involvement, exams, state selection, injury and illness.
- The Club Coach, 1st Grade Coach and the 1st Grade captain will conduct 1st Grade selection.
- The Club Coach in consultation with the Grade captains does the 2nd, 3rd and 4th Grades selections.
- The Women's 2nd Grade and Women's ATCA are selected by their Coach

For the junior teams, the club expects to see a selection policy that encourages its player's development through the junior grades as well as encouraging players to play at their highest possible level.

The junior coaching director will work with the Club coach in the development of Under 16 players progressing to senior cricket.

7a. Measure

Success for any club is a 1st Grade premiership, and this is the measure for Glenelg. We also value the T20 and One-Day championships.

Premierships in the other senior grades are a bonus, but will be viewed as a success if the team(s) contains many under 21 players.

Progressing U/16 players into senior teams is a club goal for development purposes, and the number of players playing senior cricket but still eligible for juniors will be a key KPI.



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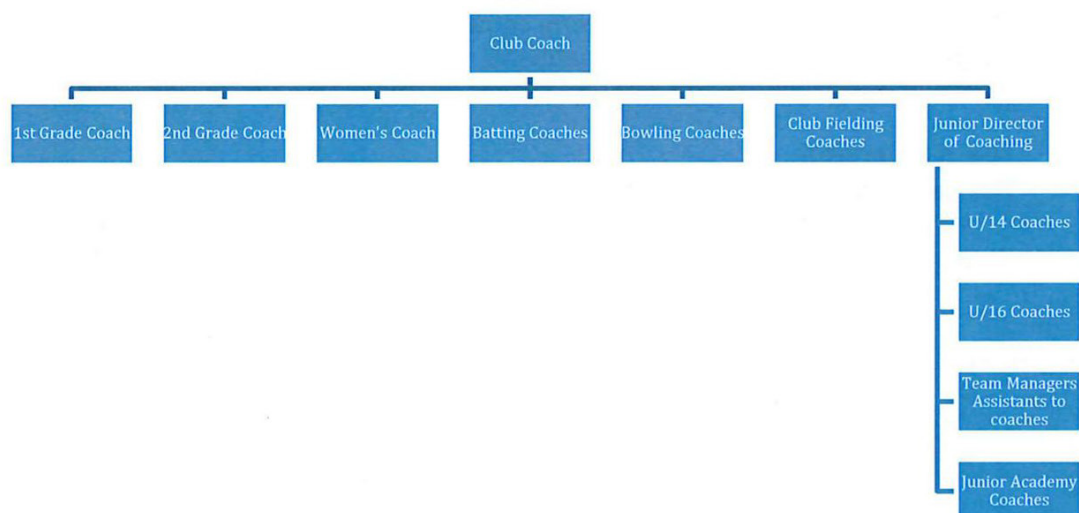
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7b. Action Plan

Review the playing squad at the end of each season with a view to recruiting or developing players in the off-season to fill identified skill gaps.

8. Coaching Structure

To provide the club with a long-term direction to the coaching philosophy, a detailed structure is required with an aim to get consistent results over all grades. Below is a basic structure of the Club in 2018/19, but a more detailed structure is shown in the Organisation Chart Document.



8a. Coaching Responsibilities

Club Coach

- a. Responsible to the GDCC Board for the club's playing performances
- b. Set the Standards and Direction of the coaching and playing groups
- c. Oversee all training sessions, both senior & junior
- d. Along with the Chairman of the match committee, Informs players of selection changes
- e. Hands on coach (Level 3 preferably)
- f. Act as a mentor to all other coaches
- g. Attendance at games optional, but preferred
- h. Devise the training structure and overall goals of each coaching session
- i. Emphasis on "above the line" players. E.g. those capable of playing State cricket or Futures league



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Senior 1st/2nd Grade Coaches

- Responsible for the performance of the 1st or 2nd Grade team
- Attends all games played by the 1st or 2nd Grade
- Would specialise as either the batting or bowling coach
- Provides feedback to the Club Coach on individual's performance and team playing structures
- Hands on Coach with minimum of level 2 certification
- Has the role of match day coach

Women's Coaching Coordinator

- Responsible for the 2nd Grade and 2 ATCA teams in 2019/20
- Development of players to 1st Grade standard
- Recruit players with a view to forming a 1st Grade team in 2020/21

Junior Coaching Director

- Responsible for the development of younger players in the club from Under 16s, Under 14s and the U/12 Academy.
- Takes instruction from the Director of Coaching to implement plans for the development of "above the line" players
- Identifies talent ready for promotion
- Develops and mentors coaches responsible to him
- Hands on Coach with minimum of level 2 certification
- Required to attend various games

8b. Measure

Club Coach

- a. Finals appearances in all senior grades
- b. Premiership in One Day competition
- c. Premiership in 20/20 competition
- d. Premiership in 1st Grade 2 day competition
- e. Club Championship Award
- f. Number of Redbacks, state under age and Futures players promoted

Team Coaches

- a. Team Objective - Finals appearances
- b. Premiership for their team
- c. Number of players promoted from their team to higher grades
- d. Obtained greater coaching certification (e.g. L2 to L3)
- e. Player votes received on Bradman Medal



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Junior Coaching Director

- Responsible for the performance of the Under 14, 16 and 17 teams
- The number of identified players playing in the seniors
- Number of Under Age State players selected

8c. Action Plan

At the end of the season, review the coaching structure and personnel with the Match committee noting the Club's performance in all grades.

Ensure that existing and proposed new coaches are qualified to at least Level 1.

Also at the end of the season review the playing staff and identify any skill gaps that may need to be recruited.



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9. Junior Structure

The vision of the junior structure is to develop under-age cricketers for senior cricket at Premier Cricket level and beyond.

The role of the Junior Program is to identify, train and develop young cricketers within the Glenelg district to a level that will allow them to progress to play senior cricket for the club, the State and ultimately for Australia.

The Club's Junior Coordinator is responsible for all junior matters, including the coaching structure (in accordance with the Club Coach), team managers, scorers, fund raising, Child safety requirements, oval acquisitions and parent liaison.

GDCC Junior Committee (2016/17 Season)

Role(s)	Role description – key responsibilities
Junior Coordinator	The GDCC Junior Coordinator manages the GDCC Junior Program through the Junior Committee (JCM), and works closely with the GDCC Junior Coaching Director to ensure the running of an effective junior program.'
Junior Coaching Director / Head Coach	Manages all matters associated with GDCC juniors coaching and players including setting and monitoring cricket KPIs.
Finance	Financial matters including collecting fees and managing juniors budget
Child Safety officer	Child Safety officer ensures all legislative requirements are in place for coaches and team managers. Also includes performing player records and registrations
Equipment and facilities	Liaison with the GDCC seniors facilities and equipment persons.
In2Cricket Coordinator	Runs the In2Cricket centre with the help of senior players
Fundraising	Responsible for working with the Club's S&F committee on events to raise funds



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GDCC Junior Coaches (2016/17 Season)

Role(s)	Name
Head Coach	Manages training sessions and attends games. Identifies players suitable for senior selection
U16 Red Coach	Game day coach who mentors players, gives advice and identifies players ready for promotion
U16 Whites Coach	Game day coach who mentors players, gives advice and identifies players ready for promotion
U14 Reds Coach, RSS Coach	Game day coach who mentors players, gives advice and identifies players ready for promotion. Also responsible for the RSS squad and game day coach.
U14 Whites Coach	Game day coach who mentors players, gives advice and identifies players ready for promotion
Junior Academy (U12)	Responsible for running the Club's Academy, developing players and identify those ready for RSS selection.

9a. The Junior Committee (JCM)

This committee chaired by the junior coordinator is responsible for the running of the junior program, and some key items are:

- Cricket operations – from pre-season trials & training, training facilities, equipment, selection process, on & off field support, My Cricket stats)
- Cricket coaching & development (of players)
- Cricket coaching accreditation & development (of coaching staff)
- Contracts/Agreements (for ground/venue hire etc.)
- Finances (budgeting, collection of fees/subs etc.)
- Child Protection/Safety (compliance with government legislation re coaches, processes & record keeping)
- Meeting administration (of the JCM – agendas & minutes)
- Reporting to the GDCC Board of Management
- Awards (match awards, voting system & collation, End of Season awards)
- Sponsorship & Fundraising
- Special Events (Season Launch, End of Season Presentations etc.)
- Short-season Comps & their requirements (RSS, U12s, U17s & participation in the U14s SAPL/Southern Force)
- SACA HP engagement (with SACA HP Talent Manager & Squad Coaches – SAPSASA, U15s, U17s)
- SCJCA engagement (via the new GJCA U12s)
- Rural engagement (with C-W Academy/MGDJCA)
- Communication with internal stakeholders (players, parents, senior coaches, officials)

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The Club does not measure the success of its junior program with premierships. Players identified, as being ready to play senior cricket through performances and maturity will be promoted. This impacts on the various junior teams as players are promoted resulting in a weakening of e.g. the Under 16 Red team, and those below.

The number of players who commence in the junior program and advance to the seniors during the season is a key KPI of the program.

Another key measurement is parent satisfaction with the Club, its junior program and selection policies.

It is a Club requirement that all coaches are accredited (minimum Level 1 qualification) and that all have current police check certificates.

9c. Action Plan

Review the junior operation throughout the season to ensure player and parent satisfaction with training, selection and performances. Also review the coaching structure with the Club Coach and Match Committee at the end of the season for opportunities of improvement.

Develop the use on the My Cricket Scoring App with junior scorers as required by the CA accreditation scheme



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10. Primary Schools

The Club has currently 23 Primary Schools in its district playing in 4 grades plus Kanga Cricket.

The Club provides the Chappell Shield for the winners of the A Grade competition and sends a club representative to present the shield to the winning school.

There is a My Cricket website designed especially for the Glenelg district primary school cricket at: <http://glenelgps.sa.cricket.com.au/>

This page is also accessible from the Club's website under the junior page banner.

The Club has a number of programs from which primary schools are invited to send players for selection in our new junior academy and from there into our Ray Sutton Shield team.

Primary School's Coaches/Coordinator meetings with the SACA staff are also held at the Club at the beginning of each school term.

10a. Glenelg Junior Cricket Academies (GJCA)

A program for primary school girls (13 and under) & boys aged 12 and under. The GJCA program focuses on developing the basic fundamentals of cricket, enabling boys and girls to experience all parts of the game and translate the training skills learned in The Academy program into match day performance.

The GJCA plays in the South Central Junior Cricket Association Under 12 competition on Sunday mornings and the boys represent Glenelg in the SACA Bank SA Statewide Under 12 Cup. The GJCA is also an avenue to act as a feeder program for the more talented players to play Ray Sutton Shield, Women's 2nd Grade and SACA Under 14's.

10b. Ray Sutton Shield (RSS)

The Ray Sutton Shield is for primary school aged cricketers and is played across five Sundays early in the season. The top teams from both zones play off in a final. Ray Sutton Shield matches are played on Premier Cricket Clubs turf ovals and facilities.

10c. Measure

The success of our junior program is measured by the performance of our Ray Sutton Shield team and the number of players who progress to the under 14 teams. Ultimate success is seeing a player develop from RSS all the way through to playing A Grade for the Club and on to higher honours.

For the girls the measure is of the number of players who progress to our senior women's teams.

The number of schools fielding teams in our primary schools competition in school terms 1 and 4 is also a measure of participation and the success of our junior programs.

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10d. Action Plan

To increase the Club's exposure to Primary School players, parents and teachers/coaches/coordinators, the Club should seek to provide a coaching and training session at the Club's facilities in terms 1 and 4. This would be limited to Primary School's A Grade players only.

By combining 2 or 3 schools each night, then over a 4-night period this would be accomplished. Current A Grade players and our junior coaching panel would be involved.

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11. Talent Identification

The GDCC Junior program promotes cricket with links to community clubs, the Junior Academies, Ray Sutton Shield, SACA Under 14s, SACA Under 16s. The GDCC Junior program has a structured training program aligned to Foundations, Talent, Elite & Mastery (FTEM) principles with the Club coaches attending Coaching workshops/updates through State twice per year. The GDCC Juniors program's good reputation retains existing and attracts new players, with any players unable to meet the cricket competency standard required communicated with and urged to join neighbouring community clubs. This program provides the basis of our Talent Identification process.

The Club and coaching staff encourage players to continually test themselves by agreeing (with parent approval) to play in higher grades. We have had many players play in the senior grades (men and women) when still eligible for Under 16 selection.

Our Mount Gambier Academy is also a vehicle for identifying talent in our country zone, with many players recently coming up to Adelaide to play in our junior teams for extended experience.

11a. Measure

The Club measures success of our Talent Identification program by the number of players identified to play at higher levels than their age group, especially those playing senior cricket.

The number of players (including from our country zone) selected for SACA's high performance age squads also reflects on the player selection and identification process.

11b. Action Plan

To ensure all coaches are formally accredited CA coaches at a minimum of Level 1 and aim to progress to at least Level 2.

To appoint each season a Talent Identification Manager responsible for observing players from not only within the club but also within the district playing for community clubs. This person should also liaise with our Mt. Gambier Academy coaches to encourage talents players to play some games with Glenelg.

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12. Country Zone

The Club's country zone is currently the Lower South East, with our Chappell/Whitty Cricket Academy located in Mount Gambier. This zone is serviced by SACA's Country Cricket Officer, who liaises with the Academy coaches and the Club on potential players to the Club and the academy.

The Club attends the annual induction of players to the academy and also the end of season Mount Gambier Cricket Association's (MGCA) presentation night. The Club also provides a trophy for the most improved cricketer during the MGCA season.

A 50 over game between a representative MGCA team and Glenelg's A Grade side is organised during the Club's bye weekend. The teams play for the Waterside Cup. (Not possible in 2019/20 due to bye in Round 1)

The Club gives monetary assistance to parents who bring their child up to Adelaide to play in one of our teams. This is in recognition of the sacrifice the parents make to bring their talented child up to Adelaide, some 450Kms from Mount Gambier. The Club also negotiates a reduced fee at a local motel.

The MGCA competition is a rich area of talented cricketers and the Club strives to help those players achieve their goals through the Academy, coaching and playing at Glenelg.

12a. Measure

The success of the Chappell/Whitty Academy is measured by the acceptance of the local community, the involvement of the MGCA and the quality of the local coaching staff.

The number of players who are identified to be invited to Glenelg and succeed in junior and senior teams is a goal of the Club and its coaches.

12b. Action Plan

To develop ways of making the transition from country cricket in Mount Gambier to SACA Premier cricket easier for parents and players.

To identify available government and SACA grants to help financially cover the costs associated with bringing players to Adelaide.



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13. Women's Cricket

Since 2016, this is an area where the Club now meets one of the criteria of the Cricket Australia's PCDP. The Club has tried in the past to attract women players to the Club but without success, however in 2016/17 we had managed to attract players to form a 2nd Grade team. In 2019/20 the club is fielding 2 ATCA womens teams in addition to the 2nd grade team.

The most recent census shows 15,217 females now live within our Club boundary zone and there are also 4,837 children (of both sexes) between the ages of 5-9 eligible for In2Cricket. This indicates there is no lack of numbers, but maybe a lack of opportunities within our district. One of the problems is that no women's competition cricket is played within our schools. This is being rectified by our association with Westminster College who, with our help, started womens cricket in 2016.

Within the Club diversity is promoted through female Board and sub-committee representation plus a "Seafillies" ladies membership, supporting female involvement within the Club.

With the Appointment of a seniors women's coach/coordinator, relationships have been established with a number of schools and community. A number of players are training throughout the year.

13a. Measure

The Club prides itself on being a family friendly club with diversity of membership and now supports a women's cricket team. In the future the Club aims to also have an 1st Grade team in the SACA competition, to supplement our current 2nd Grade side.

13b. Action Plan

To advertise in the local papers and through the council's newsletters to encourage women to come out and play cricket for Glenelg.

To appoint a Women's Cricket coordinator, who would be responsible for identifying opportunities to attract women to the Club to train and be coached to develop into cricketers able to represent the Club in the SACA A Grade women's competition.

Identify grant opportunities to provide unisex change rooms, equipment, grounds and coaches to support the Club's women's teams(s).

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14. Public Relations

The Club has a relationship through the SACA with the Advertiser and locally with the Messenger newspapers reporters. Articles on team performance appear especially in the Messenger. When First Class matches are played at Gliderol Stadium, then press exposure is increased.

Our association with the City of Holdfast Bay is excellent and through their support we can advertise events and/or seek support (e.g. Volunteer adverts).

Through selection for our junior academies and Ray Sutton Shield teams, the Club is prominent with primary schools and community cricket. The Club also has a MOU with the Brighton Cricket Club that plays in the Adelaide Turf Cricket Association, and Westminster College

The Club's website exposure provides a vehicle for the community to access details of the club, how to become a member or sponsor, plus game fixtures and results. The Club also has a Facebook and Twitter account.

14a. Measure

A way of measuring good or bad public relations is by feedback from members of the public, either through email, personal contact or "word of mouth".

In the past, the Club has won the Good Sports "Club of the Year" award for being a credentialed (Level 3) club and recognised for its organisation and standing in the community. We continue to be a Level 3 Club. Awards like this are a measure of the Club's good exposure in the public arena.

Surveys of our members and players indicate the Club is a good place to play cricket and socialise.

14b. Action Plan

Develop plans for more interaction with the public through the local paper (Messenger) and Council publications. Identify a communication officer within the club to promote club events and membership opportunities.

Investigate a club appearance in the Glenelg Christmas pageant held annual at Jetty Road, Glenelg.



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15. Volunteers

Volunteers are the lifeblood of any not for profit sporting club, and Glenelg is no exception. To run this Club efficiently both on and off the field some 50-60 volunteers are needed each season. Only coaches and senior scorers are paid for their work in this Club.

All volunteer positions' responsibilities are described in the Volunteer Management Plan available on the Club's website. This is essential to explain to a new volunteer the requirements they are taking on in the role.

Retaining volunteers is paramount to maintain the efficiency of the Club's smooth running processes, and this is the focus of Board members and the Executive. Volunteers are recognised at the annual awards presentation night and names are put forward for various SACA and State volunteer awards.

15a. Measure

Volunteer retention is a measure of the Club's success in managing volunteers and ensuring they are recognised as key components of the Club.

Increasing the number of volunteers each season is a challenge and is one of the components measured in the PCDP review.

15b. Action Plan

The Club needs to identify a person responsible for volunteer coordination, which would include retaining existing volunteers and recruiting new ones.

Annually update the Volunteer Management Plan to ensure it reflects the current requirements to run the Club efficiently.

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16. SACA & Cricket Australia

These two bodies set policies, provide guidelines and processes for Premier Cricket. Our parent association, SACA, run the Premier competition in which our Club plays and is responsible for the running of cricket in South Australia, setting competition rules and bylaws, providing support to Clubs and running the high performance program for the State team (Redbacks) and underage state teams.

GDCC works with the SACA Premier League competitions coordinator for the registering and clearing players process, ensuring bylaws are enforced and results are entered into My Cricket as required.

SACA also runs coaching accreditation courses for which our coaches can attend to become qualified.

The Club works with the SACA High performance group and Cricket Australia when hosting First Class and International matches at ACH Stadium.

The CA designed My Cricket website is used for scoring (via the MC App), entering teams, results and umpire's reports. It is a key database for registering players, listing members and supporters contact details, including past players.

16a. Measure

The Club is measured by these controlling bodies through the PCDP review, the timely lodging of club grants, and the various reports requested (on time).

The lodging of the Club's annual report, including the financial statement helps SACA understand the club's position in both administration and financial. It is a SACA requirement that we give them a monthly financial report.

The number of First Class games played at ACH Stadium is an indication of SACA and CA's measure of the Club's ability to host these fixtures.

16b. Action Plan

The Club's treasurer is required (see PCDP review) to lodge monthly reports to SACA, and we plan to work with SACA to devise a standard reporting process.

To maintain the Club's facilities, playing surface and practice nets at a standard commensurate with First Class standards.

The Club is working on a plan to upgrade the oval's lighting suitable for playing a day/night First Class fixture.



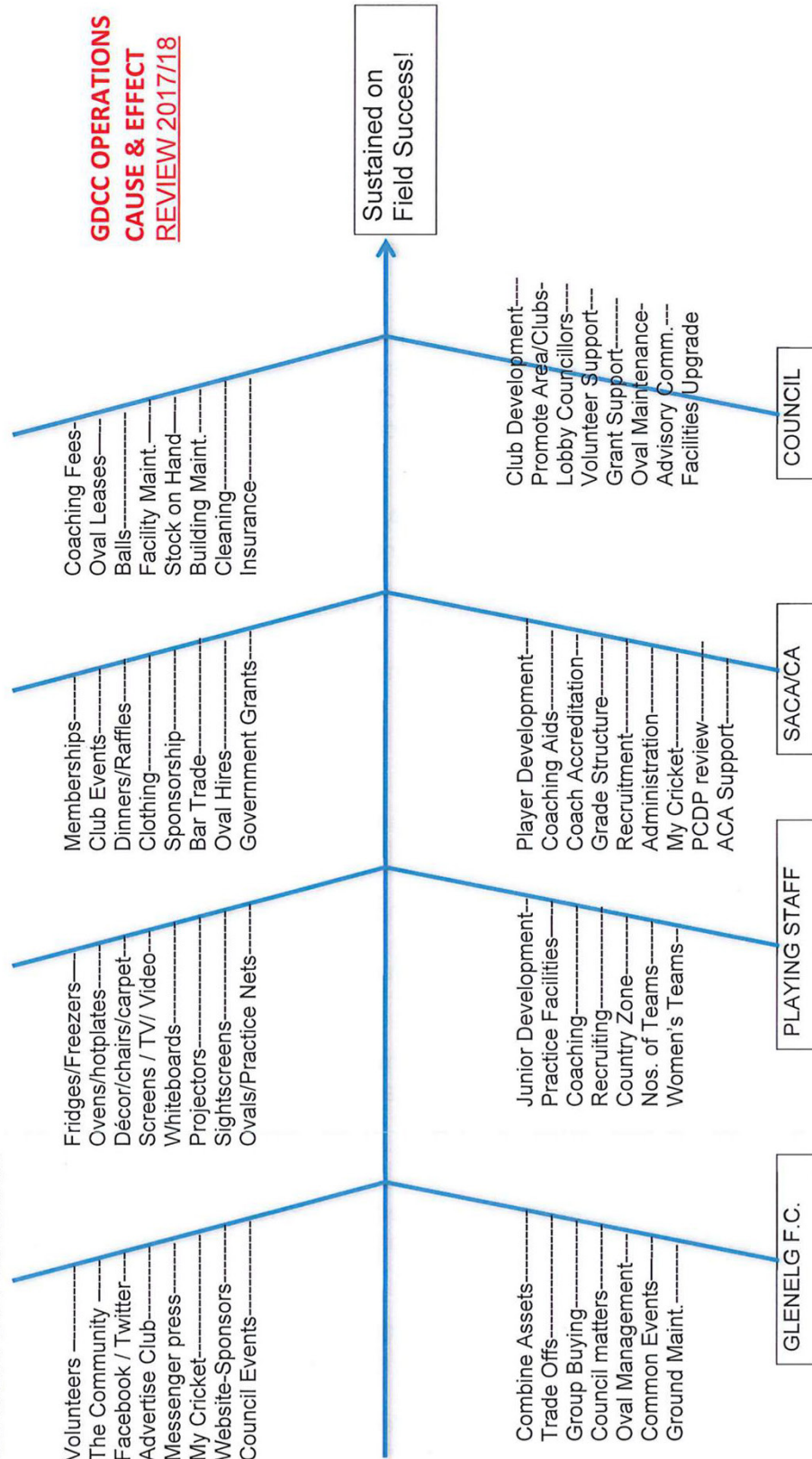
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CAUSE & EFFECT DIAGRAM



3 November 2017

28



24th of April 2019

Dear Dean (and councillors of WTCC),

As per our discussion a couple of weeks ago, Glenelg District Cricket Club (GDCC) wishes to continue our long and proud history of using Camden Oval as our second ground in the SACA Premier Cricket Competitions.

GDCC was formed in 1907, has our home ground and clubrooms based at ACH Stadium (Glenelg Oval), has 4 x Senior men's teams (1st, 2nd, 3rd and 4th grade), Women's 2nd and ATCA Teams (hopefully of a Women's 1st Grade team shortly) and 7 junior teams (U/17's, 2 x U/16's, 2 x U/14's, U/13's and U/12 academy) as well as our Chappell-Whitty Academy in Mt Gambier and strong ties with community clubs in the area. The men's 3rd and 4th grade, women's teams plus U/17's, U/13's and U/12 academy all play games at Camden Oval throughout the year.

Camden Oval is an integral part of GDCC's history and affectionately known to many at the club as "the Home of Cricket" as most players have played junior or lower grade senior cricket at Camden Oval coming up through the ranks on their way to playing higher grades for GDCC or going on to play for representative teams at first class level (Redbacks/Strikers) or internationally for Australia (most recently Alex Carey and Chadd Sayers).

GDCC has had a long association with Camden Oval since 1969 (50 years) and has invested in the oval over the years, on two occasions completely relaying the pitch area/square. In 2002 we dug out the whole square and installed the irrigation equipment at GDCC's expense and re-laid the whole square. This was done all by volunteers under the supervision of Peter Sulicich the curator at the time.

We have also spent money on decent motorised rollers (most recently spending \$8K on the latest one last year) to ensure we have quality wickets to play on.

GDCC was also a member of the now defunct Camden Trust when it administered the oval and changerooms and would think we have been an excellent tenant over the years. GDCC pay rent on time and regularly pay for maintenance on the wicket/square currently using the services of Trent Kelly.

GDCC understands WTCC is looking to appoint PHOS Camden (F&SC) as the head leasee and have other subleases underneath. It would be our preference to stick to the current arrangement of season lease holdings but understand if WTCC wants to nominate one lease for Camden Oval and subordinates underneath it.

GDCC has helped PHOS Camden (F&SC) during the construction phase of the new clubrooms allowing them to use our clubrooms at ACH Stadium/Glenelg Oval for presentations on a few occasions when Camden Oval was unavailable.



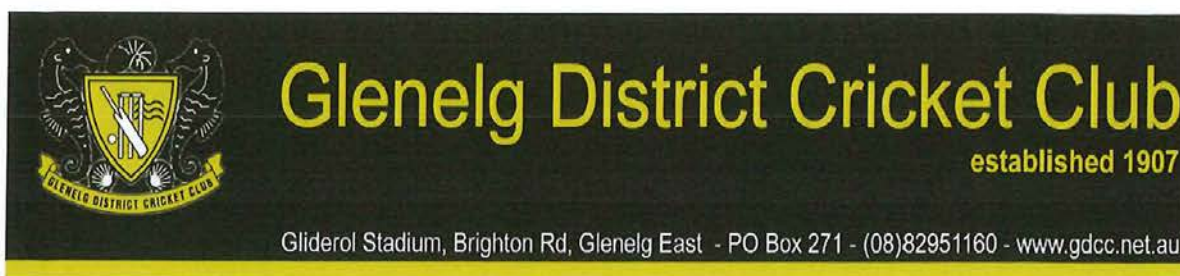
MAJOR SPONSORS



A Grade Premierships 1930/31; 1947/48; 1951/52; 1953/54; 1973/74; 2012/13

One Day Premierships 1969/70; 1974/75; 1989/90; 1996/97; 2004/05; 2008/09; 2010/11; 2015/16

T20 Premiership 2014/15



GDCC would be happy work with PHOS Camden (F&SC) in a sub-lease agreement but would like some reasonably strict arrangements agreed to around use of the oval in the summer months and other items such as termination agreements (to be negotiated with WTCC).

GDCC are very keen to continue our long association with WTCC and Camden Oval and would look favourably on signing an agreement for the next 5 years which I think is the proposed time frame.

There is a lack of grounds within the Glenelg area with turf pitches and GDCC are obviously very keen to continue our current arrangement and proud history there.

The new changerooms look great and as are now unisex (female friendly) have been looked on favourably by SACA as a suitable venue for Women's cricket in this state.

GDCC would look to use the changerooms during playing days (mostly weekends but the odd mid-week games over Summer holiday period) but the general bar area can be used or hired out to another club/social events in the evenings, as any events we hold would be at our ACH Stadium (Glenelg Oval) clubrooms.

GDCC was very appreciative of WTCC helping in trying circumstances to get the oval up to a playable condition quickly during the construction phase at the start of the 2018/19 season and understand the delays in getting on the ground for at least the first half of the 2019/20 season due to (not likely until sometime in the new year).

GDCC hope our submission is looked upon favourably and look to continue our long-term relationships with WTCC and PHOC Camden (F&SC) well into the future.

Happy to discuss any of this further with you or with any other relevant parties.

All the best,

Jarret Moyse

President GDCC



MAJOR SPONSORS



A Grade Premierships 1930/31; 1947/48; 1951/52; 1953/54; 1973/74; 2012/13

One Day Premierships 1969/70; 1974/75; 1989/90; 1996/97; 2004/05; 2008/09; 2010/11; 2015/16

T20 Premiership 2014/15

17.8 Request for use of Camden Oval Complex - Oval Cricket Club User

Brief

The Glenelg ANA Phantoms Cricket Club has written to Council seeking to use Camden Oval for cricket during the summer months.

RECOMMENDATION(S)

It is recommended to Council that:

1. The report be noted.
2. The Administration continue to negotiate a new licence with the Glenelg District Cricket Club to use the Camden Oval.
3. The Administration advise the Glenelg ANA Phantoms Cricket Club of Council's decision to continue with their existing arrangements with Glenelg District Cricket Club for the use of Camden Oval.

Introduction

A request has been received from the Glenelg ANA Cricket Club (Phantoms Cricket) which seeks to use Camden Oval for cricket during the summer months (**Attachment 1**). Whilst the request was received some time ago, this matter was held in abeyance, (with the Club's knowledge) given that the Oval would be unavailable for the 2019/2020 summer season due to the (then) impending upgrade of the oval irrigation, drainage subsurface and turf/surface.

Discussion

As indicated within its submission, Phantoms Cricket commenced in 1953 (as the Glenelg ANA Cricket Club) and since its inception has been based within the City of West Torrens, initially at Netley Primary School and subsequently at Plympton High School (and its successive entities, William Light School and Plympton International College).

The Club uses the school oval on an annual lease arrangement on Tuesdays and Thursdays (for practice) and Saturdays for matches from late August until the end of March. The Club also participates in the Wednesday evening T20 competition but the absence of lights at the College has generally resulted in their home games needing to be programmed elsewhere. Cricket infrastructure at the school (cricket nets and oval pitch) has been self-financed by the Club.

During the 2018/2019 season the Club fielded three senior teams and two junior teams (all male). The Club's future short term aspirations are to field four senior and four junior (male) teams and a women's team.

Over the past couple of years the Club has also actively pursued fostering and strengthening a relationship with the PHOS & Camden Sports and Social Club in an endeavour to relocate its principal home to the Camden Oval complex. Such an arrangement also aligns with the aims of the PHOS & Camden Sports and Social Club.

Phantoms Cricket has also provided financial information which is attached for the benefit of Members (**Attachment 2**).

The existing summer cricket user of the Camden Oval Complex is the Glenelg District Cricket Club (GDCC), whose home facility is the Glenelg Oval, which is located within the City of Holdfast Bay approximately 2 kilometres south-west of Camden Oval.

The GDCC has been a user of Camden Oval since 1969 and has in recent times operated under a seasonal hire arrangement, (given the likelihood of the upgrade to the clubroom facility and potentially oval).

It should also be noted that the GDCC expressed concerns in regard to a perceived lack of acknowledgement of its status within the complex - this matter was brought to the attention of the Community Facilities General Committee at its meeting of 27 March 2018 (**Attachment 3**).

Given the approach from Phantoms Cricket, the Administration met with representatives of the GDCC and sought comment from them in regard to the request received. The GDCC submission is attached for Members' information as **Attachment 4**.

The response received from the GDCC indicates that, whilst the Club's headquarters are at Glenelg Oval, it has been at Camden Oval for 50 years. During that time the Club has been solely responsible for the preparation of the turf wicket and has upgraded the wicket area and surrounding irrigation during the period of its use. (The Council maintains the non-wicket area of the oval.) The Club has further indicated that it wishes to enter into a 5 year lease (licence) term for use of the oval and change rooms during the cricket season (but would not require use of the bar/function area) and notes the paucity of available turf wickets in the area.

The Administration has also met with, and sought input from, the relevant sporting peak body (the South Australian Cricket Association - SACA) in regard to this request. Long term members of this Committee, and its predecessor Committee, may recall that a similar methodology was adopted some time ago when an alternate cricket club sought an opportunity to relocate to Lockleys Oval. (Under that scenario the long term cricket user of Lockleys Oval would have needed to relocate.)

The SACA did not wish to express an opinion or indicate its support for either candidate club but did provide guidance and a suggested proforma template that could be used to seek relevant information from the two clubs and thus enable Council to make a better informed decision in determining which club it wished to support. The questions were forwarded to the clubs and the clubs (updated) responses are attached as **Attachments 5 & 6**.

Prior to discussing the information provided, the Administration acknowledges both parties for their efforts and work in preparing, sourcing and collating this information.

Phantoms Cricket Response

Whilst the information provided by the Phantoms is not as comprehensive as that provided by the GDCC it does address the majority of the information sought by the Administration. (The Club is currently formulating an overarching 5 year strategic plan and a junior cricket development plan.)

The Club has indicated that it seeks ongoing use of the oval on:

- Saturdays from 11:00am until 7:00pm
- Sundays from before 9:00am until 5:00pm
- Fridays from 4:00pm until 8:00pm
- Thursdays from 6:00pm until 8:00pm (and from 4:00pm should nets be provided)
- Tuesdays from 4:00pm until 8:00pm (should nets be provided)

And the change rooms on:

- Saturdays from 11:00am until after 10:00pm
- Sundays from before 9:00am until 5:00pm
- Thursdays and Fridays from 6:00pm until after 10:00pm (and from 4:00pm on Thursdays should nets be provided)
- Tuesdays from 4:00pm until 10:00pm (should nets be provided)

for the duration of the cricket season (1 October until 31 March).

As advised by the Phantoms, and as indicated above, the key points of differentiation between them and the GDCC are that the Phantoms:

- Are based within the City of West Torrens; and
- Have, and are continuing to develop and foster, a relationship with the PHOS & Camden Sports and Social Club, albeit currently with their own identity and as a separate incorporated body. (Given this, it is difficult to quantify the benefits that would arise as a consequence of "replacing" the GDCC with the Phantoms as both the Phantoms and GDCC are separate entities and thus both would need to either hold a licence from Council or a sublicense from PHOS (should Council determine to grant PHOS a head lease over the complex)).

Perhaps the greater concern at present from the Administration's perspective is the current financial position of the Phantoms and the capacity of the Club (in the short to medium term) to service the additional expenses that would be associated with its use of the Camden Oval. Nevertheless, it is apparent from the Club's financial statements that it has significantly increased the number of club members (membership fees up from \$5,440 in the year ended 30 June 2018 to \$14,990 in the current financial year). This growth in membership (revenue) is promising and, should this trend continue, would appear to augur well for the Club's future. The club's previous financing of cricket infrastructure installed at Plympton International College also bodes well of their fundraising capacity.

Whilst Council does (generally) undertake maintenance etc. of its ovals, Council does currently require clubs using turf wickets to prepare and maintain those wickets at their cost and has also required clubs to provide any necessary equipment and materials associated with that preparation and maintenance. The Phantoms have obtained a quote for these works from an experienced curator which indicates the cost of the works to be approximately \$12,500pa (plus GST).

As indicated within their financial statements, for the years ended 30 June 2017 and 2018, and for the year to date, the Club's expenditure has either exceeded its income or only been slightly below it. Further, whilst the Club's assets do currently exceed their liabilities, the requirement for the Club to undertake/arrange pitch preparation and management would very quickly erase the funds (of \$18,509.12) currently held by the Club.

Glenelg District Cricket Club Response

The information provided by the Glenelg District Cricket Club (GDCC) is detailed, thorough and extensive.

As indicated above, the GDCC has been a tenant/user of the oval and change rooms at Camden Oval for some 50 years. The Administration notes that there have been no issues of any significance that have been reported, or come to the Administration's notice, resulting from the GDCC's use of the oval and change rooms. (The only minor issue that the Administration can recall is that on one occasion a shower was left on overnight in the change room/public toilet building at the southern end of the complex.)

The Club has indicated that it seeks ongoing use of the oval and change rooms on Saturdays and Sundays for games from 11:00am until 7:00pm during the cricket season (1 October until 31 March).

Further, the financial information provided by the Club indicates that it is in sound financial position. The Club has delivered net profit from ordinary activities in both the 2019 financial year and for the current portion of the 2020 financial year. The Club also has significant current and non-current assets and only minimal (current and non-current) liabilities - having net assets of some \$250,000.

The GDCC has also advised that a number of its players (i.e. 28 -which is 17% of their playing list) currently reside within the City of West Torrens.

Relative merits and other matters for consideration

Based on the information provided by both Clubs the Administration is of the belief that the Glenelg District Cricket Club should be provided with the opportunity to continue as the principal cricket user of the Camden Oval on weekends during the summer cricket season at this time. The GDCC has, during the period of its use of (portions of) the Camden Oval complex:

- proven to be a "model" user,
- solely managed pitch preparation and maintenance; and
- coordinated its activities with those of the other joint summer user, the Camden Athletics Club.

The Administration has also sought funding through the Office for Recreation and Sport Grassroots Grant program to install a 4-lane cricket training net structure on site at Camden Oval. Should the funding application be successful (potential outcome notification in July 2020), the Phantoms could potentially utilise the nets for weeknight training and thus take advantage of the Clubrooms for social interaction and fundraising.

As there are days and times that the Phantoms have indicated they wish to use the facility - particularly the nets should grant funding be provided, when the GDCC is not using Camden Oval, there *may* (albeit unlikely in regard to the playing surface) be an opportunity for some of this use (principally Thursday and Friday night games) to be accommodated. Such use could be further explored but would need to be negotiated, coordinated and agreed with the GDCC and would need to be mindful of pitch preparation, pitch condition and other works that need to be undertaken.

Members should also note that the principal winter user of the Camden Oval (playing surface and change room/clubroom building), the PHOS & Camden Sports and Social Club (PHOS), has sought the grant of a headlease, ostensibly over that portion of the complex that lies to the east of the drainage reserve and to the west of the West Torrens Birkalla leased area. At this time it is envisaged that a report dealing with this request will be provided to the Council at its meeting of 16 June 2020 for its consideration and decision. The Council decision at that time will determine whether the GDCC's use of the Oval and facilities will operate under a head(under)lease arrangement (subordinate to PHOS) or a separate/"direct" licence with Council.

Given the above, and should the Council not determine to grant a head lease over the facility to PHOS, the Administration suggests that negotiations with the Glenelg District Cricket Club commence for the grant of a new licence to use the facility and that a further report be provided to Council following the conclusions of those negotiations. Such agreement would be consistent with those generally negotiated i.e. a 5 year term, (unless significant improvements were proposed to be undertaken by the Club at its expense), with the club meeting its share of all user expenses, (e.g. power, water, reimbursement of insurance premiums etc.).

Should Council determine at this time that it does not wish to continue to allow the Glenelg District Cricket Club to remain the preferred cricket user of the Camden Oval it is suggested that an Expression of Interest campaign be undertaken to select a new cricket user of the facility. However, given the need for certainty in programming matches etc. it is recommended that, should this be the preferred alternative, the Glenelg District Cricket Club be offered the use of the oval and change room facilities for the 2020/2021 summer cricket season.

Climate Impact Considerations

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

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

Conclusion

The Glenelg ANA Phantoms Cricket Club, which is currently based at Plympton International College, has approached Council seeking to use Camden Oval Complex as a venue for cricket training and matches. Input has also been sought from the current cricket user of Camden Oval, the Glenelg District Cricket Club and the South Australian Cricket Association.

Based on the information which has been provided by both clubs it is suggested that the Glenelg District Cricket Club remain as the preferred principal cricket user of the Camden Oval.

Attachments

1. **Request from Glenelg ANA Cricket Club (Phantoms Cricket) - May 2019**
2. **Glenelg ANA/Phantoms Cricket Financials**
3. **Community Facilities Committee Report 27 March 2018 - Glenelg District Cricket Club**
4. **Submission provided by Glenelg District Cricket Club (April 2019)**
5. **Glenelg ANA Cricket Club (Phantoms Cricket) response to information sought**
6. **Glenelg District Cricket Club response to information sought**

Note: Please refer to Item 17.8 of the 2 June 2020 Council Agenda for Attachments 1 - 6.

17.2 Cash Advance Debenture Authorisation

Brief

This report proposes that Council authorise the establishment of a cash advance debenture facility of \$15 million through the Local Government Finance Authority.

RECOMMENDATION(S)

It is recommended that:

1. Council authorise the establishment of a \$15 million cash advance debenture facility for the next five years, pursuant to section 134 of the *Local Government Act 1999*.
2. The Mayor and Chief Executive Officer be authorised to sign and seal all documents associated with establishing the cash advance debenture facility.

Introduction

It is proposed that Council authorise a \$15 million cash advance debenture (CAD) pursuant to the requirements of Section 134 of the *Local Government Act 1999*.

Discussion

Council has held a \$5 million CAD facility with the Local Government Finance Authority (LGFA) at a floating rate of interest since June 1999. This debenture has provided short term access to funds in times of low cash flow, operating in much the same way as an overdraft.

Council has only drawn down on the CAD a few times in recent years, generally between May and August, prior to the rate generation cycle, and on each occasion these were repaid within a short timeframe.

With the impact of COVID-19 and an expected delay in rate income receipts, it is anticipated that the current \$5 million CAD facility will not be sufficient and that additional capacity will be required. It is also expected that some use the CAD facility will be required to cover cash flow shortfalls prior to loans being taken, to help manage the impact of loan repayments and minimise interest paid on fixed debenture loan facilities. In the coming years we will need to take a number of additional loans as identified in our long term financial plan.

With the LGFA currently offering a discount of 0.75 per cent on the standard CAD arrangement (now down to 1.45 per cent) for the next three years, it is a good time to secure the additional CAD borrowing capacity.

Climate Impact Considerations

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

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

Conclusion

It is proposed that Council authorise a \$15 million cash advance debenture (CAD) pursuant to the requirements of Section 134 of the *Local Government Act 1999*.

Attachments

Nil

17.3 Covid-19 Small Business Resilience Grants

Brief

The purpose of this report is to formalise the second round of relief measures for Council to support businesses in the community adversely impacted by the Covid-19 pandemic. The Covid-19 Small Business Resilience Grants have been developed for Council's consideration as the next suite of measures to support our small businesses and provide financial assistance to eligible City of West Torrens businesses affected by Covid-19.

RECOMMENDATION(S)

It is recommended to Council that:

1. Approval be given to establish the Covid-19 Small Business Resilience Grants program to assist businesses within the City of West Torrens.
2. Approval for \$200,000 as once off funding be provided to support the Covid-19 Small Business Resilience Grants program.
3. The Covid-19 Small Business Resilience Grant funding program will cease by 31 December 2020.
4. The Administration develop the appropriate supporting materials to ensure that the grant funding application process is sound and transparent and promoted to the City of West Torrens small business community.

Introduction

At a Special Meeting of Council held 31 March 2020, a number of relief measures were approved by Council in respect of the impacts the Covid-19 pandemic is having on the West Torrens' community. A raft of measures were adopted by the Council which sought to provide relief to community organisations, businesses, residents and ratepayers.

The Administration has prepared for Council consideration the Covid-19 Small Business Resilience Grants program as the next suite of measures to support our small businesses by providing financial assistance to eligible businesses affected by COVID-19.

It is important that the Covid-19 recovery measures provided by local governments complement the stimulus and support measures of the State and Federal Government. As a Council we must leverage the resources of Council to ensure the safety, survival and resilience of our small business sector.

That is why the Administration has designed three small business grant programs to provide relief to those businesses most affected by Covid-19 by enabling businesses to support themselves thereby generating resilience, growth and employment.

Discussion

The COVID-19 Small Business Resilience Grants look to provide financial assistance to eligible businesses affected by COVID-19. It is anticipated that this grant offering will cease by 31 December 2020.

There are three programs available which look to support businesses:

1. **Capital Works Grants** - by investing in capital works during this challenging time, businesses can position their operations to strongly benefit from the economic recovery.
2. **Online and E-Commerce Grants** - by developing their online and e-commerce capabilities, businesses are enabled to operate more effectively in the online environment.
3. **Training and Professional Development Grants** -by undertake training and professional development, businesses are better primed to return to business activities.

The table below looks to provide some clarity around the functionality of each program:

1. Capital works grants	<p>This grant will assist with the costs which are associated with the capital works which are used to produce income, including in any of the following areas:</p> <ul style="list-style-type: none"> • equipment, including catering, processing and production equipment; • business fittings, including retail, wholesale, and hospitality shop fittings; • physical alterations, including remodelling of premises; 	Up to \$5,000 (excluding GST) on a matching dollar for dollar basis.
2. Online and e-commerce grants	<p>This grant will assist with costs which are associated with online and e-commerce activities, including the purchase of hardware, software and services in any of the following areas:</p> <ul style="list-style-type: none"> • website design and development; • e-commerce platforms (selling online and receiving payments); • online content development (web pages, mobile apps, audio and visual media); • digital marketing and promotion; 	Up to \$3,000 (excluding GST).
3. Training and professional development	<p>This grant will assist with costs which are associated with increasing and enhancing worker capability to better prepare for return to business activities. Suitable professional development activities can include, but are not limited to:</p> <ul style="list-style-type: none"> • online learning, webinars; • attendance at training courses, seminars, workshops, forums or conferences; • in-house courses delivered by an external provider or other training. • mentoring and training in online and e-commerce activities. 	Up to \$2,000 (excluding GST).

To be eligible for funding applicants must:

- Have an Australian Business Number (ABN);
- Employ fewer than 20 employees at the time of application or be a sole trader or part of a business partnership;
- Be located within the City of West Torrens;
- Have been in business for more than 12 months;
- Have the appropriate insurances, permits and licenses for business operation;

- Demonstrate how the grant funds will help address the challenges resulting from the COVID-19 outbreak and enable the business to continue to deliver services;
- Provide evidence of a 30% reduction in turnover following the declaration of the public health emergency however, this will not be required if a business was forced to close due to imposed restrictions.

Preference will be given to applicants whose proposed activity will:

- Procure products and services from local suppliers in the City of West Torrens;
- Assist to differentiate their business from competitors; and
- Supply products and services to the West Torrens community.

Businesses and people that are not eligible for funding

The program will not support:

- businesses located outside the City of West Torrens
- political organisations with a political purpose;
- traders associations and owners corporations (strata and company owned);
- branches, franchisees or subsidiaries of larger companies;
- employees of Australian, State and Local government agencies and bodies, foundation or grant making bodies or those that have a primary focus on fundraising;
- Current City of West Torrens employees or immediate family members.

If approved by Council, the application process will open on 13 July 2020 and will remain open until the pool of grant funding is exhausted or 31 October 2020, whichever is the earlier. It is important to note that only one grant application can be submitted and it is important that businesses choose the grant category that best suits their project or need.

Applications can be made by registering online at SmartyGrants and assessed by City of West Torrens staff and peer reviewed.

It is proposed that the \$200,000 funding pool for this program come from the established COVID-19 relief/stimulus fund set up by Council.

Climate Impact Considerations

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

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

Conclusion

The purpose of this report is to formalise the second round of relief measures Council has introduced to support businesses in the community adversely impacted by the COVID-19 pandemic.

It is important that the Covid-19 recovery measures provided by local governments complement the stimulus and support measures of the State and Federal Government. As a Council we must leverage the resources of Council to ensure the safety and survival of our small business sector.

The Administration has developed this targeted approach to assist small businesses within the City of West Torrens with three small business grant programs aimed at providing targeted relief to those businesses most affected by Covid-19 by enabling businesses to support themselves thereby generating resilience, growth and employment.

Attachments

Nil

17.4 Proposed Changes to AS2021:2015 Acoustics - Aircraft Noise Intrusion

Brief

This report presents the results of investigations in relation to seeking an amendment to Australian Standard 2021:2015 Acoustic - Aircraft Noise Intrusion - Building Siting and Construction.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

At its 6 November 2018 meeting, Council resolved that:

"Council write to the relevant authority responsible for developing Australian Standard 2021-2015 and ask them to take into consideration the fact that some airports have curfews and also whether decibel reading at locations could be used in determining the standards rather than ANEFs."

As this part of the resolution was overlooked it was actioned on 19 March 2020 with a letter written to Standards Australia (**Attachment 1**) which was provided to Members via email at that time.

A response was received from Standards Australia outlining the process required to affect a change to an Australian Standard (**Attachment 2**).

Discussion

Planning Reform

At the time of the resolution, the planning reform program was underway with no indication at that stage, as to how the impacts of aircraft noise would be addressed.

The Draft Planning and Design Code (Code) was released in late 2019 for Phase 3 councils and it was evident that the Code did not reference any Australian Standards including AS2021:2015 and did not include the Australian Noise Exposure Forecast (ANEF). The Code has brought over mapping contained within the West Torrens Development Plan showing areas affected by aircraft noise which are out of date.

Therefore, Council's submission on the Code included a preference for up to date ANEF's to be included and the reinstatement of AS2020:2015 to provide some consistency and guidance to planning staff in line with best practice when making decisions in relation to development applications that are impacted by aircraft noise. This also aligns with the current assessment practice.

At this stage, the policy in relation to airports, land uses and aircraft noise have not yet been addressed. However, Council's Senior Land Use Policy Planner is still embedded in DPTI working on the Code and is to be involved in the development of policy relating to airports and aircraft noise in the near future.

Use of ANEF's and AS2021:2015

The ANEF's have been used as the primary measure of aircraft noise exposure in the vicinity of airports for the last 30 years and are based on average daily sound pressure levels, which are measured in decibels. Noise exposure levels are calculated in ANEF units, which take into account the following factors of aircraft noise:

- the intensity, duration, tonal content and spectrum of audible frequencies of the noise of aircraft take offs, approaches to landing, and reverse thrust after landing (for practical reasons, noise generated on the aerodrome from aircraft taxiing and engine running during ground maintenance is not included);

- the forecast frequency of aircraft types and movements on the various flight paths, including flight paths used for circuit training;
- the average daily distribution of aircraft arrivals and departures in both daytime and night-time (daytime defined as 0700 hours to 1900 hours, and night-time defined as 1900 hours to 0700 hours); and
- the topography of the area surrounding the airport

The ANEF's computation is based on forecasts of traffic movements on an average day. Allocations of the forecast movements to runways and flight paths are on an average basis over a year and take into account the existing and forecast air traffic control procedures at the airport which nominate preferred runways and preferred flight paths for noise abatement purposes.

The ANEF system combines noise level and frequency of operations to calculate the average noise level at any point along, and to the side of, the flight path.

The ANEF system provides a scientific measure of noise exposure from aircraft operations around airports. It can also provide valuable guidance for land use planning in the vicinity of the airport. The table below shows the land use compatibility as recommended by Standards Australia: *Australian Standard AS2021-2015 Acoustics – Aircraft noise intrusion – Building, siting and construction*.

Table 5.1 AS2021 Table of Building Site Acceptability Based on ANEF Zones

Building type	ANEF Zone of Site		
	Acceptable	Conditionally Acceptable	Unacceptable
House, home unit, flat, caravan park	Less than 20 ANEF (Note 1)	20 to 25 ANEF (Note 2)	Greater than 25 ANEF
Hotel, motel, hostel	Less than 25 ANEF	25-30 ANEF	Greater than 30 ANEF
School, university	Less than 20 ANEF (Note 1)	20 to 25 ANEF (Note 2)	Greater than 25 ANEF
Hospital, nursing home	Less than 20 ANEF (Note 1)	20-25 ANEF	Greater than 25 ANEF
Public building	Less than 20 ANEF (Note 1)	20-30 ANEF	Greater than 30 ANEF
Commercial building	Less than 25 ANEF	25-35 ANEF	Greater than 35 ANEF
Light industrial	Less than 30 ANEF	30-40 ANEF	Greater than 40 ANEF
Other industrial	Acceptable in all ANEF zones		

Notes:

1. The actual location of the 20 ANEF contour is difficult to define accurately, mainly because of variation in aircraft flight paths. Because of this, the procedure of Clause 2.3.2 in AS2021 – 2000 may be followed for building sites outside but near to the 20 ANEF contour.
2. Within 20 ANEF to 25 ANEF, some people may find that the land is not compatible with residential or educational uses. Land use authorities may consider that the incorporation of noise control features in the construction of residences or schools is appropriate (see also Figure A1 of Appendix A in AS2021 – 2000).
3. There will be cases where a building of a particular type will contain spaces used for activities which would generally be found in a different type of building (e.g. an office in an industrial building). In these cases Table 5.1 above should be used to determine site acceptability, but internal design noise levels within the specific spaces should be determined by Table 3.3 in AS2021 – 2000.
4. This Standard does not recommend development in unacceptable areas. However, where the relevant planning authority determines that any development may be necessary within existing built-up areas designated as unacceptable, it is recommended that such development should achieve the required ANR determined according to Clause 3.2 in AS2021 – 2000. For residences, schools etc., the effect of aircraft noise on outdoor areas associated with the building should be considered.
5. In no case should new development take place in greenfield sites deemed unacceptable because such development may impact airport operations.

National Airports Safeguarding Framework

The National Airports Safeguarding Framework (the Framework) is a national land use planning framework that aims to:

- improve community amenity by minimising aircraft noise-sensitive developments near airports; and
- improve safety outcomes by ensuring aviation safety requirements are recognised in land use planning decisions through guidelines being adopted by jurisdictions on various safety-related issues.

The National Airports Safeguarding Advisory Group (NASAG), comprising of Commonwealth, State and Territory Government planning and transport officials, the Australian Government Department of Defence, the Civil Aviation Safety Authority (CASA), Airservices Australia and the Australian Local Government Association (ALGA), has developed the Framework.

While this Framework recognises that land use planning is the responsibility of State and Local Governments, the Framework is designed to provide guidance for the development or review of land use policies.

The Framework contains a number of Guidelines including Guideline A: Measures for Managing the Impacts of Aircraft Noise which details why the Framework is important:

"The established Australian Noise Exposure Forecast (ANEF) System and the Australian Standard AS 2021-2015 Acoustics – Aircraft Noise Intrusion – Building Siting and Construction (AS2021) have been recognised by a number of jurisdictions in their land use planning regimes. However, AS2021 recognises that the 20 ANEF and 25 ANEF zones do not capture all high noise affected areas around an airport, and the ANEF contours are not necessarily an indicator of the full spread of noise impacts, particularly for residents newly exposed to aircraft noise.

Governments recognise the merits of utilising a range of noise measures and tools in conjunction with the ANEF system to better inform strategic planning and to provide more comprehensive and understandable information on aircraft noise for communities."

The Guideline details additional noise measures and tools which could be considered in addition to the ANEF's. However, these would need to be implemented by the relevant jurisdiction, i.e. the State Government.

Changes to AS2020:2015

As can be evidenced from the discussion above, the use of ANEF's is entrenched in both National, State and Local Government policy.

The response received from Standards Australia to Council's request to consider using decibel readings in lieu of ANEF's outlines the process which is required to propose an amendment to the standard. The process includes considerable stakeholder consultation which would include Federal, State and local jurisdictions as well airports and a requirement to gain that stakeholder support and would be a time consuming and resource intensive process with no guarantee of success.

In addition, there is no certainty that AS2021:2015 will be included in the Code and therefore, any change process at this point may be premature and not achieve the desired outcome. With land use planning being the responsibility of the State Government, it may be more advantageous to lobby the State Government to look at the Australian Standard amendment process if a decision is reached to include the Standard in the Code.

Climate Impact Considerations

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

The use of AS2021:2015 to guide building standards in areas affected by aircraft noise can also provide some climate change adaptation benefits with measures such as insulation and double glazing and the like providing improved thermal performance of buildings.

Conclusion

This report presents the results of investigations in relation to seeking an amendment to Australian Standard 2021:2015.

Attachments

- 1. Letter to Standards Australia**
- 2. Response from Standards Australia regarding Australian Standard 2021:2015**

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Hilton, SA 5033
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Fax 08 8443 5709
Email: csu@wtcc.sa.gov.au
Web: westtorrens.sa.gov.au



19 March 2020

Standards Australia Office
GPO Box 476
SYDNEY NSW 2001

To whom it may concern,

**Re: Australian Standard 2021:2015 – Acoustics – Aircraft noise intrusion
– Building siting and construction**

At its 18 February 2020 meeting, Council resolved the following:

"That Council write to the relevant authority responsible for developing Australian Standard 2021-2015 and ask them to take into consideration the fact that some airports have curfews and also whether decibel readings at locations could be used in determining the standards, rather than the ANEF."

On their website, Airservices Australia notes that ANEF charts are contour maps that show a forecast of aircraft noise levels that are expected to exist in the future.

Council has concerns that *Australian Standard 2021:2015* applies the ANEF to all airports in a blanket fashion without giving regard to specific attributes of certain airports that mean residential property owners in the corresponding areas are burdened with noise attenuation requirements that are not warranted. i.e. when curfews are in place, overnight noise should not be factored into the standards.

We ask that the AS2021:2015 be amended to reflect the above resolution of Council.

Should you have further queries please contact Robyn Cusick, Manager Strategy & Business (Acting) on 8416 6333.

Yours sincerely

Pauline Koritsa
General Manager Business and Community

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From: Standards Australia
Sent: Thursday, 26 March 2020 1:36 PM
To: Council Enquiries
Subject: Standards Australia

Dear Pauline

This is in reference to your letter dated 19th March 2020 regarding Australian standard 2021:2015.

Revisions and amendments to Standards can be proposed by members of the public, industry groups, government and community experts.

A detailed explanation of the process is on our website: <https://www.standards.org.au/standards-development/developing-standards/proposal>

If you feel a change or revision to the Standard is necessary, please contact any the Nominating Organisations listed at the front of the Standard and discuss the need to submit a project proposal. It is important that you gain their support.

Please consider the following points when drafting your proposal:

1. Why is it you would like to revise this standard?
2. What would be the scope of these changes (be as detailed as you can)?
3. Who else from an industry perspective would have an interest in and would support this proposal, (you will need to provide details about your consultation process and evidence of stakeholder support).

We are more than happy to help you along the way with the proposal process, so please contact the Standards Information Services Team if you have any questions and we will connect you with a Stakeholder Engagement Manager who can assist in filling the form out.

Once you have your draft proposal ready, please send through to sem@standards.org.au and we can guide you to the next steps.

You may wish to get in touch with Emilie Mortensen, Stakeholder Engagment manager for Mining and Transport & Logistics if you need any assistance to progress with the proposal form.

Kind Regards

Standards Information Services



Gayathri Iyer

Standard Information Services Supervisor | Standards Australia

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17.5 Global Covenant of Mayors for Climate and Energy

Brief

The International Council for Local Environment Initiatives (ICLEI) is seeking an expression of interest for Council to join the Global Covenant of Mayors for Climate and Energy.

RECOMMENDATION(S)

It is recommended to Council that:

1. It submits an expression of interest to the International Council for Local Environment Initiatives to join the adaptation aspect of the Global Covenant of Mayors for Climate and Energy program with the understanding that the existing body of work undertaken through AdaptWest can be recognised to acquire and maintain the milestone badge over time with no onerous additional reporting being required.
2. Participation in the mitigation aspect of the program be reconsidered at a later date if appropriate.

Introduction

The Global Covenant of Mayors for Climate and Energy was established in 2016 and comprises leaders across the world who are seeking to address climate change through a range of adaptation and mitigation initiatives which work towards achieving the Paris Agreement.

The Administration has been approached by ICLEI to gauge Council's interest in joining the program (**Attachment 1**). A commitment to the Global Covenant of Mayors for Climate and Energy would provide an opportunity to participate, and receive global recognition for mitigation and adaptation programs. Further information regarding these initiatives are outlined for consideration in this report.

Discussion

Participation in the Global Covenant of Mayors (GCoM) program requires councils to make a pledge to implement policies and measures to reduce greenhouse gas emissions, prepare for the impacts of climate change and increase access to sustainable energy. This provides councils with a process to understand and address climate change issues, and also provides consistent and benchmarked reporting on key climate change activities undertaken by local government. Advocacy opportunities, as well as participation and recognition for Elected Members and Mayors are also an important factor in joining this program.

To date, the City of Adelaide and the District Council of Mount Barker have signed up to be part of this initiative, with ICLEI contacting other councils seeking their commitment to join.

Councils committed to the GCoM pledge to implement policies and undertake measures through a formal agreement, which is initiated through the Mayor signing a letter of commitment (**Attachment 2**). This would require the following to be implemented within a three year timeframe:

- A community-scale greenhouse gas (GHG) emission inventory
- An assessment of climate hazards and vulnerabilities
- Ambitious, measurable and time-bound targets to reduce greenhouse gas emissions
- Ambitious and just goal to improve access to sustainable energy
- Plans to address climate change mitigation and low emission development, climate resilience and adaptation, and access to sustainable energy, including provisions for regular (annual or biennial) progress.

Council is well underway in undertaking most of these types of actions and therefore is already in a good position to achieve the required milestones.

Participation requirements - mitigation milestone badge

Mandatory targets and action plans for mitigation and low emission development required as part of the GCoM reporting framework is highlighted below, and in addition to the above are required to be submitted every 12 months. This is by no means a complete list of what is required, but rather a summary of the minimum information to successfully meet the requirements of the program's reporting commitments which would result in Council being awarded a milestone badge. These include the following.

Greenhouse gas inventory

A greenhouse gas inventory must be completed within two years of joining the program, and then every two years thereafter, which cover the previous consecutive 12 months. Reporting must consider at least three main sectors for emission sources, namely stationary, energy, transportation and waste within the city boundary.

For stationary energy, greenhouse gas emissions from the consumption of fuel and grid-supplied energy within the city boundary must be captured for reporting. This would also include emissions from our community and business sectors and disaggregated by residential buildings, commercial buildings and facilities, institutional buildings and facilities, industry and agriculture, forestry and fisheries. Fugitive emissions, or emissions which escape during the transmission or industrial process phase, must also be accounted for.

Greenhouse gas emissions from transportation is another key area for reporting. This must capture fuel combustion and use of grid-supplied energy for transportation within the city boundary which is reported by mode including on-road, rail, waterborne navigation, aviation and off-road.

Emissions generated from the disposal and treatment of waste and wastewater generated within the city boundary is also a mandatory area for reporting and is required to be disaggregated by treatment type.

Energy Access Plan

The reporting framework for this aspect of the program is currently being developed by the GCoM, however will typically include three components; access to secure energy, access to sustainable energy and access to affordable energy.

In addition to the above, all participants are required to set and report city-wide emissions reduction targets. These targets should be in line with the Paris Agreement, through which Australia has committed to reduce its emissions by 26-28% from 2005 levels by 2030.

Participation requirements - adaptation milestone badge

Risk and vulnerability assessments are also included in the reporting framework, forming part of the climate change resilience plans and guiding an understanding of hazards and the adaptive capacity of council and its community. A climate risk and vulnerability assessment must be completed within two years of committing to the GCoM and include the following as a minimum to satisfy reporting requirements:

Climate Risk and Vulnerability Assessments

- Boundary of assessment
- Year of approval from local government
- Data sources
- Glossary of key terms and definitions
- Leading team within the Administration
- Terminologies and definitions contained within the report must be consistent with those used in the Intergovernmental Panel on Climate Change (IPCC) Fifth Assessment Report (AR5).

Climate hazards

- Current risk level (probability x consequence) of the hazard
- Description of future impacts
- Expected intensity, frequency and timescale of hazard
- All relevant sectors, or services that are expected to be most impacted by the hazard in the future and the magnitude of the impact for each of them.
- Information on vulnerable population groups that are expected to be most impacted by future hazards.

Adaptive capacity

Identify factors which most greatly affect the adaptive capacity of a city and its potential to enhance climate resilience. For each factor the following must be reported to satisfy minimum requirements:

- Description of the factor as it relates to the adaptive capacity (supportive or challenging)
- Degree to which the factor challenges (as opposed to supports) the adaptive capacity and obstructs enhanced climate resilience.

Major climate hazards in the past two years

In addition to the assessment of future hazards, past hazards over the past two years must also be reported including:

- Scale of the hazard, including loss of human lives, economic losses (direct and indirect), environmental and other impacts
- Current risk level of the hazards
- Intensity and frequency of the hazard
- All relevant sectors, assets or services most impacted by the hazard and their magnitude
- Vulnerable population groups most affected by the hazard.

Climate Action Plan (mitigation and adaptation)

- Required within three years upon joining the GCoM
- Description of stakeholder engagement process
- Mitigation target and/or adaption and climate resilience goals (which include sectoral targets)
- All actions of priority sectors (identified from GHG emissions inventories and risk/vulnerability assessments)
- Descriptions for each action
- The local government(s) which formally adopted the plan and the date of adoption
- Synergies, trade-offs and co-benefits of mitigation and adaption options
- Lead author and action plan responsibilities.
- Description of action, action area and sector
- Assessment of energy saving, renewable energy production, as well as GHG emissions reduction by action, action area or sector (mitigation actions only).

Benefits for the City of West Torrens

Participation in the GCoM would enable Council to showcase its impressive work to date in addressing climate change issues. For the mitigation component of GCoM it provides a benchmarking process to follow our progress over time and to compare efforts across other local governments.

There are no costs associated with participating in the GCoM, and the online reporting platform to complete the inventory is also available at no charge. However, as the program includes community-wide emissions profile reporting a third party reporting framework needs to be engaged to capture this information by sector.

At its meeting on 2 June 2020, Council approved to become a member of ICLEI through payment of an annual membership fee to support participating in the Cities With Nature Program. As Council is now a member of ICLEI, these benefits extend to include program support for the Global Covenant of Mayors, and therefore payment of an additional membership fee is not required.

From 1998 to 2008, councils around Australia were provided with community-wide greenhouse emissions profiles if they were participants in ICLEI Oceania's flagship Cities for Climate Protection (CCP) program, of which City of West Torrens was involved. Funding for CCP was cut in 2009 and community greenhouse emissions profiles were no longer provided. To achieve compliance for the GCoM, requires developing a greenhouse emissions profile for the entire municipality. This needs to be developed according to the detailed Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC Protocol). City of West Torrens has recently engaged Ironbark Sustainability to utilise their Community Climate Tool called Snapshot, to undertake a snapshot Greenhouse Gas Emissions Profile for the entire City of West Torrens municipality based on data for 2017. The snapshot reports the major sources of carbon emissions for the entire municipality, including stationary energy, transport, waste, and land-use change. Moving forward it is anticipated that snapshots will be able to be developed for the following years, though this body of work is still very much in a preliminary stage.

The Administration has a current program of work to progress mitigation and adaptation initiatives related to Council operations. With regard to mitigation, this includes a Carbon Management Plan (due to commence next financial year - subject to funding), Carbon Footprint Report for 2019/20, capturing information on Council's corporate emissions through the Trellis data management platform, renewable energy projects and setting targets to reduce our corporate emissions profile over time.

Detailed information on energy consumption is currently captured through Trellis for Council and Council owned assets. The current reporting arrangements are focussed on gathering data directly related to Council business in order to target where changes can be made for the greatest benefit and where we have the ability to influence these outcomes. A commitment to the mitigation aspect of GCoM would require this scope to be significantly broadened to include a wide range of sectors including transport, industry and waste within the city boundary.

Whilst the additional information on community emissions, which include key industries and waste across the City of West Torrens, would be beneficial to gain insight into our emissions profile as a region, there is still a large body of work to be done regarding Council's direct emissions which we are working to change through Council's procurement, contract and behavioural practices. It is considered premature to expand the scope of this work to community wide, while we are still addressing corporate emissions. Administration recommends that the opportunity to participate in the mitigation aspect of GCoM should be reviewed at a later date once targets and reporting processes have been established in-house for corporate emissions, and we are in a position to broaden our focus to mitigating community emissions.

Adaptation to improve the capacity and resilience of the community is another aspect of the GCoM program which can be undertaken to earn milestone badges. The City of West Torrens is working in partnership with Charles Sturt and Port Adelaide Enfield to implement AdaptWest in Action, following adoption of the *AdaptWest Climate Change Adaptation Plan* in October 2016.

AdaptWest is about making sure that the communities, environment and businesses and industries of the Western Adelaide Region remain productive, connected and strong and can respond positively to the challenges and opportunities presented by a changing climate.

To gain an adaptation badge under the GCoM program requires development of a Climate Action Plan, assessment of climate hazards, identifying adaptive capacity and a climate risk and vulnerability assessment. Through its AdaptWest partnership, the City of West Torrens has already undertaken a significant body of work to assess its key priority adaptation options which were developed through extensive stakeholder consultation with the community, staff and Elected Members. This included an Integrated Vulnerability Assessment to consider the potential impact of climate change (exposure and sensitivity) and adaptive capacity of the region. This resulted in aspects or features of the region which are vulnerable to climate change impacts being identified. More recently, the AdaptWest in Action Plan 2019-2021 provides a forward program for implementation of priority adaptation options across the Western Adelaide Region.

ICLEI has advised its intention is for the GCoM to recognise work which has previously been undertaken through AdaptWest, as long as it meets the fundamental reporting requirements and is adopted by Council or the appropriate regional group. However, the final assessment for whether the work satisfies the requirements to earn a milestone badge is undertaken through independent auditors. It is recommended that work undertaken for the City of West Torrens as part of AdaptWest should be put forward so that it can be considered for recognition. Involvement in the program should be reviewed regularly to assess the benefits of participating and value to Council, ensuring that the increased reporting arrangements do not impact resources and the ability to achieve on-ground outcomes. The Cities of Charles Sturt and Port Adelaide Enfield have not pledged to be part of the GCoM and therefore this would be something which Council undertakes outside of the regional partnership. Instead, our regional partners are progressing opportunities through similar programs such as Cities Power Partnership.

Climate Impact Considerations

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

Participating in the Global Covenant of Mayors for Climate and Energy Program will have positive implications for raising awareness about climate change programs and opportunities currently being progressed by Council, as well as advocacy and networking opportunities for the Mayor and Elected Members. No negative climate impacts are anticipated.

Conclusion

Council has been approached by ICLEI to join the Global Covenant of Mayors and pledge climate adaptation and mitigation goals. Participation in the program will provide a positive opportunity for Council to showcase the work which has currently been undertaken, and set ambitious future targets to help reduce the impact of climate change on our community, businesses and environment. The Administration welcomes the opportunity to participate in the adaptation aspect of the program now, and review its involvement in the mitigation aspect at a later date once targets and reporting processes have been established in-house.

Attachments

- 1. Letter of Invitation**
- 2. Global Covenant of Mayors Commitment Letter**



ICLEI Oceania
PO Box 24263 Melbourne VIC 3001, Australia
Ph: +61 3 9639 8688
Web: www.iclei.org/oceania
Email: oceania@iclei.org

29 January 2020

Ms Pauline Koritsa
General Manager Business and Community Services
City of West Torrens

Dear Pauline,

Many thanks for expressing interest regarding ICLEI membership for West Torrens, it's an important first step in joining a powerful global network of cities and regions dedicated to sustainable development.

ICLEI – Local Governments for Sustainability is a global network of more than 1,750 local and regional governments committed to sustainable urban development. Active in 100+ countries, we influence sustainability policy and drive local action for low emission, nature-based, equitable, resilient and circular development. Our Members and team of experts work together through peer exchange, partnerships and capacity building to create systemic change for urban sustainability.

ICLEI takes a four-pronged approach - ICLEI **connects** leaders, ICLEI **accelerates** action, ICLEI provides a **gateway** to solutions and ICLEI **showcases** member's sustainability initiatives.

As a Membership network we offer local councils the opportunity to share in the resources of our international network and become involved in sustainability programs worldwide. While ICLEI Oceania initiates and supports many local and international programs it also provides information, opportunity and participation in progressing toward a more sustainable future. Attached to this letter is information about the programs and benefits currently on offer to members and a Membership Application Form.

ICLEI international fee structure is based on a municipality's population and the annual membership fee for West Torrens would be \$2,365 + GST.

Please don't hesitate to contact me to discuss ICLEI membership and specific needs for your council.

Kind regards

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

Steve Gawler
Regional Director ICLEI Oceania

ICLEI Oceania is a registered charity and a not-for-profit entity in Australia which ensures that our fundraising provides maximum value for money and is re-invested into our core vision and mission with a focus on membership assistance.

ICLEI Oceania is the regional secretariat for ICLEI – Local Governments for Sustainability, which was founded in 1990 as the International Council for Local Environmental Initiatives.
ICLEI Oceania is legally represented by the International Council for Local Environmental Initiatives – Australia/New Zealand Limited ABN 66 089 145 433

Commitment of
[Name of City or Local Government
[Local Government Logo /letterhead]

I, [Name], [Mayor or equivalent representative title] of [name of city or jurisdiction] commit to the Global Covenant of Mayors for Climate & Energy, joining thousands of other cities and local governments around the world currently engaged in climate leadership.

The Global Covenant of Mayors for Climate & Energy envisions a world where committed mayors and local governments – in alliance with partners – accelerate ambitious, measurable climate and energy initiatives that lead to an inclusive, just, low-emission and climate resilient future, helping to meet and exceed the Paris Agreement objectives.

Whatever the size or location, the mayors and local leaders committed to the Global Covenant stand ready to take concrete measures with long-term impact to tackle the interconnected challenges of climate change mitigation, adaptation, and access to sustainable energy.

To implement this vision, the [name of city or jurisdiction] pledges to implement policies and undertake measures to (i) reduce / limit greenhouse gas emissions, (ii) prepare for the impacts of climate change, (iii) increase access to sustainable energy, and (iv) track progress toward these objectives. Specifically, within no more than three years of this commitment, we pledge to develop, formally adopt and report on the following:

- A community-scale greenhouse gas (GHG) emission inventory;
- An assessment of climate hazards and vulnerabilities;
- Ambitious, measurable and time-bound target(s) to reduce/limit greenhouse gas emissions;
- Ambitious adaptation vision and goals, based on quantified scientific evidence when possible, to increase local resilience to climate change;
- Ambitious and just goal to improve access to sustainable energy; and
- Plan(s) to address climate change mitigation / low emission development, climate resilience and adaptation, and access to sustainable energy, including provisions for regular (annual or biennial) progress reports.

The targets and action plans for mitigation / low emission development must be quantified and consistent with or exceed relevant national commitments defined through the relevant UNFCCC (Intended) Nationally Determined Contribution (NDC).

The [name of city or jurisdiction] acknowledges that continued membership in the Global Covenant of Mayors and associated local chapters or “Regional Covenants” as established, is contingent on complying with the above requirements within established timeframes.

[Name of the Mayor]

OFFICIAL SIGNATURE

Mandated by the [Responsible officer or municipal council] on [DATE]
[Name, e-mail and phone number of the main contact person]

17.6 Information Only Council and Committee Reports

Brief

The purpose of this report is to provide a detailed listing of information only Council and Committee reports to be received.

RECOMMENDATION

It is recommended to Council that the information only Council and Committee reports, contained in the Attachment Under Separate Cover of Agenda report, be received.

Introduction

Council at its meeting on 17 March 2020 resolved that:

"All Council Committee meetings be cancelled from 18 March 2020 until the 19 May 2020 meeting of Council, subject to review."

"Only items that require a material decision of Council be included in the Council Meeting agendas until such time as Council meetings revert to twice monthly."

Subsequently, at its meeting on 21 April 2020, Council resolved that:

"The resolution of Council at its 17 March 2020 meeting, to cancel all Council Committee meetings, be extended until such time as the current major emergency declaration is lifted, or such time as Council resolves otherwise."

This report has been prepared in response to these resolutions.

Discussion

Following the resolution of Council, the Administration determined that items that did not require a material decision of Council will be provided as Attachment Under Separate Cover for Elected Member's information and perusal.

The following is a list of information only reports provided as **Attachment Under Separate Cover**:

- Open Actions - Update
- Financial Reporting
- 2019-20 Internal Audit Plan Update
- Maintenance of Plant and Equipment Internal Audit
- Procurement Internal Audit High Risk Recommendations and Action Progress Report
- Strategy Unit Activities Report - April to May 2020
- Community Services Activities Report - May 2020
- Legislative Progress Report - June 2020
- Creditor Payments

Climate Impact Considerations

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

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

Conclusion

This report responds to the resolution of Council as its meeting on 17 March 2020 and 21 April 2020 and provides a listing of information only Council and Committee reports for Members' information.

Attachments

Nil

18 LOCAL GOVERNMENT BUSINESS

Nil

19 MEMBER'S BOOKSHELF

Nil

20 CORRESPONDENCE

20.1 Walking and Cycling Facilities

Correspondence has been received from Walking SA, the Bicycle Institute of South Australia, Bike SA and the National Heart Foundation of Australia, requesting commitment to prioritise projects that enable active, safe and connected communities through **(Attachment 1)**.

20.2 Minister for Police, Emergency Services and Correctional Services - Letter of Thanks

Correspondence has been received from the Minister for Police, Emergency Services and Correctional Services, Hon Corey Wingard MP, thanking Council for contribution to the emergency services in South Australia during the bushfire season **(Attachment 2)**.

20.3 Local Government Functional Support Group - Letter of Thanks

Correspondence has been received from the Chief Executive Officer of the Local Government Association of South Australia, Matt Pinnegar, thanking Council for the assistance provided to Local Government Functional Support Group during COVID-19 pandemic **(Attachment 3)**.

20.4 Additional Financial Assistance Grant Allocation

Correspondence has been received from the Deputy Prime Minister, Hon Michael McCormack MP, and the Minister for Regional Health, Regional Communication and Local Government, Hon Mark Coulton MP, announcing a \$1.8 billion boost for local government from the Commonwealth Government and advising of the Council's Financial Assistance Grant allocation **(Attachment 4)**.

20.5 Brown Hill Keswick Creek Stormwater Project - May 2020 Newsletter and Brochure

Correspondence has been received from the Brown Hill Keswick Creeks Stormwater Board, providing the May 2020 Brown Hill Keswick Creek Stormwater Project newsletter and the Everard Park information brochure **(Attachment 5)**.

20.6 Building Technical Panel

Correspondence has been received from the Chair of the State Planning Commission, Michael Lennon, announcing the new members appointed to the newly reformed Building Technical Panel formerly the Building Committee **(Attachment 6)**.

20.7 Representative on the State Commission Assessment Panel

Correspondence has been received from the Minister for Transport, Infrastructure and Local Government and Minister for Planning, Hon Stephan Knoll MP, regarding Council's request for a representative on the State Commission Assessment Panel **(Attachment 7)**.

20.8 Planning and Design Code Update

Correspondence has been received from the Chair of the State Planning Commission, Michael Lennon, providing an update on phase two and three of the Planning and Design Code **(Attachment 8)**.

RECOMMENDATION

That the correspondence be received.

Attachments

- 20.1 Walking and Cycling Facilities**
- 20.2 Minister for Police, Emergency Services and Correctional Services - Letter of Thanks**
- 20.3 Local Government Functional Support Group - Letter of Thanks**
- 20.4 Additional Financial Assistance Grant Allocation**
- 20.5 Brown Hill Keswick Creek Stormwater Project - May 2020 Newsletter and Brochure**
- 20.6 Building Technical Panel**
- 20.7 Representative on the State Commission Assessment Panel**
- 20.8 Planning and Design Code Update**



11 May 2020

Dear Mayor, Councillors and CEO,

In these difficult and unprecedented times, we would like to congratulate you on your continued support of your community.

During COVID-19, more people are choosing to be active every day in local neighbourhoods. Participation in walking and cycling has significantly increased. The provision of footpaths and safe crossings, open space, and access to roads in our neighbourhoods are more important than ever.

We recognise that council budgets have been impacted both by a reduction in some forms of revenue, and by additional expenditure required due to the current situation. As you are re-assessing your budgets for the upcoming cycle, we encourage you to prioritise projects that enable active, safe, and connected communities.

We call on you for your commitment to:

1. **Shovel-ready walking and cycling projects. Increased budgets and commitment to delivering basic, safe and innovative walking infrastructure with construction and maintenance of:** footpaths, safe pedestrian crossings and refuges, wider kerb ramps, signalised crossings with a shorter cycle and phasing to suit seniors, vision impaired, people with disabilities and children to safely cross the road
2. **Temporary street closures or shared zones** to allow for people to safely walk and ride on local streets during COVID-19
3. **Slower designed streets and speed limit reduction** for all people to walk and cycle safely
4. **Wider, connected and safe footpaths (which also allows for essential physical distancing)**
5. **Better shading of all paths** through tree planting and shading structures
6. **Local mixed used and multi-generational parks, playgrounds, nature play and green space** that create community hubs and destinations **within walking/cycling distance of homes**
7. **Separated walking pathways from bicycles, e-bikes and e- scooters** in high traffic or commuter routes
8. **Removal of slip lanes** that cause unnecessary risk to walkers and riders, or an addition of zebra crossings until slip lanes have been removed
9. **Commitment to implement your local walking and cycling strategies**, preferably integrated into an overall active transport and recreation strategy. Develop strategies if required.
10. **Liveable and active streets designed for all:** children and our more vulnerable walking or wheeling residents
11. **Investment in walking programs** ([10,000 Steps](#), [Heart Foundation Walking](#), [parkrun](#) and local bushwalking groups) through local funding, resources and supportive infrastructure.



We know how important a safe and healthy community is to you. Walking and cycling facilities are one of the lowest cost services that you can provide to your residents to improve their health and wellbeing, generate better community cohesion and create benefits for local business.

Thank you for your interest in supportive active communities. We would be happy to talk to you about how you can support our organisations and the localised active travel and recreation of neighbourhoods for your residents, businesses, and visitors.

For any further queries, contact Helen Donovan, Executive Director
helen.donovan@walkingsa.org.au or 0457006620 on behalf of Walking SA, the Bicycle Institute of South Australia, Bike SA and the National Heart Foundation of Australia.

Regards,

On behalf of Walking SA, Heart Foundation, Bicycle Institute of South Australia and Bike SA.



HON COREY WINGARD MP

MINISTER FOR POLICE, EMERGENCY SERVICES AND CORRECTIONAL SERVICES

MINISTER FOR RECREATION, SPORT AND RACING

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

Dear Mr Buss

This summer, South Australia has experienced an unprecedented bushfire season not seen in the state for a number of years. We have witnessed the capabilities, commitment, skill and courage of emergency services volunteers in full flight as they have tackled bushfires at Port Lincoln, Yorketown, Cudlee Creek, Kangaroo Island and the South East.

South Australian Country Fire Service (CFS) volunteers are a vital part of the State's response to emergencies every year, with members volunteering for days and weeks at a time. With over 13,000 volunteers the CFS relies on the understanding and support given by employers during these difficult times.

I would like to take this opportunity to thank you on behalf of the State Government for your contribution to the emergency services in South Australia and for your support of the critical work done by volunteers, especially during recent times.

By employing a volunteer in the CFS and releasing them to respond to incidents, I recognise the inconvenience this can cause. It is fantastic to see so many employers doing their part to help South Australians in their time of need.

Once again I thank you for your valued support and encourage you to continue supporting your employees who volunteer their time protecting their communities and creating a safer South Australia.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Corey Wingard".

Hon Corey Wingard MP

Minister for Police, Emergency Services and Correctional Services

2 / 5 / 2020

20EXT0275

GPO Box 668, Adelaide, South Australia, 5001
P | (08) 8463 6641 E | MinisterWingard@sa.gov.au



CERTIFICATE OF RECOGNITION

THIS CERTIFICATE IS AWARDED TO

City of West Torrens

for your contribution and support to the emergency
services in South Australia

A blue ink signature of Hon Corey Wingard MP.

HON COREY WINGARD MP

Minister for Police, Emergency Services
and Correctional Services

A black ink signature of Mark Jones QFSM.

MARK JONES QFSM

Chief Officer, SA Country Fire Service

May 2020



26 May 2020

Mr Terry Buss
Chief Executive Officer
City of West Torrens
Emailed

Dear Terry

Assistance provided to Local Government Functional Support Group during COVID-19 pandemic

I am writing to thank you for the support your council has provided to the Local Government Functional Support Group (LGFSG) during the COVID-19 pandemic. The LGFSG has been highly successful in coordinating the local government response to this public health emergency and this has only been possible because of the assistance of council staff who have been seconded into roles within LGFSG.

I am pleased to advise that, with council support, the LGFSG has been able to:

- maintain a 7-day roster throughout the emergency to provide vital communications systems between state and local government authorities;
- provide regular and well-attended briefings and operational updates to the sector;
- establish incident project teams covering a broad range of critical council functions such as public health, waste and recycling, and libraries; and
- facilitate a number of Information Sharing Sessions to provide councils with an opportunity to receive specialist advice and share "best practice" operational arrangements.

In particular, I would like to acknowledge the work undertaken by Steven Thomson during his secondment to the LGFSG and thank him for his time and expertise. All staff working in the LGFSG have demonstrated a high level of professionalism and flexibility whilst responding to unprecedented and rapidly changing circumstances. I am extremely proud of what the LGFSG has been able to achieve so far and the genuinely collaborative approach taken by all staff involved.

Please pass on to Steven my appreciation for his contribution and I hope that the experiences and connections that he made whilst working with the LGFSG continue to be valuable throughout his career.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Matt Pinnegar'.

Matt Pinnegar
Chief Executive Officer

From: The Deputy Prime Minister & the Local Government Minister

Sent: Friday, 22 May 2020 3:42 PM

To: Council Enquiries

Subject: Message from the Commonwealth: \$1.8 billion boost for local government



Notify

Good afternoon Mayor Coxon

Today we announced a \$1.8 billion boost for local government from the Commonwealth Government.

The \$1.8 billion package will enable local councils to deliver on priority projects with a focus on local road and community infrastructure upgrades and maintenance. It includes the establishment of a new \$500 million Local Road and Community Infrastructure Program, and the pre-payment of \$1.3 billion of the 2020-21 Financial Assistance Grant payment.

We are pleased to advise that City of West Torrens will shortly receive a pre-payment of \$1,059,089 on next year's Financial Assistance Grant allocation. This Commonwealth support is untied, to be spent on locally-determined priorities and projects. Your council will also receive \$699,514 from the new Local Road and Community Infrastructure Program. This brings the total funding your council will receive from the Commonwealth Government as part of this announcement to \$1,758,603.

The \$500 million Local Roads and Community Infrastructure Program will support jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic. Councils will be able to access funding to support the delivery of priority local road and community infrastructure projects across Australia. We want this to be locally-led. More information on the Local Roads and Community Infrastructure Program is available at www.investment.infrastructure.gov.au/lrci and the department will be following up with you within the next two weeks with program guidelines and seeking a proposed schedule of works. By using the Roads to Recovery program as a basis, there will be minimal burden on councils from administering the funds while also providing a level of accountability that the funds are used to deliver the additional economic activity and job creation the community is looking for.

The Financial Assistance Grant payment will be made to state and territory governments later today and we have an expectation that the funds be passed on to local government as quickly as possible.

As the closest tier of government to the community, local governments have a critical role in delivering vital services and ensuring quality of life for communities across Australia in good times and bad. We acknowledge and understand the significant effort underway across all councils to respond to the COVID-19 crisis and adapt to new ways of working. This boost is in recognition of the important role local governments are playing in responding to the impacts of COVID-19.

Local governments have a proven record in partnering with the Commonwealth Government to deliver infrastructure projects and we look forward to seeing how this funding benefits your community during these challenging times.

We would like to thank you for considering the request for shovel-ready projects, which has given the Australian Government the confidence to allocate this funding for local infrastructure works.

Yours sincerely

The Hon Michael McCormack MP
Deputy Prime Minister
Minister for Infrastructure, Transport
and Regional Development

The Hon Mark Coulton MP
Minister for Regional Health,
Regional Communications and Local Government

**BROWN HILL AND KESWICK CREEKS STORMWATER BOARD
PROJECT DIRECTOR PROGRESS REPORT
MAY 2020**

This report provides an update to our owner Councils in relation to the financial performance of the Brown Hill and Keswick Creeks Stormwater Board (BHKCSB) to 30 April 2020, an overview of capital works projects and insights into recent activities that may be of interest.

Business Performance to 30 April 2020

For the 2019/20 financial year to date, capital works expenses total \$830,765 across 2 projects – South Park Lands and Upper Brown Hill Creek, Area 1 (Everard Park).

Year to date, constituent Councils have contributed \$12.114m of capital funding and the Stormwater Management Authority has contributed \$5.592m. A total of \$65.803m of SMA funding remains available to the project.

Presentation to the Board of the Stormwater Management Authority (SMA)

The Project Director presented to the Board of the Stormwater Management Authority on 5 May 2020 with the discussion focussing on:

- The project works schedule and indicative timing for delivery
- An update on the status of current and upcoming projects
- Whole of project delivery strategy
- Constraints to delivery

The presentation was well received, and discussions will continue regarding the proposed funding model between the SMA and the project.

Whole of project delivery strategy

A whole of project delivery strategy is proposed with key components of the project including:

- developing the concept design of each sub-project to the 30% design stage;
- using the 30% design plans to develop more robust and accurate cost estimates;
- consideration of property and stakeholder impacts to develop an understanding of the requirements and allow for early engagement;
- development of a delivery strategy to consider the project as a whole and determine the most optimum and efficient method of delivery;
- development of a well-informed and robust business case that considers each of the inputs discussed above and arms the Owners Executive Committee with the information required to seek additional project funding;

These proposed works are not a new or separate project. They should be considered as contributing toward the delivery of the SMP; instead of completing individual projects in a piecemeal approach, we will be working toward the 30% design stage for all projects concurrently to ensure:

- the Board is armed with complete and accurate information regarding the extent of works and expected project costs;
- the Owner Councils are armed with a business case that will assist them in seeking additional project funding;
- the Project Director has a clear delivery plan that is well-informed and robust.

Current and Upcoming Projects

South Park Lands

Currently, the predicted peak stormwater flows in Park Lands Creek are about double the creek capacity downstream of Greenhill Road. The South Park Lands project specifically relates to:

Victoria Park/ Pakapakanthi/ Park 16 Wetland



Artist impression of wetland design

Located at the southern end of Victoria Park, the wetland will include areas of permanent water, areas that become inundated during 'normal' flows, and a broader area that will only become inundated during a large flood event along with a range of features that facilitate recreational use.

Blue Gum Park/ Kurrangga/ Park 20 Creek Works

Works include construction of a low-level mound and the realignment of existing open channels in the southern section of the park. The mound will be constructed to the south and west of the existing playing fields and will stretch for a total distance of approximately 600metres.

A shared use path will be constructed on top of the mound.



Proposed creek works

Design plans are currently being finalised with construction works scheduled to commence late in 2020. Delivery will be dependent upon availability of funding and the project may need to be delivered as two separate construction packages.

Glenside

This project involves enlargement of an existing detention basin from a capacity of 18ML to 37ML, to limit flow to the existing capacity of the culvert under the Fullarton and Greenhill Roads intersection. The detention basin, together with other works in the South Park Lands is intended to reduce the peak stormwater flows along Park Lands Creek and further downstream.

The Glenside site is being developed by Cedar Woods and Stage 2 bulk earthworks are currently underway. Excavation of approximately 25,000m³ of material will be required to form the detention basin in addition to providing primary water quality treatment via new large gross pollutant traps.

Brown Hill Keswick Creek

STORMWATER PROJECT

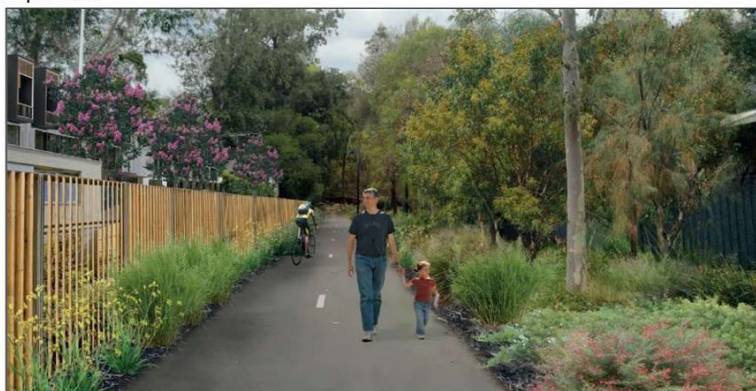
PO Box 124, UNLEY SA 5061
www.bhkcstormwater.com.au

Current and Upcoming Projects

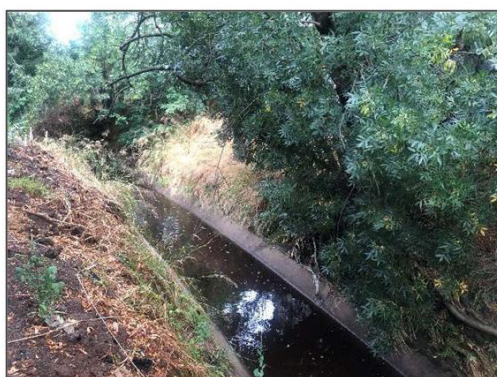
Upper Brown Hill Creek, Area 1 (Everard Park)

This section of Brown Hill Creek currently comprises an open concrete channel and works are required to increase its capacity. The works include installation of a covered culvert along the length of the creek from Anzac Hwy to Third Ave. Subsequent to installation of the culvert, the City of Unley will extend Wilberforce Walk to Anzac Highway, with a shared pathway for pedestrians/ cyclists traversing the culvert.

Manufacture of the culvert segments is almost complete, and construction has now commenced. An information brochure (*provided herewith*) has been distributed to inform local residents and interested parties.



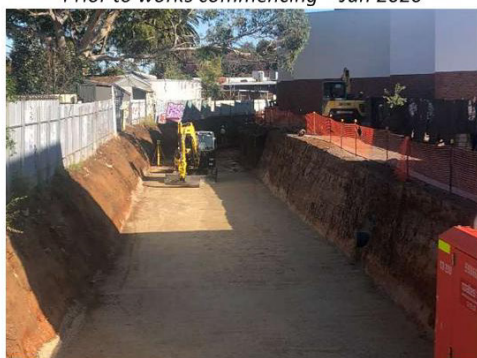
Artist
impression
of completed
works



Prior to works commencing – Jan 2020



Clearance of the creek – 15 May 2020



Clearance of creek – 15 May 2020



Culvert installation – 20 May 2020

Current and Upcoming Projects

Hawthorn Reserve


The Stormwater Management Plan proposed that creek capacity upgrades be undertaken through Hawthorn Reserve in the second half of the project works program. Grant funding was sought and obtained by Council to upgrade the Hawthorn Reserve precinct and the creek works associated with this precinct were therefore expedited. This project was delivered by City of Mitcham and the official opening was held on 9 May 2019.

While the construction works have been completed, property matters are yet to be finalised.



Completed project works

Peta Mantzarapis
Project Director
20 May 2020



Project works are being delivered in the section of Brown Hill Creek between Anzac Highway, Everard Park and Third Avenue, Forestville as part of the broader Brown Hill Keswick Creek Stormwater Project

What is the Brown Hill Keswick Creek Stormwater Project?

Brown Hill, Keswick, Glen Osmond and Park Lands Creeks are important drainage watercourses in metropolitan Adelaide. The creeks have a history of flooding and a low standard of flood protection, and therefore a relatively high flood risk.

Their combined catchment is mainly contained within the local government areas of Adelaide, Burnside, Mitcham, Unley and West Torrens which are home to more than 200,000 residents.

The Brown Hill Keswick Creek Stormwater Project has been a collaborative undertaking by the catchment councils to develop a Stormwater Management Plan (SMP).

The scope and complexity of the plan are such that it could only be delivered effectively and efficiently by the five councils working collaboratively through a single entity.

The Councils have therefore established the Brown Hill and Keswick Creeks Stormwater Board as a regional subsidiary to co-ordinate delivery of the SMP. Implementation of the plan will mitigate serious flood risks and help safeguard properties across the catchment.

Brown Hill Keswick Creek
STORMWATER PROJECT

What's happening in Everard Park?

Stormwater Management Plan (SMP)

The Stormwater Management Plan is designed to substantially reduce the number of properties within the catchment that would be affected by very large flood events, up to and including a 100 year ARI flood.

A 100 year ARI (Average Recurrence Interval) flood is a flood that will occur statistically on average once every 100 years, and has a 1 in 100 (1%) chance of occurring in any given year. It is the most commonly applied standard in Australia for providing an acceptable level of flood protection for the community.

The SMP, approved by the Stormwater Management Authority in February 2017, details construction of a number of flood mitigation works across the catchment, as well as non-infrastructure measures to help reduce the impact of major flooding for more than 2,000 properties during a one in 100-year storm event.

Area 1 - Everard Park

The SMP identifies the section of Brown Hill Creek between Anzac Highway and Leah Street as portion of Area 1.

The SMP indicates that this section of creek would need to be widened to 4 to 5 metres and deepened to about 3 metres with the tops of the banks to be raised by 0.5 to 0.75 metres in places, which could be achieved as a levee or bund embankment.

More recent detailed hydraulic modelling indicates that, assuming an open channel is retained, the width of the creek bed would actually need to be widened to approximately 6 to 7 metres in order to achieve the required increase in capacity.

This increased width would result in a more significant impact on adjoining properties, both to the north and south.

Options

Three options were considered for the flood mitigation works in Everard Park:

Option 1: Concrete Open Channel

An engineered concrete structure with steep sides. This option was least preferred as it would require removal of all trees with no ability for replacement. The site would be fenced off to ensure public safety and this option did not meet the multiple objectives desired by the SMP.

Option 2: Gabion Open Channel

An open channel for the whole section with relatively steep gabion creek banks. This option impacted more significantly on adjoining properties and did not provide adequate width for public access or landscaping.

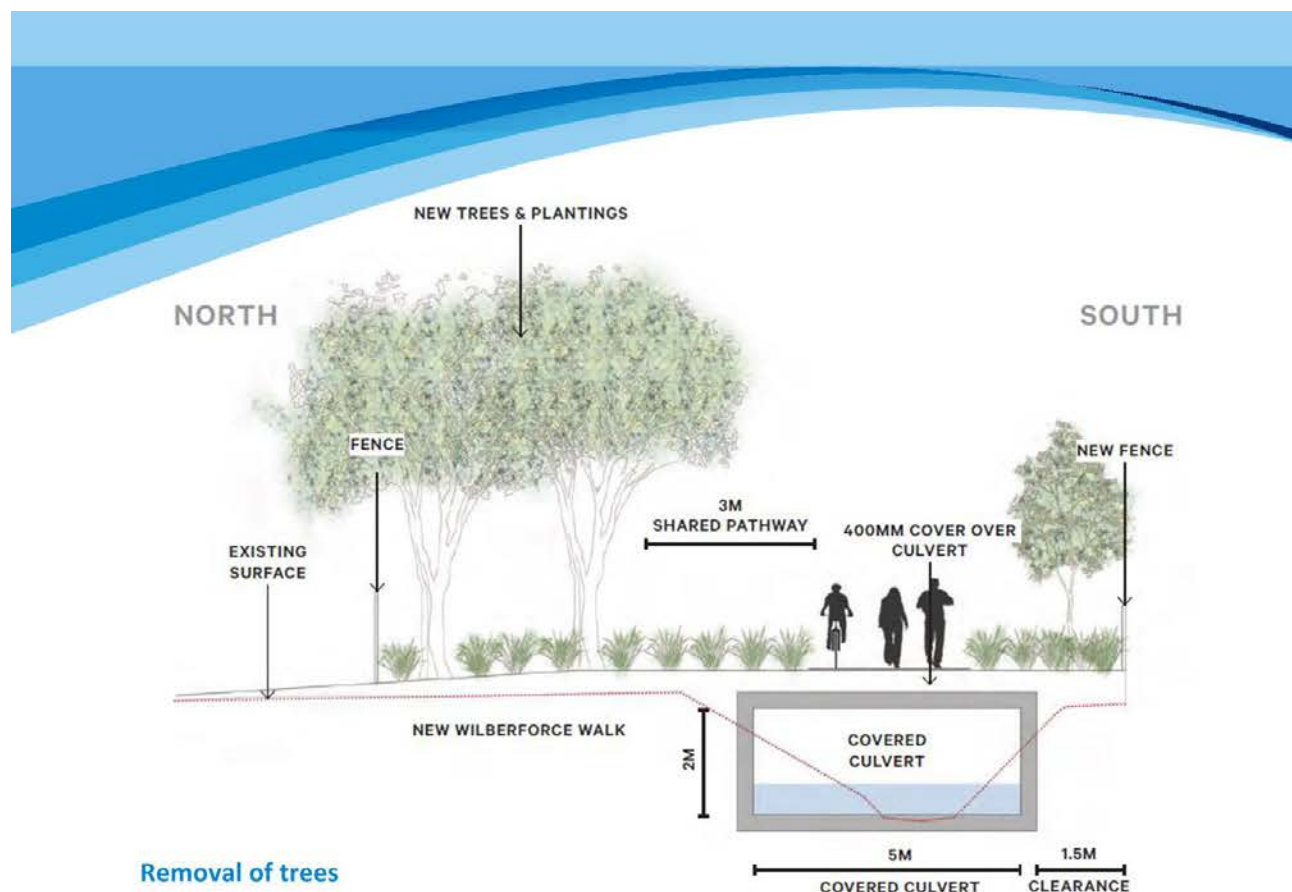
Option 3: Covered Culvert

Installation of a covered culvert with a shared use pathway for pedestrians and cyclists running parallel to properties on the northern side and landscaping on the southern side.

The covered culvert

Following consideration of the objectives of the SMP and consultation with directly adjoining property owners, the Board and the City of Unley determined that the covered culvert is the most appropriate outcome on the basis that:

1. The expansion of the open channel required to mitigate creek flooding would impact a larger area of privately owned land than would be required for the underground culvert;
2. Consultation indicated that the covered culvert is the preferred option of the majority of adjoining owners;
3. A covered culvert would enable Council to use the area above the culvert for other community purposes (a shared walk / cycle path, landscaping and tree planting are proposed for this area).



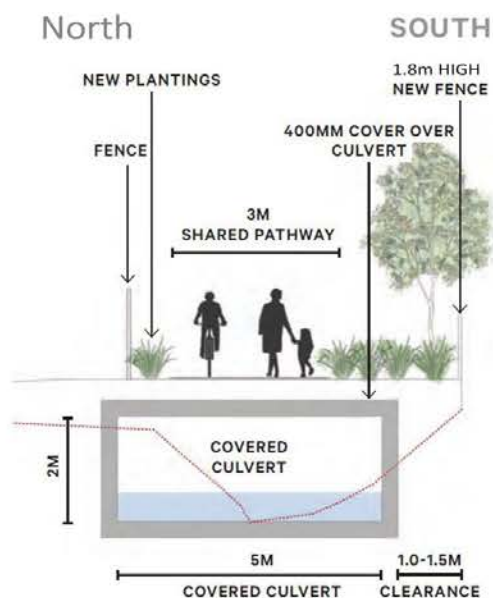
Removal of trees

The early construction works require clearance of the creek channel including removal of the existing concrete channel and trees located within the corridor.

An arboreal assessment was conducted during the design phase of the project and concluded that the trees within the creek channel are self-seeded plants such as Desert Ash, White Cedar and Hackberry. None of the trees requiring removal are significant or regulated and, in some instances, they are considered weed species.

With reference to the arboreal advice, the project is committed to maintaining the health of two trees located in close proximity on adjoining land - a Canary Island Date Palm on Anzac Highway and a River Red Gum located within private land to the south. Monitoring will be undertaken on site during construction to ensure the protection of these trees.

Landscaping and trees will be re-established on site as part of the City of Unley shared use path project, immediately following construction of the covered culvert.



Brown Hill Keswick Creek
STORMWATER PROJECT



Who owns the land?

The whole section of Brown Hill Creek between Anzac Highway and Third Avenue was held in private ownership. In most instances, the adjoining owners to the south owned the southern portion of the creek and the adjoining owners to the north owned the northern portion of the creek.

The whole of the creek corridor has now been acquired to enable construction of the covered culvert, with the acquired land being limited to the area outside of the rear fence lines of adjoining properties. No rear yard areas have been impacted by the works.

What's next?

The construction contract has been awarded to Beltrame Civil, a highly respected and experienced South Australian business.

The first phase of the project involves removal of the existing concrete channel, trees and vegetation from the corridor. Rear fencing is removed from adjoining properties and the base of the channel is covered with stabilised pavement which will act as a protective layer in the event of flows.

The individual culvert segments are then installed in 5 substages. Following completion of backfilling activities, new fencing will be constructed to adjoining properties at the southern side and private drainage connections will be installed.

The culvert construction is due for completion in July.

City of Unley Shared Use Path

Following completion of the culvert construction, the City of Unley will take possession of the site to deliver the shared use path project, providing a greenway and pedestrian/ cyclist network with significant landscaping and biodiversity opportunities.

Contact

Project Director - Peta Mantzarapis

☎ 1800 934 325 ✉ pmantzarapis@bhkcstormwater.com.au

Everard Park Project Manager - Yoonas Vafaie

☎ 0423 172 528 ✉ yvafaie@insideinfrastructure.com.au

For more information on the Brown Hill Keswick Creek Stormwater Project, please visit:
www.bhkcstormwater.com.au
 Ph 1800 934 325
info@bhkcstormwater.com.au

Brown Hill Keswick Creek
 STORMWATER PROJECT



1 June 2020

State Planning Commission

Level 5
50 Flinders Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

08 7109 7466

Dear Council CEO,

Following the recent appointments of new members to the State Commission Assessment Panel (SCAP), the Commission has formally appointed a new Chair, Deputy Chair and several members to the Building Technical Panel (BTP)—formerly, the Building Committee.

Previous Building Committee (BC) members, Debbie Frisby, Jeffrey Shillabeer and Joanne Payne have been appointed to positions on the Panel as Chair, Deputy Chair and ordinary member respectively.

Miranda Centofanti, a former practicing architect with over 20 years' experience in construction, performance based design and project management, has been appointed as an ordinary member. The Building Panel comprises a core membership of four qualified persons (including Chair and Deputy Chair) with proven abilities and experience in performance based design, building and construction, building engineering services, surveying and fire safety operations. The core membership will be supported by up to six occasional 'specialist' members to provide expert advice as and where necessary.

The BTP occasional members—Bernie Steer, Brett Fennell, James Cibich, Leah Bertholini, Nick Ingerson and Peter Murton—collectively bring qualifications, experience and industry knowledge in building fire safety design, building surveying, energy efficiency, structural engineering and fire-fighting operations, all of which are particularly pertinent to provide expert advice on the Building Rules.

The new appointments follow the Commission's approval of a new terms of reference to reform the Building Committee (BC) as the Building Technical Panel (BTP) in December last year. Prior to the appointments, the Commission invited existing members of the Building Committee to join the Panel and conducted an expression of interest process in March this year. All members are appointed initially until 2 October 2020 and are eligible for reappointment.

I am confident that the new members' extensive pool of expert industry knowledge and experience will ably complement the building surveying expertise currently on the panel. The Commission extends its sincerest thanks to former Chair Gavin Leydon and members Nages Karuppiah, Dini Soulio and Peter Harmer for their contributions to the Building Committee and to the State's building and construction industry.

The BTP will undertake delegated building-related statutory functions of the Commission under the *Planning, Development Infrastructure Act 2016* (PDI Act) and the *Development Act 1993*.

#15558301

saplanningcommission.sa.gov.au



Government of South Australia
Department of Planning,
Transport and Infrastructure

As always, thank you for your continued partnership and support. Please visit the [State Planning Commission](#) website for more information on the role of the Building Technical Panel and to view the new member profiles.

Yours sincerely,

A handwritten signature in dark ink, reading "Michael Lennon". The signature is fluid and cursive, with a horizontal line drawn underneath the name.

Michael Lennon
Chair, State Planning Commission

20MPL0492



Government
of South Australia

The Hon Stephan Knoll MP
Member for Schubert

Mayor Michael Coxon
City of West Torrens
165 Sir Donald Bradman Drive
HILTON SA 5033

Michael
Dear Mayor Coxon

Thank you for your letter regarding your council's request for a City of West Torrens representative on the State Commission Assessment Panel (SCAP).

Members of the SCAP are appointed by the State Planning Commission (the Commission). You may be aware that the Commission has appointed five new members to the SCAP for the period 1 June 2020 to 31 May 2023.

Ms Rebecca Thomas, who has over 20 years of experience in development assessment and policy, has been appointed the SCAP Presiding Member. Mr Dennis Mutton will retain his membership as the SCAP Deputy Presiding Member to provide continuity and support the transition to the new panel.

The four new ordinary members – John Eckert, Emma Herriman, Paul Leadbeter and Grant Pember – bring extensive experience in local government, urban and regional planning, design, building safety and construction, environmental management and sustainability, heritage conservation, landscape design and legal expertise.

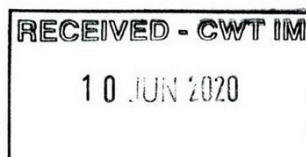
All members were appointed following an open and public five-week expression of interest process for SCAP panel positions in February this year.

To further boost expertise and proficiencies available to the Commission and the SCAP, the Commission will explore the opportunity to create a future pool of specialist occasional members to ensure a broad mix of specialist knowledge and expertise is available to the Commission and the Panel.

To ensure that the SCAP is provided with localised technical advice on matters such as roads, traffic, stormwater, open space and general planning issues, the current process is to refer applications which fall within a council area to that council's planning staff. In addition, if council staff express a desire to be heard by the SCAP, they are invited to attend the hearing, make a presentation and respond to questions of the SCAP members before a decision is made on an application.


Minister for Transport, Infrastructure and Local Government
Minister for Planning

Roma Mitchell House Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 DX 171
Tel 08 7109 8430 | Email ministerknoll@sa.gov.au



I have forwarded your letter to Mr Michael Lennon, Chair of the Commission, for his consideration.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'S. Knoll', written in a cursive style.

HON STEPHAN KNOLL MP
MINISTER FOR TRANSPORT, INFRASTRUCTURE AND LOCAL GOVERNMENT
MINISTER FOR PLANNING

3/6 /2020

cc Mr Michael Lennon, State Planning Commission



State Planning Commission

5 June 2020

Level 5
50 Flinders Street
Adelaide SA 5000

Dear Council Chief Executive,

GPO Box 1815
Adelaide SA 5001

Phase Two Code Implementation

08 7109 7466

I am pleased to confirm that the Phase Two Planning and Design Code for South Australia's rural areas is on track to commence on 31 July 2020.

From 31 July, the Planning and Design Code for Phases One (Outback Areas) and Two (Rural Areas) will be in operation and accessible via a modern ePlanning platform, which is an Australian first. The ePlanning platform includes the online Planning and Design Code and Development Application Processing system.

Phase Two Code Familiarisation

As you would be aware, the Minister for Planning the Honourable Stephan Knoll MP, extended the timeframes for implementation of both the Phase Two and Phase Three Codes by three months back in March 2020. This extension was provided so that business readiness and familiarisation activities could be undertaken prior to the Code's implementation. The Minister has agreed to provide all South Australians with an opportunity to access the Phase Two Planning and Design Code in the new ePlanning platform before it commences in rural areas at the end of July. Access to the online Code will be provided from late June.

Phase Two Code Engagement Report

The Phase Two Code has been refined and improved following the two months of public consultation in late 2019. The Commission has provided the Minister with an Engagement Report under Section 73 of the *Planning, Development and Infrastructure Act 2016*, which sets out how the Planning and Design Code for the State's rural areas has been altered following public consultation. The Minister has agreed to publish this report on the SA Planning Portal to support the release of the Code in late June.

Next Steps

When accessing the Phase Two Planning and Design Code in the ePlanning system, addresses in outback and rural areas of the state will display results. Urban and metropolitan addresses, whilst able to be entered, will not display a result as the Phase Three Planning and Design Code has not yet been added to the ePlanning system.

The third and final phase is now underway and on track to be implemented later this year. The Commission is giving careful consideration to the many and detailed submissions which have been

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Government of South Australia
Department of Planning,
Transport and Infrastructure

made and respects the efforts of people doing so.

The new planning system will help shape the communities we want to live and work in, both now and into the future and will be a positive force for South Australia in the recovery phase of the COVID crisis.

Should you have any questions please don't hesitate to contact your Council Liaison Officer.

Yours sincerely

A handwritten signature in cursive script that reads "Michael Lennon". The signature is written in dark ink and is positioned above a horizontal line.

Michael Lennon
Chair

21 CONFIDENTIAL

Nil

22 ADJOURN TO SPECIAL CITY FINANCE AND GOVERNANCE STANDING COMMITTEE**RECOMMENDATION**

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

23 ADOPTION OF SPECIAL CITY FINANCE AND GOVERNANCE STANDING COMMITTEE RECOMMENDATIONS**23.1 Special City Finance and Governance Standing Committee Meeting****RECOMMENDATION**

That the recommendations of the Special City Finance and Governance Standing Committee held on 2 June 2020, 9 June 2020 and 16 June 2020 be adopted.

24 MEETING CLOSE

CITY OF WEST TORRENS



ATTACHMENT

UNDER SEPARATE COVER

Council

TUESDAY, 16 JUNE 2020

Information Only Council and Committee Reports

INDEX

17.6 Information Only Council and Committee Reports	1
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17.6 INFORMATION ONLY COUNCIL AND COMMITTEE REPORTS

17.6.1 Open Actions - Update

Brief

This report presents an update on the current status of open actions from previous meetings of the Audit General Committee.

RECOMMENDATION

It is recommended to Council that it notes there are currently no open actions to progress.

Introduction

A report is presented to each ordinary meeting of the Audit General Committee (Committee) detailing the status of open actions from previous Committee meetings.

Discussion

All open actions relating to meetings of the Audit Committee have been completed and, as a result, there are no open actions.

Open Actions		Target date	RO	Status		Meeting/s where item originally raised
				Actions taken	Status	
	Nil	N/A	N/A	N/A	Completed	N/A

Climate Impact Considerations

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

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

Conclusion

This report advises that all open actions relating to meetings of the Audit Committee have been completed and, as a result, there are no open actions.

Attachments

Nil

17.6.2 Financial Reporting

Brief

This report lists those finance related reports which were considered by Council between 8 February 2020 and 3 June 2020.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

The Audit General Committee (Committee) is presented with a list, at each of its ordinary meetings, of those finance related reports considered by Council since the Committee's last ordinary meeting. These reports and associated minutes, which are detailed below, are available on Council's website at www.westtorrens.sa.gov.au.

Discussion

21 April 2020 - Council Meeting

- Council Budget and Annual Business Plan 2020/21
- Creditor Payments
- Property Leases
- Mendelson Financial Report March 2020

5 May 2020 - Council Meeting

- Covid-19 Rates Financial Hardship Policy

19 May 2020 - Council Meeting

- Budget Review - March 2020
- Creditor Payments
- Credit Card Purchases - January to March 2020

2 June 2020 - Council Meeting

- Disaster Fund
- Budget and Annual Business Plan 2020/21

Climate Impact Considerations

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

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

Conclusion

This report lists finance related reports which were considered by Council between 8 April 2020 and 3 June 2020.

Attachments

Nil

17.6.3 2019-20 Internal Audit Plan Update

Brief

This report presents the 2019-2020 Internal Audit Program Update for June 2020.

RECOMMENDATION

It is recommended to Council that the *2019-2020 Internal Audit Program Update* report be received.

Introduction

An update report is provided to each ordinary meeting of Committee on the status of the current Internal Audit Program.

Discussion

Below is a summary of the current status of all planned audits contained in the 2019-2020 *Internal Audit Program* (Program), as at 2 June 2020. However, the full internal audit program update is attached for further information (**Attachment 1**).

There are Two (2) audits, Work Zone Traffic Management and Complaints Processes, which have experienced delays due to Covid-19 and the need to refocus resources of key stakeholders to deal with its impacts and the restriction of external contractors, i.e. the auditors, in Council facilities. These audits are currently expected to be completed in the first quarter of the 2020/21 audit program.

The only audit that has not yet commenced is the Planning, Design and Infrastructure legislative compliance audit. The Planning, Design and Infrastructure Act legislative compliance audit has been put on hold until the 2020/2021 financial year given that Phase 3 Planning Code implementation has been deferred until September 2020 and the relative legislation has not yet been 'switched on'.

Audit Status	Number
In Progress	4
Completed	2
Not Started	0
Total Audits Programmed (excluding staged audits)	6
Audit Status (Staged Audits)	Number
Staged Audits Complete	2
Staged Audits in Progress or Next Stage Not Started	0
Not yet commenced	1
Total Staged Audits	3
Total Audits	9

Climate Impact Considerations

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

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

Conclusion

Overall eight (8) of the nine (9) remaining planned audits (88%) are in progress or completed.

Attachments**1. 2019 to 2020 Internal Audit Program Update as at 3 June 2020**

2019/20 Internal Audit Program

Report as at 2 June 2020

Audit No.	Internal Audit	Audit Objectives	Due Date	Status	Comments
Status of 2018/19 Internal Audits (Carry Overs)					
Assurance Audits					
1	Fulham Community Centre and Western Youth Centre	This audit seeks to provide assurance to Council that the financial positions of these two Centres are strong and sustainable as partnership agreement re-negotiations commence.	November 2019	Completed	<ul style="list-style-type: none"> • Scope drafted and presented to the August 2019 Committee meeting. • Fulham Community Centre Audit completed and report presented to the February 2020 Committee meeting. • Western Youth Centre Audit completed and report presented to the February 2020 Committee meeting.
Facilitative Audits (Long term duration).					
2	Maintenance Plant and Equipment - Operational Sites	Stage 1 - Develop Solution Action Plan <ul style="list-style-type: none"> • Completed in 2016 Stage 2 - Assurance Audit	March 2020	Completed	<ul style="list-style-type: none"> • Opening meeting (Final Stage - Stage 2) held on 28 November 2019. • Closing meeting held 13 February 2020 • Audit initially scheduled to be presented to April 2020 Committee meeting following Executive review. Due to the impacts of Covid-19 level this review was delayed and the report was presented to Executive in April 2020. • With the June 2020 Audit Committee meeting cancelled the report was presented to the 16 June 2020 meeting of Council for information
3	Procurement Roadmap (Stage 5)	This Stage of the Audit seeks to review implementation of the previous audit recommendations as well as focus on the effectiveness of procurement processes throughout organisation.	February 2020	Completed	<ul style="list-style-type: none"> • Scope drafted and presented to the April 2019 Committee meeting. • Opening meeting was held in April 2019. • Closing meeting held 30 July 2019 • Final report presented to the February 2020 Committee meeting.

Not Started	In Progress	Complete	Deferred	Cancelled
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Page 1 of 3

2019/20 Internal Audit Program

Report as at 2 June 2020

Audit No.	Internal Audit	Audit Objectives	Due Date	Status	Comments
Status of 2019/20 Internal Audits					
Staged Audits					
1.1	PDI Act and Regulations Implementation	This audit will review the legislative compliance of the CWT development processes as well as provide an assurance audit on the supporting frameworks in place such as delegations, authorisation, policies, procedures and plans.	June 2020 January 2021	Not Started	<ul style="list-style-type: none"> Delay in the implementation of the PDI Act and associated regulations and documents means the timing of this audit will need to be reviewed to ensure maximum value. The Planning, Design and Infrastructure Act legislative compliance audit has been put on hold until the 2020/2021 financial year given that Phase 3 Planning Code implementation has been deferred until September 2020 and the relative legislation has not yet been 'switched on'. No change in status of legislative implementation since last Committee meeting.
Assurance Audits					
2	Complaints Processes	This audit seeks to review the current complaints management systems and processes. The audit will also allow for continuous improvement identification and initiatives for implementation.	April 2020	In Progress	<ul style="list-style-type: none"> Scope drafted and presented to the February 2020 Committee meeting. Opening meeting held in March 2020 Audit currently on hold due to Covid 19 impacts (planning/implementation of actions required etc) restricting ability of key staff to attend further meetings.
Spot Audits					
3	Work Zone Traffic Management	A spot audit to assess whether City Operations work zone traffic management activities occur in line with legislation to ensure the safe movement of people throughout the city.	April 2020	In Progress	<ul style="list-style-type: none"> Audit Scope drafted and presented to the October 2019 Committee meeting. Opening meeting held 11 February 2020 Initial Draft of report completed

	Not Started	In Progress	Complete	Deferred	Cancelled

2019/20 Internal Audit Program

Report as at 2 June 2020

Audit No.	Internal Audit	Audit Objectives	Due Date	Status	Comments
					<ul style="list-style-type: none"> Audit currently on hold due to Covid-19 impacts (planning/implementation of actions required etc) restricting ability of key staff to review draft or attend further/closing meetings.
Third Party Audits (External)					
4	Vic Roads Annual Audit	An annual Internal Audit which is mandated as part of the agreement with Vic Roads.	July 2020	In Progress	<ul style="list-style-type: none"> CWT will only be advised of this Audit in June of each year. Conclusion is generally 31 July of each year. Vic Roads audit template received and audit process underway
5	WHS/IM KPI Audit against PSSI	An annual audit mandated by the Scheme.	November 2019	In Progress	<ul style="list-style-type: none"> Currently underway with Scheme
Facilitative Audits					
6	Volunteers Program	This audit will review the program procedures and infrastructures in place for ongoing, direct service volunteer programs across the CWT including compliance with relevant processes, procedures, documentation and human resources systems.	February 2020	Completed	<ul style="list-style-type: none"> Scope drafted and presented to the August 2019 Committee meeting. Opening meeting held for 24 September 2019 Closing meeting held 19 December 2019 Final report presented to the February 2020 Committee meeting.

	Not Started	In Progress	Complete	Deferred	Cancelled
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17.6.4 Maintenance of Plant and Equipment Internal Audit

Brief

This report presents the results of the Maintenance of Plant and Equipment Internal Audit.

RECOMMENDATION

It is recommended to Council that the *Maintenance of Plant and Equipment Internal Audit* report be received.

Introduction

Pursuant to the approved *Internal Audit Program 2018-2022*, the *Maintenance of Plant and Equipment Internal Audit* (Audit) was approved and commenced in December 2019. The Audit was undertaken in accordance with the approved Audit scope to evaluate and report on the adequacy and effectiveness of the organisation's approach to its plant and equipment maintenance. This included:

- The efficacy and consistency of record keeping practices used for plant and equipment maintenance including repair information.
- The risk assessment processes undertaken prior to plant and equipment purchase.
- An evaluation of whether appropriate reporting of damaged/decommissioned plant or equipment is in place and whether faults are addressed and fixed prior to equipment being returned to service.
- An evaluation of the efficacy of the plant and equipment replacement strategies in terms of the physical and/or financial needs of the organisation.
- Compliance with the appropriate sections of the *Administration Policy – WHS Plant and Equipment Safety* relating to plant and equipment maintenance.
- Compliance with the appropriate sections of the *Work Health and Safety Act 2012 (SA)* and associated Regulations relating to plant and equipment.
- Compliance with the *Vehicle (Fleet), Plant and Equipment Asset Management Plan*.

Following completion of the Audit, a draft internal audit report (Report) was issued to the Executive and relevant managers and officers for comment and individual risk assessment with a closing meeting held to provide an opportunity to clarify Audit findings with the Auditor. The final Report was provided to the Executive in April 2020 (**Attachment 1**).

Discussion

The Audit found that the organisation's approach to managing the risk associated with the maintenance of plant and equipment is suitable and has a good level of compliance with legislation. Audit noted a shift from paper-based systems to electronic recording of plant and equipment maintenance and this was a positive move, introducing a new level of efficiency and effectiveness in both the areas of daily operation and management in regards to due diligence requirements under the WHS Legislation.

Six (6) Audit findings were made by the Auditor of which two (2) attracted a moderate level of risk and four (2) attracted a low level of risk. The Administration has agreed to these findings and made comments regarding the associated recommendations. These opportunities and comments have been reviewed by the Administration and responses have been provided in the attached Report **(Attachment 1)**. All Audit findings are within the organisation's risk tolerance levels and are minor in nature however, the cost of implementing the recommendations exceeds the benefits and therefore progress updates of each specific finding will not be reported to the Committee.

Climate Impact Considerations

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

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

Conclusion

The *Maintenance of Plant and Equipment Internal Audit*, undertaken by Council's contract auditor, has been completed. All Audit recommendations are within risk tolerance levels and the recommendations minor in nature

Attachments

1. Maintenance of Plan and Equipment Internal Audit Report



City of West Torrens Maintenance of Plant and Equipment – City Operations

Internal Audit Report

Audited By: Galpins/Adelaide OHS Consultants, Contract
Internal Auditor

Draft Report Issued: 03.02.20
Final Report Presented: 13.02.2020
Final Report Executive Management Approval: April 2020

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1. EXECUTIVE SUMMARY

1.1. Background

As part of the approved City of West Torrens (CWT) 2018-19 Internal Audit Program, and to complete the Plant and Equipment internal audit as carried over from the 2015-16, an internal audit on Plant and Equipment was scheduled.

1.2. Scope and Objectives

The scope of this audit included assessment of:

- The efficacy and consistency of record keeping practices used for plant and equipment maintenance including repair information.
- The risk assessment processes undertaken prior to plant and equipment purchase.
- An evaluation of whether appropriate reporting of damaged/decommissioned plant or equipment is in place and whether faults are addressed and fixed prior to equipment being returned to service.
- An evaluation of the efficacy of the plant and equipment replacement strategies in terms of the physical and/or financial needs of the organisation.
- Compliance with the appropriate sections of the *Administration Policy – WHS Plant and Equipment Safety* relating to plant and equipment maintenance.
- Compliance with the appropriate sections of the *Work Health and Safety Act 2012 (SA)* and associated Regulations relating to plant and equipment.
- Compliance with the *Vehicle (Fleet), Plant and Equipment Asset Management Plan*.

This scope excluded comments on any issues and findings contained within recent audits including, but not limited to, stages 1-5 of the Procurement Audit and previous Hazard Management audit findings, unless discussed prior to the draft report with the relevant officers. This scope also excluded fleet maintenance.

It was agreed at the opening meeting that this audit be conducted as a new audit and not a carry-over from a similar audit from 2015-16. It was also agreed that because of the time elapsed, progress of the 2014 LGA Workers Compensation Scheme 'KPI audit' not be examined unless the auditors deemed it relevant.

1.3. Associated Risks

Potential risks associated with the maintenance of plant and equipment include, but are not limited to:

- Injury or death of staff or contractors in the workplace.
- Failure of plant and equipment resources resulting in injury to staff or reduced service delivery.

1.4. Examples of Good Practice

Internal controls / processes assessed as demonstrating good practice in mitigating risks in relation to plant and equipment include the following:

- The CWT operates a large, well maintained depot. All plant can be housed under cover, reducing the impacts of environmental wear.

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- Interviewed workers demonstrated a high level of ownership for plant and equipment. For example, personnel reported “investigating” all oil leaks as they are readily apparent on the clean floor.
- Electronic pre-start inspection checklists (‘pre-starts’) have largely replaced paper based systems, creating a more efficient and proactive approach to ensuring the process is consistently adhered to and managed in real time.
- Audit noted a high level of consultation with workers as part of the plant pre-purchase process. Workers reported managing the replacement of minor equipment within departmental budgets.

1.5. Key Findings and Recommendations

Overall, the audit identified a **good level of compliance** with legislation, policy, procedure and generally accepted industry standards or better practice.

Audit noted a shift from paper-based systems to electronic recording of plant and equipment maintenance. This shift is a positive move, introducing a new level of efficiency and effectiveness in both the areas of daily operation and management in regards to due diligence requirements under the WHS Legislation. A summary of the internal audit findings is provided in the table below.

Finding and Recommendation/s - Risk Table	Extreme Risk	High Risk	Mod Risk	Low Risk
2.1.1. A need to ensure clarity of procedure around not using faulty plant. Recommendation 1 Include a question in the pre-start inspection that identifies if any identified fault constitutes a safety risk and needs repairing before the plant is operated. E.g. “Does the fault constitute a critical safety risk?” and “Does Plant/equipment require immediate repair?”			x	
2.1.2. Lack of formal process to record plant/equipment faults identified during shifts. Recommendation 2 Develop a separate fault reporting application form or allow the pre-start form to be re-opened mid-shift so that emergent faults can be reported.			x	
2.2.1. A need to ensure worker access to relevant plant risk assessment documentation. Recommendation 3 Ensure plant risk assessments are readily available to all relevant personnel, even if working off-site.				x
2.2.2. Inconsistency in terminology used within key Plant/Equipment policies. Recommendation 4 Review the <i>Administration Policy: WHS Plant/Equipment Safety and Vehicles (Fleet)</i> , and <i>Plant and Equipment Asset Management Plan</i> to harmonise maintenance and inspection terminology used between them.				x

Finding and Recommendation/s - Risk Table	Extreme Risk	High Risk	Mod Risk	Low Risk
2.2.3. Non-compliance with CWT policy documents relating to plant and equipment. Recommendation 5 Review the <i>Plant/Equipment Register</i> to ensure it reflects the requirements of the <i>Administrative Policy: WHS Plant and Equipment Safety</i> . Recommendation 6 Obtain supplier's risk assessment for all bodies and other options fitted prior to delivery. Recommendation 7 Review the requirement for preventative maintenance servicing schedules to be performed as per the manufacturer's specification and ensure compliance as appropriate. (Refer Table 5.5 of the <i>Vehicles (Fleet), Plant and Equipment Asset Management Plan</i> .) Recommendation 8 Define what constitutes a 'Safety Inspection' under Table 5.5 of the <i>Vehicles (Fleet), Plant and Equipment Asset Management Plan</i> and include this in the scheduled maintenance plan for all plant/equipment.				x
2.2.4. Need to confirm compliance of contractor work relating to plant and equipment. Recommendation 9 CWT personnel to develop processes to inspect contractor work prior to the plant/equipment being returned into service. Recommendation 10 Ensure tailgate lifters are included in the pre-start inspection process.				x

Note:

The City of West Torrens *Administration Policy Enterprise Risk Management Framework v4* was used to assess the identified risks within this report. The audit notes that the resultant risk descriptors¹ are generalised across the business² and the associated actions do not reflect immediate WHS requirements.

For example, if a vehicle pre-start inspection identifies inoperable brakes: the likelihood of injury from this is 'almost certain' and the consequence is permanent disability ('Major') or death ('Catastrophic'). The resultant risk is 'Extreme' but the associated action states:

"CEO responsible, process/procedures approved by Council. Extreme risks must be reported to the Executive and Audit Committee on a monthly basis."

There is no reference to the worker's right to 'cease work'³ in this extreme risk situation.

¹ Extreme, High, Moderate and Low.

² Financial, Organisational/Customer impact, Reputation/Relationships Damage, People and WHS.

³ Work Health and Safety Act 2012 (SA) section 84.

1.6. Other Observations

As part of internal audit standards, audit is obligated to report on findings which may be out of scope but relate to operational integrity. The following were observed:

- There is a need to ensure staff competency related to operating plant. For example, the risk assessment for a Bandit 15XPC wood chipper requires operators to have completed the nationally recognised unit of competence FPIHAR2206A. It was unclear if the competency assessment provided by the Brushwood Training Academy meets this requirement.

Management Response
It is noted that Brushwood Training Academy was not engaged to provide training on FPIHAR2206A for Bandit 15XPC wood chipper operators. Instead they were appointed to assess their competencies in this unit. However, WHS and City Operations are reviewing this observation.

- An out of inspection date chain sling was found in the store amongst the current lifting gear. The storeman was able to articulate the inspection requirements and indicated that this item would not be issued, however a 'Danger do not operate' tag should have been attached as per *Administration Policy: WHS Isolation, Lock Out and Tag Out*.

Management Response
This issue was identified as part of finding 2.2.4 and will be dealt with as part of this recommendations.

2. INTERNAL AUDIT FINDINGS AND RECOMMENDATIONS

2.1. Plant Maintenance under the WHS ACT and Regulations

		Risk Rating - Moderate			
		Auditor	Descriptor WHS	Consequence Major	Likelihood Unlikely
		Manager	WHS	Major	Unlikely
Issues and Impact		Recommendation/s		Management Response	Target Date
<p>2.1.1. A need to ensure clarity of procedure around not using faulty plant.</p>		<p>1. Include a question in the pre-start inspection that identifies if any identified fault constitutes a safety risk and needs repairing before the plant is operated. E.g. "Does the fault constitute a critical safety risk?" and "Does Plant/equipment require immediate repair?" The answer will determine if the plant needs to be repaired before it can be used.</p>		<p>The existing pre-start inspection checklist will be modified and updated to include these questions. Informal training will be provided to field workers of this amendment in team meetings.</p>	<p>July 2020</p>
<p>The electronic pre-start inspection process generates maintenance requests for faults identified at the start of the shift. Personnel demonstrated their desire not to use faulty equipment, however it was less clear what constituted a critical safety fault.</p> <p>There is no mechanism in the electronic pre-start to indicate that plant should not be used if a critical safety fault is identified.</p> <p>There is an increased risk of continued use of plant with safety faults, resulting in a breach of the primary duty of care under the WHS Act. Refer <i>Work Health and Safety ACT 2012</i> (SA) paragraph 19(3)(b).</p>					

Risk Rating - Moderate		Likelihood	
Auditor	Descriptor	Consequence	Likelihood
Manager	WHS	Major	Unlikely
Recommendation/s		Management Response	Target Date
2.1.2. Lack of formal process to record plant/equipment faults identified during shifts. Issues and Impact Although plant pre-start processes exist, there appears to be no mechanism for operators to record faults and damage that occur during the shift. Personnel interviewed felt confident to return the plant to the mechanics for repair or replacement, however this does not generate an electronic maintenance request like the pre-start process. Automated post pre-start fault reporting would allow the mechanics to review fault identification in real time. For example, they will immediately receive an e-mail describing the fault. Currently, there is a risk that faults identified mid-shift may not be reported effectively to the mechanics. The CWT has an obligation to ensure plant is without health and safety risks. Refer <i>Workplace Health and Safety ACT 2012</i> (SA) paragraph 21(2).		The existing pre-start inspection checklist will be modified and updated to include these questions. Informal training will be provided to field workers of this amendment in team meetings.	July 2020

2.2. Site Visit Findings

It should be noted that all CWT personnel were open, honest and happy to disclose their experiences and understandings of requirements.

	Risk Rating – Low				Likelihood
	Auditor	Descriptor WHS	Consequence Minor	Minor	
	Manager	WHS	Minor	Minor	Rare
Issues and Impact	Recommendation/s				Target Date
<p>2.2.1. A need to ensure worker access to relevant plant risk assessment documentation.</p> <p>Plant and equipment records are recorded and accessed through multiple systems: 'Conquest' is used for asset management and 'Objective' as a records management system.</p> <p>Not all systems are able to be accessed by workers off-site.</p> <p>The location of plant risk assessments was not apparent to some personnel. There is a risk that personnel are not fully aware of plant risks if they do not have full access to assessment documentation.</p>	<p>3. Ensure plant risk assessments are readily available to all relevant personnel, even if working off-site.</p>				December 2021
	<p>Continuous Improvement and WHS are currently working through a project to review the Plant and Equipment Register. This project commenced in 2019. As part of this project, each piece of CWT plant and equipment will be identified as part of a major stocktake, barcoded and provided with a unique identification. When this register and project is complete, field workers will be able to easily and quickly scan the plant/equipment barcode and search for the specific piece of plant or equipment and all related documentation including risk assessments will be remotely accessible via an iPad. This project is captured as part of the WHS and IM Plan which is reported to the Executive regularly.</p>				

Risk Rating - Low		Likelihood <i>Rare</i>	
<i>Auditor</i>	<i>Descriptor WHS</i>	<i>Consequence Minor</i>	<i>Rare</i>
<i>Manager</i>	<i>WHS</i>	<i>Minor</i>	<i>Rare</i>
2.2.2. Inconsistency in terminology used within key Plant/Equipment policies.		Recommendation/s	
Issues and Impact <p>There are differences in inspection terminology between the <i>Administrative Policy: WHS Plant and Equipment Safety</i> and the <i>Vehicles (Fleet), Plant and Equipment Asset Management Plan</i>.</p> <p>The 'WHS Policy' refers to 'pre-start checklists'⁴. The 'Asset Plan' refers to:</p> <ul style="list-style-type: none"> • Safety inspections - Min. 6 months. • Daily and Fortnightly inspections by drivers/operators. • Daily/weekly operator checks and • Weekly safety check by the operator and • Minor service every 6 months by a mechanic. <p>The Asset Plan also introduces the term 'minor equipment' which is missing from the WHS Policy.</p> <p>Because of the differences, there is a risk that maintenance and inspections specified in these documents may not be completed as intended or not at all.</p>		Management Response <p>All CWT Asset Management Plans, including the Plant and Equipment Asset Management Plan will be reviewed, as required by legislation, in 2020. WHS will work with City Assets to ensure consistency between this Plan and the related Policy.</p>	
		Target Date <p>December 2020</p>	

⁴ Refer section 6.5.1 c) of *Administrative Policy: WHS Plant and Equipment Safety*.

Risk Rating - Low		Likelihood	
Auditor	Descriptor	Consequence	Rare
Manager	WHS	Minor	Rare
Recommendation/s		Management Response	Target Date
2.2.3. Non-compliance with CWT policy documents relating to plant and equipment. Issues and Impact Audit noted some minor non-compliances with aspects of the CWT Management System relating to plant and equipment. For example: Administrative Policy: WHS Plant and Equipment Safety <ul style="list-style-type: none"> The Plant/Equipment Register does not include "all plant and equipment owned by the CWT used in work activities" (refer to Policy section: 6.4.1a). Audit notes that a barcoding project is currently being piloted on large fleet equipment and the intent is for the barcoding process to include minor equipment by 2021. The Plant/Equipment Register does not include reference to the current risk assessment or review date (refer to Policy section: 6.4.1b). The Plant/Equipment Register does not include the frequency of inspection (refer to Policy section: 6.4.1e). Supplier's Risk Assessment for truck bodies and other options fitted are not being obtained (refer to Policy section: 6.2.2a) Vehicles (Fleet), Plant and Equipment Asset Management Plan <ul style="list-style-type: none"> The requirement for "Maintenance schedules as per manufacturer's specification" is not being followed as per section 5.5 of the Asset Plan. Audit was informed that maintenance schedules are determined by the mechanics, not by the manufacturer's recommendations. 	5. Review the Plant/Equipment Register to ensure it reflects the requirements of the <i>Administrative Policy: WHS Plant and Equipment Safety</i> . 6. Obtain supplier's risk assessment for truck bodies and other options fitted prior to delivery. 7. Review the requirement for preventative maintenance servicing schedules to be performed as per the manufacturer's specification. (Refer Table 5.5 of the <i>Vehicles (Fleet), Plant and Equipment Asset Management Plan</i> . 8. Define what constitutes a 'Safety Inspection' under Table 5.5 of the <i>Vehicles (Fleet), Plant and Equipment Asset Management Plan</i> and include this in the scheduled maintenance plan for all plant/equipment.	Recommendation 5: The CWT WHS Plant and Equipment Safety Policy is due for review 2020 which will provide an opportunity for what was originally identified as needed in the plant and equipment register to be reviewed. It has been identified that the 'frequency of inspections' is not appropriate for inclusion within the plant and equipment register and should be captured elsewhere.	Recommendation 5: December 2021
		Recommendation 6: This process is captured within 6.6.2 a) of the CWT WHS Plant and Equipment Safety Policy. The issue has been addressed since the audit was completed. The Manager City Operations will remind Coordinators of this requirement to ensure compliance. The current plant and equipment pre purchase checklist contains the workflow and reminder for ensuring the suppliers risk assessment is provided to CWT at the time of delivery. The IT and WHS Teams are currently working together to	Recommendation 6: July 2020

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<p>Potential failure to meet manufacturer's recommended maintenance schedules may hinder actioning manufacturer safety updates/recalls or affect the vehicle warranties.</p> <ul style="list-style-type: none"> • Audit was unable to determine if the provision for 'Safety Inspections' as laid out in Table 5.5 of the Asset Plan are being followed. There is no description of what constitutes a 'Safety Inspection' and how this compares with pre-start inspections or planned maintenance. For example: Audit identified that there is no evidence that leaf blowers are inspected by the mechanics unless they develop faults. The Asset management Plan requires "All plant including minor items ..." to undergo safety inspections at a minimum of 6 monthly intervals. 		<p>develop an on line pre-purchase checklist which will be incorporated into the Plant and Equipment Register. This will provide an additional opportunity for ensuring the suppliers risk assessment is provided upon delivery when applicable.</p> <p><u>Recommendation 7:</u> All CWT Asset Management Plans, including the Plant and Equipment Asset Management Plan will be reviewed, as required by legislation, in 2020. WHS and City Operations will work with City Assets to ensure consistency between this Plan and the CWT WHS Plant and Equipment Safety Policy.</p> <p><u>Recommendation 8:</u> All CWT Asset Management Plans, including the Plant and Equipment Asset Management Plan will be reviewed, as required by legislation, in 2020. WHS will work with City Assets to ensure consistency between this Plan and the CWT WHS Plant and Equipment Safety Policy.</p>	<p><u>Recommendation 7:</u> 7: December 2020</p> <p><u>Recommendation 8:</u> 8: December 2020</p>
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2.2.4. Need to confirm compliance of contractor work relating to plant and equipment.	Risk Rating – Low				Likelihood
	Auditor	Descriptor		Consequence	
	Manager	WHS	WHS	Minor	Rare
Issues and Impact	Recommendation/s	Management Response			Target Date
<p>The audit was unable to determine if (plant maintenance) contractors' work is inspected by CWT personnel at the conclusion of the job and prior to the plant being returned to service. For example, annual inspection of the tailgate lifters is conducted by RMB Service Group. Although records show the Tommy Lift on vehicle number 6049 was inspected on 18/09/19, the decal stated that was the due date for the next inspection. The decal was missing from another (unspecified) vehicle.</p> <p>Although the work appears to have been carried out by a competent person⁵, the CWT has a duty⁶ to ensure 'safe plant' which cannot be transferred to a third party. The CWT owes a duty for work performed by contractors. The CWT should therefore inspect work performed by contractors to meet their duty under legislation.</p> <p>Tailgate lifters are not included in the pre-start process. The pre-start should include inspection for mechanical faults and service expiry dates.</p>	<p>9. CWT personnel to develop processes to inspect contractor work prior to the plant/equipment being returned into service.</p> <p>10. Ensure tailgate lifters are included in the pre-start inspection.</p>	<p>Recommendation 9: Continuous Improvement and the WHS teams are currently working through a project to review the Plant and Equipment Register which will contain a reporting function allowing for checking in and out of plant and equipment. This improvement will also provide an opportunity to reconcile plant and equipment servicing. As an example when chains and slings are serviced they can be checked out to Nobles (the contractor) and then checked back in. That report can be reconciled against the 'stock on hand' report therefore providing CWT an opportunity to identify items that may have been missed. The checking in process will also provide an opportunity to check any tags placed on the plant/equipment to ensure they are within date and none have been missed. This project commenced in 2019 and is running over a 3 year period. The Plant and Equipment Project is captured within the WHS and IM Plan.</p>			<p>Recommendation 9: December 2021</p>

⁵ As per paragraph 213(1) of the Work Health and Safety Regulations 2012 (SA)

⁶ Refer paragraph 19(3)(b) and 21(2) of the Work Health and Safety Act 2012 (SA)

		<p>Progress of the project is reported to the Executive Lead (Angelo Catinari) and to all of the Executive Management Team through the WHS and Injury Management safety system quarterly dashboard reports.</p> <p><u>Recommendation 10:</u> The existing pre-start inspection checklist will be modified and updated to include tailgate lifters. Informal training will be provided to field workers of this amendment in team meetings.</p> <p><u>Recommendation 10:</u> July 2020</p>
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APPENDICES

Appendix 1 CWT Risk Matrix

This section outlines the CWT's risk assessment matrix.

Likelihood Descriptors

RATING	% Chance of Occurring	DESCRIPTION OF LIKELIHOOD
Almost Certain	>95%	Will almost certainly occur
Likely	75-95%	Very likely to occur
Moderate	25-75%	Medium chance of occurring
Unlikely	5-25%	Possible, though unlikely, to occur
Rare	<5%	Remote possibility of occurring

Consequences Descriptors Matrix

Rating	Financial	Organisational/ Customer Impact	Reputation/ Relationships Damage	People	WHS
Insignificant	<p>≤ 5% reduction in revenue</p> <p>Theft or loss of up to \$2,000</p>	<p>Lack of response to customer request 3 days later than deadline</p> <p>Inability to provide service/s for 1 day</p> <p>External enquiry agency request for information</p>	Letters of complaint to general managers or managers	<p>≥ 10% staff turnover per year</p> <p>≤ 10% non-availability or capability of staff at any one time</p>	<p>Bump, minor bruise, removal of splinters etc. requiring no treatment (report only) to staff members</p> <p>Or</p> <p>To members of the public due to the actions/omissions of work undertaken by CWT</p>
Minor	<p>Between 6 and 10% variation in expenditure/revenue</p> <p>Theft or loss between \$2001 to \$30,000</p>	<p>Lack of response to customer request 5 weeks later than deadline</p> <p>Inability to provide a service for 2 working days</p> <p>Ombudsman/Ministerial investigation commenced.</p>	Letters of complaint to CEO/Mayor or letters to Messenger/Advertiser	<p>≥ 15% staff turnover per year</p> <p>≥ 15% non-availability or capability of staff at any one time</p>	<p>First aid treatment including; Hot cold treatment, removal of splinters, covering wounds, removal of foreign bodies in the eye using eye wash or cotton swab, administering non-prescription medication to staff members</p> <p>Or</p> <p>To members of the public due to the actions/omissions of work undertaken by CWT</p> <p>Or</p> <p>Incident where potential for minor injury may occur</p>

Rating	Financial	Organisational/ Customer Impact	Reputation Relationships	People	WHS
Moderate	Between 11 and 15% variation in expenditure/revenue Theft or loss of between \$30,001 and \$100,000	Lack of response to customer request 10 working days later than deadline Inability to provide all services for more than 24 hours Inability to provide one service for ≥ 5 -days Ombudsman/Ministerial investigation finds systemic weaknesses in organisational processes ICAC investigation commenced	Negative article in Messenger/Advertiser.	≥ 20% permanent staff turnover per year ≥ 20% non-availability or capability of staff at any one time	Medically treated injury requiring clinic or hospital treatment less than 24 hours duration, installing a drip or iv, physiotherapy as a cure, applying a cast, surgery, prescription drugs, stitching a wound to staff members Or To members of the public due to the actions/omissions of work undertaken by CWT Incident where potential for moderate injury may occur Notifiable incident to SafeWork SA or Office of the Technical Regulator (OTR) Category 1 - Breach of Duty for reckless conduct
Major	Between 16 and 40% variation in expenditure/revenue Theft or loss of between \$100,001 and \$1m	Lack of response to customer request 20 working days later than deadline Inability to provide one service for ≥ 20 working days Inability to provide all services for ≥ 48 hours. Ombudsman/Ministerial	Negative front page story in Messenger/Advertiser.	≥ 40% permanent staff turnover per year ≥ 40% non-availability or capability of staff at any one time	Major injury resulting in limb loss, electrocution, permanently disability, blindness to staff members Or To members of the public due to the actions/omissions of work undertaken by CWT Incident where potential for
		review results in termination of staff/major changes to systems and processes Employee(s)/Elected Members charged with corruption and referred to DPP for prosecution			major injury may occur Notifiable incident to SafeWork SA or Office of the Technical Regulator (OTR) Category 2 Breach of Duty
Catastrophic	≥ 40% variation in expenditure/revenue. Theft or loss of >\$1m.	Inability to provide critical Council services (Waste, HACC, St Martins, dog attack response) for ≥ 5 working days Ministerial abolition of Council Employee(s)/Elected Member(s) found guilty of corruption	Follow up stories in any media that extend the scope of concern.	≥ 50% permanent staff turnover per year ≥ 50% non-availability or capability of staff at any one time	The work related death of an employee The death of a person due to CWT negligence Notifiable incident to SafeWork SA or OTR) Category 3 Breach of Duty

Risk Analysis Matrix – Level of Risk

When assessing risk, the likelihood and consequence are correlated using the risk matrix detailed below.

Prevent/Reduce/Manage Negative Consequences					LIKELIHOOD	Enhance/Promote/Facilitate Positive Consequences				
E	E	H	M	M	Almost Certain > 95% chance of occurring Likely 75% - 95% chance of occurring Moderate 25% - 75% chance of occurring Unlikely 5% - 25% chance of occurring Rare < 5% chance of occurring	M	M	H	E	E
E	E	H	M	L		L	M	H	E	E
H	H	M	M	L		L	M	M	H	H
H	M	M	L	L		L	L	M	M	H
M	M	L	L	L		L	L	L	M	M
Catastrophic	Major	Moderate	Minor	Insignificant	Scale	Insignificant	Minor	Moderate	Major	Outstanding

Appendix 2 CWT Vehicles (Fleet), Plant and Equipment Asset Management Plan Extract

This section outlines the planned maintenance strategies

5.5 Routine Maintenance Plan

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again such as general wear and tear and scheduled servicing. Table 5.5 below indicates Councils planned maintenance strategies.

Table 5.5: Planned Maintenance Strategies

Strategy	Activities
Driver/Operator Initiated	<ul style="list-style-type: none"> Daily and Fortnightly inspections by drivers/operators (must be recorded in duplicate) Documenting/reporting defects to workshop staff, Arrange unscheduled work if required Document maintenance failures
Preventative Maintenance Servicing	<ul style="list-style-type: none"> Maintenance schedules as per manufactures specification, Compare scheduled to unscheduled – aim 50/50 Recording of maintenance performed, labour and materials used. Maintain register of maintenance issues and condition reports Prioritisation of maintenance work to minimise operational downtime Use of genuine parts Oil sampling and analysis on major plant items to include high utilisation items beyond manufacturer's warranty periods as an important preventative maintenance tool
Safety Inspections	<ul style="list-style-type: none"> All plant including minor items - Min. 6 months Major high maintenance plant such as road sweepers – fortnightly Small engine plant/equipment - Weekly safety check by the operator and a minor service every 6 months by a mechanic

17.6.5 Procurement Internal Audit High Risk Recommendations and Action Progress Report

Brief

This report presents progress against the Procurement Internal Audit High Risk Recommendations that have been approved for actioning, as at 3 June 2020.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

At its 11 February 2020 meeting, the Audit General Committee (Committee) resolved that a report regarding the High Risk Recommendations and Actions from the Procurement Internal Audit completed in 2020 be provided to each meeting of the Committee.

Discussion

The Procurement Roadmap (Stage 5) Internal Audit (Audit) completed in early 2020 highlighted five (5) High Risk findings. One (1) of which was resolved and corrective actions implemented prior to the Audit being received by the Committee in February 2020.

The summary table below provides the current status of the remaining four (4) High Risk recommendations.

Findings	Due Date	Status	Update
Guidance about Variation spending	31 July 2020	In progress	On track. Policy undergoing review.
Governance/oversight over cumulative spend with suppliers	31 July 2020	In progress	On track. Policy undergoing review.
Breaches of policy requirements occurred	31 July 2020	In progress	On track. Policy undergoing review.
Contingency amounts included in total contract value	31 July 2020	In progress	On track. Policy undergoing review.

Climate Impact Considerations

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

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

Conclusion

The *Procurement Internal Audit High Risk Recommendations and Actions Progress Report* details the status of those four (4) internal audit recommendations that were approved for actioning of which 100% are either complete or in progress.

Attachments

Nil

17.6.6 Strategy Unit Activities Report - April to May 2020

Brief

This report presents the Strategy Unit's Activity Report for the period from 1 April 2020 to the 31 May 2020.

RECOMMENDATION

It is recommended to Council that the report be received.

Introduction

A report is presented, on a regular basis, detailing the progress and status of key projects and activities within the Strategy Unit since the last report to the Committee or Council.

Discussion

Corporate and Community Planning

Annual Service Plans 2019/20 Quarterly Reporting

The third quarter progress report was provided to the 19 May 2020 meeting of Council.

Community Plan Review

Progress on the review of Council's Community Plan was postponed due Covid-19 restrictions. Consequently, the State Government granted councils a three month extension to the completion date for the review of council strategic plans. The required completion date is now February 2021.

The consultant, Intermethod, is currently in discussions with staff to determine how to progress the review of the Community Plan in accordance with Council's new '*Interim Council Policy: Public Consultation during COVID-19*'. As such, the Community Plan is scheduled to be completed within the amended timeframe.

Corporate Planning Framework

The *Corporate Planning Framework* (Framework) has been approved to guide staff when reviewing corporate and strategic plans. The Framework provides staff with consistent processes and tools needed to undertake the future development and review of corporate and strategic plans.

Strategic Approach to Public Art Project

Maz McGann from Play Your Part Consultants has been awarded the contract to undertake the Strategic Approach to Public Art project. A preliminary project plan and timeline has been set out with work to commence early June. A meeting with key internal stakeholders will be scheduled in the near future to progress this exciting project. This is funded from the 2019/2020 budget.

Economic Impact Considerations

The economic fallout of the COVID-19 pandemic will no doubt cause a greater focus on economic concerns and necessitate careful consideration of Council's finances. As such, the Strategy Unit's projects will continue to consider triple bottom-line benefits (Economic, Social and Environmental).

As a member of the Western Region Economic Alliance, the City of West Torrens is a party to the COVID-19 Business Resilience Taskforce that has sought input from local businesses on how councils in Western Adelaide can best assist businesses to survive, and 'snap back' as we commence rebuilding the local economy.

Economic Development

Economic Emergency Working Group

The Strategy Unit initiated an interdepartmental Economic Emergency Working Group to advise Executive on responses to the economic impacts of the COVID-19 public health emergency. The group identified a number of potential projects to provide stimulus to the most affected local businesses. CWT also contributed to a helpline setup by the Western Business Region at the Adelaide Business Hub to provide advice to local businesses.

Two projects that have been approved by the Executive to progress onto the next stage for in depth consideration include: a \$25 voucher for eligible residents to use at local eateries to support their recovery and Small Business Grants. Further details of the proposed projects are anticipated to be reported to Council at an upcoming meeting for its consideration and approval.

Heritage Grants

There are now six successful Heritage Grant recipients who have submitted documentation to Council to receive their allocated grant funds. Of the six, three have received their approved funding and the other three are currently being processed with completion likely by mid-June 2020.

Preparation of documents for the next round of Heritage Grants is currently being prepared which will include a mail out to owners of all Local Heritage Places and Contributory Places. This process is anticipated to be completed by the week commencing 22 June with the mail out and other media advertising occurring that same week. There are funds in the 2019-20 budget for this round which will be carried over to the 2020-21 year.

Building Western Adelaide

The Administration continues to work closely with colleagues across the Western Region to undertake strategic projects for Economic Development of the Western Adelaide region.

Part of the work undertaken by the region included a task force comprised of various business representatives across the four participating Councils. The purpose of the Task Force was to elicit information, concerns and ideas on how councils can help businesses through this time.

The task force has now concluded and information from the group will be fed into the Western Business Leaders Committee to consider progressing in partnership with councils. This work will help to inform each of the partner council's actions on how the region and individual councils can best assist business.

Land Use Planning

Planning Reform

While consultation on the Planning and Design Code has now closed, the Administration continues to be actively engaged in planning reform activities in an effort to advocate and influence policy outcomes. Activities include attendance at workshops and live streaming events provided by DPTI, LGA and other industry specialists, the Planning and Design Code, e-planning and targeted technical sessions on infill development and matters pertaining to the airport. In addition, the Senior Land Use Policy Planner continues to work at DPTI to advance Council's positions on land use policy. The commencement date for the Code is now September 2020, at which time the West Torrens Council Development Plan will be revoked and replaced by the Planning and Design Code which, as articulated by DPTI, will replace the development plans of all councils to 'become the single source of planning policy for assessing development applications across the state'.

Response to CRC for Water Sensitive Cities

CRC for Water Sensitive Cities sought feedback on their document "*Infill Typologies Catalogue*". An administration response was formed with input from across a number of departments that supported the aims of the document and the increased awareness of WSUD, but also highlighted further opportunity to embed the practices in legislative documents and further education.

Intergovernmental Relations

DPTI's Open Space and Places for People funding program

The City of West Torrens was successful in securing funding from DPTI's Open Space and Places for People program for the Breakout Creek Stage 3 redevelopment project, and for the redevelopment of a pocket park at Admella Place.

Environmental Sustainability

Climate Change Governance Assessment

Through the AdaptWest in Action planning process it was identified that there is a need to understand the immediate and long-term governance and risk exposure that a changing climate brings to the operational, financial and reputational resilience of the Western Adelaide Region. Climate Planning and Edge Environment have been engaged to undertake the Climate Change Governance Assessment project.

Climate Planning (Mr Donovan Burton) and Edge Environment (Dr Mark Siebentritt) consultants will facilitate this assessment using an award-winning analytics tool (Informed.City™ platform) to measure climate change governance across the region, highlighting areas of leadership and areas for improvement. This tool has been widely used across Australia by all tiers of government, including in South Australia by Resilient South, Resilient Hills and Coast and the City of Adelaide who have reported that it was a highly valuable process for their organisations.

The project involves undertaking a comprehensive governance assessment across the three AdaptWest partner councils. Without adequate consideration of climate change in the core governance arrangements of an organisation, climate change responses run the risk of being inconsistent, outdated and not supported by robust information. By measuring adaptation governance, organisations can improve adaptation governance over time, facilitate a community of practice and collate information across jurisdictions to support multi-level governance and informed decision-making.

Project findings will help to identify issues requiring urgent attention and provide a baseline assessment of climate change governance for the organisation.

This project commenced with a stakeholder briefing for the AdaptWest councils on 1 June, which the CEO's, Executive Management Team and other key staff were invited to attend. There were 59 participants who attended this session, of which 15 were from the City of West Torrens.

Native Plant Giveaway

Each year the City of West Torrens hosts a Native Plant Giveaway for local residents. Due to current restrictions and social distancing measures put in place to prevent the spread of COVID-19 this year's event will operate slightly differently. The Native Plant packs will be distributed over a series of days through the 'park and walk' area located at Hamra Library.

Promotions have commenced, with local residents registering for the program to secure their pack of plants. Nearly all packs were fully subscribed by the end of the first week of promotions. Distribution of the plant packs will commence on Tuesday June 23.

River Torrens Recovery Project

Towards a Healthier River is a short video production which has been commissioned by Natural Resources Adelaide and Mount Lofty Ranges to highlight achievements of the River Torrens Recovery Project over the past six years.

The video explores the interconnected nature of the river's history with that of the Kaurna people who originally inhabited the Adelaide Plains. It follows the history of the river during early settlement through to the many organisations that play an essential role in its management today, including the City of West Torrens.

Through a coordinated approach, the River Torrens Recovery Project has brought together Kaurna and the community, as well as state, local and commonwealth governments to work towards a healthier river for the people and wildlife of Adelaide.

The video features staff from Council's Landscape and Environment Sustainability Teams alongside colleagues from partner organisations, and can be viewed at:

https://www.youtube.com/watch?v=Q6-7v4_OoYk&t=117s

River Torrens Recovery Grant

As part of the River Torrens Recovery Project, the City of West Torrens was successful in obtaining a \$10,000 grant to undertake works including woody weed removal along the River Torrens near Michael Street, Lockleys.

A milestone report was provided to Natural Resources Adelaide and Mount Lofty Ranges in April demonstrating the progress of works against project objectives, followed by the second instalment of the grant funds.

Global Covenant of Mayors - International Council for Local Environment Initiatives

The Administration has been approached to gauge Council's interest in joining the Global Covenant of Mayors. A commitment to the Global Covenant of Mayors for Climate and Energy would provide an opportunity to participate, and receive global recognition for mitigation and adaptation programs. Advocacy opportunities, as well as participation and recognition for Elected Members and Mayors are also an important factor in joining this program.

The Administration has explored this opportunity in a report outlining its benefits which is the subject of a separate report in this agenda.

Rainwater Rebates

Two rainwater tank applications and one raingarden application were received and approved between April 2020 and May 2020. This resulted in 11,600 litres of additional rainwater storage, and rebate expenditure of \$1,050 over this time period.

Emissions data and water consumption

Monitoring and evaluation of Council's emissions data and water consumption data is in progress. Reviewing this information will help inform the development of future strategies aimed at improving Council's sustainability performance and resource usage.

Climate Impact Considerations

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

As a result of the COVID-19 public health emergency and subsequent economic impacts, including a potential reduction in the rates base, there may be an initial tendency to place greater emphasis on immediate public health and economic concerns. However, any short term actions and budget decisions require a line of sight to the future challenge of climate impacts, which continue to require immediate action to mitigate future challenges.

Conclusion

This report details the activities of the Strategy Unit from April 2020 to the end of May 2020.

Attachments

Nil

17.6.7 Community Services Activities Report - May 2020

Brief

This report details the activities of the Community Services Department for May 2020.

RECOMMENDATION

It is recommended to Council that the Community Services Activities Report - May 2020 be received.

Introduction

The Community Services Department (Department) usually provides a report to each City Services and Amenity Committee meeting detailing the status of key projects and activities for the preceding month. However, due to cancellation of the Committee, the report is provided to Council.

Discussion

In the early half of May, the Community Services Department's usual activities were significantly impacted by the State enforced restrictions. However, as a result of a change in State Directions, the Community Centres, the Hamra Centre Library and Auditorium re-opened towards the end of the month with a maximum of 10 patrons inside each building at any one time. Notwithstanding this, the Department continued to work hard to find innovative new ways to keep the West Torrens community connected during this time.

Community Centres

After an 8 week period of closure, all 3 Council Community Centres reopened their doors to the community on Friday 15 May 2020. A new calendar for stage 2 easing of restrictions on 1 June was developed, due to high demand from the returning, as well as new customer requests. Across all Centres, many groups have wanted to return immediately and some amended their usual practices to fit within the restrictions some, however, decided to wait until further easing of restrictions were announced. Those groups that were booked into the largest space within the venues, to provide maximum opportunity for physical distance.

Library Services

The Hamra Centre library reopened to the public, restricted to 10 patrons at any one time, on Friday 15 May 2020. The library reopened on limited hours for browsing and borrowing with a steady flow of customers visiting during this time, with an average of 65 visitors per day. The *Click, Call and Collect* service continued to run at normal library hours for the entire time and has remained very popular with an average of 60 people collecting books each day.

Children and Youth

With the popularity of the television show 'Lego Masters' and a move to online programming, the team endeavoured to create exciting content for its existing library 'Lego Club' members and connect them with Southern Bricks Lego User Group (SBLUG). Through SBLUG, an exclusive Zoom chat was organised for library 'Lego Club' members with 3 'Lego Masters' contestants. The team is continuing to work with SBLUG, and now Marion Council, to bring more online content of the Lego variety to the very happy customers.

The digital Baby-Time, Story-Time and Toddler Time sessions have continued to be extremely popular with an average of 100 engagements for each session on social media. The team did these sessions live and incorporated elements such as singing, different languages, Auslan and guest musicians.

Arts

Jo Harris of Mrs Harris's Shop (Art Gallery on Jervois Street Torrensville) has agreed to engage with CWT in a project that she has devised for SALA this year. Permission has been granted from SA Power Networks to provide art works on 26 Stobie poles in Jervois St with artists involved in creating these works. Through the department's collective networks, a large number of SA artists have the potential to be involved in a community defining and celebrating project that can be created and viewed under continuing health guidelines.

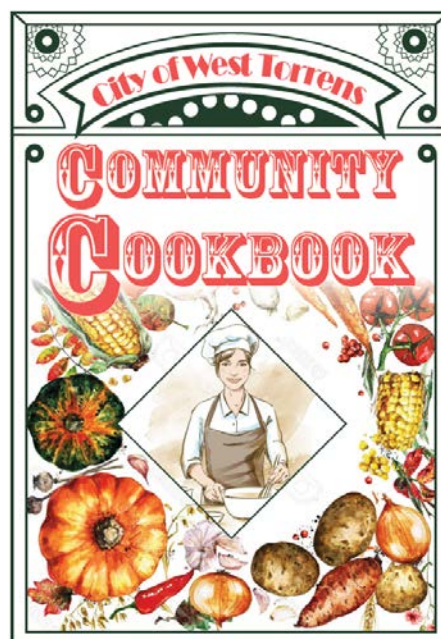
Families

With families spending more time at the home, the team devised ways i.e. craft gardening and cooking, to connect with the community and to assist with their time at home.

The 200 family craft bags (*Mystery Busy Bags*) that were produced were booked out within 1 hour of them being offered on social media. Customers collected them through the *Click, Call and Collect* service. 30 were provided to identified vulnerable families in the community. The contents of these bags were from leftover supplies from school holiday, after school and summer festival activities. The feedback has been very positive. Consequently, 100 more are currently being produced.

The *Raise Us Up* community gardening bags were launched and had a great take up by the community. The bags were completely booked out in less than 30 minutes after launching on social media and contained a variety of seeds, bulbs, a garden related craft activity and a Gardener's Guide.

A *Community Cookbook* was initiated which involved CWT residents submitting recipes that will be collated into a Cookbook for the community to share.



Active Ageing

The team worked hard over the month to keep the older community connected and to support them in reducing social isolation. A second and third round of *Entertainment Bags* were delivered to these residents and contained quizzes, craft activities, cards and puzzles. The team also continued to call older residents on a weekly basis to check in and have a social chat.

The team started a weekly *Monday Wheels* program for the Monday social group of about 40 older residents who normally meet for lunch at Plympton Community Centre. Team Members all go out and deliver a cake and coffee to the residents on Monday mornings and stay a while for a 'driveway chat'. Many participants have said that this is the highlight of their week.

The team continued weekly phone calls to the list of vulnerable and 'at risk' residents, they also added to the list through calls from various networks. The Department became a member of the Foodbank this month and over 150 residents were assisted with food hampers or vouchers through Foodbank. These CWT residents included older people with no support and on low incomes, struggling families on very low incomes and international students with no family or supports. The feedback has been overwhelmingly positive with people feeling extremely grateful to CWT and overwhelmed by the assistance and support from Council.



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

Attachments

Nil

17.6.8 Legislative Progress Report - June 2020

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

It is recommended to Council that the report 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 and the Federal Register of Legislation websites at:

<https://www.parliament.sa.gov.au/Legislation/SALT> and/or <https://www.legislation.gov.au/>

Discussion

Recent Amendments to Legislation
Nil
Summary of Proposed Amendments to Legislation
Nil
Bills previously reported on where the status has changed
Nil
Bills previously reported on where the status remains unchanged
<p>Automated External Defibrillators (Public Access) Bill 2019</p> <p>Private Members Bill</p> <p>The <i>Automated External Defibrillators (Public Access) Bill 2019</i> was introduced to the Legislative Council on 16 October 2019 by Hon F Pangallo (MLC).</p> <p>An Automated External Defibrillator is a portable device able to treat cardiac arrest by applying an electric shock to restore normal heart rhythm.</p> <p>If passed by State Parliament, Automated External Defibrillators will be mandatory in all public buildings (including schools and universities, libraries, sporting facilities, local council offices and swimming pools) which the public have access to.</p>

Privately owned buildings including shopping centres, aged care and retirement villages, commercial properties over 600 square metres in size, and certain residential apartments will also be required to install the device.

It will also be mandatory for the devices to be installed in all emergency services vehicles, including SAPOL, the Metropolitan Fire Service, Country Fire Service and State Emergency Service.

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

The Bill has been adjourned at second reading on 16 October 2019.

Council has installed defibrillators in the Civic Centre, Hamra Centre, Thebarton Community Centre and Plympton Community Centre. It has also installed defibrillators in a number of its leased facilities including the Hilton RSL, Western Youth Centre, Fulham Community Centre, Airport Over 50s Club etc. In addition, it has provided community grants to other community groups such as the Glenelg Baseball Club. As such, if this Bill is passed then it will not result in any major impost on Council.

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

Development (Site Contamination) Variation Regulations 2018

Government Regulations

The Department of Planning, Transport and Infrastructure (DPTI) has released the draft *Development (Site Contamination) Variation Regulations 2018*, along with an explanatory statement. These draft regulations are designed to ensure site contamination is considered in an appropriate way, commensurate with the nature of the development, the potential risk and stage in the planning process. They also aim to facilitate timely and appropriate consideration of contamination issues and will encourage clarity of evaluation by planning authorities.

Planning authorities, developers and other stakeholders have an important role in managing site contamination by ensuring good planning and development does not exacerbate risk.

Stakeholders were encouraged to make submissions relating to the draft regulations to the Environmental Protection Agency and/or DPTI on 15 May 2019. No feedback on the on the draft has yet been released by DPTI.

Further Information can be found in LGA Circular 9.7

Freedom of Information (Miscellaneous) Amendment Bill 2018

Private Members Bill

This Bill seeks to change the definition of public interest, amend the processes for determining that a document does not exist and changes definitions relating to the nature and scope of an application. It also changes the processes for determination of an application.

The Bill passed the Legislative Council with amendments on 18 October 2018. It was adjourned a second time in the House of Assembly on 7 November 2018.

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

Independent Commissioner Against Corruption (Investigation Powers) No 2 Amendment Bill 2018

Government Bill

This Bill was restored in the House of Assembly for discussion on 6 February 2020.

This is a Bill to amend the Independent Commissioner Against Corruption Act 2012 (Act). It is the second Bill introduced in this parliamentary session which intends to amend the Act.

The Bill seeks to amend the functions of the Independent Commissioner Against Corruption (ICAC) with broad sweeping reforms, including allowing the Commissioner to conduct a public inquiry, investigators being able to arrest individuals without warrants in certain circumstances and other broad changes.

The Bill was introduced to the Legislative Council, read a first time, and adjourned at second reading on 15 November 2018. The Bill passed the Legislative Council with amendments on 21 March 2019 and has been adjourned at second reading in the House of Assembly on 19 June 2019.

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

Labour Hire Licensing Repeal Bill 2018

Government Bill

This is a Bill to repeal the *Labour Hire Licensing Act 2017*.

It was introduced and read on 28 November 2018. It was debated frequently throughout February, and referred to Committee on 14 February 2019. A third reading was called on 27 February 2019, and was adjourned in the Legislative Council on 28 February 2019. The Bill was debated further in the Legislative Council on 16 May 2019, and has again been adjourned.

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

Landscape South Australia Bill 2019

Government Bill

The *Landscape South Australia Bill 2019* (Bill) is a Bill to repeal and replace the *Natural Resources Management Act 2004* (NRM Act). The Bill in essence aims to decentralise decision making relating to the environment, and recognise the impact of climate change and other factors not recognised in the NRM Act.

The Bill establishes a new framework for how the state's natural resources are managed, and intends to create a simpler and more accessible system.

The key elements of the reform are:

- Replacing regional natural resource management boards with new arms-length regional landscape boards and giving communities and landholders a greater voice in how natural resources are managed;
- A new Green Adelaide board focused on seven priorities that will help Adelaide become the most ecologically vibrant city in the world. These are:
 - Coastal management
 - Urban rivers and wetlands;

- Water-sensitive urban design;
 - Green streets and flourishing parklands;
 - Fauna and flora in the urban environment;
 - Controlling pests, animals and plants; and
 - Nature education.
- A cap on increases to land and water levies to reduce cost of living pressures for all South Australians; and
 - More action on ground, with a focus on partnerships, a simpler approach to planning and creating opportunities for natural resources management focused on programs and initiatives in regional communities.

Boards

Section 12 of the Bill provides that, "Green Adelaide" or the "Green Adelaide Board" (GAB) will be established as a landscape management region covering metropolitan Adelaide. The GAB will be able to raise levies to support residents to live more sustainably and invest in community development.

Section 13(5) of the Bill establishes the GAB to make Adelaide the "most ecologically vibrant city in the world".

The GAB will have between 6 and 10 members, all of whom will be appointed by the Minister. The only current guidelines for eligibility to sit on the GAB is under section 17 of the Bill which states that a person must be on the relevant Council electoral roll to be considered. There is no specific consideration allowing for elected members to sit on the GAB. Section 16 of the Bill directs the selection criteria to be more focused on environmental expertise vs representatives (i.e. Elected Members).

Section 67 of the Bill outlines that land levies will be collected in the same manner as the NRM levies, by Councils. These levies will be to reimburse Council for their contributions to the scheme. It will be known as the ***regional landscape levy***.

Amendments to this Bill continue to be discussed in Parliament, with most recent amendments made on 24 September 2019.

The Bill has passed the House of Assembly and is now in committee in the Legislative Council.

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

Liquor Licensing (Miscellaneous) Amendment Bill 2019

Government Bill

This Bill amends the Liquor Licensing Act 1997 (Act). The proposed amendments are in support of the review into the Act, conducted by the Hon. Mr Tim Anderson QC in 2016, which led to the passage of the Liquor Licensing (Liquor Review) Amendment Act 2017 (the Liquor Review Act).

The Liquor Review Act has been commenced in stages and the final stage is proposed to commence on 18 November 2019. This will predominantly relate to the provisions that create new licence classes that transition the current licence classes to those new classes.

Drafting of regulations is being undertaken in the Attorney-General's Department to prepare for the new licensing regime.

The Bill was passed in the House of Assembly and is now in committee in the Legislative Council.

Adjourned at Second Reading on the 12 September 2019.

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

Local Government (Fixed Charges) Amendment Bill 2018
Government Bill

This Bill seeks to amend s152 of the *Local Government Act 1999*.

The amendment seeks to include each residence in a retirement village (within the meaning of the *Retirement Villages Act 1987*) as a type of allotment to which a fixed charge for rates cannot be applied.

The Bill was introduced to the Legislative Council and read a first time on 17 October 2018. It has been adjourned at second reading.

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

Planning, Development and Infrastructure (Carparking Requirements) Amendment Bill 2019
Private Members Bill

This Bill, introduced by Hon T Piccolo, amends the *Planning, Development and Infrastructure Act 2016* providing minimum carpark requirements on all dwellings.

Amendment of section 108 - categorisation:

In the case of a 1 bedroom dwelling, the requirement to provide for at least 1 carpark, and 2 carparks for a dwelling with 2 or more bedrooms. Carparks are required to be on site or on a site within 100 metres of the dwelling. If the development does not meet these requirements it will be classified as restricted development.

Amendment of section 110 - restricted development:

If the Commission makes an assessment under s110 of the Act in relation to restricted development, the Commission must take into account the relevant provisions of the Planning and Design Code, but is not bound by those provisions.

The Bill was introduced to the House of Assembly on 13 November 2019 and adjourned at second reading on 13 November 2019.

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

Planning, Development and Infrastructure (Code Amendments) Amendment Bill 2019
Private Members Bill

This Bill was introduced to the Legislative Council on 27 February 2019. The Bill affects the heritage places provisions of the PDI Act and intends to remove the requirement for 51% of relevant owners to approve of a property or area being designated as a heritage character for preservation zone or subzone.

The Bill has been received in the House of Assembly on 4 July 2019, and has been adjourned at first reading.

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

Planning, Development and Infrastructure (Commencement of Code) Amendment Bill 2019
Government Bill

The Bill was first introduced in the Legislative Council, and after passing was transmitted to the House of Assembly on 5 December 2019.

The Bill was restored in the House of Assembly on 5 March 2020, and is now awaiting assent. The Bill removes any reference in the *Planning, Development and Infrastructure Act 2016* to "1 July 2020" and replaces it with "the designated day". This gives the Minister the power to delay the implementation of the Code to a day of his choosing. The Minister flagged that the designated day will be in September, but this has not yet been confirmed.

The Bill is now awaiting assent.

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

Planning, Development and Infrastructure (Reserves) Amendment
Private Members Bill

This Bill, introduced by Hon M C Parnell (MLC), amends the *Planning, Development and Infrastructure Act 2016* to include reference to the *National Parks and Wildlife Act 1972*, and to ensure that developments within a reserve are classified as a restricted development.

The Bill was introduced to the Legislative Council on 31 July 2019. It was passed in the Legislative Council on 16 October 2019 and has been received in the House of Assembly and adjourned at first reading on 17 October 2019.

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

Single Use and Other Plastics (Waste Avoidance) Bill 2018
Private Members Bill

This Bill seeks to regulate the sale and supply of single use and other plastics.

The Bill provides that retailers must provide alternatives to prohibited plastics before 1 July 2023 and creates an offence for releasing helium-filled balloons into the open. It also creates a requirement to provide disposal instructions for fishing tackle and personal hygiene products.

The Bill was introduced to the Legislative Council and read a first time on 25 July 2018. The Bill has been adjourned at second reading.

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

Valuation of Land (Separate Valuations) Amendment Bill 2018
Government Bill

This Bill was introduced to the Legislative Council and proposes amendments to clarify that separate assessments should only be made in circumstances where it is required by law or when a property has been separately occupied since 1967 or under a shack site lease and is situated on land where formal subdivision is prohibited.

The Bill was introduced to the Legislative Council and read a first time on 17 October 2018. It has been adjourned at second reading.

Further information can be found on the South Australian Legislative Tracking website
Acts Assented
Nil
Regulations Amended
Nil
Relevant Common Law
Nil
Parliamentary Inquiries
<i>Overabundant and Pest Species Inquiry</i>
<p>The Natural Resources Committee resolved on the 27 August 2018 to inquire into the management of overabundant and pest species in South Australia with particular reference to:</p> <ol style="list-style-type: none"> 1. Efficacy of existing or novel regulatory, policy and partnering frameworks used to manage overabundant and pest species 2. Costs of managing overabundant and pest species 3. Impacts of overabundant and pest species on agricultural outputs, environmental values, tourism, road safety, and amenity 4. Any other related matters. <p>The Committee continues to meet, and issued a third report to be noted by the Parliament on the floor on the 1 August 2019.</p> <p>Further Information can be found in LGA Circular 39.1 and on the South Australian Legislative Tracking Website.</p>

Climate Impact Considerations

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

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

Conclusion

This report on legislative amendments is current as at 4 June 2020.

Attachments

Nil

17.6.9 Creditor Payments

This report tables a schedule of creditor payments for May 2020.

RECOMMENDATION

It is recommended that the schedule of creditor payments for May 2020 be received.

Discussion

A schedule of creditor payments totalling \$3,961,771.37 (\$5,316,886.60 in April 2020) is attached for the information of Elected Members. Notable items include:

- Payment to Solo Resource Recovery of \$515,035.12 for both waste collection and disposal for April 2020 (refer ref. no. 317);
- A payment to Romaldi Constructions Pty Ltd of \$512,374.59 for the redevelopment of Weigall Oval (refer ref. no. 295);
- Payments to Knox Constructions Pty Ltd totalling \$582,918.12 for kerb and gutter works (refer ref. nos. 199 and 200);
- Payments to Camco SA Pty Ltd totalling \$385,326.69 for the fuel tank removal at Marion Road depot and various other works (refer ref. nos. 71 and 72);
- Payments to M & B Civil Engineering Pty Ltd totalling \$310,194.73 for various road treatments (refer ref. nos. 222 and 223);
- Payments to Adelaide Airport Limited totalling \$115,061.12 for rent and utilities for the months of May and June 2020 (refer ref. nos. 6 and 7).

Climate Impact Considerations

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

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

Conclusion

A schedule of creditor payments for May 2020 is provided for Elected Members' information and review.

Attachments

1. Creditor payments for the month of May 2020

ACCOUNTS DUE AND SUBMITTED TO THE COUNCIL MEETING
16 JUNE 2020

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
1	EFT62311	A2K Technologies Pty Ltd	Software	21,349.90
2	EFT62097	Ace Rent a Car	Vehicle Hire	423.50
3	EFT62202	Ace Rent a Car	Vehicle Hire	5,929.00
4	EFT62307	Ace Rent a Car	Vehicle Hire	1,155.00
5	EFT62201	Adami's Sand & Metal	Depot Supplies	1,713.19
6	EFT62029	Adelaide Airport Limited	Depot Rent / Utilities	51,782.49
7	EFT62303	Adelaide Airport Limited	Depot Rent / Utilities	63,278.63
8	EFT62098	Adelaide and Country Tilt Tray Service Pty Ltd	Shipping Containers	385.00
9	EFT62028	Adelaide Baseball Club	Facility Hire Fee	1,182.88
10	EFT62199	Adelaide Business Hub	Professional Fees	6,600.00
11	EFT62394	Adelaide Lions Cricket Club Inc	Thebarton Community Centre Bond Return	1,000.00
12	EFT62205	Adelaide Safety Supplies Pty Ltd	First Aid Supplies	793.99
13	EFT62198	Adelaide Signs Group Pty Ltd	Depot Supplies	915.75
14	EFT62196	Adelaide Tools	Tools	29.00
15	EFT62309	Adelaide Waste & Recycling Centre	Rubbish Disposal	27,842.30
16	EFT62301	Adrian Brien Pty Ltd	Vehicle Maintenance	501.40
17	EFT62095	Advam Pty Ltd	Transaction Fees	308.44
18	EFT62200	AE Mechanics	Vehicle Maintenance	616.00
19	EFT62306	AGL South Australia Pty Ltd	Power	137.88
20	EFT62067	AJ & CA Mackintosh	Weed Spraying	5,435.10
21	EFT62133	AJ & CA Mackintosh	Weed Spraying	5,435.10
22	EFT62248	AJ & CA Mackintosh	Weed Spraying	5,188.50
23	EFT62031	Ali Rinaldi	Professional Fees	198.50
24	EFT62203	Ali Rinaldi	Professional Fees	178.00
25	EFT62302	Allen Press Pty Ltd	Business Cards	137.50
26	EFT62194	AlSCO Pty Ltd	Dry Cleaning	42.20
27	EFT62033	AMC Commercial Cleaning	Cleaning	455.29
28	EFT62310	AMC Commercial Cleaning	Cleaning	1,486.63
29	EFT62034	Andrew Hill Investigations	Professional Fees	4,587.30
30	EFT62321	Angelo Catlinari	Reimburse Expenses	240.00
31	EFT62304	Animal Management Services Pty Ltd	Doggy Bags	1,914.00
32	EFT62193	Animal Welfare League SA	Impound Dogs	1,160.00
33	EFT62197	Apple Pty Ltd	Computer Equipment	7,351.30
34	EFT62032	Aquarium Aid	Library Aquarium Maintenance	109.00
35	EFT62027	Ascot Welding	Bus Shelters	15,070.00
36	EFT62030	ATF Services Pty Ltd	Camera Hire	1,707.75
37	EFT62305	Australasian Fleet Managers Assoc	Membership	465.00
38	EFT62300	Australia Post	Postage	2,992.93
39	EFT62099	Australia Post	Agency Collection Fees	472.58
40	EFT62096	Australia Post	Postage	15,786.01
41	EFT62195	Australian Communications & Media Authority	Licence Renewal	1,026.00
42	EFT62204	Australian Green Clean	Cleaning	2,730.09
43	EFT62312	Australian Institute of Building Surveyors	Membership	600.00
44	EFT62296	AW Rusk	Refund Development Fees	73.00
45	EFT62077	BA & KA Paterson	Building Maintenance	1,175.80
46	EFT62159	BA & KA Paterson	Building Maintenance	2,158.20
47	EFT62261	BA & KA Paterson	Building Maintenance	1,668.15
48	EFT62298	Bangladesh Club Australia BCA	Refund Plympton Community Centre Hire Fees	60.00
49	EFT62210	Battery World Hilton	Batteries	1,186.00
50	EFT62035	Belair Turf Management Pty Ltd	Oval Maintenance	36,077.80
51	EFT62313	Best Signs	Signage	7,502.00
52	EFT62207	Bianco Construction Supplies	Depot Supplies	1,342.00
53	EFT62315	Bianco Hiring Service Pty Ltd	Hire Portable Changerooms	3,543.98
54	EFT62104	Bianco Walling Pty Ltd	Depot Supplies	2,216.50
55	EFT62192	Bilal Ahmad	Refund Thebarton Community Centre Hire Fees	390.00
56	EFT62211	BioBag World Australia Pty Ltd	BioBags	1,987.92
57	EFT62318	Bob Jane T Mart - Brooklyn Park	Tyres	489.00

ACCOUNTS DUE AND SUBMITTED TO THE COUNCIL MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
58	EFT62206	BOC Limited	Depot Supplies	488.98
59	EFT62037	Body Corporate Physiotherapy Pty Ltd	Professional Fees	401.86
60	EFT62103	Brendan Fewster Planning and Development	Professional Fees	9,900.00
61	EFT62317	Brendan Fewster Planning and Development	Professional Fees	4,752.00
62	EFT62249	Bucher Municipal Pty Ltd	Vehicle Maintenance	3,656.60
63	EFT62036	Bundaleer Apiaries	Wasp Removal	540.00
64	EFT62101	Bundaleer Apiaries	Wasp Removal	180.00
65	EFT62314	Bundaleer Apiaries	Wasp Removal	1,156.00
66	EFT62039	Cabcharge Australia Pty Ltd	Cab Fares	143.80
67	EFT62319	Cabcharge Australia Pty Ltd	Cab Fares	35.16
68	EFT62215	Calibration Management Services	Calibration	577.50
69	EFT62106	Calypso Tree Co Pty Ltd	Tree Maintenance	242.00
70	EFT62214	Calypso Tree Co Pty Ltd	Tree Maintenance	2,409.00
71	EFT62040	Camco SA Pty Ltd	Roadworks	14,607.12
72	EFT62320	Camco SA Pty Ltd	Roadworks	370,719.57
73	EFT62057	Cancelled		
74	EFT62126	Cancelled		
75	EFT62329	Canon Australia Pty Ltd	Copier Charges	66.84
76	EFT62048	Care Distributors Pty Ltd	Depot Supplies	2,038.65
77	EFT62218	Care Distributors Pty Ltd	Depot Supplies	855.80
78	EFT62323	Carvosso Constructions & Building Services	Building Maintenance	7,018.00
79	EFT62105	Cash Security Services Pty Ltd	Banking	484.00
80	EFT62045	Chris Sale Consulting Pty Ltd	Professional Fees	2,750.00
81	EFT62216	Chubb Fire & Security Ltd	Security	591.49
82	EFT62043	City Circle Newsagents	Library Magazines	44.85
83	EFT62322	City Circle Newsagents	Library Magazines	28.40
84	EFT62110	City South Association	Summer Festival Light Hire	110.00
85	EFT62042	Civica Pty Ltd	Software Annual Support	33,010.88
86	EFT62392	CJ & JL Reynolds	Refund Development Fees	500.00
87	EFT62327	Cleanaway Pty Ltd	Rubbish Disposal	35.75
88	EFT62328	Cleanaway Pty Ltd	Rubbish Disposal	762.30
89	EFT62325	Cleanaway Pty Ltd	Rubbish Disposal	635.71
90	EFT62326	Cleanaway Pty Ltd	Rubbish Disposal	517.50
91	EFT62046	Combe Pearson Reynolds Consulting Engineers	Professional Fees	1,100.00
92	EFT62089	Commercial & Legal Pty Ltd	Refund Overpaid Rates	1,792.90
93	EFT62217	Connex Solutions Pty Ltd	Electrical	2,103.09
94	EFT62395	Conservation Volunteers Australia	Thebarton Community Centre Bond Return	120.00
95	EFT62107	Continuum Care Australia Pty Ltd	Home Support Services	801.35
96	EFT62324	Copyright Agency Limited	Annual Fee	4,190.32
97	EFT62213	Cornes Toyota	Vehicle Maintenance	1,561.75
98	EFT62108	Corporate Health Group Pty Ltd	Medical	385.00
99	EFT62142	Cr Anne McKay	Elected Members Allowance	4,367.00
100	EFT62168	Cr Brandon Reynolds	Elected Members Allowance	5,349.00
101	EFT62145	Cr Cindy O'Rielly	Elected Members Allowance	4,012.00
102	EFT62111	Cr Daniel Huggett	Elected Members Allowance	4,012.00
103	EFT62187	Cr David Wilton	Elected Members Allowance	5,349.00
104	EFT62141	Cr Dominic Mugavin	Elected Members Allowance	5,529.00
105	EFT62157	Cr Elisabeth Papanikolaou	Elected Members Allowance	6,687.00
106	EFT62183	Cr George Vlahos	Elected Members Allowance	6,687.00
107	EFT62143	Cr Graham Nitschke	Elected Members Allowance	4,994.00
108	EFT62186	Cr Jasmine Wood	Elected Members Allowance	7,134.00
109	EFT62184	Cr John Woodward	Elected Members Allowance	6,867.00
110	EFT62128	Cr Kym McKay	Elected Members Allowance	4,747.00
111	EFT62178	Cr S Tsiaparis	Elected Members Allowance	4,527.00
112	EFT62156	Cr Surender Pal	Elected Members Allowance	4,994.00
113	EFT62044	Creative Cardboard Company	Native Plant Giveaway Carry Packs	3,342.46
114	EFT62047	Credit Clear Credit Solutions	Debt Collection	165.00

ACCOUNTS DUE AND SUBMITTED TO THE COUNCIL MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
115	EFT62041	Crestware Industries	Cat Traps	181.72
116	EFT62396	Culturise	Thebarton Community Centre Bond Return	120.00
117	EFT62330	Daimler Trucks Adelaide	Vehicle Maintenance	4,295.60
118	EFT62091	Dale Davill	Rainwater Tank Rebate	50.00
119	EFT62113	Dallas Equipment	Contractor	3,146.00
120	EFT62335	Dallas Equipment	Contractor	2,310.00
121	EFT62050	Data#3 Limited	Software	15,493.50
122	EFT62219	Databasics Pty Ltd	Software	4,900.50
123	EFT62333	Department of Human Services	Screening Checks	52.00
124	EFT62180	Department of Planning, Transport and Infrastructure	Street Lighting / Vehicle Searches	28,238.27
125	EFT62332	Dial Before You Dig SA/NT Inc	Monthly Referral Fee	520.40
126	EFT62049	Direct Comms Pty Limited	TXT2U Messages	2,761.11
127	EFT62334	Direct Comms Pty Limited	TXT2U Messages	212.65
128	EFT62331	Direct Mix Concrete Sales	Concrete	21,938.47
129	EFT62221	dormakaba Australia Pty Ltd	Building Maintenance	12,980.00
130	EFT62389	Downer EDI Works Pty Ltd	Roadworks	85.25
131	EFT62253	Dr Joseph Magliaro	Professional Fees	198.50
132	EFT62239	Dr RI Jennings	Mendelson Allowance	1,501.22
133	EFT62112	Drakes Supermarket	Active Ageing Program Supplies	1,389.57
134	EFT62220	Dulux Australia	Paint	100.49
135	EFT62308	Eblen Subaru	Purchase Vehicle	35,108.54
136	EFT62225	EDS Construction Group Pty Ltd	Roadworks	13,304.73
137	EFT62371	Electoral Commission of SA	Representation Review Contribution	2,967.38
138	EFT62090	Emma Northcote	Rainwater Tank Rebate	500.00
139	EFT62224	Equipment Solutions Pty Ltd	Depot Supplies	878.90
140	EFT62114	Esar Home Care	Home Support Services	389.39
141	EFT62336	Esar Home Care	Home Support Services	374.84
142	EFT62223	ESRI Australia Pty Ltd	Software	38,500.00
143	EFT62338	Exact Cleaning & Maintenance Services Pty Ltd	Cleaning	3,813.34
144	EFT62116	Fine Choice Distribution Pty Ltd	Coffee Supplies	175.20
145	EFT62339	Flightpath Architects Pty Ltd	Heritage Advisory Services	6,716.91
146	EFT62117	Flip Screen Australia Pty Ltd	Depot Supplies	3,540.00
147	EFT62115	Foodbank SA	Food Hampers	90.00
148	EFT62226	Frank Siow Management Pty Ltd	Professional Fees	3,740.00
149	EFT62120	Genpower Australia Pty Ltd	Generator Service	1,939.58
150	EFT62119	GGC Earthmovers Pty Ltd	Concrete Removal	10,835.53
151	EFT62122	Gleam Team Domestic Services	Home Support Services	91.28
152	EFT62230	Gleam Team Domestic Services	Home Support Services	78.46
153	EFT62397	Gleeson College	Thebarton Community Centre Bond Return	120.00
154	EFT62053	Glow Heating Cooling Electrical	Electrical	37,653.00
155	EFT62342	Glow Heating Cooling Electrical	Electrical	27,742.00
156	EFT62380	Gordon J Tregoning Pty Ltd	Depot Supplies	6,451.55
157	EFT62229	Grace Records Management (Aust) Pty Ltd	Records Storage	3,994.38
158	EFT62341	Green Steel Supplies Pty Ltd	Depot Supplies	165.20
159	EFT62344	Greenfingers Indoor Plant Hire	Indoor Plant Hire	325.60
160	EFT62118	Greenhill Engineers Pty Ltd	Professional Fees	4,304.52
161	EFT62340	Greenhill Engineers Pty Ltd	Professional Fees	2,463.45
162	EFT62123	Greening Australia Limited	Landscaping	5,236.00
163	EFT62121	Greenway Turf Solutions	Depot Supplies	550.00
164	EFT62343	GRH Supplies	Depot Supplies	9,943.86
165	EFT62052	GS Civil	Footpath Works	21,077.65
166	EFT62191	Harry Williams	Refund Overpaid Rates	42.50
167	EFT62055	Haughton Power Equipment	Depot Supplies	1,777.00
168	EFT62232	Health & Immunisation Management Services	Immunisation Services	5,987.11
169	EFT62233	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	4,423.95
170	EFT62124	Hoban Recruitment	Temp Staff	143.35
171	EFT62231	Hoban Recruitment	Temp Staff	143.35

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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
172	EFT62345	Hoban Recruitment	Temp Staff	143.35
173	EFT62054	Hurn McEwen Human Resource Consultants	Professional Fees	2,750.00
174	EFT62125	Hypernet Computer Distribution	Computer Equipment	290.00
175	EFT62349	Ikonix Kitchen	Catering	210.00
176	EFT62234	Independent Fuels Australia Pty Ltd	Fuel	9,682.52
177	EFT62347	Indigeflora Nursery	Plants	2,838.00
178	EFT62236	Industrial Brushware	Sweeper Brooms	1,914.79
179	EFT62058	Infigen Energy Markets Pty Ltd	Power	83,809.26
180	EFT62237	Inspirations Paints Seaton	Paint	3,402.00
181	EFT62238	Institute of Public Works Engineering Aust Ltd	Staff Training	1,100.00
182	EFT62235	Internode Pty Ltd	Internet Connection	747.43
183	EFT62348	iSentia Pty Ltd	Media Monitoring	951.50
184	EFT62208	J Blackwood & Son Ltd	Depot Supplies	1,189.65
185	EFT62227	JA Grigson Trading Pty Ltd	Depot Supplies	24,915.00
186	EFT62398	Jade William Super Pty Ltd	Refund Overpaid Rates	3,408.00
187	EFT62240	Jasol Australia	Cleaning Chemicals	624.62
188	EFT62100	Jason Bury	Reimburse Expenses	60.00
189	EFT62059	Jet Couriers (Adelaide) Pty Ltd	Couriers	135.26
190	EFT62241	Jet Couriers (Adelaide) Pty Ltd	Couriers	284.07
191	EFT62056	Joe Ielasi	Reimburse Expenses	60.00
192	EFT62346	John Hastings	Contractor	1,452.00
193	EFT62062	John Kruger	Photography	250.00
194	EFT62127	JPE Design Studio Pty Ltd	Professional Fees	10,395.00
195	EFT62399	K & P Littlelike	Refund Overpaid Rates	259.00
196	EFT62351	Kanopy	Library Services	599.00
197	EFT62244	Kellogg Brown & Root Pty Ltd	Professional Fees	13,200.00
198	EFT62061	Kites Concrete Pty Ltd	Roadworks	1,584.00
199	EFT62243	Knox Constructions Pty Ltd	Roadworks	474,120.93
200	EFT62350	Knox Constructions Pty Ltd	Roadworks	108,797.19
201	EFT62060	Koan Solutions Pty Ltd	Vehicle Maintenance	764.50
202	EFT62093	Konstantinos Papagiannopoulos	Refund Overpaid Rates	126.25
203	EFT62242	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	166.54
204	EFT62038	Kym Strelan	Home Advantage Program	87.00
205	EFT62102	Kym Strelan	Home Advantage Program	84.50
206	EFT62316	Kym Strelan	Home Advantage Program	367.50
207	EFT62066	Lakeside Building Solutions	Roadworks	9,982.50
208	EFT62131	Lakeside Building Solutions	Roadworks	2,194.50
209	EFT62246	Lakeside Building Solutions	Roadworks	1,825.00
210	EFT62247	Land Services Group	Searches	898.20
211	EFT62132	Lane Communications	Printing	2,772.55
212	EFT62353	Lane Communications	Printing	4,346.86
213	EFT62130	LCS Landscapes	Landscaping	4,091.26
214	EFT62209	Les Brazier Special Vehicles	Vehicle Maintenance	396.00
215	EFT62065	LGA Asset Mutual Fund	Insurance Excess	500.00
216	EFT62352	Lion's Club of West Beach	Clean Butt Out Bins	390.00
217	EFT62064	Living Colour Nursery Pty Ltd	Plants	2,717.00
218	EFT62245	Living Turf	Depot Supplies	2,827.00
219	EFT62400	Lloyd Watts Pty Ltd	Refund Overpaid Rates	3,408.00
220	EFT62063	Local Government Association of SA	Staff Training	495.00
221	EFT62129	LOTE Libraries Direct Pty Ltd	Library Books	3,212.44
222	EFT62252	M & B Civil Engineering Pty Ltd	Roadworks	81,063.71
223	EFT62355	M & B Civil Engineering Pty Ltd	Roadworks	229,131.02
224	EFT62094	M Triantafylakis & SA Volaris	Refund Overpaid Rates	446.70
225	EFT62354	M2 Technology Pty Ltd	Message on Hold	402.60
226	EFT62254	Major Carpet & Tile	Carpet Cleaning	1,567.50
227	EFT62068	Maps Consulting Services Pty Ltd	Transportation Consulting	1,072.50
228	EFT62297	Mario Lappas	Refund Development Fees	198.00

ACCOUNTS DUE AND SUBMITTED TO THE COUNCIL MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
229	EFT62134	Mastec Australia Pty Ltd	Depot Supplies	662.42
230	EFT62135	Maxima Group Training	Temp Staff	2,177.84
231	EFT62084	Maxima Tempskill	Temp Staff	16,312.44
232	EFT62282	Maxima Tempskill	Temp Staff	16,229.10
233	EFT62109	Mayor Michael Coxon	Mayoral Allowance	7,312.00
234	EFT62136	Mechanical Vegetation Solutions Pty Ltd	Tree Maintenance	3,755.13
235	EFT62138	Message4U Pty Ltd	Software	203.50
236	EFT62140	Messianic Association of South Australia Inc	Solar Panel Rebate	3,000.00
237	EFT62250	Metropolitan Machinery Pty Ltd	Vehicle Maintenance	372.88
238	EFT62069	Mindful Kiddo	Library Workshop	440.00
239	EFT62356	Molloy Consulting	Professional Fees	2,271.50
240	EFT62251	Momar Australia Pty Ltd	Depot Supplies	2,695.00
241	EFT62137	Mt Compass Sand & Loam	Depot Supplies	5,053.27
242	EFT62139	Murray Street Metro Pty Ltd	Street Sweeping Dumping	5,518.17
243	EFT62256	Neverfail Springwater Ltd	Spring Water	26.75
244	EFT62257	News Limited	Advertising	698.07
245	EFT62092	Nicholas Banks	Raingarden Rebate	500.00
246	EFT62070	Norman Waterhouse Lawyers	Legal Fees	1,225.40
247	EFT62358	Norman Waterhouse Lawyers	Legal Fees	11,793.10
248	EFT62255	North East Isuzu	Vehicle Maintenance	928.86
249	EFT62357	Nova Group Services Pty Ltd	Roadworks	9,000.24
250	EFT62144	NRG National Renewable Group	Solar System	5,808.00
251	EFT62150	Oaklands Mower Centre	Mower Repairs / Purchases	1,119.00
252	EFT62362	Oaklands Mower Centre	Mower Repairs / Purchases	298.00
253	EFT62146	Objective Corporation Limited	Software	8,915.17
254	EFT62071	Officeworks Superstores Pty Ltd	Stationery	375.00
255	EFT62359	Orana Australia Ltd	Home Advantage Program	4,837.35
256	EFT62072	Order-In Pty Ltd	Milk	36.59
257	EFT62148	Order-In Pty Ltd	Milk	73.18
258	EFT62361	Order-In Pty Ltd	Milk	36.59
259	EFT62147	Origin Energy Electricity Limited	Power	65.21
260	EFT62258	Origin Energy Electricity Limited	Power	23,711.24
261	EFT62149	Origin Energy Services Ltd	Gas Supply	958.57
262	EFT62360	Our Earth Pest Control	Pest Control	242.00
263	EFT62212	Outfront Concepts Pty Ltd	Playground Modifications	6,486.70
264	EFT62155	PelicanCorp (AU) Pty Ltd	Licence Fee	5,382.30
265	EFT62076	PJ & Sons Building Maintenance	Home Support Services	317.90
266	EFT62158	PJ & Sons Building Maintenance	Home Support Services	498.16
267	EFT62365	PJ & Sons Building Maintenance	Home Support Services	428.10
268	EFT62259	Planning Institute of Australia	Membership	290.00
269	EFT62160	Powerdirect Pty Ltd	Power	88.86
270	EFT62154	PPI Promotion & Apparel	Promotional Products	1,914.00
271	EFT62074	Pridal Services Pty Ltd	Painting	10,395.00
272	EFT62260	Pridal Services Pty Ltd	Painting	20,075.00
273	EFT62364	Pridal Services Pty Ltd	Painting	990.00
274	EFT62262	Pro Bitumen Pty Ltd	Roadworks	9,686.60
275	EFT62367	Pro Bitumen Pty Ltd	Roadworks	21,824.00
276	EFT62073	Professional Linemarking Pty Ltd	Linemarking	4,293.30
277	EFT62151	Professional Linemarking Pty Ltd	Linemarking	15,154.70
278	EFT62153	Property & Advisory Pty Ltd	Professional Fees	10,659.00
279	EFT62363	Pump Technology Services (SA) Pty Ltd	Pump Maintenance	968.00
280	EFT62264	Raeco International Pty Ltd	Library Supplies	247.50
281	EFT62167	Raising Literacy Australia	Library Books	122.89
282	EFT62078	ReadSpeaker Pty Ltd	Software	2,820.26
283	EFT62162	Redman Solutions Pty Ltd	Software	2,989.25
284	EFT62265	Redman Solutions Pty Ltd	Software	10,450.22
285	EFT62263	Reece Pty Ltd	Irrigation	1,870.82

ACCOUNTS DUE AND SUBMITTED TO THE COUNCIL MEETING
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Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
286	EFT62271	Rentokil Tropical Plants	Indoor Plant Hire	92.52
287	EFT62270	Rentokil Tropical Plants	Indoor Plant Hire	227.70
288	EFT62164	Resimax Pty Ltd	Depot Supplies	374.00
289	EFT62368	Resource Furniture	Office Furniture	1,438.47
290	EFT62269	Ricoh Australia Ltd	Copy Charges	3,169.66
291	EFT62163	Rider Levett Bucknall SA Pty Ltd	Professional Fees	5,637.50
292	EFT62169	Rio Coffee Pty Ltd	Tea & Coffee Supplies	154.65
293	EFT62272	RMB Lifting	Depot Supplies	528.85
294	EFT62267	Roadside Services & Solution	Depot Supplies	1,127.96
295	EFT62166	Romaldi Constructions Pty Ltd	Weigall Oval Redevelopment	512,374.59
296	EFT62266	Royal Automobile Assoc of SA Inc	Fleet Membership	3,264.00
297	EFT62161	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	700.13
298	EFT62079	Rundle Mall Plaza Newsagency	Library Magazines	445.46
299	EFT62165	Rundle Mall Plaza Newsagency	Library Magazines	245.33
300	EFT62268	Rundle Mall Plaza Newsagency	Library Magazines	281.07
301	EFT62369	Rundle Mall Plaza Newsagency	Library Magazines	175.37
302	EFT62374	SA Power Networks	Power	32,650.75
303	EFT62174	SA Water	Water	4,428.06
304	EFT62274	Sabre Electrical & Security Services	Security	1,554.68
305	EFT62373	Sabre Electrical & Security Services	Security	2,922.87
306	EFT62081	Sabre Integrity	Security	2,273.60
307	EFT62173	Saggese Transport & Crane Services Pty Ltd	Plant Hire	1,783.38
308	EFT62275	Saggese Transport & Crane Services Pty Ltd	Plant Hire	2,917.75
309	EFT62299	Salvatori Carbone	Thebarton Community Centre Bond Return	935.00
310	EFT62372	Sassafras Agencies Pty Ltd	Depot Supplies	656.12
311	EFT62170	Saundersons Florist	Laurel Wreath	48.00
312	EFT62379	Schneider Electric (Aust) Pty Ltd	Building Maintenance	881.10
313	EFT62176	Shred-X Pty Ltd	Paper Recycling	152.15
314	EFT62378	Shutters 'n' Shades	Blind Repairs	167.87
315	EFT62171	Solitaire Automotive	Vehicle Maintenance	549.10
316	EFT62080	Solo Resource Recovery	Rubbish Removal	343.64
317	EFT62370	Solo Resource Recovery	Garbage Collection & Waste Disposal	515,035.12
318	EFT62175	Southern Cross Protection	Patrol Service	8,862.97
319	EFT62279	Stihl Shop Fulham	Depot Supplies	1,085.90
320	EFT62273	Stormwater Industry Association	Membership	550.00
321	EFT62376	Streamline Plumbing SA Pty Ltd	Plumbing	68,867.78
322	EFT62278	Stumpy Stumps	Grind Stumps	1,000.00
323	EFT62377	Stumpy Stumps	Grind Stumps	500.00
324	EFT62375	Suburban Transport Services	Taxi Fares	27.09
325	EFT62276	SUEZ Recycling & Recovery Pty Ltd	Rubbish Removal	11.01
326	EFT62172	Surfacing Contractors Australia Pty Ltd	Rubber Surfacing Repairs	1,549.08
327	EFT62393	Susan Lam	Heritage Grant	1,095.00
328	EFT62391	Susan Wilcox	Worm Farm Rebate	34.85
329	EFT62277	Sync Cabling Solutions Pty Ltd	Lighting	18,576.80
330	EFT62281	Taking Care of Trees	Tree Maintenance	250.00
331	EFT62188	Tayla Weinert	Reimburse Expenses	150.00
332	EFT62181	Technology One Ltd	Software	5,390.00
333	EFT62179	Telelink Business Systems Pty Ltd	Communications	1,649.45
334	EFT62085	Telstra	Telephone	12,452.27
335	EFT62283	Telstra	Telephone	11,004.68
336	EFT62401	The 7 Effect	Thebarton Community Centre Bond Return	120.00
337	EFT62075	The City of Prospect	Connected Cities Contribution	550.00
338	EFT62222	The Department for Correctional Services	Litter Collection	2,618.00
339	EFT62051	The Fruit Box Group Pty Ltd	Milk	60.45
340	EFT62366	The Paper Bahn	Stationery	5,171.44
341	EFT62152	The Personnel Risk Management Group	Security Checks	48.40
342	EFT62083	The Table & Chair Co	Furniture	1,892.00

**ACCOUNTS DUE AND SUBMITTED TO THE COUNCIL MEETING
16 JUNE 2020**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
343	EFT62082	Tom's Car Wash	Vehicle Maintenance	360.00
344	EFT62177	Tonkin Consulting	Professional Fees	21,172.31
345	EFT62382	Tonkin Consulting	Professional Fees	2,689.50
346	EFT62383	Torrens Safety	Depot Supplies	5,720.37
347	EFT62381	Total Construction Surveys Pty Ltd	Surveys	24,893.00
348	EFT62280	Total Tools Thebarton	Depot Supplies	403.65
349	EFT62228	Totally Workwear Richmond	Clothing	845.90
350	EFT62385	TPG Telecom	Internet Connection	1,500.18
351	EFT62384	Tradies Workwear	Safety Clothing	1,380.85
352	EFT62286	Unicard Systems Pty Ltd	Stationery	161.87
353	EFT62285	United Fasteners SA Pty Ltd	Depot Supplies	22.88
354	EFT62284	UrbanVirons Group Pty Ltd	Tree Maintenance	10,805.30
355	EFT62287	Veri Fire	Fire Safety	973.41
356	EFT62182	Vili's	Catering	264.00
357	EFT62288	Visualcom	Signage	207.90
358	EFT62292	Wallbridge Gilbert Aztec	Professional Fees	1,061.50
359	EFT62337	Walls That Talk	Library Supplies	1,116.50
360	EFT62185	Walterscheid Australia	Depot Supplies	38.36
361	EFT62388	Waterpro	Irrigation	220.10
362	EFT62290	Wavesound Pty Ltd	Library Supplies	146.30
363	EFT62189	WC Convenience Management Pty Ltd	Cleaning	7,424.29
364	EFT62295	WC Convenience Management Pty Ltd	Cleaning	3,234.00
365	EFT62386	Web Safety Pty Ltd	Clothing	1,244.54
366	EFT62088	Well Done International	After Hours Contact Centre	725.89
367	EFT62387	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	14,277.81
368	EFT62293	Winc Australia Pty Limited	Stationery	843.72
369	EFT62086	Worcomp Pty Ltd	Recruitment	327.49
370	EFT62294	Workzone Traffic Control Pty Ltd	Traffic Control	1,662.10
371	EFT62390	Workzone Traffic Control Pty Ltd	Traffic Control	817.30
372	EFT62087	Worlds Best Specialised Cleaning	Graffiti Removal	4,367.00
373	EFT62291	Worm Affair	Worm Farms	174.51
374	EFT62289	Wurth Australia	Depot Supplies	755.45
375	EFT62190	Xcellerate IT Pty Ltd	Software	14,844.53
				<u>\$ 3,961,771.37</u>