

CITY OF WEST TORRENS



## Notice of Council & Committee Meetings

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

### Council

and

- **City Services and Climate Adaptation Standing Committee**

of the

**CITY OF WEST TORRENS**

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

on

**TUESDAY, 4 FEBRUARY 2020  
at 7.00pm**

**Terry Buss PSM  
Chief Executive Officer**

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

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

## INDEX

<b>1</b>	<b>Meeting Opened.....</b>	<b>1</b>
1.1	Acknowledgement of Country.....	1
1.2	Evacuation Procedures .....	1
<b>2</b>	<b>Present .....</b>	<b>1</b>
<b>3</b>	<b>Apologies .....</b>	<b>1</b>
<b>4</b>	<b>Disclosure Statements .....</b>	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes.....</b>	<b>1</b>
<b>6</b>	<b>Mayors Report.....</b>	<b>1</b>
<b>7</b>	<b>Elected Members Reports .....</b>	<b>2</b>
<b>8</b>	<b>Petitions .....</b>	<b>2</b>
	Nil	
<b>9</b>	<b>Deputations .....</b>	<b>2</b>
	Nil	
<b>10</b>	<b>Adjourn to Standing Committees .....</b>	<b>3</b>
<b>11</b>	<b>Adoption of Standing Committee Recommendations.....</b>	<b>3</b>
11.1	City Services and Climate Adaptation Standing Committee Meeting .....	3
<b>12</b>	<b>Adoption of General Committee Recommendations.....</b>	<b>3</b>
	Nil	
<b>13</b>	<b>Questions with Notice .....</b>	<b>3</b>
	Nil	
<b>14</b>	<b>Questions without Notice.....</b>	<b>3</b>
<b>15</b>	<b>Motions with Notice .....</b>	<b>3</b>
	Nil	
<b>16</b>	<b>Motions without Notice.....</b>	<b>3</b>
<b>17</b>	<b>Reports of the Chief Executive Officer.....</b>	<b>4</b>
17.1	Mendelson Foundation Scholarship Scheme .....	4
17.2	Fees and Charges 2020-21 .....	9
17.3	Planning Reform: Planning & Design Code Recommendations and Update .....	59
<b>18</b>	<b>Local Government Business.....</b>	<b>121</b>
18.1	Local Government Circulars .....	121
<b>19</b>	<b>Member's Bookshelf .....</b>	<b>124</b>
	Nil	
<b>20</b>	<b>Correspondence .....</b>	<b>124</b>
20.1	Application for funding support to develop a stormwater management plan for West Torrens Drainage Catchments .....	124
20.2	State-wide Local Government Reconciliation Industry Network Group .....	124
20.3	Office for Recreation, Sport and Racing - Statewide Consultation .....	124
20.4	Brown Hill Keswick Creek Stormwater Project - Key Outcome Summary .....	124



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<b>21</b>	<b>Confidential .....</b>	<b>131</b>
	Nil	
<b>22</b>	<b>Meeting Close .....</b>	<b>131</b>

## **1 MEETING OPENED**

### **1.1 Acknowledgement of Country**

### **1.2 Evacuation Procedures**

## **2 PRESENT**

## **3 APOLOGIES**

### **Leave of Absence**

#### **Council Members:**

Cr Surrender Pal

## **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 21 January 2020 be confirmed as a true and correct record.

## **6 MAYORS REPORT**

**(Preliminary report for the agenda to be distributed Friday, 31 January 2020)**

In the two weeks since the last Council Meeting of 21 January 2020 functions and meetings involving the Mayor have included:

### **22 January**

- Met with Richard Bentley, member of the West Torrens Road Safety Group
- Attended the Unley Gourmet Gala 20<sup>th</sup> Anniversary Celebration

### **23 January**

- Met with Peter Piros from GOCSA
- Along with the General Manager Urban Services met with the President of the Novar Gardens Bowling and Petanque Club regarding their request for assistance with upcoming championship and Easter Carnival events being held at the Club.
- Participated in a tour of Adelaide Airport's new terminal expansion project.

### **24 January**

- Met with Irena Smith, Marketing Manager from Coast FM

**25 January**

- Attended the Summer Festival event at Kesmond Reserve

**26 January**

- With CEO, Terry Buss and Australia Day Ambassador, Carole Whitelock, officiated at the City of West Torrens Australia Day Citizenship Ceremony and Awards Celebration at Thebarton Community Centre
- Attended the Airport Over 50's Club Australia Day BBQ and Flag Raising Ceremony
- Attended the Australia Day in the City event at the Adelaide Festival Centre

**30 January**

- Met with Irena Smith, Marketing Manager from Coast FM

**31 January**

- Opening the 'No Place Like Home' Adelaide Artists Fundraiser art exhibition in the Hamra Auditorium Gallery with proceeds from sales being donated to Wildlife SA, Kangaroo Island Land for Wildlife and Trees for Life
- Attending the 41<sup>st</sup> Camden Classic Official Function at Camden Oval Clubrooms

**1 February**

- Attending the 'Thebartonia' Summer Festival event

**2 February**

- Attending the 41<sup>st</sup> Camden Classic Carnival and Summer Festival event at Immanuel College

**3 February**

- Attending a lunch for GAROC Mayors at the LGA prior to the GAROC Heritage Character Workshop

**4 February**

- Council and City Services and Climate Adaptation Standing Committee meeting

**RECOMMENDATION**

That the Mayor's Report be noted.

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

Nil

**9 DEPUTATIONS**

Nil

**10 ADJOURN TO STANDING COMMITTEES****RECOMMENDATION**

That the meeting be adjourned, move into Standing Committees and reconvene at the conclusion of the City Services and Climate Adaptation Standing Committee.

**11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS****11.1 City Services and Climate Adaptation Standing Committee Meeting****RECOMMENDATION**

That the recommendations of the City Services and Climate Adaptation Standing Committee held on 4 February 2020 be adopted.

**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 Mendelson Foundation Scholarship Scheme**

#### **Brief**

To seek Council approval to amend the selection and eligibility conditions for the City of West Torrens Max and Bette Mendelson Scholarship Scheme (the Scholarship Scheme) and to increase the number of scholarships awarded each year.

#### **RECOMMENDATION(S)**

It is recommended to Council that:

1. The revised eligibility and selection conditions for the awarding of scholarships under the City of West Torrens Max and Bette Mendelson Scholarship Scheme be approved as set out in Attachment 1 to this report.
2. The number of annual scholarships awarded be increased from twelve (12) to fifteen (15) until otherwise determined by Council in conjunction with the Mendelson Management Committee.
3. The monetary value of the annual scholarship be retained at \$4,000 until otherwise determined by Council in conjunction with the Mendelson Management Committee.
4. The three (3) additional scholarships referred to in clause 2 above be funded by the Mendelson Trust Fund for the time being given the healthy value of Mendelson Trust Fund portfolio.

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#### **Introduction**

In 1993, the City of West Torrens as Trustee (in its corporate capacity) established a University Scholarship Scheme for residents of West Torrens to study full-time at the University of Adelaide, Flinders University, and the University of South Australia. In 1994, the estate of Max and Bette Mendelson was gifted to the City of West Torrens for the educational purposes of its present University Scholarship Scheme.

The intent of the gift was to establish a charitable trust fund for the Council's University Scholarship Scheme to operate in perpetuity bearing the names of the Council and Max and Bette Mendelson. The management of the trust fund is undertaken by the Mendelson Management Committee that currently comprises Dr Reece Jennings as Chairman, Mr Mark Jappe (as an independent member) and Councillors Elisabeth Papanikolaou and Daniel Huggett. Secretariat services and administrative support is provided by the Office of the Mayor and CEO and financial advice on the management and performance of the trust fund is provided by Richard Dahl of FMD Financial.

Currently, the Scholarship Scheme awards 12 scholarships each year valued at \$4,000. The break-up of the scholarships is that Council contributes for five (5) of the scholarships (5 x \$4,000 = \$20,000) and the trust fund contributes for seven (7) of the scholarships (7 x \$4,000 = \$28,000).

The value of the Mendelson Trust Fund portfolio as at 31 December 2019 was \$1,605,727.22.

At the September 2019 meeting of the Mendelson Management Committee discussion occurred relating to the selection criteria for the scholarship application process. This was in the context of a review of the 2019 scholarships awarded and the Awards Ceremony. The Mendelson Management Committee agreed to discuss a review of the criteria for the application process prior to the commencement of arrangements for the 2020 scholarships.

## Discussion

The predominant criteria and essentially the only criteria used for determining scholarship recipients is academic merit. However, there are some set eligibility requirements to be eligible to apply for a scholarship such as:

- Be an Australian citizen;
- Have been a resident of the City of West Torrens for at least three years before the application closing date;
- Be an undergraduate student in a degree course in South Australia; and
- Be a full-time student as defined by the university.

Once applicants pass the eligibility test then academic merit is used to determine the twelve (12) annual scholarships awarded. On average, there are about sixty (60) applications across the three (3) universities each year.

For commencing university students, academic merit is based on the Tertiary Entrance Rank (TER) as determined by the university from time to time and for continuing university students, academic merit is determined by the level of academic performance during the previous year as determined by the university. Essentially, the twelve (12) highest eligible applicants in terms of academic merit are awarded the scholarships.

During discussions between the Mendelson Management Committee members it was decided to look at considering other selection criteria other than academic merit on its own. While academic merit was considered to still be the main criteria for determining scholarships, introduction of some other criteria like leadership potential, capability, and personal or socio-economic hardship was considered to provide more balance to the awarding of scholarships.

Accordingly, the eligibility and selection criteria conditions were revised and have been agreed amongst members of the Mendelson Management Committee (**Refer attachment 1**). Council's approval of the revised eligibility and selection criteria is now sought. Council approval is sought in the context of clause 5.4 of the Trust Deed which states:

*The Management Committee in conjunction with the Trustee (Council) is to determine from time to time the person or persons who are to be the recipients of monies from the Trust Fund, the amount of such monies, the criteria to be met or undertaken by any such recipient either before or after the monies are paid to him or her and is to determine from time to time such other matters as may be necessary or expedient for the orderly administration and operation of the Foundation.*

Given the healthy position of the Trust Fund (some \$1.6 million) discussion was also held on the possibility of increasing the number of scholarships awarded each year and also the amount of the annual scholarship. Following some robust discussion it was generally agreed that it would be more beneficial to award more scholarships each year and given that the amount of the scholarship was increased in 2016 from \$3,000 to \$4,000, it was agreed by the Mendelson Management Committee members to retain the current monetary value of the scholarship at \$4,000.

As mentioned above, the current break-up of the scholarships is that Council contributes for five (5) of the scholarships (\$20,000) and the trust fund contributes for seven (7) of the scholarships (\$28,000). The Mendelson Management Committee agreed to increase the number of scholarships from twelve (12) to fifteen (15) however, there was discussion around whether the trust fund pick up the cost of the three (3) additional scholarships or whether the three (3) additional scholarships be split at two (2) for the trust fund and one (1) Council. In the end, it was the majority decision (but not unanimous) of the Mendelson Management Committee to have the trust fund pay for the three (3) additional scholarships however, Council may have its own view on this and choose to split the additional scholarship funding 2/1 (trust fund/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 environmental impact in relation to this report.

**Conclusion**

As part of a review by the Mendelson Management Committee of the scholarship selection process it was considered appropriate to amend the eligibility and selection conditions to take account of other criteria to provide a more balanced approach, other than academic merit, for the awarding of scholarships.

Accordingly, the Mendelson Management Committee agreed its position on the intended changes and they are presented to Council for its approval.

As part of this process the Mendelson Management Committee also considered the option of increasing the number of annual scholarships awarded and also the option of increasing the monetary value of the scholarship. Following consideration, it was determined that the monetary value of the scholarship be retained at \$4,000 and the number of annual scholarships awarded be increased from twelve (12) to fifteen (15) and that the three (3) additional scholarships be funded from the Mendelson Trust Fund portfolio given the healthy financial state of the portfolio.

**Attachments****1. Mendelson Foundation Scholarship - Eligibility and Selection Criteria Conditions**

## The City of West Torrens Max and Bette Mendelson Foundation

### Undergraduate Scholarship Scheme

#### Information for Applicants

The name of the scholarship is 'The City of West Torrens Max and Bette Mendelson Scholarship'.

#### Eligibility

Applicants **MUST** meet the following criteria to be eligible to apply for a scholarship:

- Be an Australian citizen.
- Have been a resident of the City of West Torrens for at least three years on 1 March in the year of application.
- Have qualified and been accepted to undertake undergraduate studies in a degree course in any field at any university in South Australia.
- For the academic year in the year of application, be a full-time student as defined by the university.
- If you are a continuing student, you must have completed full-time study for the academic year prior to the year of application as defined by the university for that year.

#### Conditions for awarding scholarships

1. Scholarships will be awarded to commencing students and to continuing students who meet the eligibility requirements and who best meet the selection criteria.
2. The selection criteria will be based on the following:
  - a) **Academic merit** (the primary criterion in determining successful scholarship recipients).
    - For a commencing student, the level of Tertiary Entrance Rank as determined by the university from time to time.
    - For the continuing student, the level of academic performance during the previous year as determined by the university.
  - b) **Leadership Potential** - demonstrated in the field of study (or potential study) through prizes, awards, publications, performance, professional endeavours and/or what may have changed as a result of the applicant's involvement in something.
  - c) **Capability** - by providing a written statement (maximum 300 words) that describes an achievement you are proud of and this could include a work or volunteering achievement, a contribution you have made to your local community or society in general, a demonstration of persistence and determination in the pursuit of your personal goals, or an occasion where you have mobilised or inspired others to achieve an outcome.



- d) **Other considerations** that may be taken into account include:
- Personal or socio-economic hardship;
  - Necessitous circumstances that would otherwise prevent an applicant attending university to study full-time.
3. If there are two or more applicants of equal merit, the scholarship may be divided equally between them.
  4. The award of the scholarship to each student is for one year.
  5. The number of scholarships to be made available in any year is to be determined by the Council.
  6. The annual value of a scholarship is determined by the Council.
  7. The award of scholarships is at the discretion of the Council. Its determination is final and no correspondence or discussion will be entered into.
  8. The City of West Torrens will pay the scholarship to the successful applicant in one lump sum. Payment will be made at an award presentation ceremony on a date determined by the Council.

### **Applications**

Applications must be made on the form provided and be directed to:

The Chief Executive Officer,  
City of West Torrens,  
165 Sir Donald Bradman Drive, Hilton SA 5033

and be received by 5.00pm on Friday \_\_April 20\_\_.

**Applicants must take care that their applications are correctly witnessed. A Justice of the Peace is required to provide identification that includes their name, official number and the post-nominal 'JP'. Usually this information is incorporated on a stamp. Applications that do not provide this information are rejected. Other witnesses, such as a Commissioner for Affidavits, should clearly write or stamp their name and contact details in print.**

Applicants must attend carefully to the correctness of all details of their applications and accept full responsibility for their correctness. The Council will not make enquiries with a view to remedying errors or omissions.

## 17.2 Fees and Charges 2020-21

### Brief

This report presents revised fees and charges for 2020/21 for consideration and adoption pursuant to the requirements of Section 188 of the *Local Government Act 1999*.

### RECOMMENDATION

It is recommended to Council that the fees and charges 2020/21 be adopted pursuant to Section 188 of the *Local Government Act 1999*.

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### Introduction

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

### Discussion

Fees and charges have been reviewed by managers responsible within the Administration, and revised documentation is included in summarised form (**Attachment 1**). The full document has been included as **Attachment 2**.

Elected Members with questions about the presented information are strongly encouraged to contact the responsible General Manager prior to the Council meeting. This will help avoid a delay with progressing adoption, which could occur if questions are left until the Council meeting and the Administration is not able to provide answers at the time.

Revised fees and charges will impact the 2020/21 budget which managers are now compiling.

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

### Climate Impact Considerations

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

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

### Conclusion

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

### Attachments

1. Fees & Charges 2020/2021 Summarised
2. Fees & Charges 2020/2021

## 2020/21 Fees &amp; Charges Increase Analysis

Note: GST status has been checked with the latest F&amp;C CR2019-061

Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>City Assets and City Works</b>									
<b>Application Forms</b>									
Permission to install vehicular crossing	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
Permission to install drain/s	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
Permission to lay underground cables	No	Yes	No	N/A	30.00	N/A	31.00	3.3%	
<b>Contract Concrete Works</b>									
Kerbing and Guttering	No	Yes	Yes	266.00	241.82	266.00	241.82	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Vehicular Invert	No	Yes	Yes	266.00	241.82	266.00	241.82	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Spoon Drain	No	Yes	Yes	266.00	241.82	266.00	241.82	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Mountable Kerb	No	Yes	Yes	169.00	153.64	169.00	153.64	0.0%	Per linear metre (2m minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 75mm depth	No	Yes	Yes	120.00	109.09	120.00	109.09	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 100mm depth	No	Yes	Yes	136.00	123.64	136.00	123.64	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Concrete 125mm depth	No	Yes	Yes	155.00	140.91	155.00	140.91	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Concrete & Site Delivery, Bedding Sand & Site Consumables
Placement F82 reinforcing steel mesh	No	Yes	Yes	37.00	33.64	37.00	33.64	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increase relates to the supply/delivery costs of materials. Not a standard item used by Council.
<b>Concrete Block Paving Works</b>									
Paving 60mm (no base)	No	Yes	Yes	120.00	109.09	120.00	109.09	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 60mm (100mm base)	No	Yes	Yes	136.00	123.64	136.00	123.64	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
Paving 80mm (150mm base)	No	Yes	Yes	161.00	146.36	161.00	146.36	0.0%	Per m <sup>2</sup> (5m <sup>2</sup> minimum charge) - Increases relate to both labour costs and supply/disposal of materials, ie Disposal of Excavated Material (Dumping) Costs, Purchase/Delivery of Block Pavers (Depot to Site) & Site Delivery, Bedding Sand & Site Consumables
<b>Household Stormwater Connection Repairs</b>									
Repair and replacement only of stub end	No	Yes	Yes	155.00	140.91	155.00	140.91	0.0%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Replacement of the household stormwater pipe	No	Yes	Yes	651.00	591.82	651.00	591.82	0.0%	Increase in labour costs + Increase time allowance for staff to undertake works on site
Stormwater Adaptor - 90mm to 125x75mm	No	Yes	Yes	77.00	70.00	77.00	70.00	0.0%	
<b>Other</b>									
Road Pavement (Bitumen)	No	Yes	Yes	181.00	164.55	181.00	164.55	0.0%	Per m <sup>2</sup> (2m <sup>2</sup> minimum charge) - Increase in both Labour costs and supply/ disposal of materials. Additional costs include travel for collection Asphalt from Asphalt Plant (Ex-Bin).
Tree Removal for driveway construction	No	Yes	Yes	230.00	209.09	250.00	227.27	8.7%	Per metre if > 2m in height. If tree <= 2m, dead, diseased or determined by Council Officer - no charge; if not dead or diseased, an inspection fee of \$88 may apply.
Road Sweeper	No	Yes	Yes	184.00	167.27	220.00	200.00	19.6%	Per hour (minimum charge 3 hours = \$660); staff penalty rates apply after hours. Increase in both labour costs and waste disposal costs - including additional allowance for travel (Depot/Depot)
Removal of encroaching vegetation	No	Yes	Yes	88.00	80.00	90.00	81.82	2.3%	Per person, per hour. Minimum charge \$180. Increase in labour cost
Arboriculture services	No	Yes	Yes	137.00	124.55	137.00	124.55	0.0%	Per person, per hour. Minimum charge \$274. Increase in labour costs and additional allowance for works on site
General gardening services	No	Yes	Yes	88.00	80.00	90.00	81.82	2.3%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$180). Staff penalty rates apply after hours / call outs. Increase in labour costs
Irrigation repair & installation	No	Yes	Yes	88.00	80.00	90.00	81.82	2.3%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$180). Staff penalty rates apply after hours / call outs. Increase in labour costs
Line marking (Sportsfield & Pavement Marking)	No	Yes	Yes	88.00	80.00	90.00	81.82	2.3%	Per person, per hour. Consumables in addition to hourly rate. Minimum charge 2 hours (\$180). Staff penalty rates apply after hours / call outs. Increase in labour costs
Tender Documents (Council documentation)	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
<b>Road Events</b>									
<b>Temporary Parking Control</b>									
Application Fee	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Authorisation Fee	No	Yes	No	N/A	52.00	N/A	53.00	1.9%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
<b>Road Events - Temporary Road Closures</b>									
Application Fee	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Authorisation Fee	No	Yes	No	N/A	155.00	N/A	158.00	1.9%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Newspaper Advertising	No	Yes	Yes	POA	N/A	POA	N/A	N/A	POA - GST Taxable



## 2020/21 Fees &amp; Charges Increase Analysis

Note: GST status has been checked with the latest F&amp;C CR2019-061

Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>Private Parking Areas</b>									
Application Fee	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Authorisation Fee	No	Yes	No	N/A	142.00	N/A	145.00	2.1%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
<b>City Development</b>									
<b>Consents</b>									
Category 3 Public Notification (newspaper advertisement)	Yes	Yes	Yes	600.00	545.45	600.00	545.45	0.0%	Note fee may no longer be payable with introduction of PDI Act on 1 July 2020 - to be confirmed.
<b>Development Plan Amendments/File Recovery</b>									
Development Plan Amendment Base fee	Yes	Yes	No	N/A	21.00	N/A	21.00	0.0%	Amount above base fee may apply, depending number of pages involved GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
File Recovery from Secure Storage	No	Yes	Yes	20.00	18.18	20.00	18.18	0.0%	Any enquiry requiring DA file recovery from secure storage, actual cost (inc labour) ~\$30 (depends on file size)
File Recovery from Secure Storage - Urgent	No	Yes	Yes	50.00	45.45	50.00	45.45	0.0%	Any urgent enquiry requiring DA file recovery from secure storage within 4 hours, actual cost ~ \$60 (depends on file size)
Copy of Certificate of Title	No	Yes	Yes	35.50	32.27	35.50	32.27	0.0%	No change, cost neutral
<b>Development approvals - Plan &amp; Other Documentation Copies (Council Documents)</b>									
A4 Black and White Plan Print	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A4 Colour Plan Printing	No	Yes	No	N/A	1.00	N/A	1.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Black and White Plan Printing	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Colour Plan Printing	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Black & White Plan Printing	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Colour Plan Printing	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Black & White Plan Printing	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Colour Plan Printing	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Black & White Plan Printing	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Colour Plan Printing	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
<b>Development approvals - Plan &amp; Other Documentation Copies (Non-Council Documents)</b>									
A4 Black and White Plan Print	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (reviewed costs to be in line with advice from IT)
A4 Colour Plan Printing	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Black and White Plan Printing	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A3 Colour Plan Printing	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (reviewed costs to be in line with advice from IT)
A2 Black & White Plan Printing	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (reviewed costs to be in line with advice from IT)
A2 Colour Plan Printing	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (reviewed costs to be in line with advice from IT)
A1 Black & White Plan Printing	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A1 Colour Plan Printing	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
A0 Black & White Plan Printing	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (reviewed costs to be in line with advice from IT)
A0 Colour Plan Printing	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (reviewed costs to be in line with advice from IT)
<b>Community Services</b>									
<b>Library Services</b>									
Memory stick	No	Yes	Yes	Cost Recovery	N/A	Cost Recovery	N/A	N/A	Cost Recovery
Faxing (local)	No	Yes	Yes	1.50	1.36	1.50	1.36	0.0%	Per page
Faxing (STD)	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	First page - \$1.50 per page for additional pages
Faxing (ISDN)	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	First page - \$2.00 per page for additional pages
Printing / Photocopies (b&w) A4	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (b&w) A3	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (colour) A4	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (reviewed costs to be in line with advice from IT)
Printing / Photocopies (colour) A3	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (reviewed costs to be in line with advice from IT)
Replacement membership card	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	
Headphones	No	Yes	Yes	Cost Recovery	N/A	Cost Recovery	N/A	0.0%	Cost Recovery
Processing Fee for lost/damaged library material	No	Yes	Yes	N/A	5.00	5.00	4.55	-9.1%	flat fee of \$5, this is a uniform OneCard charge across the state. GST taxable - this is admin fee / staff time to process lost / damaged library material.
IT training - minimum course fee	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Includes Basic Internet and Email (in house)
IT training - maximum course fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Learning Centre membership @ \$50 for 3 months; \$30 for 3 month renewal
Book Sales	No	Yes	Yes	\$0.10 - \$15.00	\$0.09 - \$13.64	\$0.10 - \$15.00	\$0.09 - \$13.64	Varies	Prices vary according to nature of item (may be > \$15.00)
<b>Community Development</b>									



## 2020/21 Fees &amp; Charges Increase Analysis

Note: GST status has been checked with the latest F&amp;C CR2019-061

Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>Community Activities</b>									
Community Classes / Workshops / Activities	No	Yes	Yes	\$0 - \$40.00	N/A	\$0 - \$40.00	N/A	N/A	Prices vary according to nature of activity, or as determined in consultation with Manager Community Services
<b>Community Bus Service</b>									
Regular routes, Recreational, Shopping, Meal Programs	No	Yes	Yes	4.00	3.64	4.00	3.64	0.0%	Per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	Min per person per trip
Specialty Tours (Op Shops, Cemetery, History etc)	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Max per person per trip
Children's, Youth & Disability Program	No	Yes	Yes	Free	Free	Free	Free	N/A	
<b>Commonwealth Home Support Program (CHSP) - Single Pensioner Fee</b>									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Up to 12 visits
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	Up to 12 visits
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Up to 12 visits
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event; Up to 12 visits
Minor Garden Maintenance - Essential gardening and green waste removal (impacting on safety or security of the home) inc. trimming back shrubs, trees, vines, slashing, weeds spray	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	Dump service and dump charges additional
Minor Maintenance (tap washers, globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	cost of materials additional
Minor Maintenance Hard Waste Rubbish removal	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Dump fee additional
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year
Modifications - Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms and magnetic door catches etc.	No	Yes	No	N/A	20% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year, installation additional
<b>Active Ageing Council Funded Services - Single Pensioner Fee</b>									
Minor Maintenance Spring cleans	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	
Minor Maintenance kerbside assist	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Active Ageing Social Program	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Active Ageing - Blokes Brekky	No	Yes	No	N/A	N/A	N/A	7.50	100.0%	New 2020/21
Movers & Shakers Friday Program	No	Yes	No	N/A	Gold coin donation	N/A	5.00	100.0%	New 2020/21
<b>Commonwealth Home Support Program (CHSP) - Couple / two per household Pensioner Fee</b>									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Garden Maintenance - Essential gardening and green waste removal (impacting on safety or security of the home) inc. trimming back shrubs, trees, vines, slashing, weeds spray	No	Yes	No	N/A	25.00	N/A	25.00	0.0%	Dump service and dump charges additional
Minor Maintenance (tap washers, globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Cost of materials additional
Minor Maintenance Hard Waste Rubbish removal	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	Dump fee additional
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year
Modifications - Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms and magnetic door catches etc.	No	Yes	No	N/A	20% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year, installation additional
<b>Active Ageing Council Funded Services - Couple / two per household Pensioner Fee</b>									
Minor Maintenance Spring cleans	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	35.00	N/A	35.00	0.0%	
Minor Maintenance kerbside assist	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	
Active Ageing Weekly Social Program	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Active Ageing - Blokes Brekky	No	Yes	No	N/A		N/A	7.50	100.0%	New 2020/21
Movers & Shakers Friday Program	No	Yes	No	N/A	Gold coin donation	N/A	5.00	100.0%	New 2020/21



## 2020/21 Fees &amp; Charges Increase Analysis

Note: GST status has been checked with the latest F&amp;C CR2019-061

Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>Commonwealth Home Support Program (CHSP) - Self Funded Retiree Fee</b>									
Domestic Assistance (Cleaning & laundry)	No	Yes	No	N/A	17.50	N/A	17.50	0.0%	
Domestic Assistance (shopping by list)	No	Yes	No	N/A	5.00	N/A	5.00	0.0%	
Social Support- individual (Shopping, Outings, Medical Transport)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Social Support- group (Meal, activities and entertainment)	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Each event
Minor Garden Maintenance - Essential gardening and green waste removal (impacting on safety or security of the home) inc. trimming back shrubs, trees, vines, slashing, weeds spray	No	Yes	No	N/A	30.00	N/A	30.00	0.0%	Dump service and dump charges additional
Minor Maintenance (tap washers, globe replacements, smoke alarm batteries etc.)	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Cost of materials additional
Minor Maintenance Hard Waste Rubbish removal	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	Dump fee additional
Modifications - Electrical hard wired smoke alarms and installation	No	Yes	No	N/A	50% subsidy	N/A	50% subsidy	N/A	Up to \$300 per annual per client per financial year
Modifications - Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms and magnetic door catches etc.	No	Yes	No	N/A	20% Subsidy	N/A	50% Subsidy	N/A	Up to \$300 per annual per client per financial year, installation additional
<b>Active Ageing Council Funded Services - Self Funded Retiree Fee</b>									
Minor Maintenance Spring cleans	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Window cleaning	No	Yes	No	N/A	20.00	N/A	20.00	0.0%	
Minor Maintenance Gutter cleans	No	Yes	No	N/A	40.00	N/A	40.00	0.0%	
Minor Maintenance kerbside assist	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	
Active Ageing Weekly Social Program	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	
Active Ageing - Blokes Brekky	No	Yes	No	N/A		N/A	7.50	100.0%	New 2020/21
Movers & Shakers Friday Program	No	Yes	No	N/A	Gold coin donation	N/A	5.00	100.0%	New 2020/21
<b>Facility Hire</b>									
<b>Plympton Community Centre USER CATEGORY A - Community based group</b>									
Main Hall	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Kitchen	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Meeting Rooms	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Sewing Room	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	New 2020/21
Whole Centre - full day	No	Yes	Yes	N/A	N/A	500.00	454.55	N/A	New 2020/21
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Plympton Community Centre USER CATEGORY B - Community based group when charging participants</b>									
Main Hall	No	Yes	Yes	10.00	9.09	15.00	13.64	50.0%	
Kitchen	No	Yes	Yes	5.00	4.55	10.00	9.09	100.0%	
Meeting Rooms	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Sewing Room	No	Yes	Yes	N/A	N/A	5.00	4.55	N/A	New 2020/21
Whole Centre - full day	No	Yes	Yes	N/A	N/A	500.00	454.55	N/A	New 2020/21
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Plympton Community Centre USER CATEGORY C - Corporate / Government / Private Hire</b>									
Main Hall	No	Yes	Yes	20.00	18.18	25.00	22.73	25.0%	
Kitchen	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Meeting Rooms	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Sewing Room	No	Yes	Yes	N/A	N/A	10.00	9.09	N/A	New 2020/21
Whole Centre - full day	No	Yes	Yes	N/A	N/A	500.00	454.55	N/A	New 2020/21
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.



## 2020/21 Fees &amp; Charges Increase Analysis

Note: GST status has been checked with the latest F&amp;C CR2019-061

Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>Lockleys Community Room at 362 Henley Beach Road Lockleys USER CATEGORY A - Community based group</b>									
Main Hall	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	New 2020/21
Kitchen	No	Yes	Yes	N/A	N/A	Free	N/A	N/A	New 2020/21
Whole Centre - full day	No	Yes	Yes	N/A	N/A	500.00	454.55	N/A	New 2020/21
Bond - High Risk bookings	No	Yes	No	N/A	N/A	N/A	1,000.00	N/A	New 2020/21
Late Cancellation Fee	No	Yes	Yes	N/A	N/A	75.00	68.18	N/A	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Lockleys Community Room at 362 Henley Beach Road Lockleys USER CATEGORY B - Community based group when charging participants</b>									
Main Hall	No	Yes	Yes	N/A	N/A	15.00	13.64	N/A	New 2020/21
Kitchen	No	Yes	Yes	N/A	N/A	10.00	9.09	N/A	New 2020/21
Whole Centre - full day	No	Yes	Yes	N/A	N/A	500.00	454.55	N/A	New 2020/21
Bond - High Risk bookings	No	Yes	No	N/A	N/A	N/A	1,000.00	N/A	New 2020/21
Late Cancellation Fee	No	Yes	Yes	N/A	N/A	75.00	68.18	N/A	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Lockleys Community Room at 362 Henley Beach Road Lockleys USER CATEGORY C - Corporate / Government / Private Hire</b>									
Main Hall	No	Yes	Yes	N/A	N/A	25.00	22.73	N/A	New 2020/21
Kitchen	No	Yes	Yes	N/A	N/A	10.00	9.09	N/A	New 2020/21
Whole Centre - full day	No	Yes	Yes	N/A	N/A	500.00	454.55	N/A	New 2020/21
Bond - High Risk bookings	No	Yes	No	N/A	N/A	N/A	1,000.00	N/A	New 2020/21
Late Cancellation Fee	No	Yes	Yes			75.00	68.18	N/A	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Community Room at 173 Sir Donald Bradman Drive USER CATEGORY A - Community based group when charging participants</b>									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Kitchen - Meetings/ seminars	No	Yes	Yes	Free	Free	Free	Free	N/A	
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Community Room at 173 Sir Donald Bradman Drive USER CATEGORY B - Community based group when charging participants</b>									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Community Room at 173 Sir Donald Bradman Drive USER CATEGORY C - Corporate / Government / Private Hire</b>									
Main Hall - Event/ gatherings/ seminars	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	
Kitchen - Meetings/ seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Thebarton Community Centre - USER CATEGORY A - Community based group</b>									
Room 2 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 3 - Meetings / seminars	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Room 4 - General Meetings	No	Yes	Yes	Free	N/A	Free	N/A	N/A	
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Hall A - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 4 hours
Hall B - Without kitchen / bar facilities	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Weekend hire - min 4 hours
Kitchen A	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Kitchen B	No	Yes	Yes	Free	N/A	Free	N/A	N/A	None applicable
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)



## 2020/21 Fees &amp; Charges Increase Analysis

Note: GST status has been checked with the latest F&amp;C CR2019-061

Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Thebarton Community Centre - USER CATEGORY B - Community based group when charging participants</b>									
Room 2 - Meetings / seminars	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	In line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	In line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	In line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	Free	N/A	Free	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Hall A - Without kitchen / bar facilities	No	Yes	Yes	35.00	31.82	35.00	31.82	0.0%	Weekend hire - min 4 hours
Hall B - Without kitchen / bar facilities	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	Weekend hire - min 4 hours
Kitchen A	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	New fee - seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	New fee - seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Hall Event Block - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Whole Centre - Full Day (open to close)	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	None applicable
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>Thebarton Community Centre - USER CATEGORY C - Corporate / Government / Private Hire</b>									
Room 2 - Meetings / seminars	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	In line with cost recovery
Room 3 - Meetings / seminars	No	Yes	Yes	25.00	22.73	25.00	22.73	0.0%	In line with cost recovery
Room 4 - General Meetings	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	In line with cost recovery
Tea Area - Light refreshment preparation	No	Yes	Yes	N/A	N/A	N/A	N/A	N/A	Free with room hire
Independent Kitchen Hire	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per hour
Hall A - Without kitchen / bar facilities	No	Yes	Yes	65.00	59.09	65.00	59.09	0.0%	Weekend hire - min 4 hours
Hall B - Without kitchen / bar facilities	No	Yes	Yes	55.00	50.00	55.00	50.00	0.0%	Weekend hire - min 4 hours
Kitchen A	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Seperated from Hall hire fee to make clearer
Kitchen B	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Seperated from Hall hire fee to make clearer
Hall Event Block - Half Day (open to 3pm)	No	Yes	Yes	600.00	545.45	700.00	636.36	16.7%	Flat rate - Hall event block; includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Half Day (3:30pm to Close))	No	Yes	Yes	900.00	818.18	1,100.00	1,000.00	22.2%	Flat rate - Hall event block; includes Hall A, Hall B, Front Foyer and main kitchen
Hall Event Block - Full Day (open to close)	No	Yes	Yes	1,500.00	1,363.64	1,800.00	1,636.36	20.0%	Flat rate - Hall event block; includes Hall A, Hall B, Front Foyer and main kitchen
Whole Centre - Full Day (open to close)	No	Yes	Yes	2,400.00	2,181.82	3,000.00	2,727.27	25.0%	Flat rate - added to fee structure because of demand from hirers for flat rates
Tea and Coffee - Fresh option with filter coffee	No	Yes	Yes	3.50	3.18	3.50	3.18	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Stored option with stored coffee	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Tea and Coffee - Fresh or Stored option with Nespresso	No	Yes	Yes	2.50	2.27	2.50	2.27	0.0%	Cost is per person per service (new service to meet expectation from hirers)
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Late Cancellation Fee	No	Yes	Yes	75.00	68.18	75.00	68.18	0.0%	Once off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations. Regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided. Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.
<b>All Community Centres - Additional Fees</b>									
Bond - High Risk bookings	No	Yes	No	N/A	1,000.00	N/A	1,000.00	0.0%	
Emergency Assistance	No	Yes	Yes	150.00	136.36	180.00	163.64	20.0%	
Administration fee	No	Yes	Yes	75.00	68.18	75.00	68.18		One off and irregular bookings - All categories will be charged a \$75.00 administration fee for cancellations
Additional cleaning	No	Yes	Yes			Cost recovery			Cost recovery
Security call out (fault of hirer)	No	Yes	Yes	85.00	77.27	90.00	81.82	5.9%	
Security access - card replacement	No	Yes	Yes	80.00	72.73	90.00	81.82	12.5%	
Square Tablecloth (230x230cm)	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	
Round Tablecloth 8ft 240cm	No	Yes	Yes	5.00	4.55	5.00	4.55	0.0%	
Round Tablecloth 10ft 300cm	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	
Tablecloth (135x300cm)	No	Yes	Yes	3.00	2.73	3.00	2.73	0.0%	
Damaged/ lost linens	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	0.0%	
Security presence	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	0.0%	
Hire items	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	0.0%	



## 2020/21 Fees &amp; Charges Increase Analysis

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Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>West Torrens Auditorium and Gallery Hire</b>									
Special Use									To be determined by the Manager Community Services
<b>Compliance</b>									
<b>Animal Control - Dog Registrations</b>									
Non-Standard Dog Registration	Yes	Yes	No	N/A	85.00	N/A	85.00	0.0%	Council can set fees. Max. fee \$100 (increase fee every two years)
Standard Dog Registration	Yes	Yes	No	N/A	42.50	N/A	42.50	0.0%	50% off the "Non-Standard Dog Registration Fee"
Dog Registration - Replacement Tag/Disc	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	0.0%	Cost Recovery - Replacement Disc
<b>Animal Control -Rebate Category</b>									
Dog Registration - Specified Training Program (10% rebate = \$8.50)	Yes	Yes	No	N/A	76.50	N/A	76.50	0.0%	\$76.50 on a non-standard dog registration or \$34.00 for standard dog registration if no other rebate applies.
Dog Registration - Pensioner Concession	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% concession on remaining fee after rebates.( Not including late payment fee/replacement disc)
Dog Registration - Part year Jan - May	Yes	No	No	N/A	50% fee payable	N/A	50% fee payable	N/A	50% discount subject to dog being at the mandatory registration age of 3 months when registered
Dog Registration - Part year June	Yes	No	No	N/A	No Fee	N/A	No Fee	N/A	No Fee being the mandatory age of 3 months when registered
Dog Registration - Business involving Kennel ... - Annual Fee (No rebates apply)	Yes	Yes	No	N/A	85.00	N/A	85.00	0.0%	Per dog (No rebates apply)
Dog Registration - Late Registration Fee	Yes	Yes	No	N/A	21.00	N/A	21.00	0.0%	25% of maximum fee; In addition to registration fee
Dog Registration - Seizure & Detention Fee - Registered Dog	Yes	Yes	No	N/A	71.00	N/A	75.00	5.6%	Detained Registered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Seizure & Detention Fee - Unregistered Dogs	Yes	Yes	No	N/A	82.00	N/A	85.00	3.7%	Detained Unregistered Dog Returned to Owner - Not taken to impound facility
Dog Registration - Impounding Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
Dog Registration - Pound Fee / Sustenance Fee	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility
<b>Other Animal Control</b>									
Printed extract from register	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract
Surrender of Dog	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Surrender of Cat or Kitten	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Allows for increases to occur without updating this document
Dog Microchipping	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility or Veterinarian or Registered Microchipping Organisation
Dog Desexing	Yes	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost recovery - Impound Facility or Veterinarian
Dog Collars - Dangerous/Menacing/Guard Dogs	Yes	Yes	No	N/A	No Fee	N/A	Cost recovery	N/A	Cost recovery - Purchase of Collars
Dog Signs - Dangerous/Guard Dogs	Yes	Yes	No	N/A	No Fee	N/A	Cost recovery	N/A	Cost recovery - Purchase of Signs
Possum/Cat Trap Deposit (Refundable)	No	Yes	No	N/A	80.00	N/A	80.00	0.0%	Deposit will be refunded if the cage is returned within the agreed hire return due date & not damaged
<b>Parking Permit, Exemptions &amp; Vouchers - Residential Permits</b>									
Transitional 1 year	No	Yes	No	N/A	16.00	N/A	17.00	6.3%	
Transitional 2 years	No	Yes	No	N/A	26.00	N/A	27.00	3.8%	
Zone Permit Vehicle Specific 1 year	No	Yes	No	N/A	31.00	N/A	32.00	3.2%	
Zone Permit Vehicle Specific 2 year	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Zone Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Zone Permit Vehicle Transferrable 1 year	No	Yes	No	N/A	31.00	N/A	32.00	3.2%	
Zone Permit Vehicle Transferrable 2 year	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Zone Permit Vehicle Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Street Permit Vehicle Specific 1 year	No	Yes	No	N/A	31.00	N/A	32.00	3.2%	
Street Permit Vehicle Specific 2 year	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Street Permit Vehicle Specific Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
Street Permit Transferrable 1 year	No	Yes	No	N/A	31.00	N/A	32.00	3.2%	
Street Permit Transferrable 2 year	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Street Permit Transferrable Pensioners	No	Yes	No	N/A	50% discount of the above	N/A	50% discount of the above	N/A	
<b>Parking Permit, Exemptions &amp; Vouchers - Business Parking Permits</b>									
Business Street Permit Transferrable 1 year	No	Yes	No	N/A	203.00	N/A	205.00	1.0%	
Business Street Permit Transferrable 2 year	No	Yes	No	N/A	386.00	N/A	390.00	1.0%	
<b>Parking Permit, Exemptions &amp; Vouchers - Visitor Parking Permits</b>									
Visitor Parking Permits 12 per book	No	Yes	No	N/A	16.00	N/A	17.00	6.3%	Per book
Temporary Tradesperson Parking Permit	No	Yes	No	N/A	Free	N/A	Free	N/A	
Community Services Parking Permit	No	Yes	No	N/A	Free	N/A	Free	N/A	
Replacement Permit	No	Yes	No	N/A	11.00	N/A	12.00	9.1%	



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Department	Statutory Charge?	Discretionary?	GST?	2019/20 (incl. GST)	2019/20 (excl. GST)	2020/21 New Fee (incl. GST)	2020/21 New fee (excl. GST)	% change in base price	Comments
<b>By-laws</b>									
By-law expiation fee	Yes	Yes	No	N/A	185.00	N/A	185.00	0.0%	Up to 25% of Maximum Penalty \$750 is fixed by Local Government Act s246(5)
By-law Continuous Offence expiation fee	Yes	Yes	No	N/A	12.50	N/A	12.50	0.0%	Up to 25% of Maximum Penalty \$50 is fixed by Local Government Act s246(5)
Sign display - Application By-Law 4	No	Yes	No	N/A	61.00	N/A	61.00	0.0%	New 2020/21 - Split Fees to Application (Non Refundable) & Permit Fee
Sign display - Authorisation Permit By-Law 4	No	Yes	No	N/A	61.00	N/A	61.00	0.0%	
Release Impounded Banners/Signs/Election Signs	No	Yes	No	N/A	64.00	N/A	65.00	1.6%	
By-Law 2 & 3 Activity Application Fee	No	Yes	No	N/A		N/A	78.00	N/A	New 2020/21 - Split Fees to Application (Non Refundable) & Permit Fee
By-Law 2 & 3 Activity Authorisation Permit	No	Yes	No	N/A	44.00	N/A	44.00	0.0%	Split Fees to Application (Non Refundable) & Permit Fee
Exemption to limit on no. of dogs - Application Fee	No	Yes	No	N/A	79.00	N/A	80.00	1.3%	By-Law 5
Exemption to limit on no. of dogs - Permit Fee	No	Yes	No	N/A	19.00	N/A	20.00	5.3%	By-Law 5 - permit fee
<b>Alteration to Public Roads</b>									
Skip Bins - Application Fee	No	Yes	No	N/A	77.00	N/A	78.00	1.3%	Administration and initial assessment
Skip Bins - Permit Fee	No	Yes	No	N/A	10.00	N/A	11.00	10.0%	Per day
Skip Bins - Extension of permit duration	No	Yes	No	N/A	28.00	N/A	29.00	3.6%	Authorisation to extent permit plus permit fee per day of extension duration
Hoardings - Application Fee	No	Yes	No	N/A	77.00	N/A	78.00	1.3%	Duration of authorisation - cost neutral
Hoardings - Permit Fee	No	Yes	No	N/A	10.00	N/A	11.00	10.0%	Per day
Hoardings - Extension of permit duration	No	Yes	No	N/A	28.00	N/A	29.00	3.6%	Authorisation to extent permit plus permit fee per day of extension duration
<b>Outdoor Dining</b>									
Outdoor Dining Application Fee	No	Yes	No	N/A	102.00	N/A	105.00	2.9%	
Outdoor Dining Annual Permit Fee	No	Yes	No	N/A	86.00	N/A	88.00	2.3%	Per unit
Outdoor Dining Transfer Fee	No	Yes	No	N/A	63.00	N/A	64.00	1.6%	
<b>Other</b>									
Temporary Trading Stands - Application Fee	No	Yes	No	N/A	77.00	N/A	78.00	1.3%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Temporary Trading Stands - Permit Fee	No	Yes	No	N/A	N/A	N/A	24.00	N/A	New 2020/21 - Duration of authorisation GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Mothers Day Flowers Side of Rd - Application Fee	No	Yes	No	N/A	77.00	N/A	78.00	1.3%	GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Mothers Day Flowers Side of Rd - Permit Fee	No	Yes	No	N/A	N/A	N/A	24.00	N/A	New 2020/21 - Duration of authorisation GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(4)) CR2019/61
Real Estate Advertising Signs - Authorisation - Residential	No	Yes	No	N/A	270.00	N/A	270.00	0.0%	Duration of authorisation
Real Estate Advertising Signs - Authorisation - Commercial	No	Yes	No	N/A	640.00	N/A	640.00	0.0%	Duration of authorisation
Selling Goods on Footpath App'n Fee	No	Yes	No	N/A	77.00	N/A	78.00	1.3%	
Footpath - Up to 2.5 sq. mtrs	No	Yes	No	N/A	91.00	N/A	92.00	1.1%	
Footpath - 2.6 - 5.0 sq. mtrs	No	Yes	No	N/A	131.00	N/A	132.00	0.8%	
Footpath - 5.1 - 10.0 sq. mtrs	No	Yes	No	N/A	182.00	N/A	183.00	0.5%	
Footpath - 10.1 + sq. mtrs	No	Yes	No	N/A	300.00	N/A	301.00	0.3%	
Footpath - Transfer Fee	No	Yes	No	N/A	63.00	N/A	64.00	1.6%	
Unightly Condition of Land Clearance	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Fire Prevention block clearance	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
<b>Mobile Food Vending Permits</b>									
Application Fee	No	Yes	No	N/A	51.00	N/A	52.00	2.0%	
Monthly Fee	No	Yes	No	N/A	142.00	N/A	145.00	2.1%	
Annual Fee	No	Yes	No	N/A	1,410.00	N/A	1,450.00	2.8%	
Transfer Fee	No	Yes	No	N/A	61.00	N/A	64.00	4.9%	
<b>Impounded Vehicles</b>									
Motor Vehicle Search Fee	Yes	No	No	N/A	Cost recovery	N/A	Cost recovery	N/A	
Incumberance Search Fee	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Towing Fee (Business Hrs)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Towing Fee (After Hrs)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Advertising Fee (if applicable)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
Storage Fee (per day)	No	Yes	No	N/A	Cost recovery	N/A	Cost recovery	N/A	Cost Recovery
<b>Unclaimed Goods</b>									
Storage Fee	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
Maintaining goods	No	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Cost Recovery for goods claimed after proceedings commenced
<b>Corporate Publicity &amp; Promotion</b>									
<b>Advertising Rates</b>									
Inside pages (colour)	No	Yes	Yes	460.00	418.18	460.00	418.18	0.0%	
Inside pages (colour)	No	Yes	Yes	230.00	209.09	230.00	209.09	0.0%	
Inside pages (colour)	No	Yes	Yes	77.00	70.00	77.00	70.00	0.0%	



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<b>Council Documents</b>									
<b>Copies of Council Documents</b>									
A4 Black and White Copies	No	Yes	No	N/A	0.20	N/A	0.20	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A4 Colour Copies	No	Yes	No	N/A	1.00	N/A	1.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Black and White Copies	No	Yes	No	N/A	0.40	N/A	0.40	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A3 Colour Copies	No	Yes	No	N/A	2.00	N/A	2.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Black and White Copies	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A2 Colour Copies	No	Yes	No	N/A	10.00	N/A	10.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Black and White Copies	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A1 Colour Copies	No	Yes	No	N/A	12.50	N/A	12.50	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Black and White Copies	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
A0 Colour Copies	No	Yes	No	N/A	15.00	N/A	15.00	0.0%	Per page (in line with Library charges and other Council documents) GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
Individual extract from various registers / records	No	Yes	No	N/A	6.00	N/A	6.00	0.0%	Per individual extract GST Exempt: • subsection 81-10(1) (covered by subsection 81-10(5)) CR2019/61
<b>Copies of Non-Council Documents</b>									
A4 Black and White Copies	No	Yes	Yes	0.20	0.18	0.20	0.18	0.0%	Per page (in line with Library charges and other Council documents)
A4 Colour Copies	No	Yes	Yes	1.00	0.91	1.00	0.91	0.0%	Per page (in line with Library charges and other Council documents)
A3 Black and White Copies	No	Yes	Yes	0.40	0.36	0.40	0.36	0.0%	Per page (in line with Library charges and other Council documents)
A3 Colour Copies	No	Yes	Yes	2.00	1.82	2.00	1.82	0.0%	Per page (in line with Library charges and other Council documents)
A2 Black and White Copies	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (in line with Library charges and other Council documents)
A2 Colour Copies	No	Yes	Yes	10.00	9.09	10.00	9.09	0.0%	Per page (in line with Library charges and other Council documents)
A1 Black and White Copies	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (in line with Library charges and other Council documents)
A1 Colour Copies	No	Yes	Yes	12.50	11.36	12.50	11.36	0.0%	Per page (in line with Library charges and other Council documents)
A0 Black and White Copies	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (in line with Library charges and other Council documents)
A0 Colour Copies	No	Yes	Yes	15.00	13.64	15.00	13.64	0.0%	Per page (in line with Library charges and other Council documents)
<b>Environmental Health Services</b>									
<b>Local Nuisance Exemption</b>									
Exemption - Application Fee	Yes	Yes	No	N/A	100.00	N/A	100.00	0.0%	Application Fee for Exemption to Section 18 of the Local Nuisance & Litter Control Act 2016. - Under The LN&LC Act Section 51(d) Regulation 6.1(b) prescribes that Council is to set the fee in accordance with Section 188(1)(g) of the Local Government Act
Exemption - Extras e.g. Advertising	Yes	Yes	No	N/A	Cost Recovery	N/A	Cost Recovery	N/A	Cost recovery for any extras such as advertising etc - as per quote provided
<b>Legionella Legislative Requirements</b>									
High Risk Manufactured Water System	Yes	Yes	Yes	Cost recovery	N/A	Cost recovery	N/A	N/A	Microbiological sampling of water sample collected from HRMWS
<b>Food Act</b>									
Inspection of small businesses	Yes	Yes	No	N/A	87.00	N/A	88.00	1.1%	ATO ruling that food premises inspections are GST exempt
Inspection of large businesses	Yes	Yes	No	N/A	218.00	N/A	222.00	1.8%	
<b>Food Safety Audits</b>									
<b>Community and charitable organisations</b>									
On-site audit	No	Yes	No	N/A	82.00	N/A	83.50	1.8%	Per hour - based on 15 minute increments rounded down to nearest quarter hour. ATO ruling that audits are GST exempt
Desk-top audit	No	Yes	No	N/A	41.00	N/A	42.00	2.4%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	82.00	N/A	83.50	1.8%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
<b>For all other organisations</b>									
On-site audit	No	Yes	No	N/A	164.00	N/A	167.00	1.8%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Desk-top audit	No	Yes	No	N/A	82.00	N/A	83.50	1.8%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
Follow up audit	No	Yes	No	N/A	164.00	N/A	167.00	1.8%	Per hour - based on 15 minute increments rounded down to nearest quarter hour
<b>Sharps Containers</b>									
1.4 litre	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	Based on cost recovery only.
3.2 litre	No	Yes	Yes	9.30	8.45	9.30	8.45	0.0%	Based on cost recovery only.
7.8 litre	No	Yes	Yes	14.30	13.00	14.30	13.00	0.0%	Based on cost recovery only.
<b>Pest Control</b>									
Rat Bait (6 x 25g packets)	No	Yes	Yes	6.50	5.91	6.50	5.91	0.0%	Based on cost recovery only.
<b>Sundry Fees &amp; Charges</b>									
e.g. Overheads, Rates Fines	& charges document for details								
Rate Notice reprint request	No	Yes	Yes	6.00	5.45	6.00	5.45	0.0%	Per individual extract - Admin Cost

## CITY OF WEST TORRENS



# FEES AND CHARGES

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

**EFFECTIVE 1 JULY 2020**

## TABLE OF CONTENTS

CITY ASSETS AND CITY WORKS .....	1
CITY DEVELOPMENT .....	7
COMMUNITY SERVICES .....	9
COMPLIANCE .....	19
CORPORATE PUBLICITY AND PROMOTION .....	27
COUNCIL DOCUMENTS.....	29
ENVIRONMENTAL HEALTH SERVICES .....	33
SUNDRY FEES AND CHARGES .....	37

# CITY OF WEST TORRENS



## **City Assets and City Works**



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

**Effective 1 July 2020**  
**Revised 4 February 2020**

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**Roads and Related Construction Works**

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

**Private Works**

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

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

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

Fees are calculated on the basis of contractor cost plus Council overheads. Refer to schedules later in this paper.

**Road Reinstatement**

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

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

**Application Forms**

Application fee to undertake private works on Council land.     ^     \$     31.00

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

**Contract Concrete Works**

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2020****Fees and Charges – City Assets and City Works****Revised 4 February 2020**

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

	per metre (2m minimum charge)
Kerbing and Guttering	\$ 266.00
Vehicular Invert	\$ 266.00
Spoon Drain	\$ 266.00
Mountable Kerb	\$ 169.00

The minimum charge rate for concrete paving type works is five (5) square metres (m<sup>2</sup>).

	per square metre (5m <sup>2</sup> minimum charge)
Concrete 75mm depth	\$ 120.00
Concrete 100mm depth	\$ 136.00
Concrete 125mm depth	\$ 155.00
Placement F82 reinforcing steel mesh	\$ 37.00

**Concrete Block Paving Works**

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

The minimum charge rate for block paving type work is five (5) square metres (m<sup>2</sup>).

	per square metre (5m <sup>2</sup> minimum charge)
Paving 60mm (no base)	\$ 120.00
Paving 60mm (100mm base)	\$ 136.00
Paving 80mm (150mm base)	\$ 161.00

**Household Stormwater Connection Repairs**

Repair and replacement only of stub end of the household stormwater connection at the road kerb and gutter	\$ 155.00
Replacement of the household stormwater pipe from the property boundary to the road kerb and gutter, including replacement of footpath	\$ 651.00
Stormwater Adaptor - 90mm to 125x75mm	\$ 77.00

**Road Pavement (Bitumen)**

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

The minimum charge rate for road pavement works is two (2) square metres (m<sup>2</sup>).

	per square metre (2m <sup>2</sup> minimum charge)
Road pavement repair per square metre	\$ 181.00

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated



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

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Verge Material**

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

**Road Verge Maintenance**

There is no charge for road verge maintenance.

**Tree Removal for Driveway Construction**

The tree is dead, dying, diseased, disfigured or dangerous, reference to the Council Policy, Urban Tree Management, Section 5.0

No charge

All Other Trees

\$ 250.00 per metre

At the discretion of the Council Officer, for trees less than or equal to two (2) metres in height, an inspection fee of \$ 88.00 may be charged.

**Directional Signs**

***Directional signs relating to community facilities***

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

***Directional signs relating to commercial facilities***

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

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

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

***Replacement signs***

Deterioration due to natural causes  
 Damage due to other causes

cost to applicant  
 cost to Council

**Road Sweeper**

Normal business hours

\$ 220.00 per hour

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

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

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Encroaching Vegetation from Private Property**

Where encroaching vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, a charge of \$ 90.00 per person per hour shall apply, with a minimum charge of \$ 180.00

**Arboriculture Services**

Where vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, and requires use of specialist arboriculture plant and equipment, a charge of \$ 137.00 per person per hour shall apply with a minimum charge of \$ 274.00.

**General Gardening Services**

General gardening activities including mowing \$ 90.00 per hour

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

**Irrigation Works**

Repair and installation \$ 90.00 per hour

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

**Line Marking (Sports Field and Pavement Marking)**

New and remarking \$ 90.00 per hour

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

**Tender Documentation**

Sets of documentation for City of West Torrens projects are presently available free of charge or as determined by the Manager City Assets from time to time. A fee of up to ^ \$ 52.00 may be charged for voluminous sets of tender documentation.

**Road Traffic Act - Ministers Notice**

**Temporary Parking Controls**

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

Application Fee	^ \$ 52.00 *
Authorisation Fee	^ \$ 53.00

^ Fee is GST free

All fees include GST unless otherwise indicated

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

**Effective 1 July 2020**  
**Revised 4 February 2020**

***Road Events - Temporary Road Closures***

For specific public events temporary road closures are permitted.

Application Fee	^ \$ 52.00 *
Authorisation Fee	^ \$ 158.00
Newspaper Advertising	price on application (POA)

**Private Parking Areas Act 1986**

***Agreements by owner of private parking area and Council for the area***

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

Application Fee	^ \$ 52.00 *
Authorisation Fee	^ \$ 145.00

**Refunds**

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

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## City Development

**City of West Torrens**  
**Fees and Charges – City Development**

**Effective 1 July 2020**  
**Revised 4 February 2020**

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

**Public Notification Category 3 Advertisement in a Newspaper**

For development applications lodged in accordance with the *Development Act 1993* and requiring Category 3 notification in a newspaper pursuant to Section 38 of the *Development Act 1993* shall attract an advertising fee determined by Council.

Advertising fee	\$ 600.00
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**Development Plan Amendments**

Copies of the City of West Torrens Development Plan amendments are available for sale.

The purchase price of these documents is fixed by Council resolution on the basis of cost recovery to Council.

A base fee of ^ \$ 21.00 will be charged, and a higher fee may apply depending on the number of pages involved. The rate above the base fee will be determined by the photocopy cost per page as resolved by Council in these Fees and Charges.

**Development Application / File Recovery**

A \$ 20.00 fee will apply to any enquiry requiring Development Application (DA) file recovery from secure storage.

A \$ 50.00 fee will apply to any enquiry requiring urgent Development Application (DA) file recovery from secure storage.

**Certificates of Title**

A \$ 35.50 fee will apply to obtain a copy of a Certificate of Title upon an applicant's request.

**Development Approvals - Fees to Provide Information**

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Community Services

- West Torrens Library Service
- Community Development
- Facility Hire

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

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**General**

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

- Fee rate changes (e.g. resulting from external changes such as the review of Commonwealth policy) must be authorised by the General Manager Business and Community.
- Some fees may be reduced (or waived) if the Manager Community Services is satisfied that payment would result in financial hardship for the client.

**Services to the community provided free of charge**

***For community groups:***

- Use of community resource collection

***For all residents:***

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

**West Torrens Library Service**

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

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

***Fees***

USB Memory stick	Cost Recovery
Faxing (local)	\$ 1.50 / page
Faxing (STD)	\$ 3.00 / 1 <sup>st</sup> page, \$ 1.50 add'l page
Faxing (ISDN)	\$ 6.00 / 1 <sup>st</sup> page, \$ 2.00 add'l page
Printing/photocopies (b&w)	\$ 0.20 / A4 page
Printing/photocopies (b&w)	\$ 0.40 / A3 page
Printing/photocopies (colour)	\$ 1.00 / A4 page
Printing/photocopies (colour)	\$ 2.00 / A3 page
Replacement membership card	\$ 2.50
Headphones	Cost Recovery

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

***Inter Library Loans***

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

***Lost Items***

Items 28 days overdue are classified as lost items.

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

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated



**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

***IT Training***

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

Courses	Free to \$ 75.00
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***Book Sales***

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

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

***Special Programs and Functions***

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

**Community Development**

***Community Activities***

Community classes / workshops / activities	Free to \$ 40.00 per person
Prices vary according to the nature of the activity	

***Community Bus Service***

Regular Routes, Recreational, Shopping, Meals Programs	\$ 4.00 per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	\$ 5.00 to \$ 10.00 per person/ trip
Children's, Youth & Disability Programs	Free

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

***Commonwealth Home Support Program (CHSP) and Active Ageing Program***

The CHSP (Commonwealth funded) and the Active Ageing Program (Council funded) have the same fees to ensure consistency and lessen confusion for service users. The income from these fees is used to provide more services within the same programs.

Clients are charged an hourly fee or part thereof after the first hour, with the minimum fee being the hourly rate.

There are three tiers to the funding structure which differentiate between those receiving a government pension (single), households with two /double pension and those who are self-funded retirees. Any external costs will be on-charged to the client e.g.: costs of materials, refuse disposal etc.

<b>CHSP Service Type (Commonwealth funded)</b>	<b>Single Pensioner Fee</b> <small>(rate per hour for the 1<sup>st</sup> hour / part thereof for additional hours)</small>	<b>Couple/ two per household Pensioner Fee</b> <small>(rate per hour for the 1<sup>st</sup> hour / part thereof for additional hours)</small>	<b>Self-Funded Retiree Fee</b> <small>(rate per hour for the 1<sup>st</sup> hour / part thereof for additional hours)</small>
Domestic Assistance (Cleaning - up to 12 visits)	^ \$ 12.50	^ \$ 15.00	^ \$ 17.50
Domestic Assistance (Shopping by List - up to 12 visits)	^ \$ 5.00	^ \$ 5.00	^ \$ 5.00
Social Support- individual (Escorted Shopping - up to 12 visits)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Social Support - group (Meal, activities and entertainment)	^ \$ 10.00 each event	^ \$ 10.00 each event	^ \$ 10.00 each event
Minor Maintenance Minor essential gardening and green waste removal (safety or security only)	^ \$ 20.00 (+ dump service & dump charges)	^ \$ 25.00 (+ dump service & dump charges)	^ \$ 30.00 (+ dump service & dump charges)
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	^ \$ 10.00 (+ cost of materials)	^ \$ 12.50 (+ cost of materials)	^ \$ 15.00 (+ cost of materials)
Minor Maintenance Hard Waste rubbish removal	^ \$ 15.00 (+ dump fee)	^ \$ 17.50 (+ dump fee)	^ \$ 20.00 (+ dump fee)
Modifications Electrical hard wired smoke alarms and installation*	50% of cost (up to \$ 300 annually)	50% of cost (up to \$ 300 annually)	50% of cost (up to \$ 300 annually)
Modifications	50% subsidy/material	50% subsidy/material	50% subsidy/material

^ Fee is GST free

All fees include GST unless otherwise indicated

## City of West Torrens

Effective 1 July 2020

## Fees and Charges – Community Services

Revised 4 February 2020

Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.*	COST (up to \$ 300 annually) (Installation cost additional)	COST (up to \$ 300 annually) (Installation cost additional)	COST (up to \$ 300 annually) (Installation cost additional)
<b>Active Ageing Program Service Type (Council funded)</b>	<b>Single Pensioner Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)	<b>Couple/ two per household Pensioner Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)	<b>Self-Funded Retiree Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)
Minor Maintenance Spring cleans	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Window cleaning	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Gutter cleans	^ \$ 30.00	^ \$ 35.00	^ \$ 40.00
Hard Waste kerbside assist (helping to move items from your property for hard waste to pick up)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Active Ageing Social Program	^ \$ 10.00	^ \$ 10.00	^ \$ 10.00
Active Ageing - Blokes Brekky	^ \$ 7.50	^ \$ 7.50	^ \$ 7.50
Mover & Shakers Friday Program	^ \$ 5.00	^ \$ 5.00	^ \$ 5.00

\*Subsidised costs are limited to a total maximum subsidy per client per financial year.

**Special Programs and Functions**

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Facility Hire**

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

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

**All weekend hire and bond rates are charged at Category C - Corporate Rates**

<b><i>Plympton Community Centre</i></b>				
<b>Room</b>	<b>Room Type / Suitability</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Main Hall	Events / gatherings / seminars	Free	\$ 15.00	\$ 25.00
Kitchen	Meetings / seminars	Free *	\$ 10.00	\$ 10.00
Meeting Room	General meetings	Free	\$ 5.00	\$ 10.00
Sewing Room		Free	\$ 5.00	\$ 10.00
Whole Centre - full day		\$ 500.00	\$ 500.00	\$ 500.00
Bond - High risk bookings		^ \$ 1,000.00	^ \$ 1,000.00	^ \$ 1,000.00
Late Cancellation Fee & Additional Fees maybe applicable (note 4, 5, 6 and 7)		\$ 75.00	\$ 75.00	\$ 75.00
<b><i>Lockleys Community Room (362 Henley Beach Road, Lockleys)</i></b>				
<b>Room</b>	<b>Room Type / Suitability</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Main Hall	Events / gatherings / seminars	Free	\$ 15.00	\$ 25.00
Kitchen	Meetings / seminars	Free *	\$ 10.00	\$ 10.00
Whole Centre - full day		\$ 500.00	\$ 500.00	\$ 500.00
Bond - High risk bookings		^ \$1,000.00	^ \$1,000.00	^ \$1,000.00
Late Cancellation Fee & Additional Fees maybe applicable (note 4, 5, 6 and 7)		\$ 75.00	\$ 75.00	\$ 75.00

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

<b>Community Room at 173 Sir Donald Bradman Drive</b>				
<b>Room</b>	<b>Room Type / Suitability</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Main Hall	Events / gatherings / seminars	Free *	\$ 25.00	\$ 55.00
Kitchen	Meetings / seminars	Free *	\$ 10.00	\$ 10.00
Bond - High risk bookings		^ \$1,000.00	^ \$1,000.00	^ \$1,000.00
Late Cancellation Fee & Additional Fees maybe applicable (note 4, 5, 6 and 7)		\$ 75.00	\$ 75.00	\$ 75.00

<b>Thebarton Community Centre</b>				
<b>Room</b>	<b>Room Type / Suitability</b>	<b>User Category A</b>	<b>User Category B</b>	<b>User Category C</b>
Room 2	Meetings / seminars	Free *	\$ 10.00	\$ 15.00
Room 3	Meetings / seminars	Free *	\$ 15.00	\$ 25.00
Room 4	General meetings	Free *	\$ 10.00	\$ 15.00
Tea Area	Light refreshment preparation	Free with room hire	Free with room hire	Free with room hire
Independent Kitchen Hire		\$ 15.00 / hr	\$ 15.00 / hr	\$ 15.00 / hr
Hall A <sup>note 1</sup> (without kitchen)	Functions and recreational activities	Free *	\$ 35.00	\$ 65.00
Hall B <sup>note 1</sup> (without kitchen )	Functions and recreational activities	Free *	\$ 25.00	\$ 55.00
Kitchen A <sup>note 1</sup>	Functions and recreational activities	Free *	\$ 15.00	\$ 15.00
Kitchen B <sup>note 1</sup>	Functions and recreational activities	Free *	\$ 10.00	\$ 10.00
Hall Event Block - Half Day <sup>note 2</sup> Open - 3pm	Functions and recreational activities	N/A	N/A	\$ 700.00
Hall Event Block - Half Day <sup>note 2</sup> 3:30pm - Close	Functions and recreational activities	N/A	N/A	\$ 1,100.00

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

<b>Thebarton Community Centre (continue)</b>				
Hall Event Block - Full Day <sup>note 2</sup> <i>Open - Close</i>	Functions and recreational activities	N/A	N/A	\$ 1,800.00
Whole Centre - Full Day <i>Open - Close</i>	Functions and recreational activities	N/A	N/A	\$ 3,000.00
Tea and Coffee <sup>note 3</sup> <i>Fresh option with filter coffee</i>		\$ 3.50 per person /per service	\$ 3.50 per person /per service	\$ 3.50 per person /per service
Tea and Coffee <sup>note 3</sup> <i>Stored option with stored coffee</i>		\$ 3.00 per person /per service	\$ 3.00 per person /per service	\$ 3.00 per person /per service
Tea and Coffee <sup>note 3</sup> <i>Fresh or Stored Option with Nespresso Machine (up to 15 people)</i>		\$ 2.50 per person /per service	\$ 2.50 per person /per service	\$ 2.50 per person /per service
Bond Fees		N/A	N/A	N/A
High Risk Bond		^ \$1,000.00	^ \$1,000.00	^ \$1,000.00
Late Cancellation Fee & Additional Fees maybe applicable ( <sup>note 4, 5, 6 and 7</sup> )		\$ 75.00	\$ 75.00	\$ 75.00

Unless otherwise specified, hourly rates have been quoted above.

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

**Note 1** Hall A and B: Weekend hire - minimum four (4) hours, weekend rate for halls is always combined hall and kitchen rate. Table coverings must be used in Hall A and Hall B.

**Note 2** Hall Event Block - includes Hall A, Hall B, front foyer and the main kitchen.

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

**Note 4** Cancellations: one off and irregular bookings - All categories will be charged a \$ 75.00 administration fee for cancellations [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)

**Note 5** Cancellations: regular hirers (at least 1 x booking per month) - Will not incur an administration fee. As long as at least 30 days written notice of cancellation is provided to [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au).

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Community Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

Note 6 Services incurring additional fees:

• Emergency Assistance	\$ 180.00
• Administration Fee	\$ 75.00
• Additional Cleaning	Cost recovery
• Security Call Out (Fault of hirer)	\$ 90.00
• Security Access - Card replacement	\$ 90.00
• Square Tablecloth (230x230cm)	\$ 3.00 per item
• Round Tablecloth 8ft / 240cm	\$ 5.00 per item
• Round Tablecloth 10ft / 300cm	\$ 6.00 per item
• Rectangular Tablecloth (135x300cm)	\$ 3.00 per item
• Damaged / Lost linens	Cost recovery
• Security Presence (if required)	Cost recovery
• Hire Items	Cost recovery

Note 7 Bookings made less than 30 days in advance accept that cancellation fee cannot be waived.

Note 8 If setting up equipment the night prior: A minimum booking time of 4 hours must be made with end time no earlier than 9pm - charges to cease when hirer leaves the building. The following day will be charged from 12pm at the latest with a 4 hour minimum.

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

**West Torrens Auditorium and Gallery**

Special use only - determined by the Manager Community Services.

^ Fee is GST free

All fees include GST unless otherwise indicated



# CITY OF WEST TORRENS



## Compliance



**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2020**  
**Revised 4 February 2020**

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

**Animal Control**

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

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

**Dog Registrations**

**Registration Category**

- |   |  |
|---|--|
| (a) If the assistance dog is accredited by the Dog and Cat Management Board or prescribed accreditation body;   | No fee   |
| (b) Maximum registration fee for non-standard dogs - meaning a dog that is not desexed and microchipped in accordance with the Dog and Cat Management Act 1995; | ^ \$ 85.00   |
| (c) Maximum registration fee for standard dog - meaning a dog that is microchipped and desexed in accordance with the Dog and Cat Management Act 1995;          | ^ 50% of maximum non-Standard dog registration fee |
| (d) Replacement registration discs  | ^ Cost Recovery                                    |

**Rebate Category**

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2020**  
**Revised 4 February 2020**

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

Annual fee

^ \$ 85.00 per dog

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

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

Pursuant to Section 26(6)(b)(iii) of the Dog and Cat Management Act 1995, the fee for the initial seizure and detention of a **dog registered** with Council, and the dog is returned to its owner, is ^ \$ 75.00. If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs.

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

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

**Other Fees and Charges**

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

***Possums/Cat Cages***

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Parking Expiation Fees**

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

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

**Parking Permits, Exemptions and Vouchers**

Residential Permits:

Transitional (1 year)	^ \$ 17.00
Transitional (2 year)	^ \$ 27.00
Zone Permit Vehicle Specific (1 year)	^ \$ 32.00
Zone Permit Vehicle Specific (2 year)	^ \$ 52.00
Zone Permit Vehicle Specific Pensioners	^ 50% discount
Zone Permit Vehicle Transferrable (1 year)	^ \$ 32.00
Zone Permit Vehicle Transferrable (2 year)	^ \$ 52.00
Zone Permit Vehicle Transferrable Pensioners	^ 50% discount
Street Permit Vehicle Specific (1 year)	^ \$ 32.00
Street Permit Vehicle Specific (2 year)	^ \$ 52.00
Street Permit Vehicle Specific Pensioners	^ 50% discount
Street Permit Transferrable (1 year)	^ \$ 32.00
Street Permit Transferrable (2 year)	^ \$ 52.00
Street Permit Transferrable Pensioners	^ 50% discount

Business Permits:

Transferrable (1 year)	^ \$ 205.00
Transferrable (2 year)	^ \$ 390.00

Visitor Parking Permits (12 per book)	^ \$ 17.00 per book
Temporary Tradesperson Parking Permit	No charge
Community Services Parking Permit	No charge
Replacement Permit	^ \$ 12.00

**By-Laws**

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

Council By-Law No. 1 Permits and Penalties stipulates that the maximum amount is to be paid, pursuant to Section 794a of the Local Government Act 1934 and may be set by Council resolution for by-law offences of a continuing nature.

Expiation fee	^ \$ 185.00
Continuous offence	^ \$ 12.50

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2020****Fees and Charges – Compliance****Revised 4 February 2020**

Permit to display a banner/sign in accordance with By-Law No. 4 Moveable Signs	
- Application Fee	^ \$ 61.00 *
- Permit Fee	^ \$ 61.00
Release impounded banner/sign/election signs	^ \$ 65.00
Permit for any activity requiring permission under By-Law No. 2 Local Government Land and By-Law 3 Roads	
- Application Fee	^ \$ 78.00 *
- Permit Fee	^ \$ 44.00
Exemption to keep more than the limit on dog numbers in accordance with By-Law No. 5 Dogs	
- Application fee	^ \$ 80.00 *
- Permit fee	^ \$ 20.00

**Local Government Act - Section 221**

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

***Skip Bins***

Application fee	^ \$ 78.00 *
Permit fee	^ \$ 11.00 per day
Extension of duration of permit	^ \$ 29.00 Administration fee plus Permit fee per day for extension duration

***Hoardings***

Application fee	^ \$ 78.00 *
Permit fee	^ \$ 11.00 per day
Extension of duration of permit	^ \$ 29.00 Administration fee plus Permit fee per day for extension duration

**Local Government Act - Section 222**

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

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

***Outdoor Dining***

Application fee	^ \$ 105.00 *
Annual permit fee (Setting 1 table and up to 4 chairs)	^ \$ 88.00 per unit
Transfer fee	^ \$ 64.00

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2020**  
**Revised 4 February 2020**

***Temporary Trading Stands***

Application fee	^ \$ 78.00 *
Permit fee	^ \$ 24.00 duration of authorisation

***Mothers Day Flower Sales from Side of Road***

Authorisation fee	^ \$ 78.00 *
Permit Fee	^ \$ 24.00 duration of authorisation

***Real Estate Advertising Signs***

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

***Goods on the Footpath***

Application fee	^ \$ 78.00 *
Annual fees:	
- Up to 2.5 square metres	^ \$ 92.00
- 2.6 - 5.0 square metres	^ \$ 132.00
- 5.1 - 10.0 square metres	^ \$ 183.00
- 10.1 + square metres	^ \$ 301.00
Transfer fee	^ \$ 64.00

***Mobile Food Vending Permits***

Application fee	^ \$ 52.00 *
Monthly fee	^ \$ 145.00
Annual fee	^ \$ 1,450.00
Transfer fee	^ \$ 64.00

**Local Government Act**  
***Abandonment of Vehicles***

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

***Removal of Vehicles***

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

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Road Traffic Act - Section 40N**

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

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

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

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

**Environment Protection (Burning) Policy**

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

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

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

**Fire Prevention** (Fire and Emergency Services Act 2005)

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

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

To recover costs, each block will be individually assessed.

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens**  
**Fees and Charges – Compliance**

**Effective 1 July 2020**  
**Revised 4 February 2020**

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**Local Nuisance and Litter Control Act 2016 - Orders**

***Local Nuisance***

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

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

**Local Nuisance and Litter Control Act 2016 - Anti Pollution Measures**

***Deposit of Litter***

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

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

**Unclaimed Goods Act 1987 - Release of Goods Found in Vehicles**

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

**Late Payment Fee**

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

**Refunds**

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Corporate Publicity and Promotion



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

**Effective 1 July 2020**  
**Revised 4 February 2020**

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**Commercial Advertising**

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

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

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

Advertising is limited to the following sizes and costs:

**Advertising rates**

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

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

Council does not allow advertorial to be published in Talking Points.

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Council Documents

**City of West Torrens**  
**Fees and Charges – Council Documents**

**Effective 1 July 2020**  
**Revised 4 February 2020**

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

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

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

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

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

Documents to be made available:

Reviews of Council constitution, wards and boundaries

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

Registers and returns

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

Codes

- Code of Conduct for Development Assessment Panel
- Code of Conduct for Elected Members (Section 63)
- Code of Conduct for Employees (Section 110)
- Code of Practice - Access to Council Meetings and Documents (Section 92)

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2020****Fees and Charges – Council Documents****Revised 4 February 2020**

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## Meeting papers

- Notice and agenda for meetings of the Council, Council Committees and electors
- Minutes of meetings of the Council and Council Committees
- Documents and reports to the Council or a Council Committee that are able to be supplied to members of the public
- Recommendations adopted by resolution of the council

## Policy and administrative documents

- Record of delegations under the *Local Government Act 1999* (other than delegations made by the Minister)
- Procurement Council Policy (Section 49)
- Sale and Disposal of Assets Council Policy (section 49)
- Policy for reimbursement of members' expenses
- Strategic management plans
- Annual budget (after adoption by Council)
- Audited financial statements
- Annual report
- Extracts from the Council's assessment record
- Rating Policy (Section 171)
- List of fees and charges
- Public Consultation Policy (Section 50)
- Management plans for community land
- Order-making policy (Section 259)
- Procedure for Internal Review of Council Decisions (Section 270)
- Charter for subsidiaries established by the Council or for which Council is a constituent Council
- The most recent information statement of the Council under the *Freedom of Information Act 1991*
- Any policy document of the Council within the meaning of the *Freedom of Information Act 1991* (if not already referred to above)

## By-laws

- By-laws made by the Council (Section 252)

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

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# CITY OF WEST TORRENS



## **Environmental Health Services**

**City of West Torrens**  
**Fees and Charges – Environmental Health Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Local Nuisance and Litter Control Act 2016 - Orders**

**Local Nuisance**

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

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

**Local Nuisance and Litter Control Act 2016 - Exemptions**

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

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

**Environment Protection (Air Quality) Policy**

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

**Environment Protection (Water Quality) Policy**

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

**Supported Residential Facilities**

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

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

**Supported Residential Facilities Indemnity Fund**

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

^ Fee is GST free

All fees include GST unless otherwise indicated



**City of West Torrens**  
**Fees and Charges – Environmental Health Services**

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Public Health**

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

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

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

**High Risk Manufactured Water System**

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

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

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

**Food Premises inspections**

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

**Food Premises Inspections fees**

Inspection fees for small businesses	^ \$ 88.00
Inspection fees for large businesses	^ \$ 222.00

**Food Safety Audits fees**

Community and charitable organisations

On-site audit	^ \$ 83.50 per hour
Desk-top audit	^ \$ 42.00 per hour
Follow up audit	^ \$ 83.50 per hour

For all other organisations

On-site audit	^ \$ 167.00 per hour
Desk-top audit	^ \$ 83.50 per hour
Follow up audit	^ \$ 167.00 per hour

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

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

^ Fee is GST free

All fees include GST unless otherwise indicated

**City of West Torrens****Effective 1 July 2020****Fees and Charges – Environmental Health Services****Revised 4 February 2020****Sharps Containers**

Council is reimbursed by the recipients of this service

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

**Pest Control**

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

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

**Refunds**

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

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Sundry Fees and Charges**

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

**Effective 1 July 2020**  
**Revised 4 February 2020**

**Council Overheads**

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

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

Where relevant the overheads rate includes a charge for:

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

**Overhead Rates**

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

**Rates Arrears and Interest**

***Fine***

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

Fine	2% of the amount due
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***Interest***

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

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

***Interest on Postponement of Rates - Seniors***

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

***Reprint of Rate Notices***

A charge of \$ 6.00 applies per reprint request per rate notice.

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated



## 17.3 Planning Reform: Planning & Design Code Recommendations and Update

### Brief

This report provides recommended feedback on the draft Planning and Design Code as it relates to the Neighbourhood Zones and assessment procedures.

### RECOMMENDATION

It is recommended to Council that the recommendations contained in the report, with regard to the Neighbourhood Zone and the assessment procedures (including: public notification, restricted development and assignment of developments to assessment streams), be approved and provided to the Department of Planning, Transport and Infrastructure as its second formal response to the consultation on the draft *Planning and Design Code*.

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### Introduction

This is the second feedback report presented to Council, with the aim to provide early formal advice to the State Planning Commission (SPC) and the Department of Planning, Transport and Infrastructure (DPTI) of the West Torrens position on matters as they relate to the draft Planning and Design Code (Code) currently on public consultation. The intent of early and staged responses is to identify core issues for West Torrens that would benefit from earlier Council responses and subsequent actions from both SPC and DPTI.

Proposed Neighbourhood (residential) zoning in some areas will have a significant increase in the densities allowed resulting in additional dwellings and all the associated issues including private open space and greening, heat, carparking and traffic. The issue of zoning and associated densities was addressed in a previous report to the 21 January 2020 meeting of Council while this report explores the associated issues.

In addition, this report provides recommended feedback with regard to assessment procedures assigned through the Code as well as an update on heritage and character statements, which were released for consultation on 23 December 2019 in conjunction with the Code.

### Discussion

The review of the draft Code has been undertaken on a number of fronts, including through a secondment arrangement and working closely with the DPTI Transition Manager for West Torrens in order to influence the outcome of the Code to ensure it meets the needs of West Torrens.

In order to meet the expectations of the community, the Administration has been working with Council to understand the pertinent issues as they relate to the community of West Torrens and to date have heard:

- That existing local content of the Development Plan should be retained (as much as practically possible) and reflected in the Code;
- A need to ensure adequate policy is contained within the Code to enable performance assessed development applications to be appropriately assessed;
- A desire to reduce restricted development with adequate policy captured in the Code;
- Significant concerns with regard to the impact of infill, particularly around car parking, urban heat, loss of tree canopy; and
- The need to provide greater public notification.

However, stakeholders only have the ability to influence:

- Parts of the Code Framework: the number and type of Zones, Sub-zones, Overlays and General Development Policy modules;
- Code Content: the wording of policies within the Code (Desired Outcomes, Performance Outcomes and Deemed to Satisfy requirements) and the range of definitions and the way in which definitions are expressed;
- Code Spatial Application: the spatial application of Zones, Sub-zones and Overlays to the various parts of the State;
- Assessment Procedures: assignment of development types to assessment pathways and exemptions from public notification triggers for Performance Assessed development types.

Aspects of the Code that cannot be influenced include:

- Parts of the Code Framework: the fact that the Code will replace Development Plans and the structure of the Code (Overlays, Zones and Sub-zones, General Development Policies); principles of the Code (e.g. simplify); and criteria for Zones and Sub-zones.
- Assessment: the procedures for assessment and public notification; and the existence of definitions.

On this basis, the report presented to Council presents feedback in relation to code content as it relates to the Neighbourhood Zone and the assessment procedures including public notification and restricted development.

#### Planning and Design Code Consultation

The Code was released for consultation on 1 October 2019 with responses due by 28 February 2020. This provided an initial consultation period of four months. However, as recognised by DPTI and the SPC, not all aspects of the Code have been finalised and it became quickly evident that the documents provided were highly erroneous. An internal Administration review found over 100 issues in a single zone.

The initial version of the Code was provided without page numbers or bookmarks which made it difficult to read, even for highly experienced planners. DPTI advised that the Code was to be used in conjunction with the ePlanning system and therefore the PDF version of the Code was only temporary. However, the ePlanning system is not, nor will it be, operational during the consultation period and therefore is not a tool that can be used to assist in the review of the Code. This has made it difficult and time consuming for the Administration to review and provide meaningful feedback within the required timeframes.

On 8 October 2019, DPTI released 'council specific' versions that were supposed to contain only the relevant sections of the Code that applied to each Local Government Area. However, it was quickly ascertained that these too contained errors and missed critical pieces of information such as sub-zones for the Urban Corridor Zone. A further version of the council specific documents was provided at the end of November 2019. This version **did** contain all the relevant zones and subzones but it retained errors in relation to numbering, Technical, Numerical Variations (TNVs), no page numbers, incorrect references to other sections etc.

The complexity of the new system was felt by many practitioners and stakeholders alike, with many not understanding how an application would be assessed. Subsequently, DPTI released development assessment scenarios on 5 December 2019, however they fell short of what stakeholders were expecting, merely referencing which provisions needed to be considered rather than an example of how an application would actually be assessed.

During consultation, DPTI/SPC recognised that more robust policy was necessary when considering development in areas with important heritage and character characteristics. In an effort to resolve this, DPTI invited councils to draft 'Heritage and Character Statements'.

While this was welcomed, it diverted attention and resources away from considering/analysing the Code.

Under growing pressure from stakeholders, DPTI/ SPC acknowledged that an amendment to the Code was necessary. This was released by DPTI at 6:10pm on 23 December 2019, just as most people were beginning their Christmas break. The updated document included a 22 page overview of what they had heard so far and how they were intending to address them, as well as a revised 2,200 page assessment table. These documents must be considered in conjunction with the documents already on consultation.

The updated table did not provide any tracked changes or indications about what had actually been altered. When a track changes document was requested, DPTI suggested that people use two screens to compare the documents side by side which is clearly not feasible when dealing with 2,200 pages, especially halfway through the consultation period.

This updated document resolved some of the basic numbering issues but also introduced some major changes, such as the way public notification would occur and the ability for assessors (other than Council) to approve land divisions. These changes were not demonstrated in any detail.

During a meeting with Council's Transition Manager these matters were raised and further detail was requested. DPTI has declined to provide any further detail and suggested a general response noting that there is insufficient detail able to be provided in any submissions to DPTI/SPC.

The combination of all these issues serves to highlight that the Code is severely lacking and not advanced enough to have been released for consultation. This, in combination with the lead times to seek Council endorsements, and the Christmas/New Year break, has significantly impacted on the time in which Council/s have to consider the Code and its impacts. With the 28 February (response due) and 1 July (go live) dates rapidly approaching, it is acknowledged that there is insufficient time to thoroughly analyse and test the entire system proposed as part of the planning reform effectively.

Consequently, this report and the next to follow, provide the Administration's best efforts to analyse, interpret and respond to everything that has been provided thus far. As such, it is recommended that the formal response to DPTI and SPC highlights the challenges and shortcomings of the consultation for the Code to date.

### Code Content: Neighbourhood Zone

#### Envisaged Development

There are four Neighbourhood Zones, which will replace Council's current Residential Zones. These are the Housing Diversity, Suburban, General and Urban Renewal Neighbourhood Zones.

When drafting these Neighbourhood Zones, DPTI has consciously increased the scope of which types of developments can be accommodated within them. Although still primarily residential, envisaged land uses also include:

- Community facility;
- Consulting rooms;
- Educational establishment;
- Office;
- Pre-school; and
- Shop (includes restaurant);

The current Residential Zone supports some of these non-residential land uses when they are of a small scale and serve the local community.

The proposed Neighbourhood Zones do not limit the size of these land uses but suggests that:

- up to 200m<sup>2</sup> they can occur anywhere,
- >200m<sup>2</sup> should be located on an arterial or collector road and adjacent existing commercial and retail precincts.

It is generally accepted that it is beneficial to locate certain types of non-residential land uses in a residential area as they serve the local residents. However, the scale of such development needs to be considered due to possible impacts on the amenity of a residential area. Issues including car parking, waste collection, noise and on-street parking can become problematic. As such, consideration needs to be afforded to the impact that opening up the residential areas to these non-residential land uses will have on existing Local Centre and Neighbourhood Centre Zones which have traditionally accommodated them. There is also potential for land use creep driven by cheaper rents and property prices. When the Administration have asked what research has been undertaken into the effects of this policy change on both residential and centres, DPTI advised there had not been anything formal.

In principle, aspects of this change are able to be supported, however more careful consideration needs to be given to the scale, location and types of development that will be actively envisaged and supported by the policy.

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to Neighbourhood Zones - Envisaged Development:

- Floor area caps on non-residential land uses including retail and office;
- Further consideration and implementation of policy content for non-residential land uses within Neighbourhood Zones;
- Request that research and investigations undertaken on the impacts of non-residential land uses in the proposed Neighbourhood Zone is likely to have on existing retail, office and business be undertaken and released;
- Appropriate policy testing prior to the Planning and Design Code going live to ensure unintended consequences are identified and rectified during an appropriate testing phase.

### Private Open Space (POS)

The Code has made a number of changes to the provision of Private Open Space (POS) for dwellings which are generally seen as reducing its amenity and usefulness for both the occupant and the environment. Although the overall amount of POS remains consistent with current policy, major policy change includes the front yard being included in the POS calculation and a reduction in the minimum dimensions of POS to 1.8 metres in lieu of 3-4 metres currently sought by the Development Plan.

While there has been advice to the contrary, the Code does support POS being located in the front yard of dwellings when it is surrounded by a 1.8m high fence. This will have a considerable impact to the visual amenity of the streetscape, encouraging the erection of high fences which will hide dwellings, reduce casual surveillance of the street and create a hard face along street verges, as shown in the example below.



**Edward St, North Plympton (Source: Google Street view)**

Developers are likely to take advantage of this policy shift as it opens up space previously seen as underutilised. This will encourage larger dwellings that are built closer to the rear and side boundaries than previously supported in Council's Development Plan and create an increase to impervious surface on site. There are minimum setbacks for dwellings from side and rear boundaries, these are guidelines and lesser setbacks are often supported on an on-balance assessment.

The minimum 1.8 metres dimension being proposed for POS is considered to be insufficient to allow meaningful use. Areas with this dimension would be better utilised for clothes lines and bin storage. A 1.8m dimension would significantly restrict, if not prevent, reasonably expected furniture such as a table and chairs. To put this into perspective a standard size trestle table is 1.83m wide and 0.76m deep, with a 0.7m width needed for chairs, this would require an area of 3.2m by 2.16m. A 1.8m dimension would also significantly impact the ability to grow vegetation as the ground would not receive much, if any, natural sunlight.

The Administration proposed that the response to DPTI seeks that POS be retained only at the side and rear of dwellings and that the minimum dimension be increased to 3m.

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to Private Open Space (POS):

- POS does not include the open space forward of the dwelling, with POS only to be included when located to the side and rear of the dwelling;
- Policies seeking to support high fences to the front boundary of dwellings be removed, these policies do not promote preferred Crime Prevention Through Environmental Design (CPTED) practice;
- Minimum dimensions for POS be increased to 3.0 metres;
- POS sought be adequate to accommodate the likely needs of occupants.

### Car Parking

Car parking is a contentious issue within West Torrens, with community concern swelling around the introduction of the Housing Diversity DPA and the increased infill it supported.



Currently within the Residential Zones, each dwelling should have at least two off street carparks, one of which is covered. In addition to this, group dwellings and residential flat buildings should have an additional 0.25 off street visitor carparks for every dwelling. There should also be at least one on street car park for every two dwellings.

The Code has reduced these requirements and provides that dwellings with two or less bedrooms need only one off-street carpark with group dwellings and residential flat buildings needing an additional 0.33 carparks per dwelling. On-street car parking has been reduced to one for every three dwellings.

As shown in the comparison table below, for a residential flat building containing 4 x 2 bedroom dwellings there will be 4 (four) less off street and one (1) less on street carpark made available.

	On site car parks per dwelling	Visitor car parks	Total on site (per dwelling)	Total on site (4 dwellings)
Council's Development Plan	2	0.25	2.25	9
Planning and Design Code	1	0.33	1.33	5.3

Given the concern within the community, about the availability of parking, a reduction of this magnitude is not considered reasonable. Administration suggest that the current parking rates contained within the Development Plan be retained.

The Code does not stipulate that any car parks need to be covered. This suggests that developers will likely designate their car parking to be in front of the dwelling. This will allow them to build a larger dwelling as they will not need to facilitate a garage/carport. Thus, potentially resulting in the eventual owner wanting to build a carport or garage at a later point and the only place left is at the front of the dwelling which is strongly discouraged in Council's Development Plan due to the impact it has on the streetscape, particularly in terms of visual dominance as illustrated in the picture below:



**Birdwood Tce, North Plympton (Source: Google Street view)**

CPTED principles seek casual surveillance over the public realm to discourage crime and increase the sense of safety in public spaces. The above dwellings do not achieve this.

Therefore, it is proposed that the feedback to DPTI/SPC states that at least one onsite carpark is covered for each dwelling and that it is located behind the main face of the dwelling.

Conversely, the Code has provided a positive outcome in that the minimum internal dimension of carports and garages has been increased when compared to the dimensions currently used from the Australian Standard.

### Single Garage

	Minimum width	Minimum length
Development Plan	2.4m	5.4m
P& D Code	3.2m	6m

### Double Garage

	Minimum width	Minimum length
Development Plan	5.4m	5.4m
P& D Code	6m	6m

Larger cars are becoming increasingly popular with 46% of all new cars sold being SUVs. ([www.canstarblue.com.au](http://www.canstarblue.com.au)). It is noted that the top five selling cars of 2019 were:

1. Toyota Hilux
2. Ford Ranger
3. Toyota Corolla
4. Mitsubishi Triton
5. Toyota Rav 4

Having a garage large enough to accommodate a vehicle and storage is imperative especially if the reduced number of car parks is reflected in the final Code. A Toyota Hilux is 5.33m long which technically means it could physically fit, however, in reality it would not allow enough room to walk around it or close the roller door. This would mean that it would need to be parked in the driveway or in the street. The Code minimum dimensions are larger and more likely to accommodate such a vehicle.

As there is no need to have a covered car and the fact that they will be bigger and reduce the amount of dwelling, it is feared that undercover, or under main roof garages and carports, are less likely to be included in future developments.

It is proposed that DPTI/SPC be advised that Council's position is that it supports the larger minimum internal dimensions but the need for at least one covered carpark be mandatory with adequate policy to minimise visual dominance.

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to car parking for residential development:

- Car parking numbers not be reduced on site and parking rates to be in line with current provisions contained in the West Torrens Development Plan;
- Support the increased parking rate for visitor parks to group dwellings and residential flat buildings;
- Off street parking be retained at 1 space per 2 dwellings;
- Undercover parking be provided for new residential developments (in line with current practice);
- Provisions be included in the Code to promote undercover parking to be located behind the main face of the dwelling;
- Support the introduction of increased minimum internal dimensions of carport and garages to promote additional storage space for new dwellings.

### Battle-axe Development

Battle-axe (a.k.a. hammerhead) land divisions have been a contentious form of development. Neighbours are often concerned by the bulk and scale of a new house in close proximity to their POS, potential overlooking and overshadowing. Council's Development Assessment team find these types of land divisions particularly challenging due to driveway widths, vehicle manoeuvrability, setbacks and landscaping.

Council's Development Plan currently discourages this type of division within the Residential Zone, Low Density Policy Areas and Character Areas but will accommodate it in Medium Density Policy Areas. However, the Code allows battle-axe subdivision to occur in all Neighbourhood (residential) Zones.

Conversely, Code policy improved the driveway handle when comparing it with current Development Plan policy. Driveway handles will need to have a pavement width of 3m and at least 1m of landscaping on each side. This is an increase compared to the 3m pavement and total of 1m of landscaping currently supported by Council's Development Plan.

However, as allotment sizes have been reduced in the Code, so too has the available space located in the bulb (head) of the allotment to accommodate the dwellings. This will add increased pressure on the ability of the dwelling to achieve setbacks, POS and vehicle manoeuvrability. It should also be noted that the Code does not currently contain any policy to restrict building height to a single storey or allow vehicles to enter and exit in a forward direction.

The ability for two storey dwellings to be built on battle-axe allotments is concerning but the issue is compounded when it is recognised that obscured glazing only needs to be to 1.5 metres above the floor height rather than the current 1.7 metres provided for in Council's current Development Plan.

It is incredibly important to design a battle-axe allotment to allow vehicles to enter and exit in a forward direction, otherwise vehicles will be forced to reverse over 25m onto a public road. This vehicle manoeuvrability area in addition to off street car parking will take up a considerable amount of the site area available and will likely require any built form to be two storeys in height.

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to battle-axe development:

- Dwellings on battle-axe allotments be restricted to single storey in height;
- Battle-axe allotments be a minimum of 450m<sup>2</sup> (not including the driveway handle)
- Vehicles be able to enter and exit in a forward direction;
- Two off-street carparks be made available (that do not inhibit the vehicle manoeuvring area).

### Australian Standards

The Code has been written with intent to remove reference to Australian Standards (AS). On review, guidance has not been adequately captured to reflect the role the AS provide in development assessment and the policies contained in the draft Code do not provide sufficient weight to ensure the consistency in assessment that AS reference has provided up until now. The basis for the information contained within AS has not been replaced. DPTI has provided some initial advice to suggest that an AS can still be referred to by reference to s119 of the Planning, Design and Infrastructure Act: Application and provision of information. This enables the relevant authority to call on any information reasonably required for non 'deemed to satisfy' applications. This may be sufficient to call on AS, however, there is only 1 opportunity to ask and it must occur within 10 business days and there is still no reference within the Act, Regulations or Code to the AS or transparency in the process identifying that the AS is a standardised way of achieving an outcome.

The following Australian standards are referred to in the current Development Plan:

- *AS2021 - Acoustics - Aircraft Noise Intrusion - Building Siting and Construction*
- *Australian Standard AS 3962: Guidelines for Design of Marinas*
- *Australian Standard AS 4997: Guidelines for the Design of Maritime Structures.*
- *Australian Standard AS 2890 Parking facilities.*
- *Australian Standard/New Zealand Standard 2107:2000 Acoustics - Recommended design sound levels and reverberation times for building interiors.*
- *Pedestrian and cycling facilities and networks should be designed and provided in accordance with relevant provisions of the Australian Standards and Austroads Guides.*

Australian standards are a comprehensive set of results that have become common ground for applicants and assessors alike. They provide a tangible outcome that applicants can design to and have confidence that it will gain Council support.

With these standards removed, or at least reference to them, there is no trigger for a developer to use these as the benchmark they need to reach. The way that provisions in the Code have been written are ambiguous and open to interpretation, for example:

*PO 1.3*

*Buildings and structures that are sensitive to aircraft noise designed to minimise aircraft noise intrusion and provide appropriate interior amenity.*

*DTS/DPF 1.3*

*None are applicable*

While Council may suggest that the AS2021 - Acoustics - Aircraft Noise Intrusion - Building Siting and Construction applies, a developer could just easily suggest that this is excessive and a lesser outcome is more appropriate.

It is recommended to Council that reference to the Australian Standards, as contained in this report, be included in the Code.

### Tree planting

Another positive initiative being proposed in the Code is the planting of at least one new tree with every dwelling, except multistorey apartment buildings. The size of the tree will be reflective of the size of the allotment.

This is beneficial for several reasons particularly given it will add to the tree cover of our urban environment and help reduce the urban heat load. Having a tree considered during the assessment process ensures developers consider a tree in the design of the house, rather than it being an afterthought and ultimately not being possible. For multistorey apartment buildings a different approach has been adopted with a single deep soil area being called for to accommodate for deep root vegetation such as large trees. The amount of deep soil area needed is also based on the developable area and ranges from 10m<sup>2</sup> up to 60m<sup>2</sup>.

Developers have shown strong opposition to this by arguing that it would add significant cost to each new dwelling which, in turn, reduces its affordability and impacts on first home buyers entering the market.

The Administration supports DPTI's approach in this regard but questions the effectiveness of this strategy. Like all aspects of a planning assessment, this will not be a mandatory requirement but rather a guide. More strength should be added to necessitating a tree in order to ensure its existence. At this stage there is no guidance around how the existence of these trees will be verified. DPTI has opted not to include its planting or maintenance as a condition nor supports fees or other mechanisms to undertake site inspections to verify a tree's existence. It is feared that without these controls, trees may not ever be planted or will not be maintained and will die as a result. Parallels can be drawn between this and the installation and plumbing of rainwater tanks. Although shown on the plans, they are often not installed and connected and therefore have little to no usefulness.

The Code has also sought to include one tree for every 10 car parks that are open to the sky. This applies to residential as well as commercial, but will mainly apply to the latter. The single tree should have a minimum 4m canopy spread at maturity. While this is a welcome provision, it is not considered to go far enough. A car park accommodating 10 vehicle spaces has a minimum vehicle manoeuvring area accommodates approximately 232m<sup>2</sup>. A single tree means that, at maturity, it will only cover 5.4% of this hard paved area. It is acknowledged that trees and vehicle manoeuvring areas do not work together but a higher rate of trees adjacent to the cars parks can. Having consulted with City Assets, it is considered that a rate of one tree per four car parks is more appropriate.

More emphasis on managing stormwater runoff, particularly in terms of car parks needs to be included in the Code. Currently, Council's planners are strongly encouraged to use Water Sensitive Urban Design (WSUD) principles when assessing applications. For car parks of this size, rain gardens are usually requested in order to capture and reuse the storm water runoff. This not only sustains vegetation located within the rain gardens, but it also helps clean the runoff before entering Council's stormwater infrastructure.

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to tree planting:

- Council supports the planting of one (or more) tree/s per dwelling;
- Additional conditions be included to all new residential development to ensure the planting and ongoing care of these trees is supported and enforceable;
- Additional conditions be included to protect these trees from future removal without replacement;
- A once off fee be payable upon lodgement to a council for the inspection of trees by a council's staff. This fee is to recognise the resources and time necessary to undertake an inspection, the administration of this and any necessary follow up action;
- A minimum of one tree per four carparks be included as the minimum for carparks open to the sky.



### Assessment Procedures: Public Notification

On 23 December 2019, SPC and DPTI released the *Planning and Design Code Phase Three (Urban Areas) Code Amendment - Update Report* (Report) (**Attachment 1**). The subject of this Report are proposals to improve the Code as it relates to technical matters, including public notification.

Notification tables contained within the Code define the circumstances when notification should and should not occur, based on key principles. Key issues identified by stakeholders to date as reported by DPTI and SPC include:

- Unnecessary notifications of envisaged land uses
- Unnecessary notifications due to the proposed development being located adjacent to land in another zone
- Simple developments triggering notifications where they fail to meet minor criteria
- Poor definition of the term 'minor in nature'
- Inconsistency in structure and wording of notification tables which is causing issues for interpretation and application

In response to the feedback SPC and DPTI have received to date, the Report advises that a review of public notification will be undertaken and that DPTI/SPC will:

- List specific classes of development that are excluded from notification, instead of excluding all development and listing the exceptions. This is considered to be an improvement, highlighting the development that will not require notification, thereby limiting the possibility of unexpected forms of development being missed as a trigger for notification.
- Specify development which falls within the ambit of Clause 5(2) of State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development does not require notification, which provides as follows:

*...If a relevant authority is of the opinion that a proposed performance assessed development is a kind of development which is of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development, the relevant authority may resolve to proceed with assessment without undertaking a process for providing notice of the application or receiving representations in relation to the proposed development...*

- This relates to development that the relevant authority deems minor for the purpose of public notification. Public notification only relates to performance assessed development applications, which are not assessable by private planning professionals and restricted development, which is assessed by SCAP.
- Exclude minor/low impact land uses envisaged in the zone (including classes of development specified in accepted and deemed-to-satisfy tables), provided they do not exceed building height/interface criteria. Accepted and deemed-to-satisfy developments are typically low impact and anticipated within the specific zone, it is supported and a welcome trigger for public notification that should height or interface criteria not be met, that this would trigger public notification.

- Exclude uses that are envisaged in the zone (e.g. shop in a centre zone) from notification, where the site of the development is not located adjacent to a dwelling in a neighbourhood zone. This provision should be further considered, with it recommended that the trigger should be the Neighbourhood Zone boundary rather than a dwelling in the Neighbourhood Zone being adjacent the development. It is overly prescriptive and removes the capacity for those within 60m of the development being notified by virtue of a small technicality when realistically they are within a close proximity and likely to experience impacts arising from proposed development. Suggest trigger within the Code states as below, which aligns with intent found within the City of West Torrens Development Plan:

*Any kind of development that is **not** located within 60m from a Neighbourhood Zone*

Notwithstanding, some development should trigger notification when located on a different zone boundary irrespective of being a Neighbourhood Zone.

It is important to understand that the public notification triggers apply to the whole zone and across the State not just to West Torrens.

Public notification can be beneficial and functions by drawing upon local knowledge and contextual input from the public for more significant scale of developments with inherent specific and significant potential impacts. Such community input can add valuable review and improvement to the ultimate design outcomes.

The Zones proposed for West Torrens along with the procedural matters as they relate to public notification in the draft Code released for consultation are identified in **Attachment 2**. Attachment two also provides recommendations that better reflect current practice and triggers based on feedback regularly provided to Administration by community and that considers the advice provided by DPTI/SPC on 23 December 2019.

A review of the public notification triggers has identified the following anomalies:

- Policy is missing within the Code for maximum size and height requirements for advertisements and advertising hoardings as it relates to some Zones (including Recreation Zone, Community Facilities Zone, Suburban Employment), particularly as it relates to freestanding signs.
- Suggest capturing sizes relating to advertising within the height and size table in general advertisement policy rather than in the zone (e.g. freestanding sign size for Suburban Employment contained in the zone).
- Should Adelaide Shores transition to Recreation Zone as initially suggested by DPTI, numerous envisaged uses will no longer be captured as currently seen in the Development Plan, which may begin to erode the intent of the current Adelaide Shores Zone. This speaks to ensuring that Adelaide Shores Zone transitions to a more appropriate zone.
- Adelaide Shores Zone currently identifies that all development (excluding development of a minor nature) where located within 60 metres from a Residential Zone triggers public notification, this should be retained in the Code.
- Additional envisaged land uses typically envisaged within a Recreation Policy Area should be captured.
- Building heights referred to as an exception to trigger public notification do not align with DTS/DPF numbers in the Code (misalignment, considered to be a typographical error, but may cause confusion for community if they are referred to incorrect numbers).
- Commonwealth Facilities: Accepted development and Deemed-to-Satisfy development tables are unnecessary. Query whether envisaged land uses should be included within land use to identify for persons using the Code what may be anticipated.
- Query if the Community Facilities Zone has been appropriately applied to the City of West Torrens

- Confirmation to SPC/DPTI that the intent of exceptions stating 'adjacent land to land' refers to adjacent land meaning being 60 metres.
- Classification Tables on assessment status and Procedural Matters regarding public notification be comprehensively reviewed to ensure appropriate awareness and avoid unintended (or unnecessary) requirements for public notification

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to public notification:

- Anomalies and advice listed above be provided;
- Public notification triggers provided in Attachment 2 be submitted to SPC/DPTI.

### Assessment Procedures: Restricted development in Neighbourhood Zones

Restricted development is development type that is assessed by the State Commission Assessment Panel (SCAP) rather than Council. This type of development is generally discouraged as it may be at odds with the expectations of the zone. Currently the only type of development which is classified as Restricted in the Neighbourhood (residential) zones is shops with a floor area greater than 1000m<sup>2</sup>. This would mainly capture development such as the large grocery shops (Aldi, Coles etc.). Council will not have any ability to influence the assessment of a Restricted Development unless it owns a parcel of land and the application requires public notification.

Feedback indicates that, in order for Council to retain as much control of development as possible, the list of restricted development types be kept to a minimum and that there is insufficient policy in the draft Code to undertake a thorough assessment of many non-residential development types. This is evidenced when considering a petrol station within a neighbourhood zone. The following provision is all that would be relevant to be considered within the future Neighbourhood Zones:

#### *PO 1.3*

*Non-residential development provides a range of services to the local community primarily in the form of:*

- (a) commercial uses including small scale offices, consulting rooms and personal or domestic services establishment;*
- (b) community services such as educational establishments, community centres, places of worship, pre-schools, childcare and other health and welfare services;*
- (c) services and facilities ancillary to the function or operation of supported accommodation or retirement housing;*
- (d) open space and recreation facilities.*

Although a petrol station does not get mentioned in the list above, it should be noted that there has been specific wording used primarily to leave the door open for a greater number of land uses to be considered. This means that assessment will be left to general provisions found elsewhere in the Code. As these general provisions need to apply to all types of development in every zone, they are therefore high level non-specific considerations.

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to restricted development in Neighbourhood Zones:

- Further consideration be given to policy content contained within the Code for restricted development and development that is not an envisaged land use within Neighbourhood Zones
- Appropriate policy testing prior to the Planning and Design Code going live to ensure unintended consequences are identified and rectified during an appropriate testing phase

### Update: Heritage and Character Statements

The Heritage and Character Area statements approved by Council at its 19 November 2019 meeting were sent to DPTI before the end of November deadline. These were reviewed and edited by DPTI before being released for consultation on 23 December 2019.

Although DPTI has indicated that the Heritage and Character Area statements replace the Desired Character statements in the current Development Plans, it should be noted that they function in a different way. As their names suggest, the current Desired Character statements outline what the character of the area should look like in the future, whereas the new Heritage and Character Area statements describe the existing character which should be maintained.

As highlighted in the previous report, a comparative review of the statements sent to DPTI against those which were ultimately released for consultation has demonstrated that some information in the statements provided by Council has been removed by DPTI's at its discretion.

The Administration requested reasoning behind the changes made to the West Torrens statements and, in response, DPTI provided the following drafting principles that they were working to:

- *The removal of prescriptive numbers in relation to allotment size and frontage, given this is covered by Zones and Technical and Numerical Variations*
- *Removal of discussion around where access, carports and garages should be sited, as this is covered by the Overlays and other Code modules*
- *Removal of 'future-facing' policy (i.e. 'new development should...')*
- *Removal of background information*

With this in mind it is important to consider alternative ways of achieving the same result and therefore the following is proposed:

Removed by DPTI	Could be replaced with
Numeric figures for site areas	Technical and numeric variation (TNV)
Numeric figures for site frontages	Technical and numeric variation (TNV)
Numeric figures for setbacks	TBA - pending response from DPTI
No carports or garages forward of the main face of the dwelling	Carports and garages are visually diminutive structures and located behind the main face of the dwelling
Driveways to preserve existing street trees	The strong uniformity of street trees is not been impacted by the location of driveways
No shared driveways	Each dwelling has its own driveway
Additions located at the rear of the main dwelling	Additions are located behind the main dwelling
Rear lane vehicular access where available	Dwellings use rear lane access where available

It is recommended to Council that the following be provided to DPTI/SPC as part of its feedback on the Code with regard to Heritage and Character Statements:

- Request for the above statements and technical and numeric variations be included within the Heritage and Character Statements released in the Code on 1 July 2020.

## 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.)*

This reports contains a numbers of proposed inclusions within the Planning and Design Code that would build resilience and assist in adapting to the challenges created by the changing climate including strengthening provisions within the Code with regard to trees and the reduction of urban heat. However, it is worth noting that Council has limited ability to influence the Code with regard to climate adaptation and one of the State Planning Policies which underpin the Code is *State Planning Policy 5: Climate Change*.

## Conclusion

In its current form, the draft Planning and Design Code has many issues that require careful consideration. Although DPTI and SPC have advertised a 'like for like' transition between current Development Plan policy and the Code, as indicated in the 20 January report to Council, the reality is markedly different.

The draft Code has a large number of errors contained within it while unfinished aspects such as the ePlanning system, tight timeframes and changes occurring throughout the consultation period has significantly impacted Council's ability to respond to the new planning system. However, the Administration has attempted to analyse the most pressing issues in order to respond effectively to Elected Member and community interests.

The issues raised within this report are but a fraction of what may be undesirable in the new planning system when it becomes live on 1 July 2020. However, highlighting the issues now and providing feedback early will be Council's best opportunity to influence the final outcome. As such, this report and feedback is one of a series of reports that will be provided to Council for consideration, approval and referral to DPTI/SPC

## Attachments

1. **Draft Planning and Design Code Phase Three (Urban Areas) Code Amendment - Update Report**
2. **Public Notification Triggers**



# DRAFT PLANNING AND DESIGN CODE

The logo for State Planning Reform, featuring a blue square with a white right-pointing arrow and the text "STATE PLANNING REFORM" in white capital letters.

STATE  
PLANNING  
REFORM

Planning and Design Code  
Phase Three (Urban Areas) Code Amendment  
- Update Report



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

## TABLE OF CONTENTS

1. PURPOSE OF THIS REPORT .....	3
2. THE COMMISSION'S ROLE AND NEXT STEPS .....	3
3. CODE IMPLEMENTATION.....	4
4. ENGAGEMENT PROCESS SO FAR .....	4
5. REFINING THE CODE .....	5
6. KEY POINTS .....	6
6.1 What does a 'transitional' Code mean? .....	6
6.2 How will the Code be made easy to navigate? .....	7
6.3 What is meant by the 'spatial application' of the Code? .....	7
7. PROPOSALS TO IMPROVE THE CODE – KEY POLICY MATTERS .....	8
7.1 Activity Centres and Retail Development.....	8
7.2 Airport Policies and the National Airports Safeguarding Framework .....	9
7.3 Conservation Zone.....	10
7.4 Flood Mapping.....	10
7.5 General Neighbourhood Zone .....	11
7.6 Heritage and Character .....	12
7.7 Land Division.....	13
7.8 Significant and Regulated Trees .....	14
7.9 Peri-Urban Zone .....	14
8. PROPOSALS TO IMPROVE THE CODE – KEY TECHNICAL MATTERS .....	15
8.1 Classification Tables.....	15
8.2 Drafting Improvements .....	15
8.3 Overlays and Accepted / Deemed-to-satisfy Development.....	15
8.4 Public Notification .....	16
8.5 Technical and Numeric Variations.....	17
9. HAVE YOUR SAY .....	18
APPENDIX 1 – MINOR CODE DRAFTING IMPROVEMENTS TABLES .....	19
General .....	19
Part 1 – Rules of Interpretation.....	19
Part 2 – Zones and Subzones .....	20
Part 3 – Overlays .....	27
Part 4 – General Development Policies–.....	28
Part 5 – Designated Areas .....	29
Part 6 – Index of Technical and Numeric Variations .....	29

## 1. PURPOSE OF THIS REPORT

This report has been prepared by the State Planning Commission (the Commission) to update its planning reform partners and stakeholders at the half-way point of consultation on the draft Phase Three (Urban Areas) Planning and Design Code (the Code) Amendment. Phase Three will see the Code fully implemented and operational across the state by July 2020.

Discussed here are some of the key issues and opportunities which have arisen through the consultation process to date, particularly as a result of the following consultation and engagement activities:

- community information sessions
- council executive and elected member briefings
- workshop sessions with planning professionals and industry groups
- formal submissions received to date

The report highlights some of the Commission's key opportunities to improve the draft Code, including a range of technical and policy amendments. Given the status of the consultation process, this is not intended to be a full summary of all proposed changes to Phase Three. Its role is to support the engagement process (which is running over a five-month period, closing on 28 February 2020) and to be transparent about some of the Commission's early thoughts.

While some of the issues are relatively simple to address, there are others the Commission will need to continue to work on with stakeholders and communities to resolve, both for this first generation of the Code and into the future. These are flagged within the report. In making a submission on the Phase Three Code, we encourage you to also comment on the proposals set out in this document.

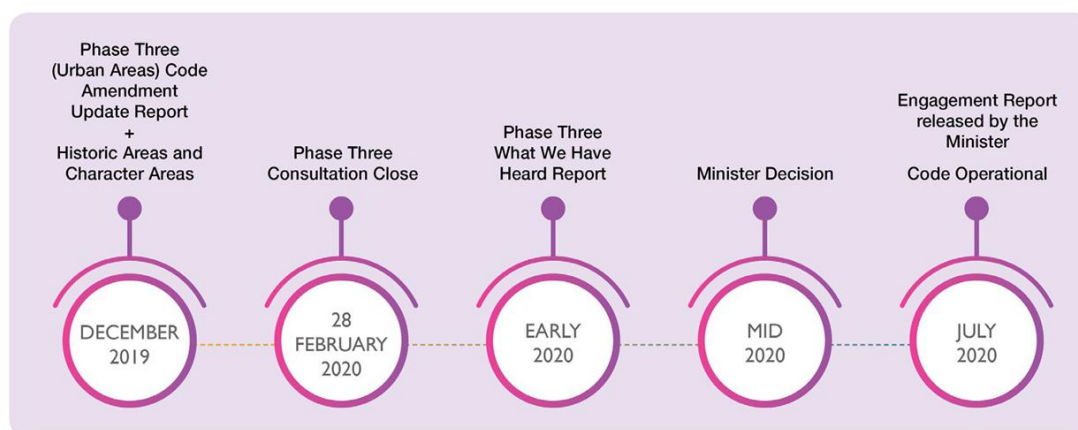
## 2. THE COMMISSION'S ROLE AND NEXT STEPS

The Commission is responsible for preparing the Code and running the community consultation process<sup>1</sup>. Once complete, the Commission is required to prepare an Engagement Report for the Minister for Planning which summarises the consultation outcomes, including information about any changes to the original proposal that it considers should be made. The Minister may then adopt the Code, with or without the changes outlined in the report, or determine that the matter not proceed.

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<sup>1</sup>The role of the Commission is set out in section 73 of the *Planning, Development and Infrastructure Act 2016*.





### 3. CODE IMPLEMENTATION

The *Blueprint for South Australia's Planning and Design Code* was released in early 2018 to set the scene for planners, councils, industry and communities to engage in the Code's preparation. It conveyed two key messages — a commitment to be clear about where development plan policy intent is to be changed in the transition to a single state-wide Code, and otherwise preserve the underlying policy intent.

The Code is being implemented over three phases:

- **Phase One** was introduced in the outback from 1 July 2019
- **Phase Two**, which will apply to rural areas, including small towns and settlements, will be operational from April 2020
- **Phase Three**, which will apply to urban areas, including large regional towns and cities, will be operational from July 2020.

For more information on how the Code has been developed please refer to the series of technical and policy discussion papers available for download from the SA Planning Portal, in particular the [Guide to the Draft Planning and Design Code](#).

### 4. ENGAGEMENT PROCESS SO FAR

A Community Engagement Plan was prepared by the Commission to guide the process of consultation and engagement in relation to the Code in accordance with the requirements of the Community Engagement Charter and *State Planning Commission Practice Direction 2 – Consultation on the Preparation or Amendment of a Designated Instrument 2018*.

In October 2019, consultation on the draft Code for Phase Two and Three was released. Phase Two (rural areas) was on consultation for a period of eight weeks from 1 October 2019 to 29 November 2019 and Phase Three (urban areas) consultation will continue until 28 February 2020. Phase Three consultation has included over 100 events and activities with key stakeholders, including councils, industry groups and community groups. Feedback has also been received through a variety of other methods, including a 1800 Hotline, Planning and Engagement inbox and the 'YourSAy' website.

## 5. REFINING THE CODE

The Department of Planning, Transport and Infrastructure (the Department) has established a process of working with Councils and other stakeholder groups in refining the Code. The Department has assigned a Council Liaison Officer to each Council. Their role is to work with their assigned Councils development plan and how it has been transitioned and to identify areas for improvement. All issues are logged within a register and a governance structure is in place to recommend changes to the State Planning Commission.

For the Phase 2 Code a testing program has also been undertaken with a number of planning practitioners, where a range of development applications were assessed against the draft Code. The feedback from this testing will be considered in finalising Phase 2. A similar process is underway for the Phase 3 Code. There will be industry sessions scheduled to undertake further testing of the Code.



## 6. KEY POINTS

At this stage, two months after the release of the Phase Three Code for consultation, the Department of Planning, Transport and Infrastructure (the Department) and the Commission have received extensive feedback in relation to editorial matters; processes and procedures; mapping; the Code framework; and the selection and application of planning rules in different council areas. This section provides a summary of some key feedback heard so far.

### 6.1 What does a 'transitional' Code mean?

One of the key comments arising from the consultation to date is the need for clarification about the use of terms such as 'transitional' or 'like for like'. The Commission recognises that 'these terms carry different meaning for different stakeholders and the following is provided to better express what is meant.

Transitioning 1500 zone variations and more than 23,000 pages of policy content into one Code is not a **cut and paste** exercise. Rather, the process has involved reviewing, understanding, harnessing and expressing the intent of our planning policies clearly and concisely, and in turn seeking to apply them consistently across the state.

In undertaking this transition, the Commission recognises that the transition of zoning from the relevant development plan to the draft code is not always straight forward. This is made more complex where certain development plans have not been converted to the better Development Plan format, which relied on the South Australian Policy Library, which has formed the basis of the draft Code.

As would be expected in an exercise of this scale, there are examples of where there might be 'better zoning fit' than that proposed in the draft Code. This Update Report provides clarity about the circumstances and criteria for when a different zone and accompanying policy may be a better fit. An example of this is where a General Neighbourhood Zone has been applied to an area affected by sloping land.

In this scenario, the Suburban Neighbourhood Zone would be a better fit as it allows for a local variance in lot sizes. By comparison, other areas have been purposely chosen to be included in the General Neighbourhood Zone as they have similar policy attributes to this zone (i.e. not a character area, covered by the ResCode now and not affected by environmental constraints). In these circumstances, the Commission has purposely set a more standardised approach and provides for a 300m allotment size in a deemed to satisfy pathway (even though the Development Plan might recommend 250m<sup>2</sup> or 350m<sup>2</sup> allotment sizes).

The Commission has highlighted proposed changes through policy discussion papers, and in the case of some matters has released specific policy positions as precursors to consultation on the draft Code ([available on the SA Planning Portal](#)).

## 6.2 How will the Code be made easy to navigate?

Once the Code is operational in its ePlanning form it will generate only the planning rules that apply to you. This means you will be able to quickly identify the rules that specifically apply to your site of interest or narrow your search of the rules to a particular development type (e.g. a house) and avoid working through many pages of rules.

A set of online '[Development Assessment Scenarios](#)' for different development types is also available on the SA Planning Portal for your use.

If you require any support in using the draft Code, please call our Hotline on **1800 318 102**.

## 6.3 What is meant by the 'spatial application' of the Code?

The 'spatial application' of the Code refers to how its policies and rules apply to different areas of the state (through zones, subzones and overlays) and reflects where the intent of a Code zone matches the intent set out in a current zone within the relevant development plan. We have heard in some cases there may be a better fit available in the Code zone framework or that a new or more specific zone or sub-zone may be required to facilitate transition.

To assist with the consultation and understanding of the spatial application of the Code, a '[Planning and Design Code Consultation Map Viewer](#)' was made available on the SA Planning Portal to demonstrate where zones, overlays and technical and numerical variations apply.

## 7. PROPOSALS TO IMPROVE THE CODE – KEY POLICY MATTERS

Some specific policy matters have been identified through the consultation on the implementation of the draft Phase Three Code, including:

### 7.1 Activity Centres and Retail Development

#### Building Heights

There has been feedback in relation to proposed building height policies in activity centre and business zones, namely:

##### Code Policy

**PO** - A range of **low to medium rise** buildings, with the highest intensity of built form at the centre of the zone and lower scale at the peripheral zone interface.

**DTS/DPF** - Building height is not greater than any maximum, or less than any minimum, specified in the Maximum Building Height Levels Technical and Numeric Variation Overlay, the Maximum Building Height Metres Technical and Numeric Variation Overlay, or the Minimum Building Height Levels Technical and Numeric Variation Overlay.

The administrative definitions of the Code define medium-rise as - “In relation to development, means 3 to 6 building levels.”

The use of the term ‘medium rise’ has raised concerns that there is potential conflict with Technical and Numeric Variations (refer to section on Technical and Numeric Variations below for further details) that identify lower building heights. The Commission proposes to recommend the following changes to the Code to clarify this:

**Proposal:** Within the Suburban Activity Centre Zone, Suburban Business and Innovation Zone, Business Neighbourhood Zone and the Suburban Main Street Zone, policies are introduced that enable development to respond to a prevailing height where a development plan does not identify a height limit. In cases where an existing development plan includes numerical height limits, these heights are introduced through Technical and Numeric Variations.

#### ‘Out of Centre’ Retail

In relation to out of centre retail development, particularly impacts on activity centres and main streets, feedback has supported shop development in many parts of the city, activity centres and main streets. The Commission also recognises the need to further consider requirements for shops outside these areas, taking into account the scale and intensity of development and land uses contemplated in different zones – including the most appropriate assessment processes.



**Proposal:** Review floor limits, notification and restricted development triggers for shops to ensure they are more attuned to the intensity of development expected in the zone and to improve consistency with similar zones. For example:

- Activity centre/main street zones: Shops of any floor area are envisaged, not subject to notification, and not classified as restricted.
- Urban mixed use zones: Shops are envisaged, only subject to notification if adjacent to sensitive land uses, and not classified as restricted.
- Suburban mixed use zones: Shops of a certain floor area are envisaged, only subject to notification if adjacent to sensitive land uses, and are restricted if they exceed a specified floor area.
- Employment/rural productive zones: Only small shops or shops that are ancillary to envisaged uses are envisaged (e.g. value-adding). Shops are notified if adjacent to sensitive uses and are restricted if they exceed a specified floor area.
- Residential zones: Only small shops are envisaged and will be subject to notification if they exceed a certain floor area. Large shops are classified as restricted.

## 7.2 Airport Policies and the National Airports Safeguarding Framework

Feedback received from the Adelaide and Parafield Airports Planning Coordination Forum indicates that further work is required in relation to transitioning airport policies to the Code. The National Airport Safeguarding Framework (NASF) deals with a range of airports safeguarding matters and the following have been identified for particular attention:

### Aircraft Noise

NASF (Guideline A), which provides guidance to manage impacts of noise around airports, including assessing the suitability of development.

### Building Heights

NASF (Guideline F), which provides guidance to manage and address issue of intrusions into operational airspace by tall structures such as buildings and cranes, as well as trees, in the vicinity of airports.

**Proposal:** The Commission will work with key airports stakeholders in relation to transitioning to the Code to include a more contemporary policy, mapping and assessment environment for key safeguarding issues. It should be noted the Commission will not implement new policies (e.g. in relation to 'public safety zones') without first consulting the Federal and South Australian governments in relation to these strategic matters.

### 7.3 Conservation Zone

The Commission is aware of concerns in relation to areas of our state, in particular those national parks that have not attracted 'conservation' zoning. In most cases, this is a legacy of current development plan policy. The Commission has publicly stated its intention to correct this and to include all national parks within a Conservation Zone.

**Proposal:** Include national parks and other protected areas proclaimed under the *National Parks and Wildlife Act 1972* and the *Wilderness Protection Act 1992* within a Conservation Zone. The Commission will recommend updating the zoning in these cases and in areas where inappropriate zoning has been applied through the transition.

### 7.4 Flood Mapping

The Commission acknowledges concerns about outdated flood mapping being included in the draft Code. Significant variation exists in terms of the availability of flood mapping and data and only 17 development plans contain flood mapping in some form. Some councils have advised that their mapping is out of date and that they have more accurate mapping which is not currently published in their development plans.

The Commission acknowledges that the management of flood hazards is an opportunity for improvement in future generations of the Code, which will require a collaborative approach between the Commission, state and local governments, and a range of other stakeholders.

The Commission has included current flood mapping that exists within development plans into the Code as follows:

- a Hazard (Flooding) Overlay that aligns with the flood mapping in the 17 Development Plans that currently have flood hazard mapping
- a deemed-to-satisfy policy for residential development in the Design in Urban Areas General Development Policies that requires all dwellings to be built 300mm above the top-of-kerb level.

**Proposal:** The Commission proposes to include flood hazard mapping and data within an overlay in the Code where this information is provided by councils. Policies in the overlay will seek performance assessment of flooding issues against a more standardised set of assessment criteria. Further opportunities exist to update flood mapping and data over time to map prone areas using a more consistent risk-based methodology.

## 7.5 General Neighbourhood Zone

There is currently significant variation in minimum frontage width and allotment size across the 85 residential zones in South Australia, even though many of these areas share similar characteristics and attributes. The General Neighbourhood Zone in particular will provide greater standardisation of minimum frontage or site area requirements in some areas.

The Code's residential areas were selected for the General Neighbourhood Zone where:

- the current Residential Development Code is applied
- the current zone seeks diverse housing, facilitates land division, infill development and small lot housing (generally where policies allow minimum site areas of 450m<sup>2</sup> or less).

In some cases, the General Neighbourhood Zone has been unintentionally applied where:

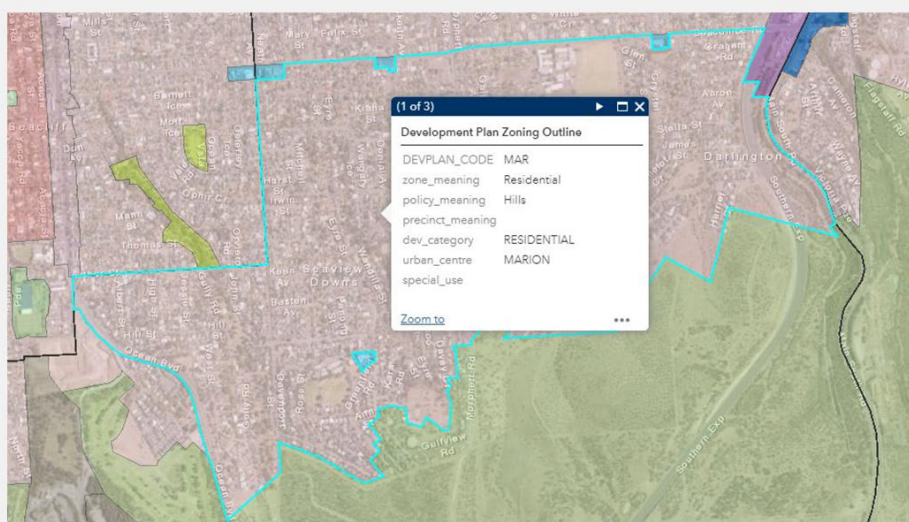
- Historic Area or Character Area overlays apply
- specific policy applies relating to the management of sloping land
- where the intended land division pattern is for large allotments and wider frontages
- current zoning typically does not seek increased diversity or density.

**Proposal:** Where the General Neighbourhood Zone has been unintentionally applied, it will be replaced with the Suburban Neighbourhood Zone, together with Technical and Numerical Variations, to address the current maximum building height, minimum allotment size and frontage width policies. Any changes will be undertaken in consultation with relevant councils until public consultation concludes in February 2020.



### **CASE STUDY - Residential Hills Zone to General Neighbourhood Zone – City of Marion**

The General Neighbourhood Zone has been applied to the Hills Policy Area 11 in the Residential Zone in Seaview Downs in the City of Marion. This area is however better suited to be a Suburban Neighbourhood Zone to more appropriately respond to sloping land issues and to maintain large allotments and wider frontages. The Commission supports this change which will ensure that development has regard to the topography and character in this location and in other similar zones across Greater Adelaide.



## **7.6 Heritage and Character**

### **Historic Area and Character Area Statements**

Historic Area and Character Area Statements are proposed to be applied to land affected by Historic Area Overlays and Character Area Overlays. Historic Area Statements for 27 Phase Three councils and Character Area Statements for 12 Phase Three councils are available for consultation on the SA Planning Portal. The results of this consultation will help inform refinement of Historic Area Statements across the state.

Councils were invited to draft their own statements based on development plan policy and many have participated in the process. The statements will be used to determine the prevailing styles and patterns of development within the overlays. Councils will also be able to evolve these statements over time.

**Proposal:** Historic Area and Character Area Statements which clearly identify and articulate key elements of historic / character importance in an area will replace Desired Character Statements and will be based on existing policy content. The statements are on consultation until 28 February 2020. The Commission will continue to work with key councils on the development and implementation of these statements as part of Phase Three of the Code. For further information refer to the statements on the [SA Planning Portal](#).

### Local and State Heritage Places Overlay (Heritage Adjacency)

Areas covered by a State Heritages Places Overlay or a Local Heritage Places Overlay is intended to include land adjacent to a listed place and includes the following:

- any directly abutting parcel (to a maximum distance of 60 metres)
- any parcel within 6 metres of the parcel on which the State Heritage Place / Local Heritage Place is located, to a maximum distance of 60 metres, except where separated by a road/reserve greater than 6 metres wide
- Places within public land or road reserves are buffered 30 metres.

This is in recognition of the potential impact of development on adjacent land. Feedback provided has highlighted a gap in the policy within both overlays, insofar as they do not distinguish between properties that are heritage listed and those that are adjacent. It has been suggested the overlays currently treat adjacent properties in the same way as listed properties, thereby increasing controls over them, leading to unintended consequences for property owners.

**Proposal:** Include heritage adjacency provisions within the State Heritage Places Overlay and Local Heritage Places Overlay to ensure appropriate guidance is provided for development adjacent to heritage listed places, clearly delineating between listed heritage places and those adjacent.

## 7.7 Land Division

Under the current planning system, land division is complying development where a planning consent has already been granted for residential development under the Residential Code. The draft Phase Three Code establishes new deemed-to-satisfy pathways for land division.

Currently, deemed-to-satisfy pathways are listed in some zones however, most residential areas in South Australia do not currently have the benefit of this pathway for residential land division. Based on feedback received, the Commission proposes to enhance the pathway for deemed-to-satisfy land division in various residential zones in the Code.

**Proposal:** The Commission proposes to expand deemed-to-satisfy pathways for land division in residential zones to include the division of land that reflects the site or allotment boundaries on a valid development authorisation where the allotments are used, or are proposed to be used, solely for residential purposes, and the application does not create more than six additional allotments.



## 7.8 Significant and Regulated Trees

The Regulated Tree Overlay covers all regulated and significant trees in metropolitan Adelaide. The extent of the overlay mirrors the areas where regulated and significant tree controls apply under the *Development Regulations 2008*.

The draft Code preserves necessary processes and policy intent for both regulated and significant trees, noting that policies within development plans are not exactly the same and that some development plans specifically list significant trees, while many others do not.

**Proposal:** In establishing the overlay relating to regulated and significant trees, the Commission proposes to retain current assessment processes and the underlying policy intent set out in development plans across metropolitan Adelaide. Where trees declared as significant are listed in a development plan, these will be transitioned into the Code and spatially identified through mapping.

## 7.9 Peri-Urban Zone

The Peri-Urban Zone envisages a range of primary production land use together with value adding activities that derive viability from proximity to a capital city. It is proposed to be spatially applied to land skirting metropolitan Adelaide in the Light, Barossa, Adelaide Hills, Mt Barker, Onkaparinga, Yankalilla, Victor Harbor and Alexandrina Council areas.

Feedback has been provided that the name given this Zone should be changed to better convey the range of land uses envisaged within these areas.

The Peri-Urban Zone is essentially a variant of the Rural Zone. It differs in that it does not contemplate large-scale intensive processing and logistical activities associated with primary production and by addressing these places as a desirable place to live. A new name for the Peri-Urban Zone will ideally capture this, while still conveying that primary production and a level of value-adding activity is encouraged.

The Commission has also heard concerns about allotment sizes within the Peri-Urban Zone that have been applied to the Barossa Valley floor. Consistent with the discussion in section 8.5, the Commission will work with Council to transition existing development plan controls for land division into the Code.

**Proposal:** To apply a new naming convention to the Peri-Urban Zone that better reflects the intent of the Zone.

## 8. PROPOSALS TO IMPROVE THE CODE – KEY TECHNICAL MATTERS

### 8.1 Classification Tables

Classification tables are used to call up the relevant policies for the assessment of a particular type of development. A number of irregularities have been identified in the classification tables, however, a comprehensive review and response to this feedback will not take place until consultation has concluded to ensure all stakeholders' views are considered. In the meantime, updated *Code Classification Tables* have been prepared to correct many of the irregularities such as incorrect policy references.

Updated [Code Classification Tables](#) are available for download from the SA Planning Portal.

**Proposal:** Policy irregularities will be resolved after further policy testing and review, taking account of feedback received during the consultation period.

### 8.2 Drafting Improvements

A number of Code drafting irregularities and opportunities for improvement are set out in **Appendix 1 – Minor Code Drafting Improvements Tables**. The Commission acknowledges these tables do not identify every drafting irregularity; they do however identify a significant number of key matters for refinement. Over the remaining consultation period it is anticipated further irregularities will arise. This is normal in a large-scale consultation process and the Commission will continue to work with key stakeholders through review, testing and ongoing feedback for the remainder of the consultation.

**Proposal:** The policy irregularities identified in **Appendix 1 – Minor Code Drafting Improvements Table** will be resolved through further policy testing, review and feedback now and as a result of further feedback expected during the remaining consultation period.

### 8.3 Overlays and Accepted / Deemed-to-satisfy Development

Overlays set out planning issues of state interest (and may trigger an application to be referred to a state government agency for consideration) as well as geographically specific issues. They can span multiple zones and more than one overlay can apply in the same area. Overlays take precedence over other Code policies.

Testing of overlays has revealed that some are unintentionally reducing accepted or deemed-to-satisfy pathways. The Commission recognises additional work is required to reduce this impact to ensure assessment processes are not complicated for simple developments such as housing, outbuildings, fencing, verandahs and pools.

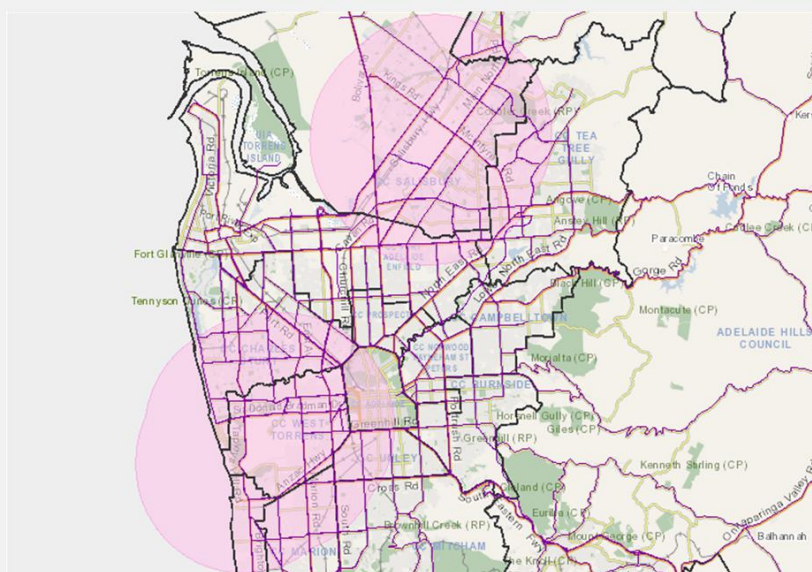
**Proposal:** The Commission will seek to improve overlays and will continue to work with key stakeholders, including other state agencies, to refine them in the Code and ensure their application does not unreasonably prevent simple and expected classes of development from following accepted or deemed-to-satisfy assessment pathways.

#### **CASE STUDY - Building Near Airfields Overlay**

An example of overlays affecting assessment pathways is the impact of the Building Near Airfields Overlay on deemed-to-satisfy development across large areas of metropolitan Adelaide. Currently the overlay triggers assessment of airports operational issues such as aircraft noise, causing simple planning applications to default to a performance-assessed development. The Commission will further consider this issue in relation to the following matters:

- refinement of overlays to ensure they are triggered only in appropriate circumstances
- application of more accurate spatial information to avoid 'catch all issues' e.g. the use of noise contours around Adelaide Airport
- clarification of assessment process and inclusion of more deemed-to-satisfy criteria for development in areas affected by the overlay, where appropriate.

#### **Map: Current Building Near Airfields Overlay in Metropolitan Adelaide**



## **8.4 Public Notification**

Notification tables define the circumstances where notification should and should not occur, based on key principles. Key issues identified by stakeholders include:

- unnecessary notifications of envisaged land uses
- unnecessary notifications due to the proposed development being located adjacent to land in another zone



- simple developments triggering notifications where they fail to meet minor criteria
- poor definition of the term 'minor nature'
- Inconsistency in structure and wording of notification tables which is causing issues for interpretation and application.

**Proposal:** It is proposed to review notification tables, and:

- List specific classes of development that are excluded from notification, instead of excluding all development and listing the exceptions.
- Specify development which falls within the ambit of Clause 5(2) of State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development does not require notification.
- Exclude minor/low impact land uses envisaged in the zone (including classes of development specified in accepted and deemed-to-satisfy tables), provided they do not exceed building height/interface criteria.
- Exclude uses that are envisaged in the zone (e.g. shop in a centre zone) from notification, where the site of the development is not located adjacent to a dwelling in a neighbourhood zone.

## 8.5 Technical and Numeric Variations

In some circumstances, the Code allows for variations to the rules that apply in a zone, subzone or overlay. This is done through Technical and Numeric Variations (TNVs) which set out different spatial data and information in different parts of the state. These variations address issues such as building height, allotment size and frontage width. For example, TNVs in relation to allotment size and frontage width will be applied in heritage and character areas as these variations are often key character attributes of the local area.

The Commission is aware that some of these variations do not directly correspond with policies in development plans and will continue to work with councils to ensure the right TNVs are applied where it is appropriate to do so. The Commission is also aware that in some areas no TNVs have been identified or applied, but should have been.

It is the Commission's intention to ensure that where standardised provisions are deliberately intended to be introduced through the Code they are supported by appropriate policy (e.g. residential infill policy improvements proposed to be implemented for new infill housing development in the General Neighbourhood Zone).

**Proposal:** The Commission will continue to work with councils to ensure the right TNVs are identified and applied to reflect current development plan policies. Note: feedback in relation to TNVs received to date is not included in **Appendix 1 – Minor Code Drafting Improvements Table**. The Technical and Numeric Variations Overlay will be updated with the agreement of the relevant councils.

## 9. HAVE YOUR SAY

We encourage you to have your say on the directions and proposals set out in this document, as well as on the Phase Three Code which will remain open for consultation to 28 February 2020. A dedicated [Have Your Say](#) page has been established on the SA Planning Portal.

A consultation page has also been launched on the Department of the Premier and Cabinet's YourSAy consultation website to facilitate feedback on the draft Code. The page features links to the following resources on the SA Planning Portal:

- Draft Planning and Design Code
- Guide to Draft Planning and Design Code
- Community Guide to Draft Planning and Design Code
- What's on consultation for Phase Three (urban areas)
- View the map of proposed zones and overlays
- Submit your feedback (online submission form)
- Attend an upcoming event.

The YourSAy page includes a discussion board for the public during the consultation period.

The Department also launched a 1800 Hotline number (1800 318 102) on 1 October which is staffed during business hours. All enquiries will continue to be documented by the Department and the Commission for the remainder of consultation.

The Department's reform email address [DPTI.PlanningReform@sa.gov.au](mailto:DPTI.PlanningReform@sa.gov.au) has been promoted during the consultation and has been receiving email enquiries from members of the public.

## APPENDIX 1 – MINOR CODE DRAFTING IMPROVEMENTS TABLES

The following proposals are described under the heading with the Phase Three Planning and Design Code. Many of these proposals are relatively minor and technical in nature, but assist in interpretation.

### General

Assessment Provisions in all zones, overlays and general development policies:

Identified issue	Proposed amendment
<i>Drafting correction:</i> Reference to 'Designated Performance Outcome' should be 'Designated Performance Feature'	Change wording from 'Designated Performance Outcome' to 'Designated Performance Feature'
<i>Drafting correction:</i> Technical and numeric variations aren't an overlay	Remove the term 'overlay' in references to technical and numeric variations.

### Part 1 – Rules of Interpretation

Identified issue	Proposed amendment
'Spatial Information' section would benefit from additional interpretation notes	Amend to specify where the spatial information and mapping are located, and outline how they are to be used to apply the relevant policies and rules in the Code.
Technical and Numeric Variations would benefit from additional interpretation notes	Insert an additional section outlining the role and function of technical and numeric variations, and how they are applied under section 66(4) of the PDI Act.
Explanation to be inserted regarding Procedural Matters - Notification	Insert an additional section which explains the role of 'notification' tables, which can exclude classes of performance assessed development from requiring public notification under section 107(6) of the PDI Act.

## Part 2 – Zones and Subzones

### CAPITAL CITY ZONE

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>	
Table 4 – Restricted Development Classification	
Identified issue	Proposed amendment
Assessment Provisions	
Identified issue	Proposed amendment
DTS/DPF 4.3	<p><i>Drafting correction:</i> DTS / DPF 4.3 (a) refers to DTS / DPF 5.1 in relation to building height. This reference is incorrect.</p> <p>Replace 'DTS / DPF 5.1' with 'DTS / DPF 4.1'</p>
Procedural Matters	

### CITY LIVING ZONE

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>	
Table 4 – Restricted Development Classification	
Identified issue	Proposed amendment
Drafting has <b>RESTRICTED</b> development associated with or ancillary to any existing non-residential or institutional activity identified on any relevant Concept Plan contained in the Concept Plan Technical and Numeric Data Overlay. This is inconsistent with the intent of the Zone's policy (PO 1.5) that allows limited expansion onto a directly adjoining site.	<p>Replace current text with: "<b><i>Development associated with or ancillary to any existing non-residential or institutional activity identified on any relevant Concept Plan contained in the Concept Plan Technical and Numeric Variation Overlay that is not within, or on a site directly adjoining, the site identified on the Concept Plan</i></b>" or similar.</p>
Assessment Provisions	
Procedural Matters	



## CITY MAIN STREET

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>	
Table 4 – Restricted Development Classification	
Assessment Provisions	
Identified issue	Proposed amendment
The proposed City Main Street Zone is currently contained within the Capital City Zone. The Capital City Zone's over building & 4.2) height policy that allows development over the prescribed level in certain circumstances has not been carried over.	Introduce the policy into the City Main Street Zone (same as the Code Capital City Zone PO / DTS-DPF 4.1)
Procedural Matters	

## EMPLOYMENT

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>	
Table 4 – Restricted Development Classification	
Identified issue	Proposed amendment
<i>Drafting correction:</i> Industry excluding Special Industry is listed as a restricted Class of Development. It was intended that Special Industry be listed as a Restricted Class of Development	Delete 'Industry' as a Class of Development column and delete 'Special Industry' from Exclusions column. Replace with: 'Special Industry' as a Restricted Class of Development.
Assessment Provisions	
Procedural Matters	



## GENERAL NEIGHBOURHOOD

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>		
Table 4 – Restricted Development Classification		
Assessment Provisions		
Identified issue	Proposed amendment	
PO 8.2 and DTS / DPF 8.1	<i>Drafting correction:</i> This policy conflicts with General Policy. Façade design is addressed in Design in Urban Areas PO 1.2 and DTS / DPF 18.2 and is the relevant policy referenced in the Classification Tables in the General Neighbourhood Zone.	Delete PO 8.2 and DTS / DPF 8.2
New	<i>Missing Policy:</i> There is no side boundary setback specified in the Zone.	Insert new PO: Buildings are set back from side boundaries to provide: <ul style="list-style-type: none"> <li>• separation between dwellings in a way that contributes to a suburban character; and</li> <li>• access to natural light and ventilation for neighbours.</li> </ul> Insert new DTS/DPF Other than walls located on a side boundary, buildings are set back from side boundaries: <ul style="list-style-type: none"> <li>• at least 900mm where the wall is up to 3m measured from the top of the footings;</li> <li>• other than for a wall facing a southern side boundary, at least 900mm plus 1/3 of the wall height above 3m measured from the top of the footings; and</li> <li>• at least 1900mm plus 1/3 of the wall height above 3m measured from the top of the footings for walls facing a southern side boundary.</li> </ul>
New	<i>Missing Policy:</i> There is no rear boundary setback specified in the Zone	Insert new PO: Buildings are set back from rear boundaries to provide: <ul style="list-style-type: none"> <li>• separation between dwellings in a way that contributes to a suburban character;</li> <li>• access to natural light and ventilation for neighbours;</li> <li>• private opens space; and</li> <li>• space for landscaping and vegetation.</li> </ul> Insert new DTS / DPF: Buildings setback from the rear boundary at least: <ul style="list-style-type: none"> <li>• 3m for the first building level; and</li> <li>• 5m for any second building level.</li> </ul>
Procedural Matters		

## HOUSING DIVERSITY NEIGHBOURHOOD

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>	
Table 4 – Restricted Development Classification	
Assessment Provisions	
Identified issue	Proposed amendment
PO 9.1 and DTS / DPF 9.1 <i>Drafting correction:</i> This policy conflicts with General Policy. Façade design is addressed in Design in Urban Areas PO 18.2 and DTS / DPF 18.2 and is the relevant policy referenced in the Classification Tables in the General Neighbourhood Zone.	Delete PO 9.1 and DTS / DPF 9.1.

### Procedural Matters

## RURAL

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>	
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>	
Table 4 – Restricted Development Classification	
Assessment Provisions	
Identified issue	Proposed amendment
<i>Missing policy:</i> It was intended that the zone include a PO and DTS / DPF relating to minimum dwelling allotment sizes and a related Technical and Numeric Variation.	Dwellings: (a) are located on an allotment with an area not less than that specified in the <i>Minimum Dwelling Allotment Size Technical and Numeric Variation Overlay</i> ; (b) are located on and have a demonstrated connection with an allotment used for primary production or value adding; <i>will not result in more than one dwelling on an allotment.</i>

### Procedural Matters

## SUBURBAN ACTIVITY CENTRE

Table 1 – Accepted Development Classification – refer to [Updated Code Classification Tables](#)

Table 2 – Deemed-to-Satisfy Development Classification – refer to [Updated Code Classification Tables](#)

Table 3 – Applicable Policies for Performance Assessed Development – refer to [Updated Code Classification Tables](#)

Table 4 – Restricted Development Classification

Assessment Provisions

Identified issue

Proposed amendment

*Refer to section titled Building Heights in Activity Centres and Retail*

Procedural Matters

## SUBURBAN BUSINESS AND INNOVATION

Table 1 – Accepted Development Classification – refer to [Updated Code Classification Tables](#)

Table 2 – Deemed-to-Satisfy Development Classification – refer to [Updated Code Classification Tables](#)

Table 3 – Applicable Policies for Performance Assessed Development – refer to [Updated Code Classification Tables](#)

Table 4 – Restricted Development Classification

Assessment Provisions

Identified issue

Proposed amendment

*Refer to section titled Building Heights in Activity Centres and Retail*

Procedural Matters

## SUBURBAN MAIN STREET

Table 1 – Accepted Development Classification – refer to [Updated Code Classification Tables](#)

Table 2 – Deemed-to-Satisfy Development Classification – refer to [Updated Code Classification Tables](#)

Table 3 – Applicable Policies for Performance Assessed Development – refer to [Updated Code Classification Tables](#)

Table 4 – Restricted Development Classification

Assessment Provisions

Identified issue

Proposed amendment

*Refer to section titled Building Heights in Activity Centres and Retail*

Procedural Matters

## URBAN ACTIVITY CENTRE ZONE

Table 1 – Accepted Development Classification – refer to [Updated Code Classification Tables](#)

Table 2 – Deemed-to-Satisfy Development Classification – refer to [Updated Code Classification Tables](#)

Table 3 – Applicable Policies for Performance Assessed Development – refer to [Updated Code Classification Tables](#)

Table 4 – Restricted Development Classification

## Assessment Provisions

Identified issue	Proposed amendment
<p><i>Missing Policy:</i> There is no DTS/DPF identifying uses that are envisaged in the zone.</p>	<p>Insert new DTS / DPF: Development comprises one or more of the following land uses:</p> <ul style="list-style-type: none"> <li>Cinema</li> <li>Consulting room</li> <li>Community facility</li> <li>Educational establishment</li> <li>Emergency services facility</li> <li>Health facility</li> <li>Hospital</li> <li>Hotel</li> <li>Indoor recreation facility</li> <li>Library</li> <li>Office</li> <li>Place of worship</li> <li>Pre-school</li> <li>Public transport terminal</li> <li>Recreation area</li> <li>Retail fuel outlet</li> <li>Service trade premises</li> <li>Shop; or</li> <li>Tourist accommodation.</li> </ul>

## Procedural Matters



## URBAN CORRIDOR (BOULEVARD) ZONE

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>		
Table 4 – Restricted Development Classification		
Assessment Provisions		
Identified issue		Proposed amendment
PO 3.2	<i>Drafting correction:</i> PO 3.1 is missing the building envelope diagram. Zones)	Include the diagram (same as other Urban Corridor
Procedural Matters		

## URBAN CORRIDOR (BUSINESS) ZONE

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>		
Table 4 – Restricted Development Classification		
Assessment Provisions		
Identified issue		Proposed amendment
DTS / DPF 3.2	<i>Drafting correction:</i> DTS / DPF 3.2 provides a diagram but no supporting policy.	Include the introductory text for DTS/DPF 3.2 (same as other Urban Corridor Zones)
Procedural Matters		

## URBAN CORRIDOR (MAIN STREET)

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>		
Table 4 – Restricted Development Classification		
Assessment Provisions		
Identified issue		Proposed amendment
New	<i>Missing Policy:</i> The Urban Corridor (Main Street) Zone should include a policy relating to Catalyst sites, which will apply to some land within the City of Adelaide.	Include Catalyst Site policy that currently applies in the various Main Street Zones in the Adelaide (City) Development Plan.
Procedural Matters		



## URBAN RENEWAL NEIGHBOURHOOD

Table 1 – Accepted Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 2 – Deemed-to-Satisfy Development Classification – refer to <a href="#">Updated Code Classification Tables</a>		
Table 3 – Applicable Policies for Performance Assessed Development – refer to <a href="#">Updated Code Classification Tables</a>		
Table 4 – Restricted Development Classification		
Assessment Provisions		
Identified issue	Proposed amendment	
PO 1.1	<i>Policy conflict:</i> This zone seeks urban renewal and medium – high density development. The current PO envisages a ‘spacious and peaceful lifestyle for individual households’	Replace PO 1.1 with: <i>A diverse range of residential accommodation and supporting uses that make the neighbourhood a convenient place to live.</i>
PO 9.1 and DTS / DPF 9.1	<i>Drafting correction:</i> This policy conflicts with General Policy. Façade design is addressed in Design in Urban Areas PO 18.2 and DTS / DPF 18.2 and is the relevant policy referenced in the Classification Tables in the Urban Renewal Neighbourhood Zone.	Delete PO 9.1 and DTS / DPF 9.1.

### Procedural Matters

## Part 3 – Overlays

### REGULATED TREE

Assessment Provisions		
Identified issue	Proposed amendment	
New	Missing Policy: There is no policy in the overlay that refers to significant trees identified in Part 6.2 – Index of Technical and Numeric Variations – ‘Significant Trees’	Insert policy identifying trees declared as significant.

### Procedural Matters

## URBAN TRANSPORT ROUTES

Assessment Provisions		
Identified issue		Proposed amendment
New	Missing Policy: Policies relating to Access - Mud and Debris, Access – Stormwater, Building on Road Reserve, Public Road Junctions and Corner Cut-Offs should be incorporated in this overlay.	Insert additional POs and DTS/DPFs as listed in the Major Urban Transport Routes Overlay PO/DTS/DPF 6.1 to 10.1 (inclusive).
Procedural Matters		

## Part 4 – General Development Policies–

### AQUACULTURE

Assessment Provisions		
Identified issue		Proposed amendment
PO 2.6	Drafting error: PO 2.6 is incomplete.	Replace PO 2.6 with: Marine aquaculture sited and designed to not obstruct or interfere with: (a) areas of high public use; (b) areas, including beaches, used for recreational activities such as swimming, fishing, skiing, sailing and other water sports; (c) areas of outstanding visual or environmental value; (d) areas of high tourism value; (e) areas of important regional or State economic activity including commercial ports, wharfs, jetties; and (f) the operation of infrastructure facilities including inlet and outlet pipes associated with the desalination of sea water.

## LAND DIVISION IN URBAN AREAS

Assessment Provisions		
Identified issue		Proposed amendment
New	<p>Policy gap</p> <p>It is intended to provide deemed-to-satisfy policy for land division that relates to authorised development. The current Development Regulations allow for complying land division related to dwellings approved under the residential code. It is intended to apply this in 'Neighbourhood' zones. This policy currently exists in the Design in Rural Areas module.</p>	<p>Insert new PO:</p> <p>Land division creates allotments suitable for their intended use.</p> <p>Insert new DTS:</p> <p>Division of land reflects the site boundaries illustrated and approved in an operative or existing development authorisation under the Development Act 1993 or Planning, Development and Infrastructure Act 2016, or division of land proposed as part of a combined application for land division and deemed-to-satisfy dwellings that reflects the sites of those dwellings, where:</p> <p>a) the allotments are used or are proposed to be used solely for residential purposes; and</p> <p>b) the application does not create more than six additional allotments."</p>

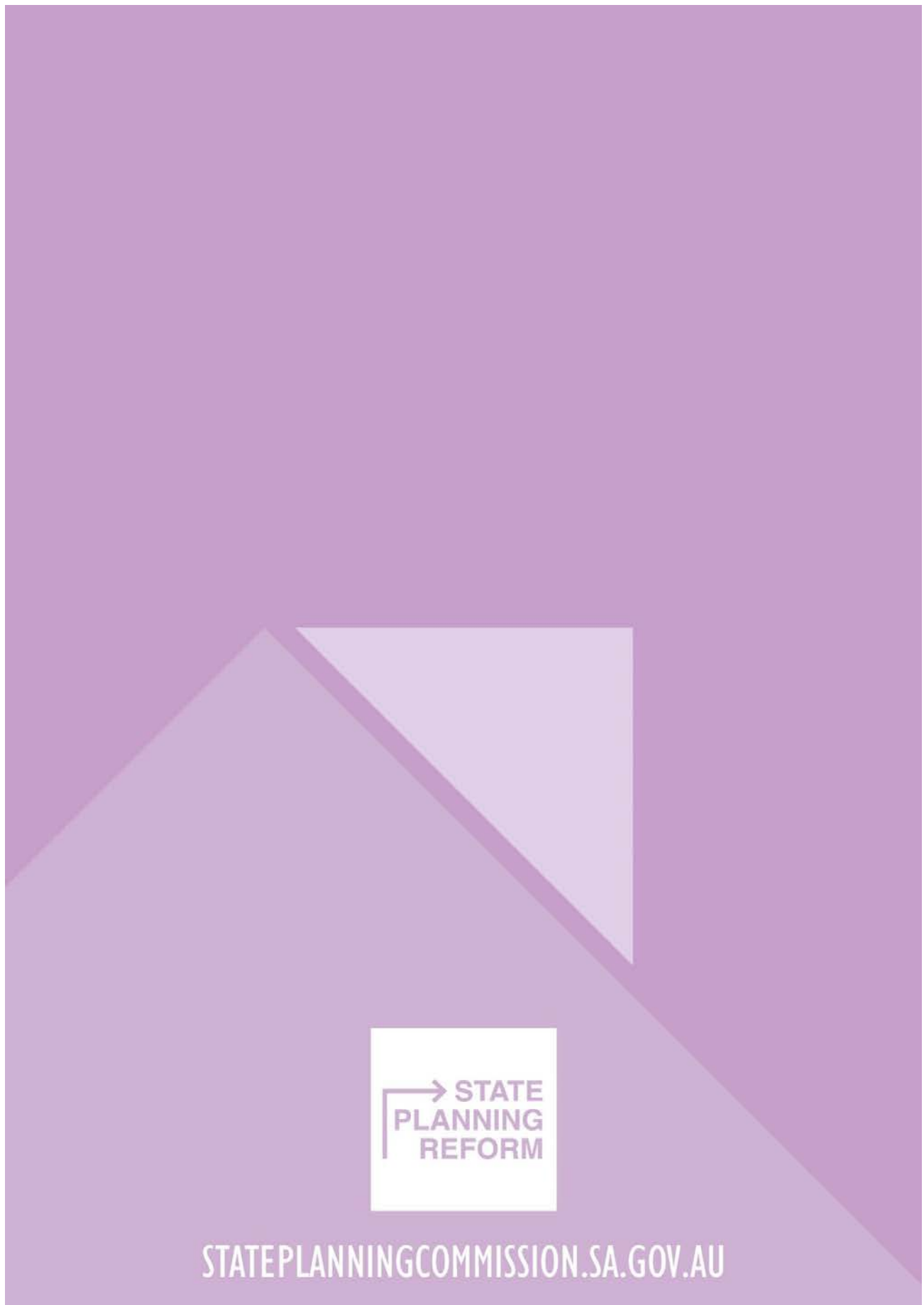
## Part 5 – Designated Areas

Table 1 – Designated Areas

Identified issue		Proposed amendment
<p>Areas missing:</p> <p>Areas identified for the purposes of clause 4 (1)(d)(i)(B) of Schedule 4 under the Regulations – Fence not exceeding 2.1m in height should include Historic Area Overlay and Prescribed Watercourses Overlay to maintain the intent of Schedule 3 clause 4(1)(f) of the Development Regulations 2008</p>		<p>Add "Historic Area Overlay and Prescribed Watercourses Overlay"</p>

## Part 6 – Index of Technical and Numeric Variations

Identified issue		Proposed amendment
Introduction required to link to online mapping		Add introduction which outlines how the TNVs apply in different parts of the state.
Local heritage places aren't a technical or numeric variation		Remove 6.1 and place in a new Part of the Code pursuant to section 67 of the PDI Act.
Significant trees aren't a technical or numeric variation		Remove 6.2 and place in a new Part of the Code pursuant to section 68 of the PDI Act.



P+D Code Zone	Current Public Notification Trigger in draft P+D Code	Recommended Trigger for P+D Code	
		Pursuant to section 107(6) of the Planning, Development and Infrastructure Act 2016, the following classes of performance assessed development are excluded from notification, subject to any 'Exceptions':	
		Class of Development	Exceptions
<b>Recreation</b>	Performance assessed development is excluded from notification except where it involves any of the following: (a) the development is located adjacent to the boundary of a zone that primarily intends to accommodate sensitive receivers; or (b) the development falls within the category of 'all other code assessed development' in Recreation Zone - Table 3.	<ol style="list-style-type: none"> <li>Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>Subject to (1), any of the following: <ol style="list-style-type: none"> <li>Classes of development listed in Recreation Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>Classes of development listed in Suburban Activity Centre Zone Table 2 – Deemed-to-Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> <li>Subject to (1) any of the following: Identified envisaged land uses likely to have an impact: <ul style="list-style-type: none"> <li>Golf course</li> <li>Indoor recreation facility</li> <li>Open space</li> <li>Outdoor sports courts</li> <li>Recreation area</li> <li>Sporting clubrooms</li> <li>Sporting ovals and fields</li> <li>Community centre</li> <li>Community hall</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>Except the demolition (in whole or part) of a State or Local Heritage Place</li> <li>Except (where relevant): <ol style="list-style-type: none"> <li>Development that exceeds the maximum building height specified in Recreation Zone</li> <li>Development that is unable to satisfy Recreation Zone DTS/DPF 2.2</li> <li>Advertisements that exceed the maximum size and height requirements</li> <li>Demolition of a State or Local Heritage Place</li> </ol> </li> <li>Except (where relevant): <ol style="list-style-type: none"> <li>Development that exceeds the maximum building height specified in Recreation Zone</li> <li>Development that is unable to satisfy Recreation Zone DTS/DPF 2.2</li> <li>Advertisements that exceed the maximum size and height requirements</li> <li>Demolition of a State or Local Heritage Place</li> <li>the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</li> </ol> </li> </ol>



		<ul style="list-style-type: none"> <li>Entertainment, cultural and exhibition facility</li> <li>Showground</li> <li>Swimming pool</li> <li>Ancillary development to envisaged land uses including car parking, club room, change rooms, lighting, office, shop or groups of shops, spectator and administrative facilities</li> </ul>	
<b>Commonwealth Facilities</b>	None specified	None specified	N/A
<b>Suburban Employment</b>	All classes of performance assessed development are excluded from notification except where it involves any of the following: (a)	<ol style="list-style-type: none"> <li>Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>Subject to (1), any of the following: <ol style="list-style-type: none"> <li>Classes of development listed in Suburban Employment Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>Classes of development listed in Suburban Employment Zone Table 2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> <li>Subject to (1) any of the following identified envisaged land uses likely to have an impact: <ul style="list-style-type: none"> <li>Bulky goods outlet</li> <li>Consulting room</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>Except the demolition (in part or whole) of a State or Local Heritage Place</li> <li>Except (where relevant): <ol style="list-style-type: none"> <li>Development that exceeds the maximum building height specified in Suburban Employment Zone</li> <li>Development that exceeds the maximum floor area specified in the Suburban Employment Zone</li> <li>Development that is unable to satisfy Suburban Employment Zone DTS/DPF 3.5 and 3.6</li> <li>Advertisements that exceed the maximum size and height requirements</li> <li>Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> <li>Except (where relevant): <ol style="list-style-type: none"> <li>Except where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</li> <li>Development that exceeds the maximum</li> </ol> </li> </ol>

		<ul style="list-style-type: none"> <li>• Indoor recreation facility</li> <li>• Light industry</li> <li>• Office</li> <li>• Research facility</li> <li>• Service trade premises</li> <li>• Shop</li> <li>• Store</li> <li>• Training facility</li> <li>• Tourist accommodation</li> <li>• Place of worship</li> <li>• Warehouse</li> <li>• Retail fuel outlet</li> <li>• Motor repair station</li> </ul>	<p>building height specified in Suburban Employment Zone</p> <p>c) Development that exceeds the maximum floor area specified in the Suburban Employment Zone</p> <p>d) Development that is unable to satisfy Suburban Employment Zone DTS/DPF 3.5 and 3.6</p> <p>e) Advertisements that exceed the maximum size and height requirements</p> <p>f) Demolition (in part or whole) of a State or Local Heritage Place</p>
<b>Infrastructure (Ferry and Marina Facilities)</b>	<p>All classes of performance assessed development are excluded from notification except where they involve any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone that is located within the area of council</p> <p>(b) development identified as “all other code assessed development” in Infrastructure (Ferry and Marina Facilities) Zone Table 3.</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Open Space Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Open Space Zone Table 2 – Deemed-to-Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>3. Subject to (1) any of the following identified envisaged land uses likely to have an impact:</p> <ul style="list-style-type: none"> <li>• Boat berth, jetty, pier or pontoon</li> </ul>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2. Except (where relevant):</p> <p>a) the site of the development is adjacent land to land in a different zone</p> <p>b) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>3. Except (where relevant):</p> <p>a) the site of the development is adjacent land to land in a different zone</p> <p>b) Demolition (in part or whole) of a State or Local Heritage Place</p>

		<ul style="list-style-type: none"> <li>• Coast protection work</li> <li>• Maritime structures / beacons</li> <li>• Boat construction, maintenance, repair or sale</li> <li>• Boat servicing facility (including fuel supply, power, water, effluent pump, toilets and showers)</li> <li>• Loading and unloading facility</li> <li>• Clubrooms in association with a marina</li> <li>• Office in association with a marina or ferry terminal</li> <li>• Parking area for vehicles and boats</li> <li>• Shop in association with a marina or ferry terminal</li> <li>• Storage</li> <li>• Tourist accommodation</li> <li>• Wastewater collection, storage and transfer facility.</li> </ul>	
<b>Open Space</b>	<p>Performance assessed development is excluded from notification except where it involves any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) any development that is identified (either partly or wholly) as 'All other Code Assessed Development' in Open Space Zone - Table 3.</p>	<ol style="list-style-type: none"> <li>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>2. Subject to (1), any of the following: <ol style="list-style-type: none"> <li>a) classes of development listed in Open Space Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>b) Classes of development listed in Open Space Zone Table 2 – Deemed-to-Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> <li>3. Subject to (1) any of the following identified envisaged land uses likely to have an impact: <ul style="list-style-type: none"> <li>• Open space</li> <li>• Outdoor sports courts</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Except the demolition (in part or whole) of a State or Local Heritage Place</li> <li>2. Except (where relevant): <ol style="list-style-type: none"> <li>a) Development that exceeds the maximum building height specified in Open Space Zone</li> <li>b) Development that exceeds the maximum floor area in Open Space Zone</li> <li>c) Advertisements that exceed the maximum size and height requirements</li> <li>d) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> <li>3. Except (where relevant): <ol style="list-style-type: none"> <li>a) Development that exceeds the maximum building height specified in Open Space Zone</li> <li>b) Development that exceeds the maximum</li> </ol> </li> </ol>



		<ul style="list-style-type: none"> <li>• Recreation area</li> <li>• Sporting ovals and fields</li> <li>• Conservation work</li> <li>• Lighting</li> <li>• Sporting club facility</li> <li>• Ancillary development associated with public facility including car parking, toilet, shelter</li> <li>• Toilets</li> </ul>	<p>floor area in Open Space Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Except where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</p>
<b>Community Facilities</b>	<p>All classes of development are excluded from notification except where it involves any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as "all other code assessed development" in Community Facilities Zone Table 3</p>	<ol style="list-style-type: none"> <li>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>2. Subject to (1), any of the following: <ol style="list-style-type: none"> <li>a) Classes of development listed in Community Facilities Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>b) Classes of development listed in Community Facilities Zone Table 2 – Deemed-to-Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> <li>3. Subject to (1) any of the following identified envisaged land uses: <ul style="list-style-type: none"> <li>• Open space</li> <li>• Outdoor sports courts</li> <li>• Recreation area</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Except the demolition of a State or Local Heritage Place</li> <li>2. Except (where relevant): <ol style="list-style-type: none"> <li>(a) Development that is unable to satisfy the maximum building height in Community Facilities Zone DTS/DPF 3.1 or 3.2</li> <li>(b) Advertisements that exceed the maximum size and height requirements</li> <li>(c) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> <li>3. Except (where relevant): <ol style="list-style-type: none"> <li>a) Development that is unable to satisfy the maximum building height in Community Facilities Zone DTS/DPF 3.1 or 3.2</li> <li>b) Advertisements that exceed the maximum size and height requirements</li> <li>c) Demolition (in part or whole) of a State or Local Heritage Place</li> <li>d) Except where the site of the development is located adjacent to a different zone</li> </ol> </li> </ol>

		<ul style="list-style-type: none"> <li>• Sporting ovals and fields</li> </ul>	
<b>Suburban Activity Centre</b>	<p>All classes of performance assessed development are excluded from notification except where they involve any of the following:</p> <p>(a) development on a site located adjacent a dwelling within a Neighbourhood Zone which comprises:</p> <p>(i) development defined as 'all other code assessed development' in Suburban Activity Centre Zone Table 3</p> <p>(ii) construction of a building which fails to comply with DTS 3.1 to 3.3 (inclusive)</p> <p>(iii) the construction of or change of use to a retail fuel outlet, educational establishment, emergency services facility, entertainment venue, hospital,</p>	<ol style="list-style-type: none"> <li>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>2. Subject to (1), any of the following: <ol style="list-style-type: none"> <li>a) Classes of development listed in Suburban Activity Centre Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>b) Classes of development listed in Suburban Activity Centre Zone Table 2 – Deemed-to-Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> <li>3. Subject to (1) any of the following identified envisaged land uses: <ul style="list-style-type: none"> <li>• Cinema</li> <li>• Community facility</li> <li>• Consulting room</li> <li>• Demolition</li> <li>• Dwelling above ground level</li> <li>• Indoor recreation facility</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Except the demolition (in part or whole) of a State or Local Heritage Place</li> <li>2. Except (where relevant): <ol style="list-style-type: none"> <li>a) Development that exceeds the maximum building height specified in Suburban Activity Centre Zone DTS/DPF 3.1</li> <li>b) Development that is unable to satisfy Suburban Activity Centre Zone DTS/DPF 3.2 or 3.3</li> <li>c) Advertisements that exceed the maximum size and height requirements</li> <li>d) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> <li>3. Except (where relevant): <ol style="list-style-type: none"> <li>e) Development that exceeds the maximum building height specified in Suburban Activity Centre Zone DTS/DPF 3.1</li> <li>f) Development that is unable to satisfy Suburban Activity Centre Zone DTS/DPF 3.2 or 3.3</li> <li>g) Advertisements that exceed the maximum size and height requirements</li> <li>h) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> </ol>



	hotel, light industry	<ul style="list-style-type: none"> <li>• Land division</li> <li>• Library</li> <li>• Office</li> <li>• Place of worship</li> <li>• Pre-school</li> <li>• Recreation area</li> <li>• Retaining wall</li> <li>• Service trade premises</li> <li>• Shop</li> <li>• Tourist accommodation</li> <li>• Tree damaging activity</li> <li>• Educational establishment</li> <li>• Emergency services facility</li> <li>• Entertainment venue</li> <li>• Hospital</li> <li>• Hotel</li> <li>• Light industry</li> <li>• Public transport terminal</li> <li>• Retail fuel outlet</li> <li>• Telecommunications facility</li> </ul>	i) where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'
<b>Infrastructure</b>	All classes of performance assessed development are excluded from notification except where they involve any of the following: (a) the site of the development is adjacent land to land in a different zone (b) development identified as "all other code assessed development" in Infrastructure Zone Table 3	<ol style="list-style-type: none"> <li>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>2. Subject to (1), any of the following: <ol style="list-style-type: none"> <li>a) Classes of development listed in Infrastructure Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>b) Classes of development listed in Infrastructure Zone Table 2 – Deemed-to-Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. Except the demolition (in part or whole) of a State or Local Heritage Place</li> <li>2. Except (where relevant): <ol style="list-style-type: none"> <li>a) the site of the development is adjacent land to land in a different zone</li> <li>b) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> <li>3. Except (where relevant): <ol style="list-style-type: none"> <li>a) the site of the development is adjacent land to land in a different zone</li> <li>b) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> </ol>

		<p>3. Subject to (1) any of the following identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Electricity substation</li> <li>• Landfill, including gas extraction plant and equipment</li> <li>• Water treatment and supply</li> <li>• Stormwater retention / detention basin</li> <li>• Sewerage treatment facility</li> <li>• Public service depot</li> <li>• Waste transfer depot</li> </ul>	
<b>Employment</b>	<p>All classes of performance assessed development are excluded from notification except where they involve any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as “all other code assessed development” in Employment Zone Table 3</p> <p>(c) dwelling</p> <p>(d) pre-school</p> <p>(e) bulky goods outlet</p> <p>(f) shop exceeding 500m<sup>2</sup> other than where associated with an industry on the same allotment</p> <p>(g) tourist accommodation.</p>	<ol style="list-style-type: none"> <li>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</li> <li>2. Subject to (1), any of the following: <ol style="list-style-type: none"> <li>a. Classes of development listed in Employment Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> <li>b. Classes of development listed in Employment Zone Table 2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. Except the demolition (in part of whole) of a State or Local Heritage Place</li> <li>2. Except (where relevant): <ol style="list-style-type: none"> <li>a) Development that exceeds the maximum building height specified in Employment Zone</li> <li>b) Development that exceeds the maximum floor area specified in the Employment Zone</li> <li>c) Development that is unable to satisfy Employment Zone DTS/DPF 4.1 and 4.2</li> <li>d) Advertisements that exceed the maximum size and height requirements</li> <li>e) Demolition (in part or whole) of a State or Local Heritage Place</li> </ol> </li> <li>3. Except (where relevant): <ol style="list-style-type: none"> <li>a) the site of the development is adjacent land to land in a different zone</li> <li>a) Development that exceeds the maximum building height specified in Employment Zone</li> </ol> </li> </ol>

		<p>3. Subject to (1) any of the following identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Bulky goods outlet</li> <li>• Consulting room</li> <li>• Indoor recreation facility</li> <li>• Light industry</li> <li>• Office</li> <li>• Research facility</li> <li>• Service trade premises</li> <li>• Store</li> <li>• Training facility</li> <li>• Automotive collision repair</li> <li>• Electricity substation</li> <li>• Fuel depot</li> <li>• General industry</li> <li>• Light Industry</li> <li>• Motor repair station</li> <li>• Public service depot</li> <li>• Retail fuel outlet</li> <li>• Service trade premises</li> <li>• Shop</li> <li>• Store</li> <li>• Telecommunications facility</li> <li>• Training facility</li> <li>• Warehouse</li> </ul>	<p>b) Development that exceeds the maximum floor area specified in the Employment Zone</p> <p>c) Development that is unable to satisfy Employment Zone DTS/DPF 4.1 and 4.2</p> <p>d) Advertisements that exceed the maximum size and height requirements</p> <p>e) Demolition (in part or whole) of a State or Local Heritage Place</p>
<b>Housing Diversity Neighbourhood</b>	<p>All classes of performance assessed development are excluded from notification except where they involve any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as “all other code assessed development” in Suburban Neighbourhood</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Housing Diversity Neighbourhood Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Housing Diversity Neighbourhood Zone Table</p>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Housing Diversity Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Housing Diversity Neighbourhood Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p>



	<p>(Medium Density) Zone Table 3</p> <p>(c) Development involving the creation of four or more additional dwellings;</p> <p>(d) dwellings that do not satisfy DTS/DPF 4.1, 4.2, 5.1, 6.1, 6.2, 7.1, 8.1 and 9.1</p> <p>(e) non-residential development.</p>	<p>2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>3. Subject to (1) any of the following identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Ancillary accommodation</li> <li>• Dwelling</li> <li>• Outbuilding</li> <li>• Residential Flat Building</li> </ul>	<p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Housing Diversity Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Housing Diversity Neighbourhood Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p>
<b>Suburban Neighbourhood</b>	<p>All classes of performance assessed development are excluded from notification except where they involve any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as “all other code assessed development” in Suburban Neighbourhood</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Suburban Neighbourhood Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Suburban Neighbourhood Zone Table</p>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Suburban Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Suburban Neighbourhood Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p>

	(Low Density) Zone Table 3; (c) development involving the creation of four or more additional dwellings or allotments; or (d) development exceed the height specified in DTS / DPF 4.1.	<p>2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>3. Subject to (1) any of the following identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Ancillary accommodation</li> <li>• Dwelling</li> <li>• Outbuilding</li> <li>• Residential Flat Building</li> </ul>	<p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Suburban Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Suburban Neighbourhood Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p>
<b>General Neighbourhood</b>	All classes of performance assessed development are excluded from notification except where they involve any of the following: (a) the site of the development is adjacent land to land in a different zone (b) development identified as "all other code assessed development" in Suburban Neighbourhood Zone Table 3	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in General Neighbourhood Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in General Neighbourhood Zone Table 2- Deemed-to Satisfy</p>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in General Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the General Neighbourhood Zone</p> <p>c) Development does not meet the minimum frontage width</p> <p>d) Advertisements that exceed the maximum size and height requirements</p>



	<p>(c) Development involving the creation of four or more additional dwellings</p> <p>(d) Dwellings that do not satisfy DTS/DPF 2.1, 4.1, 5.1, 5.2, 6.1, 7.1, 7.2 and 8.1</p> <p>(e) Buildings exceeding the height specified in DTS 4.1</p>	<p>Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>3. Subject to (1) any of the following identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Ancillary accommodation</li> <li>• Dwelling</li> <li>• Outbuilding</li> <li>• Residential Flat Building</li> </ul>	<p>e) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>f) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in General Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the General Neighbourhood Zone</p> <p>c) Development does not meet the minimum frontage width</p> <p>d) Advertisements that exceed the maximum size and height requirements</p> <p>e) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>f) Creation of four or more dwellings</p>
<b>Urban Corridor (Boulevard)</b>	<p>All classes of development are excluded from notification except where it involves any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as "all other code assessed development" in Urban Corridor (Boulevard) Zone Table 3</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Urban Corridor (Boulevard) Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Urban Corridor (Boulevard) Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Urban Corridor (Boulevard) Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p>

	<p>(c) development exceeding the maximum building height specified in DTS/DPF 2.4</p> <p>(d) development exceeding the defined building envelope specified in DTS/DPF 3.1 or 3.2</p> <p>(e) shop, office or consulting room in excess of the gross leasable floor area specified in DTS/DPF 1.2.</p>	<p>b) Classes of development listed in Urban Corridor (Boulevard) Zone Table 2-Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>c) Subject to (1), any of the following identified envisaged land uses likely to have an impact:</p> <ul style="list-style-type: none"> <li>• Dwelling</li> <li>• Office</li> <li>• Consulting Room</li> <li>• Residential Flat building</li> <li>• Restaurant</li> <li>• Shop</li> <li>• Supported Accommodation</li> <li>• Tourist Accommodation</li> </ul> <p>3. Subject to (1), any of the following identified envisaged land uses likely to have an impact:</p> <ul style="list-style-type: none"> <li>• Apartments</li> <li>• Child Care Centre</li> <li>• Educational Establishment</li> <li>• Hotel</li> <li>• Licensed Entertainment Premises</li> <li>• Licensed Premises</li> </ul>	<p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</p> <p>b) Development that exceeds the maximum building height specified in Urban Corridor (Boulevard) Zone</p> <p>c) Development that exceeds the maximum floor area specified in the Urban Corridor (Boulevard) Zone</p> <p>d) Advertisements that exceed the maximum size and height requirements</p> <p>e) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>f) Creation of four or more dwellings</p>
<b>Urban Corridor (Business)</b>	<p>All classes of performance assessed development are excluded from notification except where it involves any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Urban Corridor (Business) Zone Table 1 – Accepted Development Classification where the</p>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2 Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Urban Corridor (Business) Zone</p> <p>b) Development that exceeds the maximum floor area specified in the</p>



	<p>(b) development identified as “all other code assessed development” in Urban Corridor (Business) Zone Table 3</p> <p>(c) development exceeding the maximum building height specified in DTS / DPF 2.3</p> <p>(d) development exceeding the defined building envelope specified in DTS / DPF 3.1 or 3.2</p> <p>(e) shop, office or consulting room in excess of the gross leasable floor area specified in DTS / DPF 1.2.</p>	<p>proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Urban Corridor (Business) Zone Table 2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>c) Identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Dwelling</li> <li>• Office</li> <li>• Consulting Room</li> <li>• Residential Flat building</li> <li>• Restaurant</li> <li>• Shop</li> <li>• Supported Accommodation</li> <li>• Tourist Accommodation</li> </ul> <p>3. Subject to (1), any of the following:</p> <p>Identified envisaged land uses likely to have an impact:</p> <ul style="list-style-type: none"> <li>• Apartments</li> <li>• Child Care Centre</li> <li>• Educational Establishment</li> <li>• Hotel</li> <li>• Licensed Entertainment Premises</li> <li>• Licensed Premises</li> <li>• Retail Fuel Outlet</li> <li>• Service Industry</li> <li>• Service Trade Premises</li> <li>• Warehouse</li> </ul>	<p>Urban Corridor (Business) Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</p> <p>b) Development that exceeds the maximum building height specified in Urban Corridor (Business) Zone</p> <p>c) Development that exceeds the maximum floor area specified in the Urban Corridor (Business) Zone</p> <p>d) Advertisements that exceed the maximum size and height requirements</p> <p>e) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>f) Creation of four or more</p>
<b>Urban Corridor (Main Street)</b>	<p>All classes of performance assessed development are excluded from notification except where it</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2 Except (where relevant):</p>

	<p>involves any of the following:</p> <p>(b) the site of the development is adjacent land to land in a different zone</p> <p>(c) development identified as “all other code assessed development” in Urban Corridor (Main Street) Zone Table 3</p> <p>(d) development exceeding the maximum building height specified in DTS / DPF 2.6</p> <p>(e) development exceeding the defined building envelope specified in DTS / DPF 3.1 or 3.2.</p>	<p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Urban Corridor (Main Street) Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Urban Corridor (Main Street) Zone Table 2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>c) Identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Dwelling</li> <li>• Consulting Room</li> <li>• Restaurant</li> <li>• Shop</li> <li>• Office</li> <li>• Supported Accommodation</li> <li>• Tourist Accommodation</li> <li>• Student Accommodation</li> </ul> <p>3. Subject to (1), any of the following:</p> <p>Identified envisaged land uses likely to have an impact:</p> <ul style="list-style-type: none"> <li>• Apartments</li> <li>• Child Care Centre</li> <li>• Educational Establishment</li> <li>• Hotel</li> <li>• Licensed Entertainment Premises</li> <li>• Licensed Premises</li> </ul>	<p>a) Development that exceeds the maximum building height specified in Urban Corridor (Main Street) Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Urban Corridor (Main Street) Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</p> <p>b) Development that exceeds the maximum building height specified in Urban Corridor (Main Street) Zone</p> <p>c) Development that exceeds the maximum floor area specified in the Urban Corridor (Main Street) Zone</p> <p>d) Advertisements that exceed the maximum size and height requirements</p> <p>e) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>f) Creation of four or more</p>
<b>Urban Corridor (Living)</b>	All classes of performance assessed	1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State</i>	1. Except the demolition (in part or whole) of a State or Local Heritage Place



	<p>development is excluded from notification except where they involve any of the following:</p> <p>(a) the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as “all other code assessed development” in Urban Corridor (Living) Zone Table 3</p> <p>(c) development exceeding the maximum building height specified in DTS / DPF 2.2</p> <p>(d) development exceeding the defined building envelope specified in DTS / DPF 3.1 or 3.2</p> <p>(e) shop, office or consulting room in excess of the gross leasable floor area specified in DTS / DPF 1.2.</p>	<p><i>Planning Commission Practice Direction 3 – Notification of Performance Assessed Development.</i></p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Urban Corridor (Living) Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Urban Corridor (Living) Zone Table 2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>c) Identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Advertisement</li> <li>• Dwelling</li> <li>• Consulting Room</li> <li>• Restaurant</li> <li>• Shop</li> <li>• Office</li> <li>• Supported Accommodation</li> <li>• Tourist Accommodation</li> <li>• Student Accommodation</li> </ul> <p>3. Subject to (1), any of the following:</p> <p>Identified envisaged land uses likely to have an impact:</p> <ul style="list-style-type: none"> <li>• Apartments</li> <li>• Child Care Centre</li> <li>• Educational Establishment</li> <li>• Hotel</li> </ul>	<p>2. Except (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Urban Corridor (Living) Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Urban Corridor (Living) Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p> <p>3. Except (where relevant):</p> <p>a) where the site of the development is located within 60 metres of a zone containing the word 'neighbourhood'</p> <p>b) Development that exceeds the maximum building height specified in Urban Corridor (Living) Zone</p> <p>c) Development that exceeds the maximum floor area specified in the Urban Corridor (Living) Zone</p> <p>d) Advertisements that exceed the maximum size and height requirements</p> <p>e) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>f) Creation of four or more</p>
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		<ul style="list-style-type: none"> <li>• Licensed Entertainment Premises</li> <li>• Licensed Premises</li> </ul>	
<b>Urban Renewal Neighbourhood</b>	<p>All classes of performance assessed development are excluded from notification except where they involve any of the following:</p> <p>(a) where the site of the development is adjacent land to land in a different zone</p> <p>(b) development identified as “all other code assessed development” in Suburban Renewal Zone Table 3 (c) Dwellings that do not satisfy DTS/DPF 201, 301, 4.1, 5.1, 5.2, 6.1, 7.1 and 9.1</p> <p>(d) buildings with a wall height greater than 7m and total height greater than 9m.</p>	<p>1. Development of a minor nature which falls within the ambit of Clause 5(2) of <i>State Planning Commission Practice Direction 3 – Notification of Performance Assessed Development</i>.</p> <p>2. Subject to (1), any of the following:</p> <p>a) Classes of development listed in Urban Renewal Neighbourhood Zone Table 1 – Accepted Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>b) Classes of development listed in Urban Renewal Zone Table 2- Deemed-to Satisfy Development Classification where the proposed development is unable to satisfy the relevant criteria set out in that table</p> <p>c) Identified envisaged land uses:</p> <ul style="list-style-type: none"> <li>• Ancillary accommodation</li> <li>• Dwelling</li> <li>• Outbuilding</li> </ul>	<p>1. Except the demolition (in part or whole) of a State or Local Heritage Place</p> <p>2. (where relevant):</p> <p>a) Development that exceeds the maximum building height specified in Urban Renewal Neighbourhood Zone</p> <p>b) Development that exceeds the maximum floor area specified in the Suburban Neighbourhood Zone</p> <p>c) Advertisements that exceed the maximum size and height requirements</p> <p>d) Demolition (in part or whole) of a State or Local Heritage Place</p> <p>e) Creation of four or more dwellings</p>

## **18 LOCAL GOVERNMENT BUSINESS**

### **18.1 Local Government Circulars**

#### **Brief**

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

#### **RECOMMENDATION**

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

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#### **Discussion**

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

The indices attached for Members' information in this report are numbers 3 and 4.

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

#### **Attachments**

##### **1. Local Government Circulars Weeks 3 and 4**



## **Local Government Association of South Australia**

### **3.1 You spoke - we listened... NEW Temporary Recruitment product - briefing session February 2020**

Following significant negotiation by LGA Procurement we now invite you to a product briefing to hear and discuss the NEW temporary recruitment product, c.net Essential.

### **3.2 Will electric vehicles make a difference in your fleet?**

LGA Procurement invite you to join them in visiting SEA Electric in Victoria March 2020. Registrations are filling quickly - last day to register 31 January 2020.

### **3.3 LGA Procurement Training**

Do you have staff who purchase on behalf of your Council who have no training in procurement? Are you aware of the risks associated with staff purchasing goods or services who do not have appropriate skills? Are you looking for an easy solution to assist in building your staff's purchasing skills and in turn help reduce associated risk and add value for money to your purchasing? Well, do we have a course for you!!!!

### **3.4 What's coming up in 2020! LGA Training Program**

What's coming up in 2020!

### **3.5 On-line Elected Member Mandatory Training**

2020 - Elected Member Mandatory Training available again on-line!

### **3.6 Minister for Health and Wellbeing – Excellence in Public Health Awards - Now Open!**

Applications are now open for South Australian councils to apply to the Minister's Award for Excellence in Public Health. Application close on Friday 12 March 2020. This Circular has further details.

### **3.7 Expressions of Interest for the Child Development Council**

The Minister for Education is calling for expressions of interest in membership of the Child Development Council (CDC). This circular provides further information on how Councils can nominate by 5pm - 22 January 2020.

### **3.8 2020 Council Best Practice Showcase**

The LGA are calling for expressions of interest from councils interested in presenting on their case studies, projects or services on Thursday 2 April. More information is in this circular.

### **3.9 Nominations for the 2020 Joy Baluch Awards are open**

Nominations for the 2020 Joy Baluch Awards are open. Further information can be found in this circular.



## Local Government Association of South Australia

### **4.1 Australia Day in the City 2020**

The Australia Day Council of South Australia is proud to present you with free, family friendly events occurring in the Adelaide CBD over the Australia Day long weekend 2020.

### **4.2 Nominations for members of GAROC - Casual Vacancy**

The LGA has called for nominations for a member of GAROC to fill one (1) casual vacancy arising from the resignation of Cr Tim Pfeiffer. Nominations from eligible councils close at 5pm on Wednesday 26 February 2020.

### **4.3 LGA Procurement Training**

Do you have staff who purchase on behalf of your Council who have no training in procurement? Are you aware of the risks associated with staff purchasing goods or services who do not have appropriate skills? Are you looking for an easy solution to assist in building your staff's purchasing skills and in turn help reduce associated risk and add value for money to your purchasing? Well, do we have a course for you!

### **4.4 Secondment Opportunity - Kangaroo Island Recovery**

Kangaroo Island Council is looking to second a General Manager Works & Infrastructure for an initial three-month term to coordinate council staff and contractors.

### **4.5 Instruments of Delegations and Resolutions to Delegate Powers for Relevant Authorities under the Planning Development and Infrastructure Act 2016**

With the implementation of the Planning, Development and Infrastructure Act 2016 there will be significant changes relating to relevant authorities responsible for the assessment and decision of planning approvals.

### **4.6 Recognition of Service to Local Government now includes Volunteers**

The LGA of SA now offers certificates of recognition for volunteers in local government.

### **4.7 Nominations for the 2020 Joy Baluch Awards are open**

Nominations for the 2020 Joy Baluch Award are now open. Further information can be found in this Circular.

### **4.8 2020 Council Best Practice Showcase**

The 2020 Council Best Practice Showcase and LGA Ordinary General Meeting will be held at the Adelaide Entertainment Centre on 2 & 3 April.

### **5.1 LGA Training 2020 - What's on offer?**

LGA Training schedules a wide selection of training programs to meet the skills and knowledge requirements of the sector. Please see this circular for further information about what's on offer and information about how to work with us to meet your specific training needs.



**19 MEMBER'S BOOKSHELF**

Nil

**20 CORRESPONDENCE****20.1 Stormwater Management Plan for the West Torrens Drainage Catchments**

Correspondence has been received from the Stormwater Management Authority acknowledging Council's application for funding support to develop a stormwater management plan for West Torrens Drainage Catchments (**Attachment 1**).

**20.2 State-wide Local Government Reconciliation Industry Network Group**

Correspondence has been received from the Executive Director of Reconciliation SA, Shona Reid, regarding participation in a state-wide Local Government Reconciliation Industry Network Group (**Attachment 2**).

**20.3 Office for Recreation, Sport and Racing - Statewide Consultation**

Correspondence has been received from the Minister for Recreation, Sport and Racing, the Hon Corey Wingard MP, thanking Council for attending the Mayors and Elected Members consultation session held in July 2019 conducted by the State Government and the Office for Recreation, Sport and Racing statewide in relation to three projects which were identified as key priorities for the 2017-2021 Strategic Plan cycle (**Attachment 3**).

**20.4 Brown Hill Keswick Creek Stormwater Project - Key Outcome Summary**

Correspondence has been received from the Brown Hill Keswick Creek Stormwater Project providing a copy of the key outcomes summary from the meeting of the Brown Hill and Keswick Creeks Stormwater Board held on Wednesday 15 January 2020 (**Attachment 4**).

**RECOMMENDATION**

That the correspondence be received.

---

**Attachments**

**20.1 Application for funding support to develop a stormwater management plan for West Torrens Drainage Catchments**

**20.2 State-wide Local Government Reconciliation Industry Network Group**

**20.3 Office for Recreation, Sport and Racing - Statewide Consultation**

**20.4 Brown Hill Keswick Creek Stormwater Project - Key Outcome Summary**



Government of South Australia  
Stormwater Management Authority

DEW-D20190520

Level 5, 81-95 Waymouth Street  
ADELAIDE SA 5000

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

c/-GPO Box 1047  
ADELAIDE SA 5001

Telephone: (08) 8124 4787  
Email: [sma@sa.gov.au](mailto:sma@sa.gov.au)

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

Dear Mr Buss

### SMA 191/19 West Torrens Stormwater Management Plan

The Stormwater Management Authority (the Authority) considered your application for funding support to develop a stormwater management plan the West Torrens Drainage Catchments. The application was submitted by Mr Andrew King, Coordinator Engineering Services.

I am pleased to advise that the Authority approved the following resolution at its meeting Number 63:

**Resolution 63.9.2:** *The Authority resolved to:*

- (1) **Approve** the application for funding of \$71,840 (excl. GST) as a contribution to the preparation of a Stormwater Management Plan for the West Torrens Catchments.
- (2) **Note** that the Plan will be prepared in accordance with the Stormwater Management Planning Guidelines.

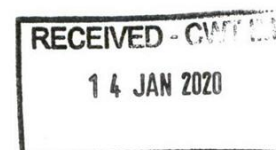
The funding is offered subject to the following conditions:

1. That the City of West Torrens, with other project partners, at least matches the funding on a dollar for dollar basis.
2. That the City of West Torrens submits a quarterly report<sup>1</sup> to [sma@sa.gov.au](mailto:sma@sa.gov.au) within 14-days of the end of each March, June, September and December quarter.
3. That the City of West Torrens acknowledges the financial support of the Authority in any publications, articles, newsletters or literary works prepared as part of the project and in any public signs, posters, flags and banners used in relation to the project.

Claims for progress payments and/or final payment must be submitted to [sma@sa.gov.au](mailto:sma@sa.gov.au) using the Authority's claim form<sup>1</sup>.

To accept this offer of funding, please reply within 30-days of the date of this letter confirming your acceptance of these conditions, your budget commitment and your program for implementation.

<sup>1</sup> Available at [www.sma.sa.gov.au](http://www.sma.sa.gov.au)



If you have any queries, please contact me directly on telephone 8124 4787 or email [keith.smith4@sa.gov.au](mailto:keith.smith4@sa.gov.au).

Yours Sincerely

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

Keith Smith  
**ACTING GENERAL MANAGER**

Date: 8<sup>th</sup> January 2020

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



Friday, 17 January 2020

Dear Mayor Coxon,

I write to you seeking your councils interest in participating in a state-wide 'Local Government Reconciliation Industry Network Group (RING)'. It is proposed that this 'Local Government RING' provides a coordinated approach to exchanging learnings and insights about local community reconciliation initiatives across South Australia. Including opportunities to partner and build upon existing local programs, initiative and activities that promote local community interests in meaningful reconciliation and relationship building between First Nations peoples and the wider community.

In the past 12 months, since starting as the Executive Director, I have been continually humbled by the enthusiasm of local governments who have expressed their interest in engaging in reconciliation conversations and activities; whether it be small local gatherings, development of Reconciliation Action Plans or participation in Reconciliation SA events/activities. In whatever capacity, I truly believe that local governments are a critical partner in building respectful relationships and understanding between First Nations peoples and the broader community across our state.

At this point, the membership of the 'Local Government RING' would be open to any council interested in participating and meetings would occur quarterly basis. If you or your council are interest in being a part of this Local Government RING, could you please email me at [sreid@reconciliationsa.org.au](mailto:sreid@reconciliationsa.org.au) with the name and contact details of your key contact.

Further to this, I would also like to take this opportunity to share with you an up and coming event we have planned, Reconciliation SA will again be hosting the annual breakfast to commemorate the *2008 National Apology to the Stolen Generations* on **Thursday, 13th February 2020 from 7am to 9am**. If you or a group of staff or local community members would like to join us for this event, please log on to our website at [www.reconciliationsa.org.au/events](http://www.reconciliationsa.org.au/events) and purchase a ticket or table for this wonderful event. Be sure to book quickly these events do sell out.

This year's event features a commemorative dance performance by Yellaka and an acknowledgment of 20 years of important work undertaken by LinkUp SA in finding families who were separated during the Stolen Generation era.

To discuss the 'Local Government RING', the Apology Breakfast or to further opportunities for working together please feel free to contact me directly at any time on 0497 162 447, or on the details below.

Yours sincerely,

**Shona Reid**

Executive Director, Reconciliation SA

cc: Mr Terry Buss, Chief Executive Officer, City of West Torrens



**Hon Corey Wingard MP**



**Government  
of South Australia**

**Minister for Police,  
Emergency Services and  
Correctional Services**

**Minister for Recreation,  
Sport and Racing**

GPO Box 668  
ADELAIDE SA 5001  
DX 450

T: (08) 8463 6641  
F: (08) 8463 6642

E: [MinisterWingard@sa.gov.au](mailto:MinisterWingard@sa.gov.au)

20REC0022

Mr Michael Coxon  
By email

Dear Mr Coxon

Thank you for attending the Mayors and Elected Members consultation session held in July 2019 conducted by the State Government and the Office for Recreation, Sport and Racing. A total of 34 sessions were held across the State engaging over 600 participants from local communities, councils, and sport and recreation organisations.

Your valuable input has contributed to a number of exciting initiatives currently being developed by the Marshall Government - the Grants Review, Game On: Getting South Australia Active, and the South Australian Sport and Recreation Infrastructure Plan (the Plan).

The overwhelming response from the South Australian sporting community is an important step forward in shaping sport in our state and your participation in the statewide consultation process will go a long way determining the future of sport in South Australia.

The Plan will identify a strategic response to issues surrounding sport in South Australia including growing the sporting business sector, building our economy, creating jobs, increasing levels of participation, improving services and encouraging all South Australians to live an active and healthy lifestyle.

The Plan will also identify the infrastructure needed to support sports participation from the grassroots level through to the elite level.

The findings from the Plan and information gathered from Game On: Getting South Australia Active and the Grants Review will be released early this year.

Once again, thank you for your contribution. It is an exciting time for sport in South Australia.

Yours sincerely

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

**Hon Corey Wingard MP**  
Minister for Recreation, Sport and Racing

16 January 2020



## **KEY OUTCOMES SUMMARY**

### **MEETING OF THE BROWN HILL AND KESWICK CREEKS STORMWATER BOARD**

**Held Wednesday 15 January 2020**

The key outcomes of the meeting were as follows:

1. The idea of reconsidering the benefit cost analysis and the modelling of a 'Four Year Plan Project' delivery will be put to the Owners Executive Committee on the basis that we may be able to arm the OEC with better information to lobby the State and Federal Government for funding. There may be an opportunity to revisit the hydrological modelling with the State Government in line with the state-wide mapping currently being coordinated.
2. It was agreed that quarterly reports will be prepared for the OEC for provision to their respective Council Members with the first to be provided in February.
3. The Board adopted the Public Consultation Policy noting correspondence received from the Brownhill Creek Association.
4. The draft 2020/21 Budget was discussed. The budget will be presented to next month's ARC meeting prior to the Board reviewing it in March.
5. 14a Avenue St, Millswood:
  - a. The owner's property is subject to erosion within the creek bed under their house.
  - b. The Project Director wrote a letter to the insurance company in March 2019 advising that the Board would deliver the required works but only if the owner/insurance company contributed \$45,000 to the cost (25% of the total cost estimate) but no response was received.
  - c. A new representative from the insurance company has now contacted the Project Director requesting that the matter be reconsidered by the Board. A report will be presented to the next Owners Executive Committee meeting in March followed by the March Board meeting.
6. The Board discussed the Position Paper on Ownership and Control of Assets. The proposed financial and accounting treatment paper that was circulated indicated that it is the Audit and Risk Committee's paper, however it needs to be noted that the paper was issued as a discussion paper and we are still awaiting final feedback. The three Councils that have provided feedback have raised very similar points particularly around projects that have already been completed, insurance, asset plans and maintenance. The Project Director is to identify the points that have been raised and seek direction from the Constituent Councils.
7. The Project Director has now received the documentation and the proposed grant agreement relating to the NRM funding. The Project Director is working through some questions and responses will go the NRM Board shortly.
8. The Project Director advised that a media alert came up about dead fish in the Patawolonga, due to water quality in Brown Hill Creek. The matter is being dealt with by the relevant authorities and the Board noted the matter.





9. Everard Park:
  - a. Inside Infrastructure has been appointed for Upper Brown Hill Creek (Area 1, Everard Park) Project and Contract Management Services. The contract has been drafted for consideration and provided to Botten Levinson for feedback.
  - b. The Project Director has received the completed agreement back from the City of Unley. The design plan will now be attached, and the agreement will then be executed.
  - c. The Board resolved to engage Humes to supply culverts for the Upper Brown Hill Creek Area 1 (Everard Park) project in accordance with design plans from WGA. The open tender will be released for construction of the culvert.
10. South Park Lands:
  - a. ProcurePM has been appointed for South Parklands Project and Contract Management Services. The contract has been drafted for consideration and provided to Botten Levinson for feedback.
  - b. A new cost estimate is underway.
  - c. A Stakeholder Engagement Plan has been put together and those discussions have commenced.
11. Hawthorn Reserve:
  - a. We were anticipating up to a \$53,000 variation for remediation work, but this has now been reduced to \$25,000.
  - b. A cost estimate for the remediation works has now come through from Shape since the variations have been finalised. There is a component of creek works and bank irrigation in the remediation works. The total cost to the subsidiary will be \$40,000 and the total amount overall is \$51,000. It was noted that there has been an issue with either the design or the construction or both and the Board is querying why the subsidiary is responsible for paying the \$40,000. The Project Director will request evidence to show that the remediation works were unavoidable.
12. Glenside Detention Basin:
  - a. Cedar Woods have now provided the design plans to the Project Director.
  - b. The Project Director met with the contractors on Monday and the plans are going to Council next week.
  - c. We have enough information now to go to Tonkin to discuss the stormwater modelling review.
  - d. There is concern over whether the GPT's will work for their intended purpose – ProcurePM will be coming back with some information.
  - e. There is a question regarding the sedimentation catchment area in the Victoria Park wetland and whether we need the entire basin. Tonkin have included it as the Glenside plans had not been finalised but now that we know what is happening with Glenside, this may be revised.

**21      CONFIDENTIAL**

Nil

**22      MEETING CLOSE**



## INDEX

<b>1</b>	<b>Meeting Opened .....</b>	<b>1</b>
<b>2</b>	<b>Present .....</b>	<b>1</b>
<b>3</b>	<b>Apologies .....</b>	<b>1</b>
<b>4</b>	<b>Disclosure Statements .....</b>	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes.....</b>	<b>1</b>
<b>6</b>	<b>Communications by the Chairperson.....</b>	<b>1</b>
<b>7</b>	<b>Questions with Notice .....</b>	<b>1</b>
	Nil	
<b>8</b>	<b>Questions without Notice.....</b>	<b>1</b>
<b>9</b>	<b>Motions with Notice.....</b>	<b>1</b>
	Nil	
<b>10</b>	<b>Motions without Notice.....</b>	<b>1</b>
<b>11</b>	<b>City Services and Climate Adaptation Reports .....</b>	<b>2</b>
11.1	Traffic Calming Proposal for Ashley Street, Torrensville and Maria Street, Thebarton.....	2
11.2	Weslo Holdings - Thebarton Theatre Complex, Air-conditioning Update and Proposed Rental Reduction.....	18
11.3	Glenlea Tennis Club - Update .....	28
11.4	Grant of New Lease - Guides South Australia Inc (Grassmere Reserve Hall, Kurralta Park) .....	70
11.5	The Big Issue Magazine at City of West Torrens.....	73
11.6	Urban Services Activities Report .....	76
11.7	Community Services Activities Report - January 2020 .....	86
<b>12</b>	<b>Meeting Close .....</b>	<b>92</b>

**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****Leave of Absence****Committee Members:**

Cr Surender Pal

**4 DISCLOSURE STATEMENTS**

Committee Members are required to:

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

**5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the Minutes of the meeting of the City Services and Amenity Standing Committee held on 21 January 2020 be confirmed as a true and correct record.

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

Nil

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

Nil

**10 MOTIONS WITHOUT NOTICE**

## **11 CITY SERVICES AND CLIMATE ADAPTATION REPORTS**

### **11.1 Traffic Calming Proposal for Ashley Street, Torrensville and Maria Street, Thebarton Brief**

The purpose of this report is to consider the stakeholder consultation for the traffic calming proposals for Ashley Street, Torrensville and Maria Street, Thebarton.

#### **RECOMMENDATION(S)**

The Committee recommends to Council that:

1. The Administration proceed with the installation of the driveway link in Hayward Avenue at its junction with Ashley Street, Torrensville and the removal of the "Bus Only" control in Ashley Street located west of West Street.
2. The Administration do not proceed with the installation of slow points in Maria Street, Thebarton.

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#### **Introduction**

In 2015, Council endorsed the Local Area Traffic Management Schemes for the Torrensville/Underdale area and the Thebarton/ Mile End area.

Through the Working Party, established to oversee the development and implementation of the LATM plan endorsed by Council, 14 specific projects were identified for the study area and these projects were consulted with the community. The projects adopted by the Working Party for implementation are listed below.

Project A - Hardys Road Ashwin Parade priority  
Project B - Holbrooks Rd Ashley St signalised intersection upgrade request to DPTI  
Project C - Ashley St Sheriff St roundabout removal  
Project D - Ashley St Hardys Rd roundabout install  
Project E - Ashley St bus only access (near West Street) relocation  
Project F - Sherriff St Norman St protuberance  
Project G - Carlton Pde Hayward Ave roundabout install  
Project H - West St North Pde protuberance  
Project I - Shipster St North Pde protuberance  
Project J - Wainhouse St North Pde protuberance  
Project K - George St Dew St roundabout  
Project L - George St Albert St intersection  
Project M - Maria St one way or slow points  
Project N - Kintore St Dew St line marking

#### **Discussion**

Since 2016, the administration has progressively implemented the above projects, both with Council funding and, for some projects, with Black Spot funding obtained from DPTI.

The status of the 14 projects listed above are as follows:

Project A - COMPLETED  
Project B - COMPLETED  
Project C - COMPLETED  
Project D - COMPLETED  
Project E - UNDER CONSIDERATION IN THIS REPORT  
Project F - COMPLETED  
Project G - COMPLETED

Project H - COMPLETED  
Project I - COMPLETED  
Project J - COMPLETED  
Project K - COMPLETED  
Project L - COMPLETED  
Project M - UNDER CONSIDERATION IN THIS REPORT  
Project N - COMPLETED

### **Project E - Ashley St bus only access (near West Street) relocation**

The original proposal was to relocate the existing bus link in Ashley Street from West Street to west of Hayward Avenue. The purpose of this, at the time of consideration by the Working Party in 2016, was to improve local accessibility between the residential area and the adjacent District Centre along Henley Beach Road and to 'segregate' the Residential Zone and the Industry Zone at the time.

Notwithstanding that parts of the previous Industry Zone has recently been amended (part of a Development Plan Amendment process) to a new 'Urban Renewal Zone' in the Council's Development Plan, it would be some time before the existing industries and businesses would relocate from this area. The desired outcome to 'segregate' the residential and non-residential land uses would therefore still be relevant for some time to come.

The proposed relocation of the bus link would reduce traffic volumes in Hayward Avenue as it provides more permeability for local traffic wishing to access the District Centre.

At the time, it was anticipated that school access (Torrensville Primary School) would not be significantly impacted by the proposal.

Since the original proposal was first put forward in 2016, a number of issues have arisen and, based on the recent completion of the roundabout and junction priority changes at Hardys Road and Ashley Street, traffic patterns have also appeared to have changed significantly. These matters are discussed below:

1. The Torrensville Primary School has an important rear drop off area for parents in Ashley Street. There is a parking bay located on the southern side of Ashley Street abutting the school field. The proposal to relocate the bus link to this location would impact on the ability for parents to drop off and pick up children from the rear of the school. The bus link would also affect the manner in which parents are able access this drop off/pick up area and the ability to turn around. The School has previously expressed some concern with the original proposal to relocate the bus link to west of Hayward Avenue. It is also noted that the drop off and pick up parking for the School is inadequate on the North Parade and Hayward Avenue frontages of the School. The loss of accessibility to the rear parking area of Ashley Street would therefore be anticipated to have a significant impact on the School.
2. The traffic patterns between Ashley Street and Ashwin Parade appear to have changed significantly since the Ashley Street/Hardys Road roundabout (Project D) was constructed and the Hardys Road/Ashwin Parade junction (Project A) was re-prioritised. The design intent for these two specific projects was to encourage traffic travelling between Holbrooks Road and South Road to use Hardys Road and discourage traffic from using Ashley Street, east of Hardys Road. The Give Way to the right rule at the roundabout and the re-prioritisation of the T-junction has provided an improved direct flow to Ashwin Parade. Similarly, the reverse movement from South Road to Holbrooks Road would be prioritised by the two projects implemented. As a consequence, it was considered that the potential for through traffic to use Ashley Street, east of Hardys Road, to travel to and from South Road would be unlikely to eventuate and even if this were to occur, the series of existing roundabouts along Ashley Street and the existing "bus only" restriction located between East Street and Jervois Street, prevents access and maintains the restricted through traffic movement, in the event that the existing bus only restriction near West Street were to be removed.



3. The existing bus link that is proposed to be removed is located immediately adjacent to the existing roundabout at West Street/Ashley Street. The existing roundabout would continue to provide safe turning movements at the intersection, in the event that the bus link were to be removed.
4. The intent of the proposed driveway link in Hayward Avenue is to reduce the potential for through traffic to use Hayward Avenue in order to maintain Hayward Avenue as a local residential street. There are convenient alternatives available via Herbert Avenue and Bray Avenue to Stephens Avenue, if local drivers find the driveway link to be inconvenient. If traffic is delayed from entering the driveway link in Ashley Street, this would potentially delay traffic on Ashley Street. However, in the context of both being local streets, the delays could be seen as similar to delays observed at traffic control devices such as roundabouts and other calming devices. It is noted that there is a similar driveway link located in East Street at Ashley Street which has been in existence for many years and which is similar to what is being proposed for Hayward Avenue. The proposed driveway link in Hayward Avenue is therefore not unusual from a traffic management perspective.
5. The original intent of the proposal was to facilitate better access between the residential dwellings west of the existing bus link with the District Centre in Henley Beach Road. The proposed removal of the bus link would help achieve this design intent. The Ashley Street roadway itself would, as part of the proposal, be upgraded with more appropriate radii adjacent to the existing bend, provide contrasting pavement on the road surface as a speed reduction and traffic management measure and reducing the excessive lane widths to provide better delineated parking bays on both sides and help control speeds through the bend.
6. The removal of the bus link would result in additional traffic using Ashley Street. The extent of traffic diversion would be within acceptable limits as set out in Councils Transport Strategy. Several factors warrant consideration: (a) Through traffic movements between Holbrooks Road and South Road are unlikely to occur using Ashley Street, as anecdotal evidence suggests that the roundabout at Ashley Street/Hardys Road and T-junction re-prioritisation at Hardys Road/Ashwin Parade have encouraged the use of this route. The removal of the "bus only" restriction would seem to have no relevant impact on this particular movement; (b) Recent traffic counts collected by the Administration in early November 2019 showed that Ashley Street (between Stephens Avenue and Hayward Avenue) carries approximately 1,200 vpd, Hayward Avenue carries approximately 600 vpd and Stephens Avenue carries approximately 700 vpd. An analysis of the directional flows suggests that approximately 600 vpd of the Ashley Street traffic seemed to have used Hayward Avenue and then Meyer Street to filter through to the eastern parts of Torrensville and vice versa. These are the traffic movements that would likely use Ashley Street to continue east if the bus link were to be removed. Some of this traffic may be school related (for example the peak afternoon traffic flow period in Ashley Street is 3pm to 4pm which coincides with school dismissal), some may be local residential trips, some may be trips generated by the District Centre and some may be through traffic travelling between Holbrooks Road and Henley Beach Road. If this traffic is assumed to use Ashley Street at the location of the existing bus link, such a traffic volume (600 vpd) is not considered to be high and is similar to or lower than the traffic volumes in many of the local residential streets in the area.

The amended proposals, were consulted with the stakeholders that would be directly impacted via letter on 14 October 2019 (**Attachment 1**). The letter sought the opinions of stakeholders on two specific proposals, i.e. the Ashley Street/Hayward Avenue upgrade (including the driveway link in Hayward Avenue) and the removal of the bus link in Ashley Street.

The extent of the letterbox drop is shown in **Attachment 2**. Of the 65 letters distributed, 42 written responses were received. The results (**Attachment 3**) are as follows:

Proposal	Installation of a Driveway Link on Hayward Avenue	Removal of the Bus Only link on Ashley Street
Support	21	25
Do not support	17	15
No Selection	2	0

The key concern raised by the residents through this consultation was the potential for increased traffic flow along Ashley Street and the improved accessibility causing the road to become a major thoroughfare. In addition, the impact of the new driveway link on accessibility for private properties was raised as a concern for the properties abutting the proposed location of the Hayward Avenue driveway link. Residents also raised concerns regarding the priority of use of the driveway link causing confusion for drivers and thereby creating a hazard. On the contrary, residents supporting the proposals favoured the improved local accessibility by the removal of the bus only link on Ashley Street.

Overall, both the proposals put forward were supported by a majority of the respondents.

Having regard to the analysis undertaken on the potential traffic impacts, including potential traffic flow increases, improvements to accessibility and traffic management implications, and the overall support provided by the stakeholders who have responded to the survey, on balance, both proposals could be proceeded with.

If the implementation of the proposed installation of the driveway link and removal of the "bus only" were to proceed, the Administration would undertake traffic counts over the wider area to: firstly assess the traffic impacts of 9 of the 10 projects that have been completed to date in Torrensville; and secondly to use this traffic count data as the 'base' count to assess the impacts of the proposed upgrade of Ashley Street/Hayward Avenue and the proposed removal of the bus link.

### **Project M - Maria St one way or slow points**

The Maria Street project was proposed in response to a petition from residents with concerns regarding conflict between on-street parking and two-way traffic flow. In addition to this, two community responses were submitted to Council as part of the initial resident survey which detailed traffic concerns along the street. Council subsequently investigated the traffic concerns along Maria Street and found that both traffic speed and volume were acceptable. The traffic count found that there was less than 350 vpd on average and that the 85<sup>th</sup> percentile speed of vehicles was approximately 40 km/hr. Nevertheless Council pursued the consideration of traffic calming projects to address the concerns of the petition and responses received, albeit the project was not highly prioritised.

Since the last stakeholder consultation, Council has addressed the traffic issues in Maria Street through two approaches considering on-street parking and traffic separately. Timed parking controls were installed on much of the southern side of Maria Street in 2014 which, in conjunction with the existing no stopping restrictions on the northern side, had alleviated the conflict between parked cars and two-way traffic flow during the day.

In addition, Council considered various options for traffic calming including, a one-way street option and traffic calming devices along the stretch of Maria Street (such as speed humps and slow points). As the speeds recorded were already low, a lower speed limit option was not necessary and would have minimal impact. Subsequently, the Working Party was presented with two options; either a partial one-way street or a series of single lane slow points (selected for its greening function, low cost and intrusiveness). The Working Party at the meeting on 19 January 2016 supported a series of slow points over the one way street option.

Some key considerations for the one-way street option include access issues for commercial vehicles which may not be able to access the other streets connected to Maria Street as they would have inadequate turning capabilities. Additionally, there is potential for a one-way street option to reduce safety as cars would be able to speed down section of Maria Street with no opposing traffic. Private access for residents could also present an issue as vehicles may need to turn in to driveways from the other direction as a result of the narrow street and on-street parking.

Having prepared the concept design for the Maria Street Slow Points project, the Administration then conducted a final localised resident consultation to seek feedback regarding the proposal (**Attachment 4**). The consultation provided the option to support or not support the two aspects of the proposal; the slow point treatment and the greening of the slow point with citrus trees. The street greening aspect was added into the consultation to trial a project that is able to involve the community. All properties that share a boundary with Maria Street were provided with the consultation material which included a brief letter explaining the project, a sample of the concept and a feedback form. The consultation period of approximately 4 weeks closed on 1 March 2019.

At the completion of the consultation period, Council received a total of 25 responses as summarised in the table below and illustrated in **Attachment 5**.

Proposal	Installation of Single Lane Slow Points on Maria Street	Planting of Citrus Trees within the Slow Point Device
Support	11	11
Do not support	14	14

The primary concerns expressed by residents was that the project would impact on parking availability on-street and the impact that the slow points would have on private access despite the fact that the slow points would not have any more impact on private access than existing on-street parking. The primary concern expressed with regards to the street greening aspect was that the fruit fall would cause mess and that residents did not want any of the responsibility for helping to maintain the trees.

The possibility of modifying the concept to accommodate for resident concerns was also considered. However, it was found that there were no slow points that were located in positions that were not within the vicinity of residents providing negative feedback. Hence it is unlikely that any modifications to the concept would improve community support.

Given that the feedback from local residents and stakeholders was generally not supportive of the project and that the negative feedback was fairly evenly distributed along the length of the street, it is recommended that the Maria Street project, as originally endorsed by the Working Party not be proceed with. Further since the traffic conditions of the street (i.e. speed and volume) were acceptable and that the parking controls installed in 2014 have been able to address the key concerns of the original 2010 petition to some degree, it is considered that the project is not as critical for traffic management purposes.

**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 report considers the two projects that have not been implemented to date for the Local Area Traffic Management Schemes for the Torrensville/Underdale area and the Thebarton/Mile End area. Detailed traffic impact assessments have been undertaken to justify the modifications or removal of the proposals originally endorsed by the Working Party in 2016. Consultation with affected stakeholders has also been carried out for both projects to seek the opinions of those likely to be affected. Based on the above, Project E is recommended to be modified to include the proposed upgrade to the Ashley Street/Hayward Avenue junction (including a driveway link in Hayward Avenue) and removal of the bus link in Ashley Street. Project M is recommended to be deleted. This will then complete the LATM project for the two areas, subject to additional monitoring of traffic conditions from time to time.

**Attachments**

1. 141019 - Letter to the Resident / Ratepayers re Ashley St Traffic Calming Proposal
2. Hayward Ave & Ashley Street, Torrensville - Mailing List
3. Feedback from Hayward Ave and Ashley St, Torrensville
4. 7022019 - Letter to the Resident / Ratepayer re single Lane Slow Points for Maria Street, Thebarton
5. Feedback from Maria Street, Thebarton





14 October 2019

## TO THE RESIDENT / RATEPAYER

### Ashley Street Traffic Calming Proposal, Torrensville

---

Dear Sir/Madam,

The City of West Torrens completed a Local Area Traffic Management (LATM) Plan for Thebarton, Torrensville and parts of Underdale which was supported and endorsed by the elected members. Since the endorsement of the plan, a number of traffic calming projects have been carried out throughout the area. A part of the LATM Plan was to address safety concerns at the intersection of Ashley Street and Hayward Avenue, Torrensville.

Council proposes to install a *driveway entry* treatment on the Hayward Avenue approach to discourage through traffic, improve safety by slowing traffic and improve amenity for residents through increased street greening. Ashley Street is proposed to have improved lane delineation through pavement bar treatments and improved visibility of the intersection through the use of a paved road surface. The proposal also includes upgrades to pedestrian access by narrowing the road and providing new crossing points. The proposal for the site is illustrated by the concept plan attached.

Council also proposes to remove the existing *bus only* link west of the roundabout at the intersection of Ashley Street and West Street in an effort to improve traffic flow throughout the area. Through traffic on Ashley Street from South Road will continue to be restricted by the *bus only* link on Ashley Street between East and Jervois Street. This proposal is also illustrated in the attached concept plan.

Council is seeking your feedback regarding this project which can be made on the attached form. Consultation regarding this project closes on and all feedback forms must be received by Council before **Friday 1 November 2019 at 5:00PM.**

Council appreciates your patience and cooperation. Should you require further information regarding this project, please contact me through Customer Service on 8416 6333 or by email at: [echan@wtcc.sa.gov.au](mailto:echan@wtcc.sa.gov.au)

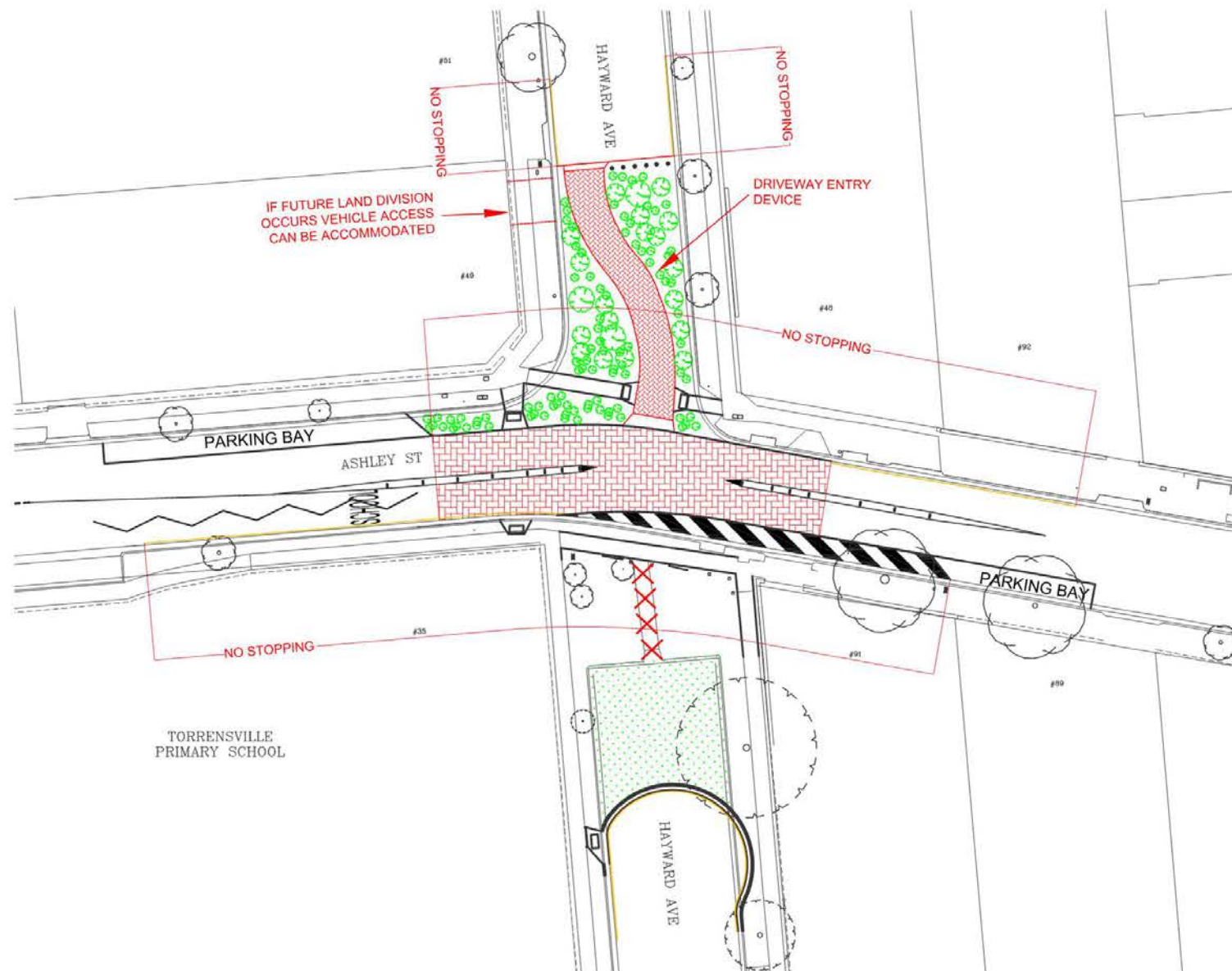
Yours sincerely,

**Edward Chan**  
**Traffic Engineer**

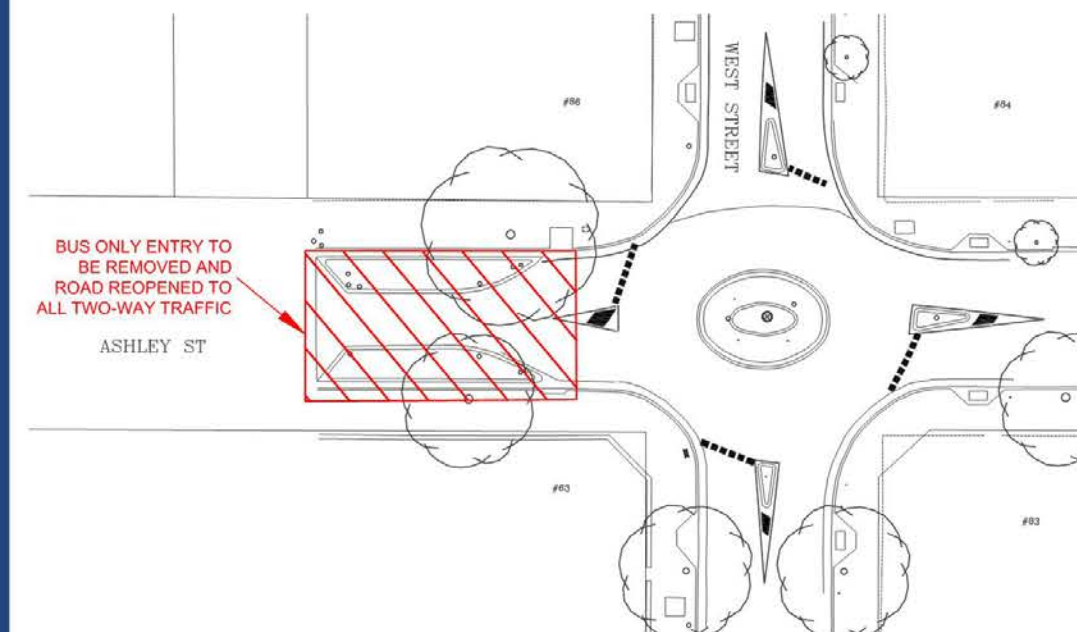


# Ashley Street, Torrensville - Traffic Calming Proposal

## Ashley Street and Hayward Avenue




## Ashley Street and West Street





# Hayward Avenue and Ashley Street, Torrensville: Mailing List



<b>Legend</b>	
Included	
<b>Drawing no.</b>	
<b>Notes:</b>	
<b>Not to scale</b>	






The City of West Torrens / A: 165 Sir Donald Bradman Drive, Hilton 5033 / P: (08) 8416 6333 / F: (08) 8443 5709 / E: [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au) / W: [westtorrens.sa.gov.au](http://westtorrens.sa.gov.au)



# Hayward Avenue, Torrensville: Driveway Link Feedback



<b>Legend</b>			
Support			
Do Not Support			
No Selection			
<b>Drawing no.</b>			
<b>Notes:</b>			
<b>Not to scale</b>			



The City of West Torrens / A: 165 Sir Donald Bradman Drive, Hilton 5033 / P: (08) 8416 6333 / F: (08) 8443 5709 / E: [csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au) / W: [westtorrens.sa.gov.au](http://www.westtorrens.sa.gov.au)

# Ashley Street, Torrensville: Bus Only Link Removal Feedback





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7 February 2019

## TO THE RESIDENT / RATEPAYER

### Single Lane Slow Points for Maria Street, Thebarton

---

Dear Sir/Madam,

The City of West Torrens completed a Local Area Traffic Management (LATM) Plan for Thebarton, Torrensville and parts of Underdale which was supported and endorsed by Council. Since endorsing the plan, a number of traffic calming projects have been delivered out throughout the area. A part of the LATM Plan was the installation of single lane slow points for Maria Street, Thebarton, as a traffic calming device to discourage through traffic and improve safety and amenity for residents. A concept plan has been developed by Council (see attachments) which illustrates the locations proposed by Council for the single lane slow points to be installed.

Council will also take this opportunity to potentially integrate street "greening" and proposes that planter boxes with citrus fruit trees are placed within the slow point device (Figure 1). Irrigation to support tree growth will be provided by Council as part of the project and Council would encourage residents to help maintain the trees and harvest the benefit.

Prior to completing a detailed design, Council is seeking feedback regarding this project to provide residents and stakeholders with an opportunity to comment which can be made on the attached feedback form. Consultation regarding this project closes on and all feedback forms must be received by Council before Friday 1 March 2019 at 5:00PM.

Council appreciates your patience and cooperation. Should you require further information regarding this project, please contact me through Customer Service on 8416 6333 or by email at: [echan@wtcc.sa.gov.au](mailto:echan@wtcc.sa.gov.au)

Yours sincerely,

**Edward Chan**  
Traffic Engineer

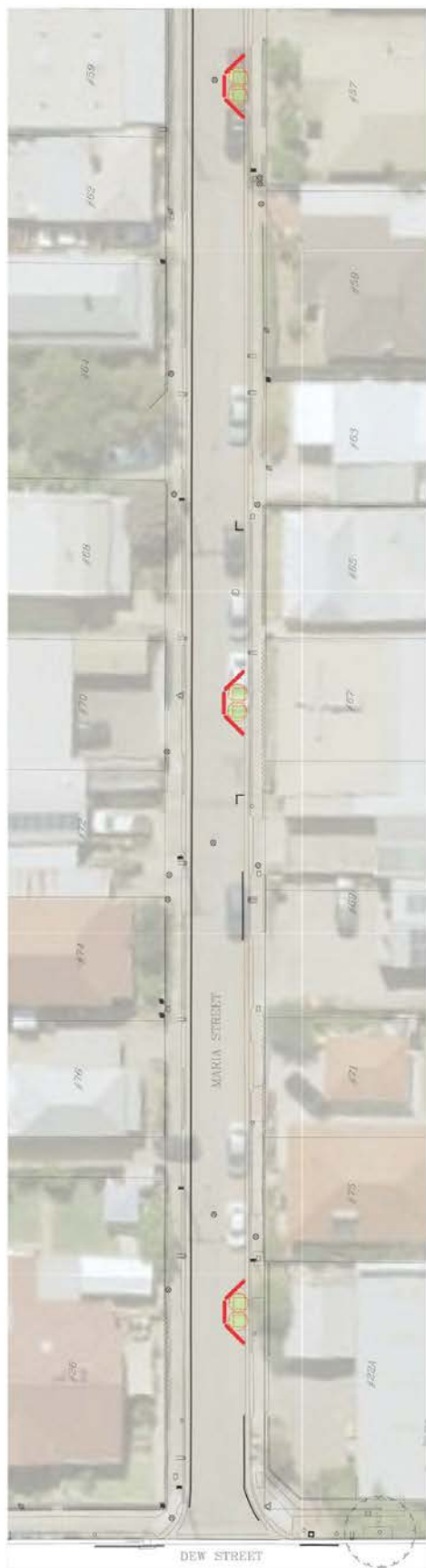




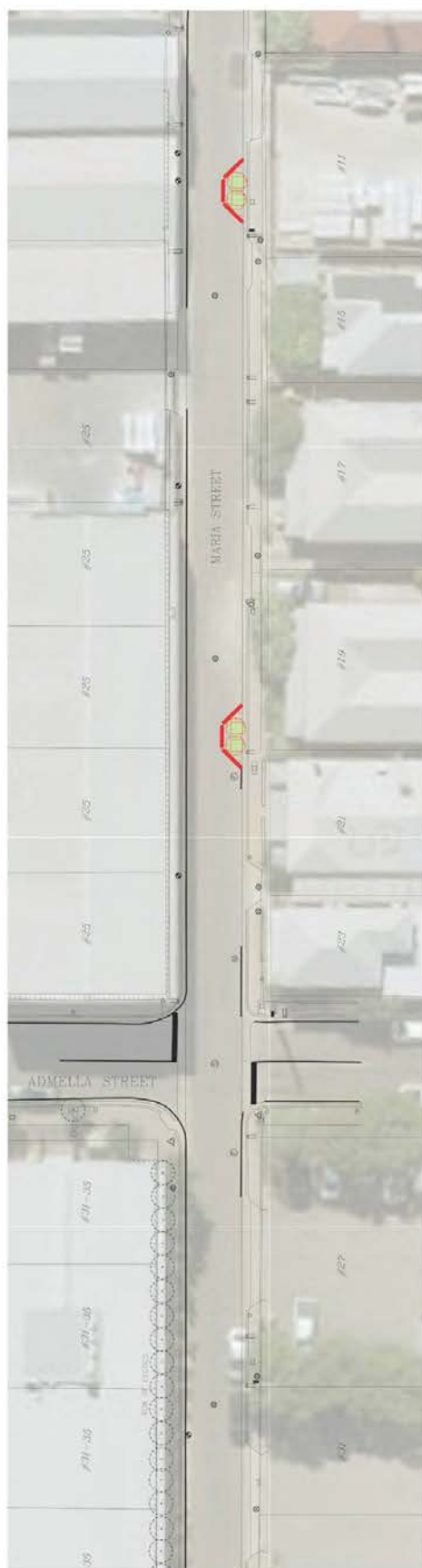
Figure 1: Example of a Slow Point Device with Planter Box "Greening"



## Maria Street, Thebarton. Landscaped traffic calming devices.






Maria Street, Thebarton. Landscaped traffic calming devices.





## Maria Street, Thebarton: Slow Points Feedback



<b>Legend</b>	  
Support	
Do Not Support	
No Selection	
<b>Drawing no.</b>	
<b>Notes:</b>	
<b>Not to scale</b>	



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## **11.2 Weslo Holdings - Thebarton Theatre Complex, Air-conditioning Update and Proposed Rental Reduction**

### **Brief**

This report advises Elected Members of the current status of the proposed air-conditioning upgrade works to the Thebarton Theatre auditorium, of a proposed reduction in rental for the lease which operates over the former Thebarton Council chambers and the cottage at 164 South Road, Torrensville and other property / ancillary matters relating to the leases Weslo holds over the Thebarton Theatre and former Council Chambers/cottage, (i.e. Thebarton Theatre Complex).

### **RECOMMENDATION(S)**

The Committee recommends to Council that:

1. Council provide its consent in its capacity as landlord for the upgrade of the air-conditioning system in the Thebarton Theatre, subject to any necessary development consents being sought and obtained.
2. Council provides its consent to a reduction in rental for the former Council Chambers (at 166 South Road, Torrensville) from \$124,579.08 plus GST to \$90,000 pa plus all allowable outgoings plus GST from the property consultant's date of inspection of the property i.e. 20 November 2019 in recognition of the fact that Weslo is unable to utilise the cottage.
3. Council notes the Administration's comments regarding the status of Weslo's account, shipping container and proposed additional/alternate (theatre) use of the Council Chambers building and further notes that Weslo has now indicated that it will not proceed with this proposed (theatre) use in the Chambers.
4. Council further notes that Weslo has indicated that it desires a further/additional lease term in recognition of the considerable funding (of \$500,000) that it has secured from the State Government which will allow air-conditioning within the theatre auditorium to be upgraded and acknowledges the suggestion of the Administration that any decision regarding this matter be deferred at this time.

---

### **Introduction**

In recent years the Council has received and considered a number of reports regarding Weslo Holdings Pty Ltd (Weslo's) desire to upgrade the air-conditioning of the Thebarton Theatre Complex and to seek the excision of the cottage and breezeway from the lease which operates over the former Council chambers and adjacent cottage at 164 South Road, Torrensville (and a consequent rental reduction).

The Council is now able to consider further information in regarding to both of these matters. The Administration also takes this opportunity to raise a number of property and ancillary matters relating to the leases held by Weslo.

### **Background**

At its meeting of 1 August 2017, and following a recommendation of Council's Community Facilities Committee meeting of 25 July 2017, the Council received a deputation and considered a report dealing with a request received from Weslo Holdings Pty Ltd (lessee of the Thebarton Theatre Complex) seeking the preparation of a 'Masterplan' type document. The Council was advised that the purpose of the document was to enable the lessee to seek government funding for an upgrade and extension to the Theatre premises and also to be positioned to make an announcement regarding any such proposal(s) on or about the 90th anniversary of the Theatre (i.e. 11 June 2018).

Following consideration of the matter the Council resolved as follows:

1. *To work with Weslo Holdings to seek out and secure external funding opportunities that may be available to assist with the historical restoration and upgrade of Thebarton Theatre.*
2. *To enter into negotiations with Weslo Holdings regarding a new or extended lease term for Thebarton Theatre and report back to Council on the outcome of those negotiations including the exclusion of property at 164 South Road from the lease.*
3. *To liaise with Weslo Holdings to ensure that the 90th anniversary of the Thebarton Theatre opening on 11 June 2018 is appropriately acknowledged and celebrated.*

At its meeting of 22 May 2018 the Council considered a further report regarding the Draft Project and Business Plan for the proposed upgrade of the Thebarton Theatre and also a request to grant the extended lease term for the former Council Chambers and attached cottage.

Following its deliberations the Committee resolved to recommend to Council that

1. *The Council not proceed with implementation of the Thebarton Theatre Complex - Draft Project and Business Plan (included as an attachment to the report of the Urban Services Committee meeting of 6 March 2018) to restore and upgrade the Thebarton Theatre Complex at this time.*
2. *The right of renewal for a further five years (from 1 July 2018 until 30 June 2023) available under the existing lease agreement for the former Thebarton Town Hall/Library premises and the adjacent stone cottage at 164-166 South Road, Torrensville be granted to the lessee, Weslo Holdings Pty Ltd, and that the commencing rental be determined following release of the June 2018 quarter of the Adelaide (All Groups) CPI, or similar index (should that index cease to exist).*
3. *The Extension of Lease agreement is to include a clause indicating that the demolition of the cottage at 164 South Road, Torrensville may be undertaken by Council during the currency of the extended lease term.*
4. *The Mayor and Chief Executive Officer be authorised to sign and/or seal any documentation in relation to the grant of the extended term for the former Town Hall and adjacent stone cottage buildings at 164-166 South Road, Torrensville.*
5. *While not committing a future Council to any specific course of action, Council is hopeful that a major upgrade and refurbishment of the Thebarton Theatre Complex can be completed in time for the theatre's centenary in June 2028, dependent on securing external funding.*
6. *The lessee be advised of the above*

The Council resolved in accordance with the Committee's recommendations in regard to this matter at its meeting of 5 June 2018.

In summary, the lease for the Thebarton Theatre expires in December 2022 and the separate lease of the former Thebarton Town Hall/library and adjacent stone cottage expires on 30 June 2023. These two leases do not include any further right of renewal lease term. This will mean that the expiry of the two separate lease agreements will basically coincide (there will be a differential of approximately seven months). The differential can be addressed to bring both agreements into line by implementing the existing holding over provisions within the Thebarton Theatre lease.

The Members should also note that the lease for the Thebarton Theatre requires that, not less than 18 months prior to the expiry of the lease, the Council must provide written notification to the lessee (Weslo) of its intention to either:

- a) offer a renewal or extension of the Theatre lease (on terms specified in the Lessor's notice - including terms as to rent); or
- b) inform the Lessee that the Council does not propose to offer the lessee a renewal or extension of the lease for the purpose for which it is currently being used.

Should the Council not provide such notice the lessee will be entitled to a further term of six months after the Council does give the required notice, (and providing the lessee requests an extension of the term prior to the lease expiry).

The report from 22 May 2018 also discussed a future Council may elect to conduct an Expression of Interest (EOI) process to determine how the Theatre could be restored, upgraded, improved and/or utilised after expiry of the current lease terms. It is envisaged that the EOI would be open to both Weslo and other interested parties.

Whilst the EOI could commence at any time, access to show interested parties through the premises is governed by the relevant clauses within the respective lease agreements.

In relation to the Theatre premises, the lease allows interested persons to be shown through the premises within three months of the lease coming to an end on giving reasonable notice to the lessee, whereas the former Town Hall/cottage lease allows the Council to show prospective lessees through the premises during the last six months of the lease term (again after providing reasonable notice to the lessee). This timing should still permit any necessary refurbishment or upgrade works to be undertaken prior to the 100th Anniversary of the Theatre Complex, should that be a desire of Council, (2028).

A further update report was provided in confidence to the City Facilities and Waste Recovery General Committee at its meeting of 23 July 2019. Following consideration of the matter the Committee recommended to Council:

*"That the item be deferred until feedback is received from the State Government regarding the impact that the South Road upgrade will have on the Theatre complex."*

At its meeting of 6 August 2019 the Council amended the Committee's recommendation and resolved as follows:

1. *The City Facilities and Waste Recovery General Committee Item 11.1 Weslo Holdings Pty Ltd - Thebarton Theatre Complex, Project and Business Plan, Lease Update and Air-conditioning Upgrade be deferred until feedback is received from the State Government regarding the impact that the South Road upgrade will have on the Theatre complex except for the matter relating to the proposed Air-conditioning Upgrade.*
2. *The Administration be authorised to examine the feasibility of the proposal instigated by Weslo Holdings Pty Ltd for the upgrade of air-conditioning to the Thebarton Theatre following the receipt of \$500,000 State Government funding and report back to Council on the findings including an estimate of any additional funding required to undertake the project."*



## Discussion

### ***Air conditioning upgrade works***

Since the meeting of 6 August 2019 the Administration has attended a number of meetings with Weslo and its consultants in an endeavour to progress this matter.

As at the time of the preparation of this report, whilst Weslo and their consultants have settled on a final design proposal for the additional/supplementary air-conditioning systems, full and detailed drawings have yet to be submitted or provided. The concept is illustrated pictorially in the attached documents, **Attachment 1**.

At this time, and as a precursor to the lodgement of a formal development application, Council's consent, in its capacity of landlord is sought in regard to the concept which has been presented. This consent would also be subject to any necessary development consents being sought and approved.

As is evident from the attached drawings, the proposal envisages the construction of an elevated platform on the western side of the theatre building which will accommodate the air-conditioning units and associated infrastructure. The grilles for the air-conditioning ductwork will be discretely installed so as to provide minimal intrusion and impact to the internal theatre fabric. Weslo has engaged a heritage consultant to provide advice throughout this process and informal advice and comment has been sought from representatives of Heritage SA in the development of the concept.

Once detailed plans and drawings have been provided by Weslo, the Administration will seek comment and advice from its consultant engineers and other advisers and will require Weslo to satisfactorily address any concerns or issues which may be raised. This will be managed through the development application.

Information which has been received from Weslo indicates that the proposed air-conditioning upgrade can be met from the funding grant of \$500,000 which has been secured from the State Government (i.e. without the need for any additional funding from Council). Please note that the initial scope for this project envisaged the use of refrigerated air-conditioning plant and supply of upgraded air-conditioning to the entire complex. The revised scope, which is proposing/utilising an alternative indirect evaporate heat exchange system, is able to achieve significant cost savings (as there will not be a requirement for any upgrade of power). Further, at this time only air-conditioning to the theatre auditorium is proposed to be upgraded.

### ***Reduction in rental for lease of 164-166 South Road (former Council chambers and adjacent cottage)***

There has been discussion regarding excision of the land upon which the cottage and breezeway sits and alternate treatment of this land, which currently forms part of the "non-theatre" lease held by Weslo, for some considerable time.

Given the very poor condition of the cottage internally it is not economically feasible to contemplate retention of it for other than storage purposes. It is for this reason (and also following advice from Weslo that the cottage was surplus to their needs) that the Administration included a clause within the extended lease agreement which indicates that "*The parties acknowledge that the Council intends to demolish and remove the Cottage during the Term*" (subject to a number of conditions).

Following the execution of the extension of lease agreement, and in accordance with the Council resolution of 5 June 2018, Administration lodged a development application seeking to demolish the cottage at 164 South Road and the attached breezeway which "links" the former Thebarton Council Chambers and the cottage.

Unfortunately, given the heritage status of the cottage (contributory heritage item) and the lack of funding within existing budgets to ameliorate/properly "redevelop" the footprint upon which these structures currently sit following their proposed demolition, advice was received that the proposed demolition would be unlikely to be supported unless significant other works within the theatre complex were envisaged. Accordingly, the development application was subsequently withdrawn by the Administration.

The inability of the Council at this point in time to demolish the cottage and breezeway may have created some uncertainty in the mind of Weslo in regard to the rental that it should be paying under this lease.

An alternate strategy to address this hiatus is now suggested by the Administration.

This strategy assumes that the cottage and breezeway (which link the cottage to the former Council Chambers) has been demolished.

The Administration has sought, and now received, valuation advice from its property consultant based on the above assumption/premise i.e. the former Council Chambers and only the land (not the improvements) upon which the cottage and breezeway sit would be available for the use of the lessee and form part of the leased area (NB: the leased area is not varied).

The valuation advice received indicates that the market rental applicable in such a scenario is \$90,000 pa plus GST. The valuation also indicates that this rental is based on the presumption that Weslo would meet the costs of all allowable outgoings.

In accordance with this valuation advice it is suggested that the rental be reduced from \$124,579.08 plus GST to \$90,000 pa plus all allowable outgoings plus GST, from the property consultant's date of inspection of the property i.e. 20 November 2019.

### ***Status of Weslo Accounts***

Members are likely to be aware that outstanding amounts on the Weslo account are regularly reported to the Council Finance and Governance Committee. The Administration has on a number of occasions sought payment from Weslo and reminded Weslo of its obligations under the terms of the lease.

Notwithstanding this, in recent times when questioned or reminded of these obligations, Weslo has often indicated that it has generally continued to meet its obligations under the Theatre lease, but given the condition of the cottage, and its inability to use or seek to sublease/licence the cottage because of its condition, it has effectively determined to withhold payment of rental for the cottage/chambers lease as it deemed this rental to be in dispute.

In responding to this allegation/position the Administration has informed Weslo that, whilst the extended lease envisages that the cottage may be demolished at some time during this term, the rental applicable to the cottage and former Council Chambers remains in force until such time as Council consents to a variation (reduction) of this. Further, the Administration does not appreciate Weslo's apparent logic in asserting that all rental applicable under the cottage/former chambers lease would be in dispute given that Weslo has continued and does continue to utilise the former Chambers on an ongoing basis.

Nevertheless, and certainly not condoning the behaviour of, or the position taken by, the lessee, the "excision" of the cottage and breezeway and (proposed) consequential reduction in rental should remove any uncertainty in regard to the opinion or presumption of the applicable rental which the lessee has previously asserted or relied upon. Under such circumstances the Administration would expect that the lessee's adherence to the financial requirements of the lease should improve.

If there is no improvement with the financial requirements of the lease the Administration will seek payment under the conditions of the lease, (through debt recovery).

### ***New proposed use for portion of former Council Chambers***

Elected Members may be aware that Weslo recently advertised that it proposes to use portion of the former Council Chambers building during the Adelaide Fringe Festival as theatre venues. The Administration undertook some preliminary investigations of this matter to determine whether there are any repercussions regarding this proposal from either a leasing and/or planning/development perspective and also sought further information from Weslo in regard to the proposal.

Subsequent to the enquiry Weslo advised that it no longer intends using the former Council Chambers during the upcoming Fringe Festival, instead deciding to transfer the performances to the Holden Street Theatres, (located in Hindmarsh).

### ***Request for extended/additional lease term***

Given its success in seeking and subsequently obtaining considerable grant funding from the State Government to enable the upgrade of the theatre air-conditioning system, Weslo has broached the topic of seeking Council's consent for the grant of an additional/extended lease term.

Whilst there is no doubt that the funding secured and subsequent installation of upgraded air-conditioning systems within the theatre will significantly enhance and improve the building, and consequently provide a better/more comfortable experience for theatre attendees (especially during period of high temperatures), the Administration has reservations about committing to a final decision on this matter at this time, particularly given the frequency, and often quantum, of the amounts which are outstanding under the terms of the leases. Accordingly, the Administration suggests that further consideration of this matter be deferred to allow a review of Weslo's performance, for a period (of say 12 months) in meeting its financial obligations under the lease(s).

There is also an alternative treatment of these funds that may be considered by the Council.

Although not the subject of any discussions with the Administration to date, and also not currently specifically envisaged within the existing theatre lease, an equivalent (or lesser amount of) the \$500,000 grant funding which has been secured by Weslo from the State Government could be notionally applied by Council to fully or partially offset the outstanding balance on Weslo's account (and perhaps also a percentage of future rental payments that will arise under the terms of the lease). Such a proposal should only be considered in circumstances where it is clear that the air-conditioning system will remain within the building on expiry of the lease term.

### ***Canteen / Shipping Container***

Weslo advised the Administration in early 2019 that it proposed to trial a food truck at times when performances were scheduled at Thebarton Theatre (i.e. on a temporary basis), and in an endeavour to prevent customers milling out on to the footpath and/or traversing Henley Beach Road during intervals.

Subsequent to this initial advice a converted shipping container was placed within the eastern carpark adjacent to the leased area.

Weslo have been contacted and advised that a development application is required to be lodged seeking approval for the container to remain on site. Further, Weslo has been requested to relocate the container to within the existing lease area. Please also note that additional information is being sought from Weslo in regard to this arrangement.

## **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 condition of the grant funding for this project is to provide a modern cooler evaporative solution to the theatre auditorium space. The information provided by the manufacturer for this type air conditioning unit is for a unique indirect evaporate heat exchange of efficient cooling of outside air that can reduce power consumption costs of up to 80%, (compared to an equivalent sized refrigerated air conditioning unit). This evaporate cooler unit also improves indoor air quality with the use of 100% outside air with the theatre auditorium space.

## **Conclusion**

This report includes information in regard to a number of matters relating to the leases held by Weslo Holdings Pty Ltd that have been updated to Council within this report.

It is suggested that Council's approval, in its capacity of landlord, be granted, subject to any necessary development consents, in relation to a proposed upgrade of the theatre auditorium air-conditioning system.

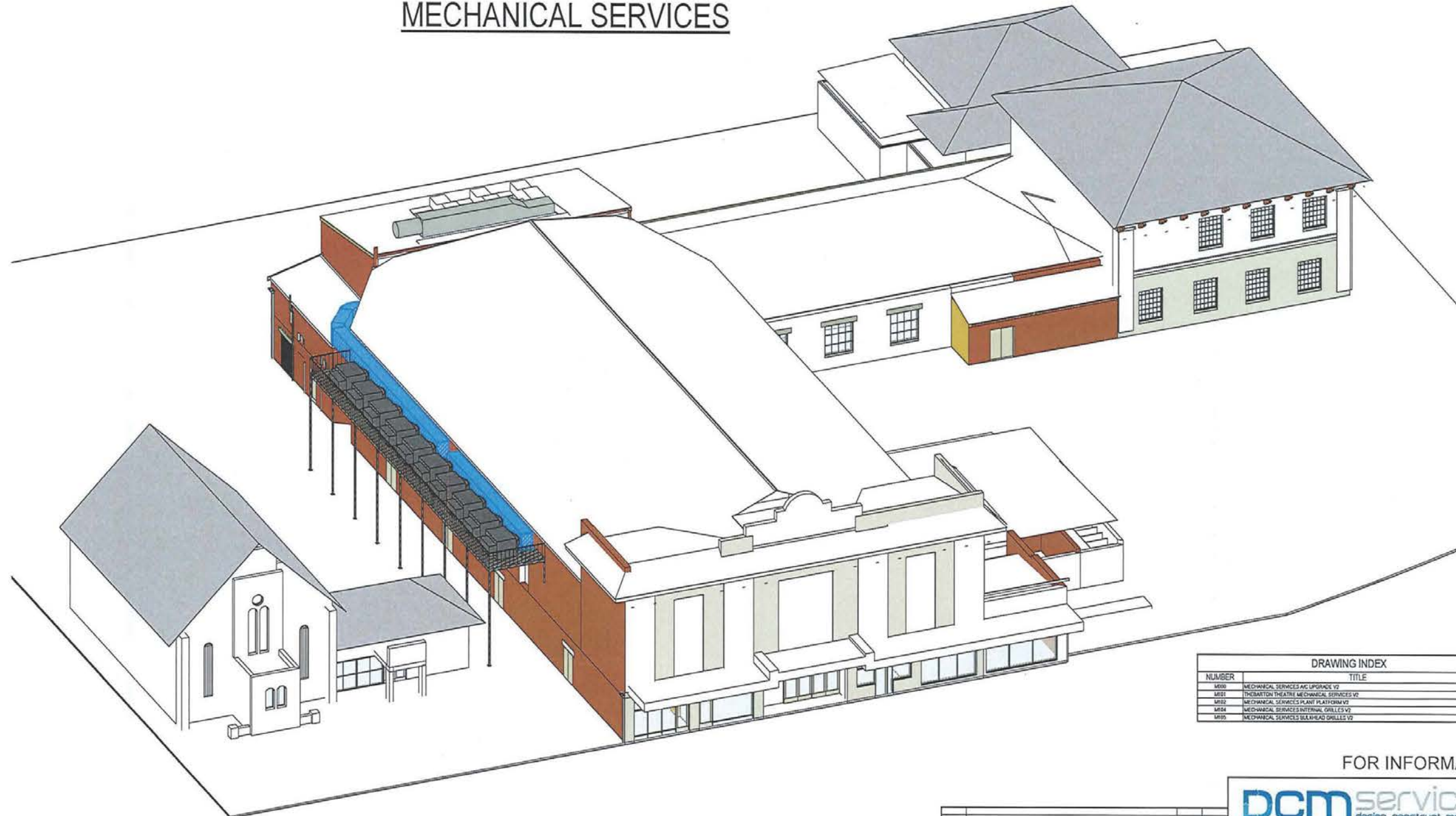
Weslo has sought an extension of the existing lease/additional lease term in recognition of, and associated with, the significant cost of the proposed upgrade. Given Weslo's record in regard to meeting its financial obligations under the terms of the lease(s) it is suggested that Weslo's request for an extension of the/additional lease term be revisited (in e.g. 12 months' time). This would provide Weslo with an opportunity to demonstrate that it is able to meet its financial obligations under the terms of the leases without the impediment/uncertainty of a possible rental reduction and the possible quantum of that reduction being unknown.

## **Attachments**

### **1. Concept plans - air-conditioning upgrade**



## MECHANICAL SERVICES



DRAWING INDEX		
NUMBER	TITLE	REV.
M600	MECHANICAL SERVICES AC UPGRADE V2	N/A
M601	THEATRON THEATRE MECHANICAL SERVICES V2	N/A
M602	MECHANICAL SERVICES PLANT PLATFORM V2	N/A
M604	MECHANICAL SERVICES INTERNAL GRILLES V2	N/A
M605	MECHANICAL SERVICES BALLHEAD GRILLES V2	N/A

FOR INFORMATION

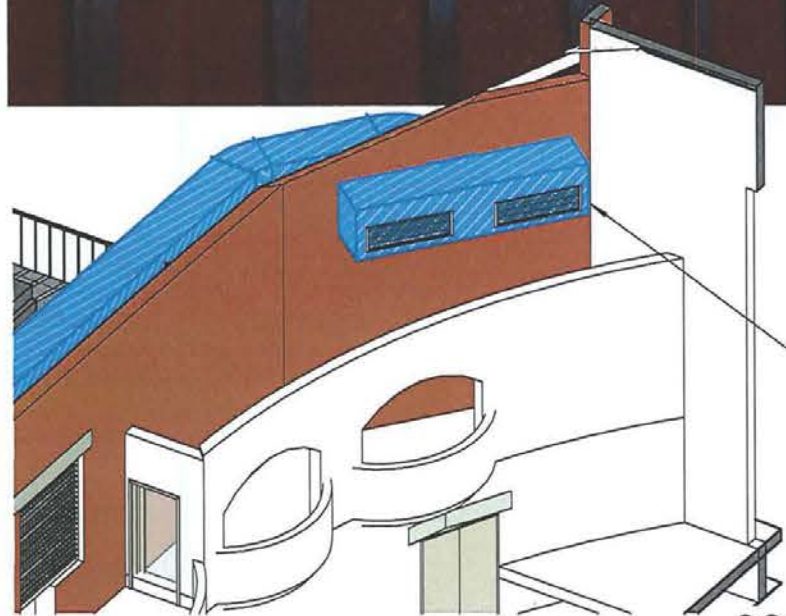
**DCM** services  
design construct mechanical

DCM Services Pty Ltd M019 156 557 031		2/107 Haywards Avenue Ternelville SA 5031		Tel: (08) 8452-6700 Fax: (08) 8452-9759		www.dcmservices.com.au	
Project THE BARTON THEATRE							
Title	MECHANICAL SERVICES A/C UPGRADE V2		Drawn D. DALZIEL		Date 11/1/19		Scale
			Checked Checker		Designed Designer		Drawing 01
			Drawing No DCM0339 - M000				Issue

CONFIDENTIAL DOCUMENT  
DCM SERVICES INTELLECTUAL PROPERTY

[illegible]





BULKHEAD GRILLES TO BE  
LOCATED AS PER PHOTO ABOVE

**CONFIDENTIAL DOCUMENT**  
**DCM SERVICES INTELLECTUAL PROPERTY**

FOR INFORMATION

**DCM**services

design construct mechanical

DCM Services Pty Ltd  
ABN 19 158 637 131

2/107 Hayward Avenue  
Torrensville SA 5031

Tel: (08 ) 8462-9700  
Fax: (08 ) 8462-9799

Project	THEBARTON THEATRE	Drawn	D.SALISBURY	Date	11/19	Scale	
Title	MECHANICAL SERVICES BULKHEAD GRILLES V2	Checked		Designed		Drawing Size	
		Checker		Designer		A3	
Drawing No						Issue	
DCM0339- M105							

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DOUBLE DEFLECTION SUPPLY AIR  
GRILLES ABOVE EXISTING WALL  
FEATURES

FOR INFORMATION

CONFIDENTIAL DOCUMENT  
DCM SERVICES INTELLECTUAL PROPERTY

**DCM**services  
design construct mechanical

DCM Services Pty Ltd  
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2/107 Hayward Avenue  
Torrensville SA 5031

Tel: (08 ) 8462-9700  
Fax: (08 ) 8462-9799

Project	THEBARTON THEATRE	Drawn D.SALISBURY	Date 11/19	Scale
Title	MECHANICAL SERVICES INTERNAL GRILLES V2	Checked Checker	Designed Designer	Drawing Size A3
		Drawing No DCM0339- M104		
				Issue

### 11.3 Glenlea Tennis Club - Update

#### Brief

This report provides further information regarding the request received from the Glenlea Tennis Club, Novar Gardens seeking the construction of two additional tennis courts adjacent to its existing tennis courts within the Camden Oval complex.

#### RECOMMENDATION(S)

The Committee recommends to Council that:

1. The Council refers the request for funding of \$90,000 to address stormwater infrastructure and consequent court deterioration issues associated with the existing six courts used by the Glenlea Tennis Club within the Camden Oval complex for consideration in the 2020/2021 budget deliberations; and
2. The Council refers the Club's request for funding of \$190,000 for consideration in the 2020/2021 budget deliberations to enable the construction of two additional LED floodlit courts and a new nature playground for use by the Glenlea Tennis Club and the public within the Camden Oval complex.
3. Should Council provide its consent for necessary funding for the additional courts to be constructed through the 2020/2021 budget process, the Administration be authorised to enter into negotiations with the Glenlea Tennis Club regarding a variation to the existing lease agreement. A further report be provided to Council following these negotiations.

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#### Introduction

At its meeting of 21 January 2020 Council considered a request and submission which had been received from the Glenlea Tennis Club and which sought the construction of two additional courts.

A copy of the report is attached for the benefit of Elected Members, **Attachment 1**

Following its consideration of the matter the Committee, and subsequently Council, resolved as follows:

*That City Services and Amenity Committee Item 11.4 Request for additional courts - Glenlea Tennis Club be deferred to the next meeting of Council on 4 February 2020 to allow for discussion between Ward Councillors and the Administration.*

#### Discussion

Following the meeting of 21 January 2020, and as foreshadowed in the resolution, discussion occurred between the Council Administration and the Ward Councillors to progress this matter. The discussions that occurred confirmed the Ward Councillors' desire that the preferred option to be presented to the meeting of 4 February 2020 be the "enhanced" version of Option A.

As detailed in the previous report (and the Club's submission), Option A envisages that (2 metal halide) floodlit tennis courts with public access, plus a new nature playground be constructed.

The enhancement to this recommendation suggests the substitution of the metal halide floodlights with LED floodlights. The anticipated costing of this proposed initiative is approximately \$250,000, (GST exclusive). Glenlea Tennis Club has advised that it has funding of \$60,000 to contribute toward the project. On this basis it is suggested that Council funding of \$190,000 be sought through the 2020/2021 budget deliberation process to enable this initiative to proceed.



The construction of additional courts would result in the need to vary the club's lease agreement and should Council consent to provide necessary funding to achieve this outcome would be the subject of a further report. Whilst a variation to the lease will require negotiations to occur between the Council and the Club, given that the courts will be available for public use prior to 3pm on weekdays and all day Sundays throughout the year, it is anticipated that the lease fee would increase by approximately \$300-\$400pa, (plus GST).

Other works that would be programmed to occur as part of this project, which are necessary works irrespective of whether funding for the additional courts is or is not provided, involves the remediation of the existing bank of four southern and two northern courts. There has been deterioration and cracking evident in these courts over the previous few years. Importantly, investigations which have been undertaken by Council's consultant engineers have indicated that the court deterioration has not occurred as a result of poor or inadequate management or maintenance of the courts by the Club. These investigations suggest that a major contributor to the deterioration of the courts is infrastructure (drainage) related. The cost to remediate and "repaint" the courts is estimated at \$90,000.

### **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 social and environmental implications of this report is to manage our environment in the most responsible way, providing all our community with well-maintained public open spaces and facilities which has a direct and positive influence on the liveability of the city.

### **Conclusion**

The Glenlea Tennis Club has submitted a request to Council seeking Council funding to permit the construction of two additional courts adjacent to its existing courts within the Camden Oval complex. The Club has indicated that it is able to contribute \$60,000 toward the project cost and that public use of these courts would be available on weekdays until 3:00pm and all day on Sundays.

It is recommended to the Members that the request from the Club for funding be considered as part of the 2020/2021 budget deliberation process.

### **Attachments**

1. **Extract from the Council and Committee Agenda 21 January 2020 - Item 11.4**

## 11.4 Request for additional courts - Glenlea Tennis Club

### Brief

This report advises Elected Members that a request has been received from the Glenlea Tennis Club seeking approval for the construction of two additional courts adjacent to the Club's leased facility within the Camden Oval complex.

### RECOMMENDATION

The Committee recommends to Council that:

1. The Council refers the request for funding of \$90,000 to address stormwater infrastructure and consequent court deterioration issues associated with the existing six courts used by the Glenlea Tennis Club within the Camden Oval complex for consideration in the 2020/2021 budget deliberations; and
2. The Council refers the Club's request for funding of \$65,000 for consideration in the 2020/2021 budget deliberations to enable the construction of two additional courts for use by the Glenlea Tennis Club and the public within the Camden Oval complex.
3. Should Council provide its consent for necessary funding for the additional courts to be constructed through the 2020/21 budget process, the Administration be authorised to enter into negotiations with the Glenlea Tennis Club regarding a variation to the existing lease agreement. A further report be provided to Council following these negotiations.

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### Introduction

The Glenlea Tennis Club has been a long term lessee of the Council owned tennis facility located within and on the western side (Ferguson Avenue "end") of the Camden Oval complex, **Attachment 1**.

The Club's current 10+10 year lease commenced on 1 August 2003 and expires on 31 July 2023. The current rental paid by the Club is \$1,504.43pa plus GST.

During the period of its tenure the Club has either financed or contributed to a number of upgrades or the facility (such contributions often being assisted by grant funding sought and received from State or Federal Government programs and/or the Council).

These projects have included installation of light towers and the upgrade/replacement of the court surface.

The Club has recently written to Council advising that, due to increasing numbers of members, it seeks the construction of two additional courts and Council (funding) assistance to enable this request to be realised, **Attachment 2**.

### Discussion

Prior to Council's consideration of the matter the Administration notes that the submission provided by the Club is well researched and thorough, and commends the Club on the quality of its submission and the work that has occurred in the preparation of the document.

The submission provides background information on the Club, letters of support from its key partners - Tennis SA, the Glenelg District Tennis Association, Western District Tennis Association and Wednesday Social Night Tennis Competition, three options for Council's consideration and quotes for court construction and floodlighting. Additionally, the submission also indicates that the Club has funding of some \$60,000 which it can contribute toward the project and, further, the Club has confirmed that the additional courts would be open and available for public/community use until 3pm on weekdays and all day on Sundays. (Members may also note that the Club has included an option to line mark the courts for netball and provide netball goals.)

The Administration met with Club representatives in mid-December 2019 following receipt of the Club's request to discuss the submission provided.

As a result of these discussions an agreed position has been reached regarding the outcome sought and the manner in which to progress the Club's request in an endeavour to secure that desired outcome.

Initially, the Administration confirmed that it is possible to construct an additional two courts adjacent to, and on the eastern end of the bank of, the row of the four southern courts (as indicated on the following aerial plan), **Attachment 3**.

The preferred option to progress is an "enhanced" Option C. Per the Club's submission this would provide an additional 2 unit tennis courts (as per Attachment 3) with no nature playground (NB: unfortunately there will be insufficient space to retain the existing small playground or to accommodate a meaningful nature playground following construction of the additional courts). However, whilst the existing small playground adjacent the tennis courts will be removed there will be further expansion and improvement of the playground located near the northern boundary (Saratoga Avenue) of the complex.

The "enhancements" suggested include the provision of necessary cabling and infrastructure to allow for floodlighting to the new courts at a future time in addition to replacing/updating all existing halogen floodlighting to LED. Conversion of the existing floodlighting to LED will reduce the Club's ongoing electricity expenditure and will address Council's climate adaptation objectives by reducing emissions and exercising a positive impact on Council's carbon footprint. The estimated cost of these works is approximately \$60,000. This component of works would form part of an application seeking grant funding.

The other works that would be programmed to occur as part of this project, but which are necessary works irrespective of whether funding for the additional courts is or is not provided, involves the remediation of the existing bank of 4 southern and two northern courts. There has been deterioration and cracking evident in these courts over the previous few years. Importantly, investigations which have been undertaken by Council's consultant engineers have indicated that the court deterioration has not occurred as a result of poor or inadequate management or maintenance of the courts by the Club. These investigations suggest that a major contributor to the deterioration of the courts is infrastructure (drainage) related. The cost to remediate and "repaint" the courts is estimated at \$90,000.

Given the quality of the Club's submission and the significant other works that have occurred within the Camden Oval complex the Administration would ordinarily suggest that grant funding should initially be sought under the Community Recreation and Sports Facilities Program (CRSFP). Whilst the Club did lodge an application under the CRSFP Council would be better placed to make a stronger case for funding given other works that have been/are currently being undertaken, or are proposed within the complex.

As the City Facilities and Waste Recovery General Committee has been previously advised, Council lodged an application in a previous CRSFP round and has a current application in play seeking State Government funding under the Grassroots program to enable the football oval floodlighting and the netball facilities and other associated works to be undertaken.

Although the Grassroots funding is yet to be announced, and the previous CRSFP application lodged by the Administration was unsuccessful, each aspect/component of work that is undertaken by Council and/or the groups that utilise Camden Oval would appear to enhance Council's position in seeking grant funding. As Members would be aware, in recent times the works undertaken at the complex have included:

- The construction of a new changeroom facility and installation of a new synthetic soccer pitch, floodlighting and ancillary works for WTB Birkalla, (the pitch being jointly funded by FFSA/State Government);
- The construction of a new clubroom building for PHOS Camden, Camden Athletics (solely Council funded);
- Installation of new pistes and floodlighting by the Novar Gardens Bowling and Petanque Club (funded by the Club with State Government grant funding); and
- Current works to upgrade the football oval (new subsurface drainage, new root zone material, irrigation and turf) and the junior soccer pitch (new irrigation and surface treatment) - including new irrigation to limited areas surrounding the football oval and soccer pitch(s) surrounds - solely Council funded.

Additionally in 2015/2016 the Novar Gardens Bowling Club replaced the synthetic playing surface and installed/erected retractable shades over its greens (funding provided by the Club, Council and the State Government).

These works would allow Council to provide a strong submission to the funding authority.

Unfortunately, the following information and considerations suggest that lodgement of a funding application in the foreseeable future may not be possible or likely to be successful in the current environment.

Whilst the upcoming grant fund round is yet to be announced, given previous funding rounds it would generally be likely to open within the next month or so. However, the Office of Recreation, Sport and Racing (the Government agency which administers grant funding of this nature), website indicates that a review process is currently occurring. The webpage advises that:

*"The Government of South Australia and the Office for Recreation, Sport and Racing recognises and values the important role that a strong and independent industry plays in creating active communities and improving the lives of South Australians.*

*The Office for Recreation, Sport and Racing administers a number of grants and grant programs to sport and active recreation organisations, councils, educational institutions, not-for-profit organisations, for-profit organisations, and individuals (e.g. athletes).*

*An extensive review of these grants has previously occurred once every eight to ten years. The last review of the grant programs commenced in 2010 and concluded in December 2011. These reviews are conducted to ensure South Australians are receiving efficient, effective, economical and ethical funding decisions designed to achieve value, accountability, probity and transparency. This Review will deliberately be forward looking and will consider the future needs of the industry and the priorities of Government.*

*This Review will provide the Government of South Australia with a series of recommendations about the grant funding provided to the Sport and Active Recreation Sector."*

Should the extent of the current review be similar to that of the previous review it is unlikely that any funding rounds would open in the near future.



Further, and whilst the Administration is not aware of any specific Government initiatives, policies or directives at this time, it would be understandable if the recent tragic bushfire events which have occurred, and which are still in play at the time of preparation of this report, were to result in any funding which may become available being targeted and/or allocated to those Council areas and communities that have suffered and been significantly impacted by the fires as part of rebuilding/resilience programs.

Given the above it is suggested that an amount be included within the 2020/2021 budget process to either commence or complete the required/desired works.

The components of the desired package can be summarised as follows:

- Provision of necessary stormwater infrastructure to address court deterioration issues and remediation of existing tennis courts (budget cost \$90,000)
- Construction of two new tennis courts (budget cost \$125,000)
- The replacement of existing halogen floodlights with LED floodlights and provision for floodlighting to new tennis courts (budget cost \$60,000) has been excluded given the above grant funding discussion.

For the total project works the cost would be approximately \$215,000, which is proposed to be funded as follows:

Club contribution \$60,000  
Council contribution \$155,000

The construction of additional courts would result in the need to vary the club's lease agreement and should Council consent to provide necessary funding to achieve this outcome would be the subject of a further report. Whilst a variation to the lease will require negotiations to occur between the Council and the Club, given that the courts will be available for public use prior to 3pm on weekdays and all day Sundays throughout the year, it is anticipated that the lease fee would increase by approximately \$300-\$400pa (plus GST).

### Conclusion

The Glenlea Tennis Club has submitted a request to Council seeking Council funding to permit the construction of two additional courts adjacent to its existing courts within the Camden Oval complex. The Club has indicated that it is able to contribute \$60,000 toward the project cost and that public use of these courts would be available on weekdays until 3:00pm and all day on Sundays.

It is recommended that the request for funding be considered as part of the 2020/2021 budget deliberation process.

### Attachments

1. **Glenlea Tennis Club - Aerial Map**
2. **Request for Additional Courts**
3. **Proposed location of additional courts**



# New Courts Proposal

## Glenlea Tennis Club

For consideration by the City of West Torrens



*tennis***glenlea**

November 2019





## 1 Executive Summary

At Glenlea Tennis Club, we are experiencing an exciting period of buoyant optimism, driven largely by the merging of high performance and community club cultures. This unique scenario has been brought about by our fierce, results-driven coaching team working closely together with our strong, club-focused committee – with both entities placing high value on inclusivity, family-friendliness and community involvement.

Inevitably, with our modest six home courts, our facilities are stretched. It is now a very rare occasion that a day goes by with our courts not being fully utilised. As a result, members are lucky if their 'home' competition matches are actually played at Ferguson St, Novar Gardens as opposed to the other venues we regularly hire to cater for our thirty or so senior and junior teams.

We have identified a potential area that would be ideal for us to construct two new courts to the east of Court 1, which is an opportunity we intend to investigate and pursue as far as possible. At the same time, we recognise that without a solid partnership and assistance from our local council, our efforts will be in vain.

It is with these thoughts in mind that we submit our proposal to the City of West Torrens for their consideration. We understand that whilst every effort has been put forth by our volunteers to present viable and achievable options as set out in this proposal, the council undoubtedly has significant expertise in developing areas for community use and so we welcome any suggestions or alterations the council may make.

At this point in time, Glenlea's maximum possible financial contribution is \$60,000 – which constitutes most of our savings – regardless of which of the various options the City of West Torrens may wish to get behind. We hope that by shining a light on our amazing tennis community, we can show the sort of impact the City of West Torrens will truly make if the choice is made to support this endeavour.

Whether by supporting the base option of courts and fencing only, and thereby constructing a usable space for daily public and club use, or if the benefits of extra options such as flood lighting or playground construction are considered an immediate priority, then the council may wish to contribute and achieve more.

We thank you for considering our proposal and, whether we come to an outcome in this proposal or not, going forward we sincerely hope to foster an enduring, fruitful and positive relationship with the City of West Torrens.

The following contributions from our volunteers are set out in a well-organised and easy to read fashion, however one need only skip to page 4 for a brief overview of the proposed options and their approximate costings.

Sincere Regards,

**Glenlea Tennis Club Committee**





## Contents

1	Executive Summary .....	2
2	The Proposal .....	4
2.1	The Who – Glenlea Tennis Club .....	5
2.2	The Why – encouraging kids and adults to be more active in our local community.....	9
2.3	The How – partnership between Glenlea and the City of West Torrens .....	10
2.4	The Space.....	11
2.5	OPTION A – Floodlit tennis courts with public access, plus nature playground.....	12
2.6	OPTION B – Floodlit tennis courts with public access, but no nature playground .....	17
2.7	OPTION C – Tennis courts with public access but no lighting or playground.....	19
3	Letters of Support from our Key Partners.....	22
3.1	Tennis SA .....	23
3.2	Glenelg District Tennis Association .....	24
3.3	Western District Tennis Association (WDTA) .....	25
3.4	Wednesday Social Night Tennis Competition .....	26
4	Quotes .....	27
4.1	Court Construction .....	28
4.2	Flood Lighting .....	31
5	Glenlea Club Committee Contact Details.....	34



## 2 The Proposal

The proposal to construct two new courts is briefly outlined in a series of options below, each of which differ in scope and are designed to aid discussion in the different ways the project could be delivered. Full detail around each option is available from page 12.

In summary:

### OPTION A – preferred option, but requires most capital

- Two tennis courts
- Public access
- Flood lighting
- Nature playground
- **Glenlea TC contribution \$60,000 | Total cost: \$228,690**

### OPTION B – offered as lower-cost alternative by factoring out the nature playground at this stage.

- Two tennis courts
- Public access
- Flood lighting
- **Glenlea TC contribution \$60,000 | Total cost: \$184,690**

### OPTION C – offered as the lowest-cost alternative available by factoring out both the flood lighting and nature playground re-build at this stage.

- Two tennis courts
- Public access
- **Glenlea TC contribution \$60,000 | Total cost: \$136,950**



## 2.1 The Who – Glenlea Tennis Club

Glenlea has been a part of the Novar Gardens and surrounding community for over 100 years.

We field many teams for both juniors and seniors, men and women, over the summer and winter seasons in the Glenelg District Tennis Association (GDTA), Western Districts Tennis Association (WDTA) and Tennis SA competitions. Our members play across a range of divisions from beginner to advanced – including Statewide Super State League, which is the pinnacle of tennis competitions pathway in South Australia.

We also have mixed, social, mid-week tennis for all standards of players during school terms as well as hiring the club's facilities out to ARPA (Australian Retired Persons Association (SA) Inc) and other mid-week social tennis groups during the weekday mornings.

Glenlea is fortunate to have Todd Langman, of Langman and Ley Elite Tennis Academy, as our Club Coach. Todd is an ATP tour and Tennis Australia Level 2 Club Professional Coach who can cater for players of all abilities. He is available for private lessons, and coordinates our Toddler Tennis, Hot Shots, junior development and elite coaching squads with the help of Todd and Olivia Ley.

**Along with our emphasis on junior development and playing pathways, Glenlea's other primary focus as a community tennis club is to create a friendly, social atmosphere where players of all standards and people from all walks of life feel welcome to bring their full selves and their families to our wonderful club – hopefully for generations to come!**



Figure 1 - Word cloud from GTC Member Survey 2019 question "Why do you play at Glenlea?"

### What our members have to say about why they play at Glenlea (GTC Member Survey 2019):

*"The people and the facilities. It's the best club I've ever belonged to."*

*"Originally it was local to me, but now it's the setting and the dedicated, great people."*

*"Live locally. Was introduced by a good friend, started playing on the Wednesday night social comp. Have had a great time since. The 'vibe' of the club, generous people who make you feel welcome. Family friendly."*

*"Excellent coaching for our kids – really know how to get the best out of them while keeping it enjoyable. Have watched them develop more in the past 6 months to the 5+ years we were at (other tennis club)."*

*"Best coaches and programs for me. More opportunities for College Tennis and State League."*



Glenlea is situated next to Anzac Highway, a major metropolitan road leading to the city, making it easily visible to high volumes of commuters every day. The club has around 200 social and competition players and has coached hundreds of local children through its Toddler Tennis and ANZ Hot Shots programs run by our club coaches.

A number of these participants have transitioned from coaching to club membership and tournament competitions, utilising the player pathway from beginner to professional level which the coaches and club has available. These participants are exposed to high performance, semi-professional players through our Women's and Men's State League teams.

Glenlea is incredibly welcoming, with passionate and professional coaches and administrators actively working to include those in the community from different backgrounds and abilities.

**We have recently welcomed two participants with disability and more than thirty culturally and linguistically diverse (CALD) participants who love their tennis.**

**To make tennis more accessible and welcoming, for the past few years Glenlea club coaches have been running a CALD program with the support of Tennis SA which provides discounted coaching and competition fees to CALD junior players.**

We would love to continue to be able to grow our club and bring more people to tennis, and this opportunity for new courts will have a significant impact on our ability to do just that!

#### GLENLEA COACHING & PLAYING OPPORTUNITIES FOR THE LOCAL COMMUNITY

##### Toddler Tennis

For children aged 2 ½ - 5 years and no minimum playing standard required. Designed to introduce younger children to the game of tennis in a fun setting, this program helps to stimulate motor skill development, build strength, balance and general coordination.

**Currently running at Glenlea on Fridays from 3:30-4pm.**



##### ANZ Hot Shots (Red, Orange and Green Ball)

Hot Shots is a great introduction to tennis for kids! The program is designed to help every child – no matter their age or ability – to jump in and start playing tennis. Hot Shots is played on smaller courts with modified equipment including lighter racquets, lower nets, and low-compression balls that don't bounce too high. This program has attracted 136 different participants since 2016.

**Currently running at Glenlea on Monday to Friday afternoons from 4-5pm.**







#### GLENLEA COACHING & PLAYING OPPORTUNITIES FOR THE LOCAL COMMUNITY (continued)

##### School Holiday Clinics

Skills training, technical analysis and match play is all on offer at our School Holiday Clinics, run by some of the best coaches in Australia.

Available for all playing levels – beginner, intermediate or advanced – the 1-day and 3-day clinics run for three hours in the morning during school holidays at Glenlea.

**Students from Immanuel College and Novar Gardens Primary School met top South Australian player and Australian Junior Fed Cup representative Tayla Whitehouse (right) during our most recent School Holiday Clinic held at Glenlea.**

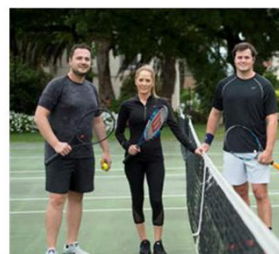


##### Adult Group Coaching

A tennis program designed to help every adult, no matter their ability or fitness level. It is a great opportunity to “brush up” (as the coaches say!) on your tennis skills and get fit before or during the tennis competition season.

Adult Group Coaching is set in a fun and welcoming environment. Learn new technique, get fit, build confidence, make friends and reduce those stress levels.

**Currently running at Glenlea on Tuesdays from 7-8pm.**



##### Wednesday Night Social Mixed Doubles

The Wednesday Night competition is a Glenlea institution. Each school term through the year, players of all ages and ability are randomly assigned to mixed teams of four for a fun, social-yet-competitive ten-week season of doubles (three sets per night) culminating in a grand final playoff between the top two teams.

A great relaxed introduction to tennis and a chance to see what Glenlea as a friendly, welcoming club is all about.



##### Competition Mixed Doubles

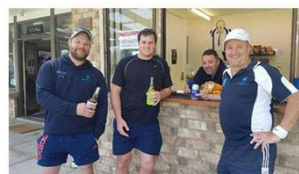
The strong social-yet-competitive tradition that is Glenlea mixed doubles extends into Saturday competitions, where several mixed teams play in various divisions through both winter and summer seasons.



##### Competition Seniors

Glenlea currently has 15 teams competing in Saturday afternoon senior competitions this summer, across a variety of divisions to suit all playing ability.

We also field a similar number of senior competition teams throughout the winter season.





#### GLENLEA COACHING & PLAYING OPPORTUNITIES FOR THE LOCAL COMMUNITY (continued)

##### Competition Juniors

Glenlea currently has 13 teams competing in Friday night and Saturday morning junior competitions this summer, across a variety of divisions to suit all playing ability. We also field a similar number of junior competition teams throughout the winter season.



##### High Performance & Elite Coaching

Langman & Ley Elite Tennis Academy uses world-class training standards to provide an opportunity to move from high performance to the professional level. Todd Langman is the coach of Thanasi Kokkinakis and has coached him from junior to professional level. Todd Ley has substantial experience from playing on the World Tour at just 16 years of age, as well as training at the world's best tennis academies.



##### Statewide Super State League Competition

State League is the pinnacle of the competitions pathway for tennis in South Australia. It is a weekly competition played over the summer season that sees SA's highest level players competing for the Men's and Women's State League titles. The winning teams receive prize money and the prestige of being the best club team in SA.

**Our Men's State League team 'Glenlea Gators' were Premiers in 2018-19.**





## 2.2 The Why – encouraging kids and adults to be more active in our local community

Glenlea has been operating significantly over capacity season after season, for several years now. Unfortunately, our six home courts can no longer fully accommodate the number of junior and senior teams we field in summer and winter competitions year after year.

For example, this summer we are fielding fifteen senior teams and thirteen junior teams. This means that most weeks only four of our eight teams scheduled to play at home actually get to play at Ferguson St, with the club having to source courts for the remaining four teams. These venues have included West Beach Tennis Club, Aroona Ave, Immanuel College, Westminster College, Glandore Oval courts, Holdfast Tennis Club and Helmsdale Tennis Club. See Figure 2 below showing our venue requirements on a recent weekend (16<sup>th</sup> Nov).

Simply put – we are unable to meaningfully grow our community reach because we do not have enough courts to accommodate the tennis teams we already have. Our membership base has gradually expanded over the years by word of mouth alone, and we can barely sustain this passive growth as it is.

**Governments at all levels are encouraging kids and adults to be more active, and Glenlea would love to be able to leverage our unique high performance, family-friendly environment to promote this important message to our local community through the promotion of club sport.**

Sadly, at present we cannot in good faith conduct any significant community promotion for engagement in social or competition tennis as we would be promising something that we are essentially unable to deliver. This new courts opportunity is our chance to change that!

Team	Start Time	H/A	Opponent	Venue	Court Alloc
Men's State League	1:00	Home	Trinity Gardens	Glenlea	1/2
Women's State League	1:00	Home	Memorial Drive	Glenlea	3/4
Men's Metro Div 2	1:00	Home	Somerton Park	West Beach Tennis Club	N/A
Men's Metro Div 4	1:00	Away	Prospect	Prospect Tennis Club	N/A
Women's Metro 2	1:00	Away	Trinity Gardens	Trinity Gardens Tennis Club	N/A
Mixed Doubles Div 1	1:00	Away	McLaren Vale	McLaren Vale Tennis Club	N/A
Mixed Doubles Div 2	1:00	Home	Kingswood	Aroona Avenue	N/A
Men's Div 2	12:30	Home	Dover Square	Immanuel College	N/A
Men's Div 3	12:30	Home	Seaside	Glenlea	5/6
Men's Div 4	12:30	Away	Woodville Orion	Woodville Orion Tennis Club	N/A
Men's Div 7	12:30	Away	Flinders Park	Flinders Park Tennis Club	N/A
Men's Div 8	3:30	Away	Henley South	Henley South Tennis Club	N/A
Women's Div 1	12:30	Away	Western Youth	Western Youth Centre Tennis Club	N/A
Women's Div 4	3:30	Home	Henley South	Immanuel College	N/A
Women's Div 5	3:30	Home	Woodville Orion	Glenlea	5/6

Figure 2 - Glenlea Seniors Fixture (Round 6 - 16/11/2019)





### 2.3 The How – partnership between Glenlea and the City of West Torrens

Glenlea believes that this new courts proposal is of utmost importance to its members and the local community.

Our Club Committee is prepared to underscore this strong belief by proposing the highest possible financial contribution we can feasibly offer without putting at risk the ongoing cash flow of the club.

**As of November 2019, Glenlea is willing and able to contribute \$60,000 to this project.**

**This sum represents 80% of our current club savings, and 61% of our total cash holdings at this point in time.**

Our savings have accumulated over time through the ongoing efforts from the Committee to put aside monies largely towards court re-surfacing, which needs to occur at least every 8-10 years or so. At this point in time, all six of our existing courts are now due or overdue to be re-surfaced. However, the Committee have deemed the benefit afforded by this once-off opportunity to construct new tennis courts far outweighs the re-surfacing requirement right now.

This view is shared by our members – during our GTC Member Survey 2019, when asked the question 'What should be Glenlea's highest priority in relation to upgrading our club facilities?' 77% survey of respondents selected the 'Construct / acquire extra courts' option.

Specific future fundraising to enable Glenlea to contribute more to this new courts project is a potential consideration should the need arise.

*At any stage, the Glenlea Committee invites the City of West Torrens open access to its financial records for inspection.*

Glenlea recognises that without the financial assistance of the City of West Torrens, the proposals we have detailed would not be possible at this stage. We therefore request assistance to the extent and amount that the council sees as fitting, taking into account its own budget, timing and risk appetite balanced against what is seen as commensurate to the level of benefit these different proposals each present to the Morphet Ward community on the whole.

Glenlea simply wishes to plead its case in its entirety. We are open to any suggestions or alterations the council may deem to be appropriate.

In the options below, the cost to the City of West Torrens (or other third parties that may wish to contribute) will be the balance of the total cost minus the available contribution from Glenlea Tennis Club.





## 2.4 The Space

In general, the area under consideration in the proposals below pertain to a 35m x 32m rectangle to the east of Glenlea's main group of courts.

This area is majority grass-covered, but also contains a modest playground and one small tree. There are wooden bollards on the eastern edge of this area, and some to the south-west.

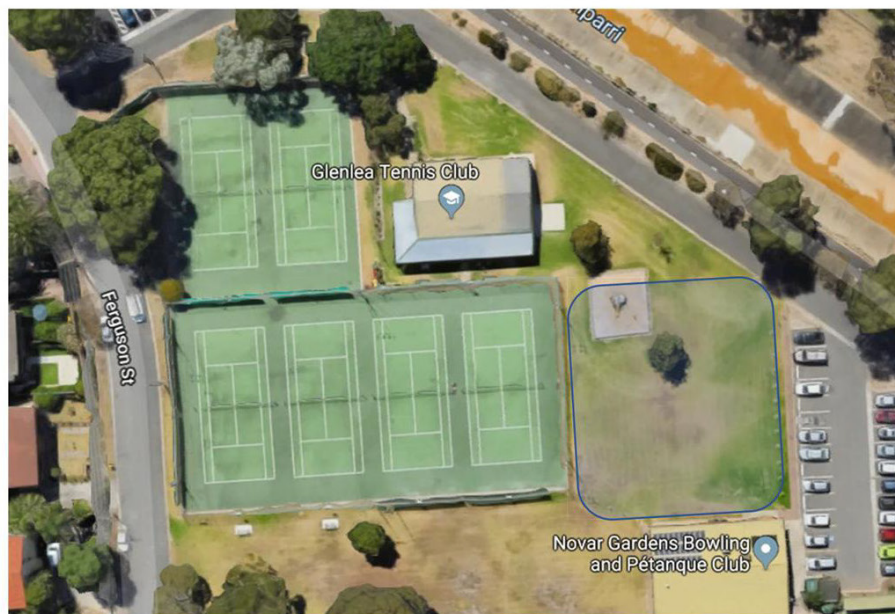


Figure 3 - Proposal site (highlighted blue)



## 2.5 OPTION A – Floodlit tennis courts with public access, plus nature playground



**PROS – significant community benefit**

**CONS – most expensive option**

COMMUNITY BENEFIT
Toddler Tennis
ANZ Hot Shots
School Holiday Clinics
Adult Group Coaching
High Performance & Elite Junior Coaching
Wednesday Night Social Mixed Doubles
Mixed Doubles Competition
Seniors Competition
Juniors Competition
Statewide Super State League Competition
Public Access / Usage
Nature Playground

FINANCIAL OUTLAY	
Multipurpose Plexipave surface (35m x 32m), fencing, tennis nets and posts	\$136,950
Floodlighting supply and install – Metal Halide	\$47,740
(OR 'GREENER' OPTION: Floodlighting supply and install – LED)	(\$62,260)
'Nature play' playground construction (approx. 60m <sup>2</sup> to 80m <sup>2</sup> area)	\$44,000
<b>TOTAL</b>	<b>\$228,690 incl. GST</b>
<b>2 x tennis courts, nature playground, metal halide lighting</b>	
Glenlea Tennis Club contribution	\$60,000
City of West Torrens and/or other third-party contribution	\$168,690

PROPOSED USAGE TIMETABLE / AVAILABILITY FOR NEW COURTS	MON	TUES	WED	THURS	FRI	SAT	SUN
6am-9am	OPEN FOR PUBLIC USE					GLENLEA	OPEN FOR PUBLIC USE
9am-12pm							
12pm-3pm							
3pm-6pm	GLENLEA	GLENLEA	GLENLEA	GLENLEA	GLENLEA	GLENLEA	OPEN FOR PUBLIC USE
6pm-10pm							



SUMMARY OF ADVANTAGES, DISADVANTAGES & FURTHER CONSIDERATIONS	
<b>Advantages</b>	<ul style="list-style-type: none"> <li>• Can be used by all forms of tennis coaching and competition, including State League Competition</li> <li>• General public can use the courts all day Sundays and each weekday until 3pm</li> <li>• Playground will be reinstated immediately</li> <li>• Courts can be properly utilised for coaching and Wednesday night competition</li> </ul>
<b>Disadvantages</b>	<ul style="list-style-type: none"> <li>• Greater initial cost outlay</li> </ul>
<b>Further considerations</b>	<ul style="list-style-type: none"> <li>• Sitting / viewing benches</li> <li>• Pathways</li> <li>• Demolish / removal / repurposing of existing playground</li> <li>• Landscaping / garden beds / etc.</li> <li>• Existing underground services (electrical, gas, water, comms.) have not been surveyed</li> </ul>

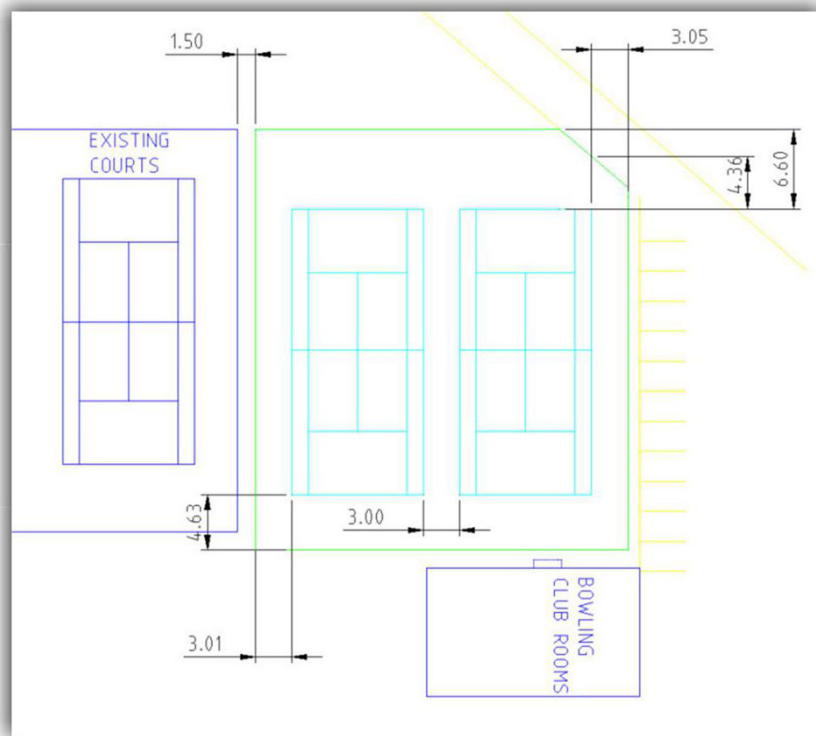


Figure 4.1 – Two tennis courts with optimal north-south alignment – courts off-set further to accommodate small walkway



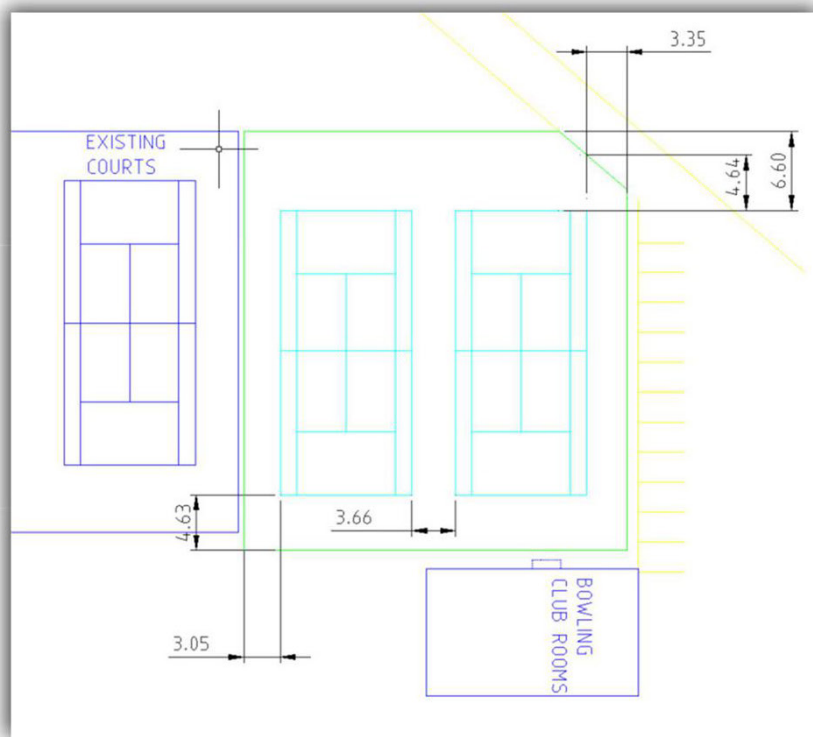


Figure 4.2 – Two tennis courts with optimal north-south alignment – no walkway



Figure 5 – Potential areas to place 'nature play' playground, should it be included



## 2.6 OPTION B – Floodlit tennis courts with public access, but no nature playground



**PROS – great community benefit**

**CONS – no nature play space**

COMMUNITY BENEFIT
Toddler Tennis
ANZ Hot Shots
School Holiday Clinics
Adult Group Coaching
High Performance & Elite Junior Coaching
Wednesday Night Social Mixed Doubles
Mixed Doubles Competition
Seniors Competition
Juniors Competition
Statewide Super State League Competition
Public Access / Usage
Nature Playground

FINANCIAL OUTLAY	
Multipurpose Plexipave surface (35m x 32m), fencing, tennis nets and posts	\$136,950
Floodlighting supply and install – Metal Halide	\$47,740
(OR 'GREENER' OPTION: Floodlighting supply and install – LED)	(\$62,260)
<b>TOTAL</b>	<b>\$184,690 incl. GST</b>
<b>2 x tennis courts with metal halide lighting</b>	
Glenlea Tennis Club contribution	\$60,000
City of West Torrens and/or other third-party contribution	\$124,690

PROPOSED USAGE TIMETABLE / AVAILABILITY FOR NEW COURTS	MON	TUES	WED	THURS	FRI	SAT	SUN
6am-9am	OPEN FOR PUBLIC USE					GLENLEA	OPEN FOR PUBLIC USE
9am-12pm							
12pm-3pm							
3pm-6pm	GLENLEA	GLENLEA	GLENLEA	GLENLEA	GLENLEA	GLENLEA	OPEN FOR PUBLIC USE
6pm-10pm							

**SUMMARY OF ADVANTAGES, DISADVANTAGES & FURTHER CONSIDERATIONS**

<b>Advantages</b>	<ul style="list-style-type: none"><li>• Can be used by all forms of tennis coaching and competition, including State League Competition</li><li>• General public can use the courts all day Sunday and each weekday until 3pm</li><li>• Courts can be properly utilised for coaching and Wednesday night competition</li></ul>
<b>Disadvantages</b>	<ul style="list-style-type: none"><li>• Community will go without a playground / nature play space in this area until funds are available to replace the play area that is currently available</li></ul>
<b>Further considerations</b>	<ul style="list-style-type: none"><li>• Sitting / viewing benches</li><li>• Pathways</li><li>• Demolish / removal / repurposing of existing playground</li><li>• Landscaping / garden beds / etc.</li><li>• Existing underground services (electrical, gas, water, comms.) have not been surveyed</li></ul>





## 2.7 OPTION C – Tennis courts with public access but no lighting or playground



**PROS – good tennis benefit**

**CONS – no lighting means less tennis playing, coaching and community benefit (and still no nature playground)**

COMMUNITY BENEFIT
Toddler Tennis
ANZ Hot Shots
School Holiday Clinics
Adult Group Coaching
High Performance & Elite Junior Coaching
Wednesday Night Social Mixed Doubles
Mixed Doubles Competition
Seniors Competition
Juniors Competition
Statewide Super State League Competition
Public Access / Usage
Nature Playground

FINANCIAL OUTLAY	
Multipurpose Plexipave surface (35m x 32m), fencing, tennis nets and posts	\$136,950
<b>TOTAL</b>	<b>\$136,950 incl. GST</b>
<b>2 x tennis courts (fencing, nets and posts – but no lighting)</b>	
Glenlea Tennis Club contribution	\$60,000
City of West Torrens and/or other third-party contribution	\$76,950

PROPOSED USAGE TIMETABLE / AVAILABILITY FOR NEW COURTS	MON	TUES	WED	THURS	FRI	SAT	SUN
6am-9am							
9am-12pm	OPEN FOR PUBLIC USE						
12pm-3pm						GLENLEA	OPEN FOR PUBLIC USE
3pm-6pm	GLENLEA	GLENLEA	GLENLEA	GLENLEA	GLENLEA		
6pm-10pm							



SUMMARY OF ADVANTAGES, DISADVANTAGES & FURTHER CONSIDERATIONS	
<b>Advantages</b>	<ul style="list-style-type: none"> <li>Can be used by all forms of tennis competition</li> <li>General public can use the courts all day Sunday and each weekday until 3pm</li> </ul>
<b>Disadvantages</b>	<ul style="list-style-type: none"> <li>No lighting will limit tennis playing and coaching opportunities considerably</li> <li>Community will go without a playground / nature play space in this area until funds are available to replace the modest play area that is currently accessible</li> </ul>
<b>Further considerations</b>	<ul style="list-style-type: none"> <li>Sitting / viewing benches</li> <li>Pathways</li> <li>Demolish / removal / repurposing of existing playground</li> <li>Landscaping / garden beds / etc.</li> <li>Existing underground services (electrical, gas, water, comms.) have not been surveyed</li> </ul>

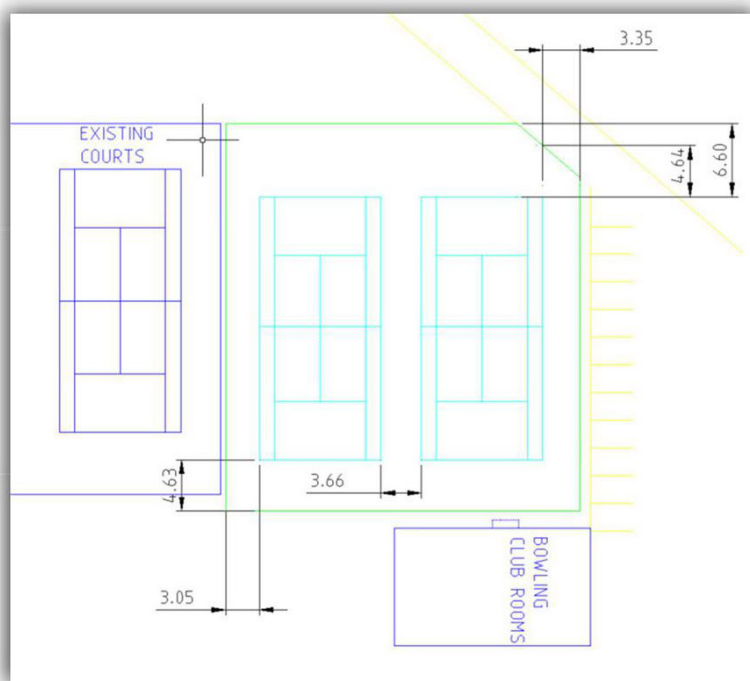


Figure 6.1 – Two tennis courts with optimal north-south alignment – no walkway

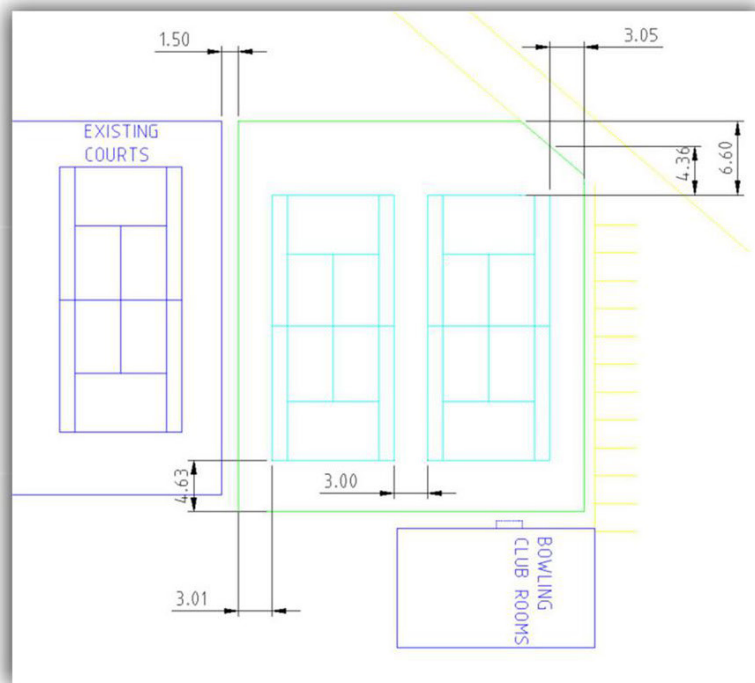


Figure 6.2 – Two tennis courts with optimal north-south alignment – courts off-set further to accommodate small walkway



### 3 Letters of Support from our Key Partners

Glenlea Tennis Club has significant support from our key partners in this proposed new courts expansion project.

Supporting letters from Tennis SA, Glenelg District Tennis Association (GDTA), Western District Tennis Association (WDTA) and our Wednesday Night Social Tennis Competition are attached for reference.





### 3.1 Tennis SA

----- Forwarded message -----

From: **Erin Haines** <[E.Haines@tennis.com.au](mailto:E.Haines@tennis.com.au)>  
Date: Thu, Nov 14, 2019 at 1:04 PM  
Subject: RE: Confidential - Support for more courts at Glenlea Tennis Club  
To: [presidentglenlea@gmail.com](mailto:presidentglenlea@gmail.com) <[presidentglenlea@gmail.com](mailto:presidentglenlea@gmail.com)>  
Cc: Adrian Dezen <[A.Dezen@tennis.com.au](mailto:A.Dezen@tennis.com.au)>

Hi Kym,

Thank you for your email and communication with your local Club Development Officer, Adrian.

Please see below an email with some supporting statements as requested.

Tennis SA is committed to supporting the development of tennis clubs in South Australia to further nurture and grow participation in tennis.

Glenlea Tennis Club is an enthusiastic, highly motivated club which has shown great commitment and governance to this cause as an affiliated member of Tennis SA.

Due to increased participation growth and facility usage in recent times, we understand Glenlea Tennis Club is seeking to build its capacity with a proposal to build an additional two, multi-use courts at its existing Ferguson Street complex at Novar Gardens.

Increasingly, the club is facing challenges to meet weekly demand; spread across its existing coaching commitments and weekly competition and social tennis at the venue. In essence, they are hiring/using four different venues within the City of West Torrens in relation to this.

Tennis SA provides in principle support of their endeavours in this regard. As part of this, Tennis SA will be looking to involve the Club in its ongoing 'Places to Play' strategy and associated audit to ensure it continues to meet these demands and thrive as a Club in the future, as well as continuing to engage with the Club in conducting Operational Health Checks and regular club development support and engagement.

Kind Regards,



**Erin Haines**  
Regional Tennis Manager (Metro) | Tennis SA  
[E.Haines@Tennis.com.au](mailto:E.Haines@Tennis.com.au) | P.O. Box: 43, North Adelaide South Australia 5006 Australia  
Ph: +61 8 7224 8132 | Switch: | Mob: 0466 861 048  
[www.tennis.com.au/sa](http://www.tennis.com.au/sa) | [www.ausopen.com](http://www.ausopen.com)





### 3.2 Glenelg District Tennis Association





### 3.3 Western District Tennis Association (WDTA)





### 3.4 Wednesday Social Night Tennis Competition

17<sup>th</sup> November 2019

To Whom It May Concern,

As the co-ordinator & organiser of Night Tennis at Glenlea Tennis Club for the past few years I have been requested, by the committee, to submit a letter of support for the consideration of a grant for expanding the facilities with the addition of new courts.

We currently have eight teams playing in a mid-week night competition, however, we have an extensive waiting list of people wishing to play. On average I receive at least 3-5 enquiries per month from people wishing to play in our night tennis competition and find it difficult to complete our matches before the lights go out at 10pm. So additional courts will enable us to satisfy the local demand for tennis, and it will also allow us to complete the nights tennis before the lights are turned off.

The club has always had a strong junior membership which ensures that there are large numbers of parents and the 'in between' age groups which will ensure that the club will grow for the foreseeable future and most certainly for the next 20years and beyond.

Having only six courts is a constraint on club growth and with the constant flow of enquiries to play tennis the additional courts will allow us to service that local need. The vast majority of players come from the local area.

As a club over the years we have prided ourselves to be one of the leading clubs in the area. In order for this to continue it is imperative that local grants be awarded to clubs, such as ours, so that this community spirit can continue for now & long into the future. Despite continued fundraising this club, as most in this economic climate, finds it extremely difficult to raise adequate funds to achieve these goals. It is for this reason I appeal to you to give consideration to the club's application for a grant for additional courts so that we can continue to strive & improve our facilities for both members of the club & the general community.

Yours sincerely

**Peter Doupe**  
**Night Tennis Co-ordinator**  
**Glenlea Tennis Club**





#### 4 Quotes

Quotes have been sourced by Glenlea from reputable, local agents in order to inform the costings presented throughout this document.

They are attached for reference.



#### 4.1 Court Construction

**PRESTIGE**  
ABN 64 007 860 719  
**SPORTS AND EARTHMOVING**  
**CONSTRUCTIONS PTY LTD**

37 CONMURRA AVENUE  
EDWARDSTOWN 5039  
SOUTH AUSTRALIA  
TELEPHONE (08) 8374 4885  
FACSIMILE (08) 8374 4882  
MOBILE 0413 445 122  
EMAIL: PAULWRIGHT@PRESTIGESPORTS.COM.AU

PWQ7102

7 November 2019

Glenlea Tennis Club  
Ferguson Street  
Novar Gardens SA 5040

Attention: Ben Stephens  
Email: [bunyip.stephens@gmail.com](mailto:bunyip.stephens@gmail.com)

**Re: Proposed Construction - Two Tennis Courts**

Dear Ben

We have pleasure in submitting our **Budget Estimate** for the proposed construction of **two (2) Tennis Courts** on the **Eastern side** of the existing four court complex, as detailed hereunder.

**Scope of Works**

**Quotation**

1. Strip existing grass and remove from site.
2. Contour ground to create necessary surface falls for sub-base.
3. To complete perimeter of proposed tennis courts, supply and install a **PVC coated chain mesh tennis court Fence (black in colour) inclusive of both a top and bottom rail.**
4. Construct a **concrete edge strip to complete perimeter** of tennis courts.
5. Supply and place a **Tensar Geo-Grid TX 160** on sub-base.
6. Construct a **125mm thick PM 21 quarry rubble base** graded with a miniature laser grader and compacted with a vibrating roller.
7. Supply and install **two (2) sets of Inground Sleeves and Tennis NetPosts.**
8. On completed base works, machine lay a **30mm thick layer of 7mm Hot Premix Bitumen.**
9. Once new bitumen has **cured**, approximately 4-6 weeks, apply an **Acrylic Plexipave tennis court surface.**
10. Using **Plexipave Line Paint**, mark for **two (2) Tennis in White.**
11. Supply **two (2) only ¼ drop Championships Tennis Nets.**

Quotation Excluding GST	\$ 124,500.00
GST	\$ 12,450.00
Quotation Including GST	\$ 136,950.00

\*Plexipave Acrylic Coatings \*Civil Construction \*Sporting Field Design & Construction  
\*Environmental Lighting \*Bitumen Paving \*SuperGrass Synthetic Turf  
\*Earthmoving \*Fencing & Accessories



In addition to the above:

1. To supply and install one (1) set of Netball Posts and Inground Sleeves
2. Line Mark using Plexipave Line Paint for one (1) Netball in Yellow.

Quotation Excluding GST	\$ 2,000.00
GST	\$ 200.00
Quotation Including GST	\$ 2,200.00

We trust that the above information is as you requested. Please do not hesitate to contact me should you wish to discuss any of the above.

Yours faithfully

Prestige Sports & Earthmoving Constructions Pty Ltd

Paul Wright  
Director

2.

\*PLEXIPAVE ACRYLIC COATINGS \*CIVIL CONSTRUCTION \*SPORTING FIELD DESIGN & CONSTRUCTION  
\*ENVIRONMENTAL LIGHTING \*BITUMEN PAVING \*SUPERGRASSE SYNTHETIC TURF  
\*EARTHMOVING \*FENCING & ACCESSORIES



#### CONDITIONS OF QUOTATION



Terms of Payment - Net cash on receipt of invoice unless alternative arrangements are agreed in writing.

- We reserve the right to apply for one or more progress payments during the course of the contract which are payable on receipt of invoice.
- We have made no allowance to alter or remove any services in the area of the works unless specifically mentioned in our quotation.
- Unless specifically mentioned in our quotation no responsibility can be accepted for damage caused by trucks or construction equipment in gaining access to the site.
- Should rock or any underground obstacle such as house foundations or tree stumps be encountered an additional charge may be made.
- We cannot accept responsibility for any damage to underground services unless we have been specifically advised of the exact depth, location and age of services.
- If the ground being excavated or worked on is found to be unstable joint discussions will take place to determine whether the base is to be left to dry out or the unstable material replaced as a variation to the contract. If the site is left to dry out for a considerable period any increases in costs of materials, equipment and labour will form a variation to the contract.
- We reserve the right to request and be supplied with written confirmation of any variation to the scope of the works prior to commencement of those variations.
- This quotation is based on the current cost of labour and materials. We will hold the quotation firm for thirty days. In the event of such rates increasing subsequent to this date some adjustment may have to be made to cover this increase unless prior arrangements have been made to hold the quotation firm.
- In circumstances where we apply a new surface over an existing pavement we cannot accept responsibility for any deformation or cracking or other defects which may subsequently appear in the new surface and which can be reasonably deemed to have been caused by any settlement, shrinkage, cracking, vegetation growth, failure, distortion or other deterioration in the underlying pavement.





## 4.2 Flood Lighting

	 <p><i>'Excellence in Electrical Solutions'</i></p>	<p><b>CME Group P/L ATF</b>  <b>CME Group Trust</b>          1/7 Lindsay Rd          Lonsdale, SA 5160          1300 000 263          cmegroup.com.au          ABN 12 234 057 338          PGE249442</p>
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Glenlea Tennis Club            Ferguson Street            GLENELG SA 5045</p> </div> <div style="width: 50%; text-align: right;"> <p><b>CUSTOMER QUOTATION NO. 32146</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Date:</b> 06/11/2019  <b>Order No.:</b>  <b>Site:</b> Glenlea Tennis Club  <b>Site Address:</b> Ferguson Street            GLENELG SA 5045</p> </div> </div> </div>		
<p><b>Description</b>          As requested please find below a Budget Quotation for the following:</p> <ol style="list-style-type: none"> <li>1. Bore 4 x holes, install reinforced cages, rag bolts &amp; concrete into the ground utilising 32mpa structural concrete as per specifications</li> <li>2. Supply &amp; install 4 x 12 metre light towers with 1 x 2kW 415Volt Phillips Optivision Light Fittings on each pole</li> <li>3. Aim &amp; focus light fittings as per manufacturers' specifications</li> <li>4. Wire from main switchboard through building to South Eastern corner of building then trench to each light tower in the new Eastern court location</li> <li>5. Supply &amp; install switches at mains switchboard located in Club rooms to operate new lighting</li> </ol> <p>Total cost for the above work to be completed is \$43,400.00 ex GST</p> <p><b>NB</b></p> <ol style="list-style-type: none"> <li>a) This a Budget Quotation being for assisting the Club in Grant Funding, a site visit will be required for a confirmed quotation</li> <li>b) All height access equipment has been allowed for in this Budget Quotation to complete the Project</li> <li>c) At the time of this quotation it was assumed that there is sufficient power available at the main switchboard</li> <li>d) A Certificate Of Compliance will be issued upon completion of the project</li> <li>e) If the Club is looking at LED lighting CME would Budget Quote for Phillips Optivision LED light fittings at \$56,600.00 ex GST</li> </ol>		



#### Terms and Conditions of Agreement

##### 1. DEFINITIONS AND INTERPRETATION:

- 1.1 In these terms and conditions "we", "our" and "us" means CM Electrical Solutions Pty Ltd as the trustee for CM Electrical Solutions Trust trading as CM Electrical Solutions.
- 1.2 **Customer** means the Customer (or any person acting on behalf of and with the authority of the Customer) as described on any quotation, work authorisation, or other form provided by us to the Customer.
- 1.3 **Australian Consumer Law** means the Competition and Consumer Act 2010 (Cth).
- 1.4 **Contract Price**, means the amount as appears in the quotation, this agreement or price of the schedule plus any additional costs payable to us.
- 1.6 **Contract** means this signed agreement and all the terms are binding on the parties.
- 1.7 **Goods** means any goods supplied by us to the Customer (or ordered by the Customer but not yet supplied) including, and in no way limited to, electrical or communication products.
- 1.8 **Latent Conditions** means any unforeseen site condition not obvious to us upon a reasonable inspection of the site at the time of the quotation, work authorisation, tender or other form.
- 1.9 **Travel Time** means the distance from our premises to the customer and return.
- 1.8 **Works** means the works described in this agreement or our quotation, work authorisation, tender or other form.

##### 2. RATES:

- 2.1 The rates are as per our charges at the time the services are engaged, unless otherwise agreed.
- 2.2 The rates do not include any allowance for latent conditions and we will be entitled to vary our price for the works for any such latent conditions.
- 2.3 We are entitled to be reimbursed for any and all costs and charges levied by any statutory or other authority with respect to the Works we perform for the customer

##### 3. PAYMENT and PAYMENT TERMS:

- 3.1 The following forms of payment are accepted: Visa, MasterCard, EFTPOS, cash, cheque or direct deposit.
- 3.2 All payments to be by Australian Dollars unless stated otherwise.
- 3.3 A surcharge of 3% may apply to credit card payments.
- 3.4 Cheque payments will be subject to clearance from the Contractor's bank and the customer will pay all dishonour fees.
- 3.5 The Customer is not entitled to any retention or otherwise retain any amount due to us. All payments are to be made without deduction or equitable or other set off whatsoever.
- 3.6 Your payment terms are as stipulated on your quote/invoice or as agreed. Where you have not been otherwise notified, terms of trade are a maximum of 30 days from date of invoice
- 3.7 The customer may be liable to pay interest on any late payment at the rate of 3% per annum.
- 3.8 We reserve the right to suspend the Works if payment is overdue until such time as payment is made.

##### 4. DELIVERY, TITLE AND PERSONAL PROPERTY SECURITIES ACT 2009 (PPSA):

- 4.1 The Customer assumes the risk for Goods at the time of delivery, whether the Goods are delivered to the Customer's premises or other site nominated by the Customer and whether the Customer (or the Customer's representative) is at the delivery site to acknowledge receipt of delivery. The Customer agrees to pay standard delivery charges as billed.
- 4.2 Ownership of the Goods will only pass to the Customer when all monies owed to us by the Customer are paid in full.
- 4.3 Until we have received payment in full for all monies owed by the Customer, we reserve the following rights:

- 4.3.1 legal and equitable ownership of the Goods;
- 4.3.2 the right to enter the delivery site and retake possession of the Goods;
- 4.3.3 the right to keep or resell any Goods repossessed under sub-clause 4.3.2 and
- 4.3.4 any other rights it may have at law or under the PPSA;
- 4.4 Until we receive payment for all monies owed to us, the Customer acknowledges that we have a Purchase Money Security Interest (PMSI) which attaches over the Goods and their proceeds and a Security Interest in relation to other amounts owed by the Customer to us.
- 4.5 The Customer acknowledges that the Contract constitutes a Security Agreement for the purposes of the PPSA.
- 4.6 The Customer undertakes to do anything (such as obtaining consents, producing documents or getting documents completed or signed) which we consider reasonably necessary for the purposes of ensuring that a PMSI and/or Security Interest is enforceable, perfected and effective.
- 4.7 To the extent permitted by law, the Customer waives its rights to:
  - 4.7.1 receive notices or statements under sections 95, 121(4), 125, 130, 132(3)(d) and 135 of the PPSA;
  - 4.7.2 redeem the Goods under section 142 of the PPSA;
  - 4.7.3 reinstate the Security Agreement under section 143 of the PPSA;
  - 4.7.4 receive a Verification Statement.
- 4.8 Nothing in this clause prevents us from taking collection or legal action to recover any monies owed to it from time to time.

##### 5. VARIATIONS AND CHANGES TO COST OF MATERIALS:

- 5.1 The Customer shall be entitled to direct that we undertake a variation and such direction shall be in writing and if we are delayed, then the Customer will grant us an extension of time and reimburse us our reasonable delay costs and the Contract Price shall be adjusted accordingly.
- 5.2 We shall be entitled to be reimbursed any additional costs as a consequence of any increase in material costs that exceed 5% of the original cost of such materials at the time of the award of the Contract.

##### 6. EXTENSION OF TIME:

We shall be entitled to an extension of time and our reasonable cost recovery for delay if, we through no fault of our own are delayed by others.

##### 7. TRADE CREDIT ACCOUNTS:

- 7.1 Customers without a credit account with us must pay for Goods in full before the Goods will be supplied.
- 7.2 We can vary or withdraw any credit facility at our discretion, without liability to the Customer or any other party.

##### 8. PURCHASE ORDERS:

- 8.1 Only these terms (not other terms and conditions which may be attached to or incorporated in a purchase order) form part of the agreement between us and the Customer. Our acceptance of a purchase order will not be acceptance of any such terms or conditions.

##### 9. INVOICING:

- 9.1 A tax invoice for work will be issued monthly unless the work is completed in less than a month.

##### 10. RETURNS AND CANCELLATIONS:

- 10.1. Cancellations for custom made Goods will not be accepted once we have commenced ordering and/or manufacturing the Goods (including any components required to manufacture the goods.)





- 10.2. Custom made products, including cables, are not returnable for credit unless proved to be faulty.
- 10.3. The Customer may return Goods purchased from us for credit or refund subject to the following:
- 10.3.1. The Goods are returned to us with the original invoice within seven (7) days of the invoice date.
- 10.3.2. The Goods are new and unused.
- 10.3.3. The Goods are in the original packaging, which has not been damaged or altered.
- 10.4. Goods satisfying 10.3.1. to 10.3.3. will be subject to a 20% restocking fee at our discretion, except when faulty or incorrectly supplied by us.
- 10.5. Credit for returned Goods will be in the form of company credit or refund at our discretion.
- 10.6. Goods supplied by us that are deemed to be faulty by us within thirty (30) days of invoice date may be returned to us for exchange, credit or refund.
- 10.7. Except when incorrectly supplied or faulty, the Customer will be responsible for payment of any return freight charges.
- 11. LATENT CONDITIONS:**  
We shall be entitled to an extension of time and our reasonable delay costs, if any, and reimbursed all costs arising out of any latent conditions.
- 12. PRODUCT AND SERVICE GUARANTEE, REPAIRS AND WARRANTY:**
- 12.1 Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and for compensation for reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.
- 12.2 You agree that our liability to you for any breach of any implied terms may, subject to the Australian Consumer Law be limited to the replacement, or repair or payment of the cost of replacement or repair of the relevant goods.
- 12.3 You acknowledge that (at our option):
- a. Goods repaired may be replaced by refurbished goods of the same type rather than being repaired.
- b. Refurbished parts may be used to repair goods.
- 12.4 All goods and services supplied by us shall have the benefit of any warranty given by the goods respective manufacturer. Subject to your rights under the Australian Consumer Law and to the fullest extent permitted by law, you agree that we will not be liable to you for loss of profit or other economic loss, direct or indirect or consequential, special, general or other damages or other expenses or costs arising out of a breach or contract or any common law duty (including negligence) by us, our agents or employees.
- 12.5 All Goods and services supplied by us shall have the benefit of any warranty given by the Goods' respective manufacturer. However, subject to the Australian Consumer Law, we will not be liable for any damage, direct or consequential, arising out of any faults or defects including, but not limited to, those caused by:
- 12.1.1. External causes including natural disaster, fire, water, lightning, power surge or spike, accident, neglect, misuse, vandalism.
- 12.1.2. The use of the goods for other than its intended purpose.
- 12.1.3. The use with or connection of the goods to item/s not approved by us.
- 12.1.4. The performance of maintenance or attempted repair by person/s other than us or as authorised by us.
- 12.1.5. Any configuration or reconfiguration by the Customer.
- 12.2. Goods manufactured by us (including custom products and/or cables,) carry a twelve (12) month warranty against faults or defects excluding, but not limited to, the causes outlined in 12.1.1. to 12.1.5.
- 12.3. No liability is assumed for any consequential damages caused from the use of Goods by the Customer.
- 12.4. The Customer is responsible for any return freight charges for Goods that are returned under warranty.
- 13. CONTRACTOR LIABILITY:**
- 13.1 We shall not be liable for any damage to materials or the works caused by the Customer or third parties and shall not be required to indemnify any party for any damage caused by others.
- 13.2 Subject to the Australian Consumer Law, we will not accept the return of, or give credit for, any Goods supplied in accordance with the Contract.
- 13.3 We will not be liable for any delays caused by others.
- 13.4 Subject to the Australian Consumer Law, we will not be liable for any consequential or indirect losses.
- 14. INSURANCE:**  
All Professional Indemnity and all risks/control works insurances are expressly excluded unless otherwise noted in the Schedule.
- 15. SITE AND SAFETY:**
- 15.1 The Customer shall be responsible for the site.
- 15.2 The Customer shall ensure that all legislation and standards applicable to workplace safety are adhered to on the site.
- 15.3 We shall comply with all legislation and standards in the maintaining of safe work practices.
- 16. EXCAVATIONS & EXISTING UNDERGROUND SERVICES:**
- 16.1 The Contract is based on any excavation required in performance of the works being in soil or clay and free of rock. The Customer acknowledges that should it be necessary for us to excavate in other material, including but not limited to rock and shale, then such shall be a latent condition and the Customer will pay to us a reasonable extra price.
- 16.2 We shall ring "Dial Before You Dig" prior to any excavation.
- 16.3 We shall be entitled to rely on the "Dial Before You Dig" report being conclusive and binding on the parties.
- 16.4 If the Customer requires us to excavate by hand:
- 16.4.1 we shall be entitled to an extension of time;
- 16.4.1 our reasonable costs for any resulting delay;
- 16.4.3 payment for such excavation at our hourly rates.
- 16.5 If the Customer fails to give us relevant site information and we, through no fault of our own, causes damage to any services, then the Customer shall indemnify and forever hold harmless us from any and all claims for damages made against us.
- 17. ASBESTOS AND OTHER TOXIC SUBSTANCES:**  
We shall be entitled to an extension of time and our reasonable delay costs and any other additional costs incurred by us as a consequence of the presence of asbestos or other toxic substances whatsoever.
- 18. INDUSTRIAL RELATIONS:**
- 18.1 We shall comply with all applicable industrial instruments and allowances.
- 18.2 We shall be entitled to an extension of time and be reimbursed all costs incurred as a consequence of any change to any industrial relation matter after the award of Contract.
- 19. CONFIDENTIALITY:**  
The parties shall, except for legal and other advisors, keep strictly confidential between them all information shared under the Contract.
- 20. GENERAL:**  
The laws of South Australia govern these terms and conditions and any legal action relating to them shall be brought in the South Australian Courts.



## 5 Glenlea Club Committee Contact Details

**Proposal by Committee Member: Ben Stephens | 0414 514 424 | [bunyip.stephens@gmail.com](mailto:bunyip.stephens@gmail.com)**

Club President: Kym Beard | [presidentglenlea@gmail.com](mailto:presidentglenlea@gmail.com)

Club Treasurer: Dave McCouaig | [treasurerglenlea@gmail.com](mailto:treasurerglenlea@gmail.com)

Club Secretary: Jane Downs | [janelouisedowns@gmail.com](mailto:janelouisedowns@gmail.com)

Club Vice President: Ann Marie Lush | [annmarie@lushmarketing.com.au](mailto:annmarie@lushmarketing.com.au)





## 11.4 Grant of New Lease - Guides South Australia Inc (Grassmere Reserve Hall, Kurralta Park)

### Brief

This report advises Committee Members of the need to enter into a new agreement for the Guides' use of the hall located on Grassmere Reserve at Kurralta Park.

### RECOMMENDATION(S)

The Committee recommends to Council that:

1. A lease be granted to Girl Guides South Australia Inc for their use of the hall on Grassmere Reserve for a period of 5 years from 1 January 2020 until 31 December 2025. The commencing licence fee to be \$950 pa plus GST (inclusive of the reimbursement of the insurance premium for the building) and to escalate on each anniversary of the commencing date by \$25pa (plus GST). Further, the Guides be required to meet all user costs.
2. The Mayor and Chief Executive be authorised to sign and/or seal any documentation to give effect to the grant of lease.

---

### Introduction

The existing Guides agreement includes the three halls which are located on portion of Grassmere Reserve (Cross Terrace, Kurralta Park), Golflands Reserve (Mattner Street, Glenelg North) and the former (now demolished) hall in the north-western corner of the Lockleys Oval complex.

The agreement has been operating on a holding over basis since its expiry pending the commencement and finalisation of works at Lockleys Oval. The rent has been adjusted to reflect the demolition of the Lockleys Guide Hall. The current rental paid for the two remaining halls is \$736.01pa, (plus GST).

As the licence for the new facility at Apex Reserve has recently commenced it is appropriate to also consider arrangements for the remaining two halls.

At a recent meeting to discuss these properties Guides advised that it now no longer requires the hall at Golflands Reserve as the group that has been using that hall will also relocate to the new facility at Apex Park. (The hall at Golflands is also used by soccer and netball clubs.)

Thus, this report seeks the grant of a new lease for Guides' use of the hall on the western end of Grassmere Reserve, **Attachment 1**.

### Discussion

In accordance with Council's normal practice it is proposed to offer a lease/licence for a term of 5 years. The proposed commencing rental is \$950pa plus GST for the hall. (This rental is inclusive of the reimbursement of insurance premiums).

Under the terms of the proposed agreement Guides will be required to reimburse/meet all user costs for its use of the hall on Grassmere Reserve. The licence fee is proposed to escalate by \$25pa plus GST on each anniversary of the lease commencement.

Guides have also requested that a clause be inserted into the agreement which would permit early termination of the lease by it (at no penalty to Guides on the proviso that all lease payments are up to date) in circumstances where there continued use of the hall may not be feasible.

Please also note that, whilst the agreement contains the standard redevelopment and relocation and resumption clauses, a specific clause has been inserted that requires the Guides to acknowledge that at some point during the currency of the new agreement, the hall which is located on Grassmere Reserve (Cross Terrace, Kurralta Park) may be impacted as a result of the implementation of initiatives associated with The Brown Hill and Keswick Creek (BHKC) Stormwater Management Project.

### **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 lease agreement which governed the Guides' use of the halls at the northern end of Lockleys Oval and on Grassmere Reserve (Cross Terrace, Kurralta Park) and Golflands Reserve (Mattner Avenue, Glenelg North) has been operating in holding over mode pending the completion of the new Guides/Scouts shared clubroom facility at Apex Park.

As the Apex Park facility is now available for Scouts and Guides, and as Guides has indicated that it has no future requirement for use of the hall on Golflands Reserve, it is now appropriate to consider the grant of a new 5 year licence for Guides' use of the hall on Grassmere Reserve.

### **Attachments**

#### **1. Guides Hall - Grassmere Reserve**



**Guides Hall - Grassmere Reserve - Cross Terrace, Kurralta Park**



## 11.5 The Big Issue Magazine at City of West Torrens

### Brief

This report considers The Big Issue organisation request for a permit for their vendors to sell *The Big Issue* magazine in the City of West Torrens area.

### RECOMMENDATION(S)

The Committee recommends to Council that:

1. A permit be issued for a three month trial of *The Big Issue* magazine being sold in location 3 (near to the pedestrian crossing on Henley Road adjacent to the Torrensville Shopping Centre).
2. Permit fees associated with the trial be waived.
3. A further report be presented to Council at the end of the trial period.

---

### Introduction

The Big Issue organisation supports disadvantaged, marginalised and homeless people with the sale of a magazine which helps them earn a living on the street. It is a not-for-profit organisation, with all post-investment profits passed to The Big Issue Foundation, a separate legal entity and the registered charity arm of the organisation.

The Big Issue has agreement to sell the magazine in Adelaide, Charles Sturt, Prospect and Unley Councils.

### Legislation

Section 222 of the Local Government Act 1999 states that:

- (1) A person must not use a public road for business purposes unless authorised to do so by a permit.
- (3) A permit may be granted for a particular occasion or for a term stated in the permit.

Permit fee \$77.00 per duration.

Temporary vending from street stalls means business use of footpaths, such as use by local community organisations for fund raising and membership drives.

### Policy

Clause 5.9 of Council policy *Use of Public Footpaths and Roads for Business Purposes* states the following:

#### 5.9.1 Entitlement

A permit for temporary vending entitles the permit holder to place approved street stalls and carry out business activities on the footpath in front of their premises or, with approval, in front of Council facilities.

#### 5.9.2 Policy Requirements

Council restricts the use of temporary street stalls to locally based, not-for profit community organisations operating adjacent to local community facilities, Council facilities or the premises of charitable organisations.

A permit fee of \$77.00 applies.

## Discussion

Council staff contacted Adelaide, Charles Sturt, Prospect and Unley Councils to confirm that all have an agreement in place for The Big Issue magazine to be sold at agreed locations in their areas.

Adelaide City Council agreed for sale to occur on Wednesday of every week at no charge (although their charging policy is about to be reviewed so that could change). Each year the Big Issue organisation send them their revised Certificate of Currency and the permit is simply reissued for another year. They have not had any issues to date.

Charles Sturt, Prospect and Unley issue a permit but do not charge a fee and the agreed locations are not adjacent to Council facilities.

The Big Issue organisation requested the following locations for their vendors to sell the magazines (**Attachment 1**):

1. Outside Council Chambers/Civic centre (once a week)
2. Hilton Plaza on council pathway, corner of Sir Donald Bradman
3. Pedestrian crossing on Henley Road, near Torrensville Shopping Centre

They would be interested in the following locations sometime later (on Council footpaths):

1. Keswick Terminal – Mile End shops, outside Subway/Michel's Patisserie
2. IKEA – near Adelaide Airport
3. Richmond Village - 194 Richmond Road, Marlestone

Locations 1 and 2 would breach Council policy requirements, in particular clause 5.9.2 as Council restricts the use of temporary street stalls to locally based, not-for profit community organisations operating adjacent to local community / Council facilities.

The Big Issue have \$20 million public liability Insurance and a Code of Conduct which vendors sign dealing with their behaviour and conduct when selling the magazine.

Vendors pay \$4.50 per magazine and sell each one for \$9.00, keeping the difference. They can exchange 10 magazines not sold every two weeks which are used for advertising.

If Council endorses the proposal, then the following could be considered:

- A three month trial which would be a two way process between the Big Issue and Council to manage and assess any complaints received, taking into consideration that the locations requested are adjacent to pedestrian crossings which might cause issues.

## 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

It is proposed that the Big Issue organisation be approved for a permit for their vendors to sell the Big Issue magazine in location 3 on a three month trial and a further report be presented to Council.

## Attachments

### 1. The Big Issue at City of West Torrens

**From:** Matt Stedman  
**Sent:** Monday, 26 August 2019 3:38 PM  
**To:** 'mayorcoxon@wtcc.sa.gov.au'  
**Cc:** 'Debra Oliver'; Gordon Andersen  
**Subject:** Big Issue at City of West Torrens  
**Importance:** High

To Mayor Michael Coxon and the City of West Torrens,

We wish to formally apply for a permit to have The Big Issue operate in the City of West Torrens.

As you may know The Big Issue supports disadvantaged, marginalised and homeless people to sell the magazine and earn a living on the street. The vendors buy the magazine for \$4.50 and sell it for \$9, keeping the difference. More information about our organisation here:

<https://thebigissue.org.au/about-the-big-issue/about/>

We have strong relationships with many councils throughout South Australia, this an amazing opportunity to form an important relationship and work together to provide income solutions to people in need in the City of West Torrens.

I am interested in applying for the following spots for our vendors to sell:

- Outside Council Chambers/Civic centre (1/week)
- Hilton Plaza on council pathway, corner of Sir Donald Bradman\*
- Pedestrian Crossing on Henley Road, near Drakes Torrensville 159 Henley Beach Rd, Torrensville SA 5031\*

And also would be interested in the following down the track :

- Keswick Terminal – Mile End shops, on Council pathway outside Subway/Michels Patisserie\*
- Ikea – Adelaide Airport – on council pathways\*
- Richmond Village - 194 Richmond Rd Marleston, South Australia\*

*\*all spots are for council land around/adjacent to private property i.e. Shopping Centres*

I have attached the following:

- Public Liability Insurance
- Our Vendor Code of Conduct – this is a set of behaviours and guidelines all vendors that sell The Big Issue must adhere to at all times

I would be more than happy to come to you for a meeting to discuss further

Please don't hesitate to contact me if there are any issues, we appreciate your support and cooperation.

Thanks again for your consideration,

**Matt Stedman**  
**State Operations Manager – SA & NT | The Big Issue**

Helping people help themselves

237 North Tce, Adelaide SA 5000

## 11.6 Urban Services Activities Report

### Brief

This report provides Elected Members' with information on activities within the Urban Services Division.

### RECOMMENDATION

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

### Discussion

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

Please note that a detailed activities report was provided at the Council meeting on 21 January and a further update activities report will be provided at the City Services and Climate Adaptation Committee meeting on 3 March 2020.

Special Project Work	
River Torrens Bank Repair Works - SA Water	<p>The new major SA Water banks stabilisation works in this location have been complete and the contractor is now undertaking the substantial scale of decommissioning and reinstatement works which are required for the project, which will see them around the site until around the end of February 2020.</p> <p>With the SA Water physical works completed, Council Administration has been able to fix our scope of necessary fencing and pathway reconstruction works, and are in final negotiations with the SA Water contractor to undertake these works whilst they are still on site. This then subsequently enabling the safe reopening of the section of closed pathway.</p>
Traffic Projects and Parking Management	
Torrensvile/ Thebarton LATM	<p>The removal of the roundabout at Sherriff Street and Ashley Street and construction of the half road closure is complete.</p> <p>A concept plan for the traffic calming treatment at Hayward Avenue/Ashley Street, located west of West Street, by the Torrensvile Primary School (including the removal of the "bus only" control) has been developed and resident consultation was closed. A separate report to Council on this has been included in the Agenda for this Council meeting.</p>
Novar Gardens/Camden Park LATM	<p>The Final Report was endorsed on the 5 November by Council. City of Holdfast Bay have presented the report to their Council meeting on the 26 November 2019 where they endorsed the two recommended treatments on the Council boundary.</p> <p>The project will be prioritised and budget allocation will be submitted for the 2020/21 financial year.</p>

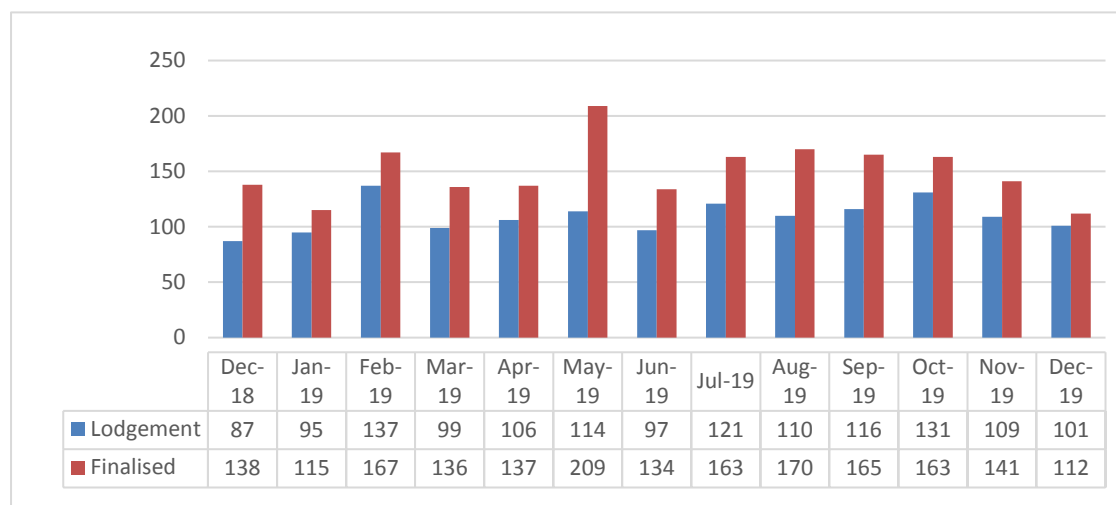


Traffic and Parking Review	<p>Parking Review:</p> <ul style="list-style-type: none"> <li>• Goodenough Street, Mile End - parking consultation closed 26/11/19. Feedback received supported alterations to the parking controls. Council to issue resident notification and work orders in coming weeks.</li> <li>• Clifford Street, Brooklyn Park - Council to consult with residents on parking control measures to assist in preventing "all day" parking issues. Consultation material to be issued in coming weeks.</li> <li>• May Terrace, Brooklyn Park - Consultation for 2P parking controls near Henley Beach Road mailed to stakeholders. Consultation closes on 14/2/2020</li> <li>• Pearse Street, Underdale - Consultation for 4P parking controls mailed to stakeholders. Consultation closes on 14/2/2020.</li> <li>• Passmore Street, West Richmond - Consultation for 2P parking controls mailed to stakeholders. Consultation closes on 7/2/2020.</li> </ul> <p>Traffic Review:</p> <ul style="list-style-type: none"> <li>• Consultation closed on the 5 December. Based on high support, the Administration will proceed with seeking quotes for the works.</li> <li>• Centre line marking completed on Military Road south of Africaine Road, Glenelg North, on the 23/1/2020.</li> </ul> <p>VMS Board: Location(s) - For Traffic Education Purposes</p> <ul style="list-style-type: none"> <li>• The VMS board to be relocated to George Street, Thebarton, for the Thebartonia! Event on the 1/2/2020 - 2/2/2020.</li> </ul> <p>Private Parking Agreement</p> <ul style="list-style-type: none"> <li>• The Private Parking Agreement (PPA) between Council and the Ashford Hospital is in effect.</li> </ul>
E-Scooter Trial	<p>The tender process has been completed. Recommendation report has been provided by the LGA Procurement. Application for State Government approval will be submitted for assessment on the 28/2/2020.</p>

**Development Assessment****Development Applications**

## Lodgements and Decisions

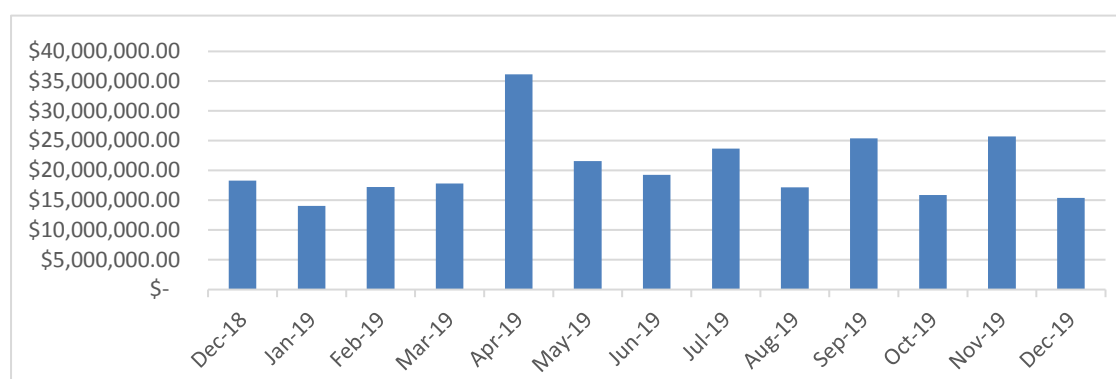
One hundred and one (101) applications were lodged and one hundred and twelve (112) applications were finalised in December 2019.



*Note: 'Lodgement' relates to the number of new development application lodged during the month which is represented by the number of new development application numbers issued (including variation applications). 'Finalised' relates to the number of decision notification forms issued during the month and may include decisions relating to development plan consent, land division consent, building rules consent and development approval. This includes consents issued by both Council and private certifiers.*

Estimated Construction Cost  
(Lodged Development Applications)

Development applications with a total estimated construction cost of \$15,405,109 were lodged in December 2019.



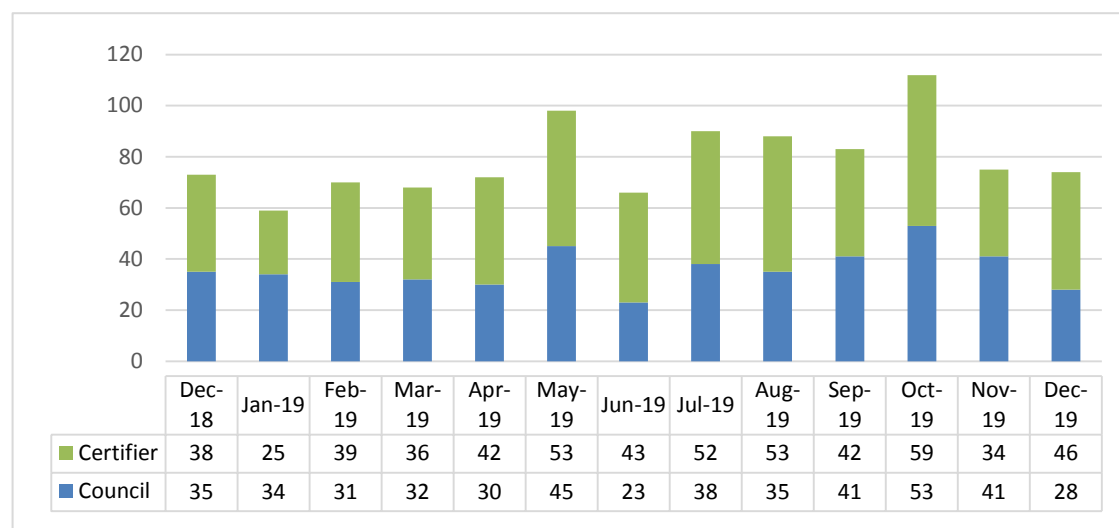
Assessment Timeframes (Staff Decisions)		2018		2019							
		Dec	Qtr. 4	Mar	Qtr. 1	June	Qtr. 2	Sep	Qtr. 3	Dec	Qtr. 4
	<b>BUILDING CODE ONLY</b>										
	Total applications	90		73		73		53		59	
	Median timeframe	3 days		1 day		2 days		2 days		2 days	
	<b>COMPLYING</b>										
	Total applications	42		24		47		56		49	
	Median timeframe	6 days		5 days		6 days		2 days		2 days	
	<b>CAT 1 MERIT</b>										
	Total applications	203		183		211		206		192	
	Median timeframe	22 days		21 days		15 days		12 days		12 days	
	<b>CAT 2 MERIT</b>										
	Total applications	18		14		8		15		12	
	Median timeframe	64 days		71 days		37.5 days		46 days		34 days	
	<b>CAT 3 MERIT</b>										
	Total applications	8		4		4		6		4	
	Median timeframe	39 days		34.5 days		42 days		57 days		65.5 days	
<b>CAT 1 NON-COMPLYING</b>											
Total applications	0		2		3		5		1		
Median timeframe	-		122 days		87 days		95 days		58 days		
<b>CAT 3 NON-COMPLYING</b>											
Total applications	3		0		2		0		1		
Median timeframe	109 days		-		112 days		-		211 days		
Assessment Timeframes (CAP Decisions)		2018		2019							
		Dec	Qtr. 4	Mar	Qtr. 1	June	Qtr. 2	Sep	Qtr. 3	Dec	Qtr. 4
	<b>CAT 1 MERIT</b>										
	Total applications	4		0		3		0		2	
	Median timeframe	43.5 days		-		67 days		-		29 days	
	<b>CAT 2 MERIT</b>										
	Total applications	1		5		4		2		0	
	Median timeframe	87 days		64 days		83 days		42 days		-	
	<b>CAT 3 MERIT</b>										
	Total applications	0		1		0		0		1	
	Median timeframe	-		50 days		-		-		126 days	
	<b>CAT 1 NON-COMPLYING</b>										
	Total applications	1		0		3		1		1	
Median timeframe	33 days		-		93 days		18 days		58 days		
<b>CAT 3 NON-COMPLYING</b>											
Total applications	0		0		2		0		2		
Median timeframe	-		-		159.5 days		-		105.5 days		
<p><i>Note: This data does not include withdrawn applications, refused applications, Land Division Consent applications and decisions under appeal. Category 3 Non-complying applications are not included until SCAP have made a decision whether to concur with Council's decision.</i></p> <p><i>Maximum statutory time frames (excluding additional time for further information requests, statutory agency referrals and SCAP concurrence) are summarised as:</i></p> <ul style="list-style-type: none"> <li>• <i>Building Code Only: 4 weeks</i></li> <li>• <i>Building Rules Consent only: 4 weeks</i></li> <li>• <i>Complying Development: 2 weeks for Development Plan Consent only; additional 4 weeks for Building Rules Consent</i></li> <li>• <i>Category 1-3 Development: 8 weeks for Development Plan Consent only; additional 4 weeks for Building Rules Consent.</i></li> </ul>											

Assessment  
Appeals

There are no new, ongoing or finalised appeals against Council's development assessment decisions as at 23 January 2020.

**Building Rules Assessment**Building Rules Consent issued  
By Relevant Authority

Council issued twenty-eight (28) building rules consents and private certifiers issued forty-six (46) building rules consents in December 2019.



*Note: Building Rules Consents are assessed by Council or private assessors known as Private Certifiers, these privately certified assessments still need to be registered and recorded with Council.*

**Community advice and education**

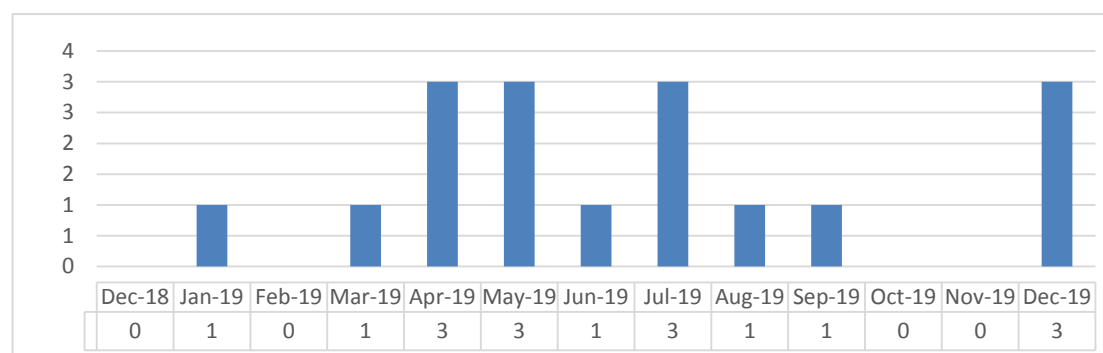
## Pre-lodgement advice

Rostered Duty Planner and Duty Building Officers are available to answer preliminary pre-lodgement and general enquiries during Service Centre opening hours. Advice is provided to the general public and applicants via the phone, email and in person at the Service Centre.

The Administration participates in DPTI's Pre-lodgement case management service for development five storeys or more in height within the Urban Corridor Zone.

## Category 3 Public notification

Three (3) Category 3 applications were notified in December 2019.



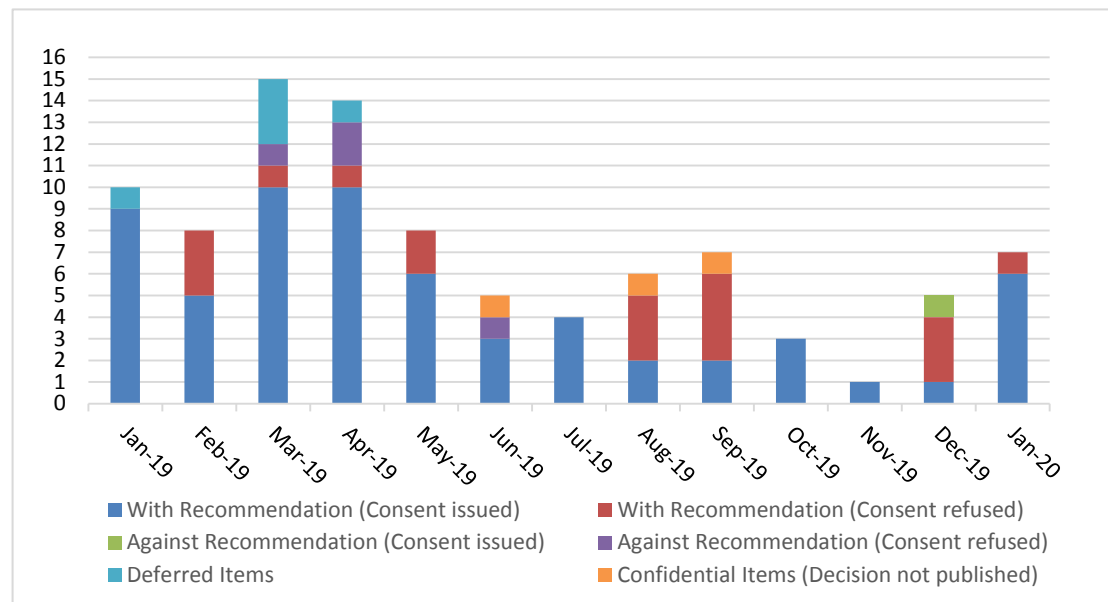


### Council Assessment Panel

The Council Assessment Panel (CAP) held a meeting on 21 January 2020.

The next CAP meeting will be held on 11 February 2020.

#### Council Assessment Panel Decisions



### Referrals from other statutory agencies

Council is a statutory referral agency for some applications that are assessed by other agencies, including State Commission Assessment Panel (SCAP), Minister for Planning, Governor of South Australia (under the Development Act 1993) and Adelaide Airport Limited (Airports Act 1996). Council is also informally referred applications for development five storeys or more in height within the Urban Corridor Zone that are assessed by SCAP.

### Service improvements

Work has continued on a suite of business improvement initiatives including:

- Review liquor licence complaint management process
- Draft a Council enforcement policy
- Review process for applications fees refunds and waivers
- Update request for information template
- Update officer conflict of interest declaration process
- City Development staff are contributing to internal Planning Reform working parties on planning policy, accredited professionals, communications and the ePlanning Portal.

**Development compliance**

## Compliance Requests

Thirteen (13) new development compliance requests were received in December 2019. Eight (8) development compliance requests were resolved within the month and four (4) requests were resolved from a previous month in December 2019. At the end of December there were forty-six (46) ongoing development compliance requests.

Month / Year	No of Requests Received	Requests resolved within the month	Requests resolved from previous months	Total Ongoing Actions
Dec 2018	15	10	1	53
Jan 2019	15	10	5	48
Feb 2019	22	19	1	52
Mar 2019	18	10	12	38
April 2019	11	5	3	43
May 2019	23	13	7	46
Jun 2019	11	4	6	52
Jul 2019	16	13	11	47
Aug 2019	24	21	7	41
Sep 2019	20	17	4	43
Oct 2019	16	11	5	37
Nov 2019	22	16	2	36
Dec 2019	13	8	4	46

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

## Enforcement Action

One (1) Section 84 enforcement notice was issued in December 2019.

There was one (1) ongoing court matter as at 20 December 2019.

- An appeal against Council's enforcement notice relating to the breach of conditions for DA211/1231/2016 for the creation of two (2) additional allotments and construction of three (3) two-storey detached dwellings at 519 Henley Beach Road. The breach relates to the failure to develop driveways, parking and manoeuvring areas and landscaping to all three front yards

A minor variation to the development approval has been approved. As work was not completed by the agreed date decided during the conference, the matter has been sent to a directions hearing set down for 17 February 2020.

There were no finalised court matters since last month's report.

## Enforcement Action (continued)

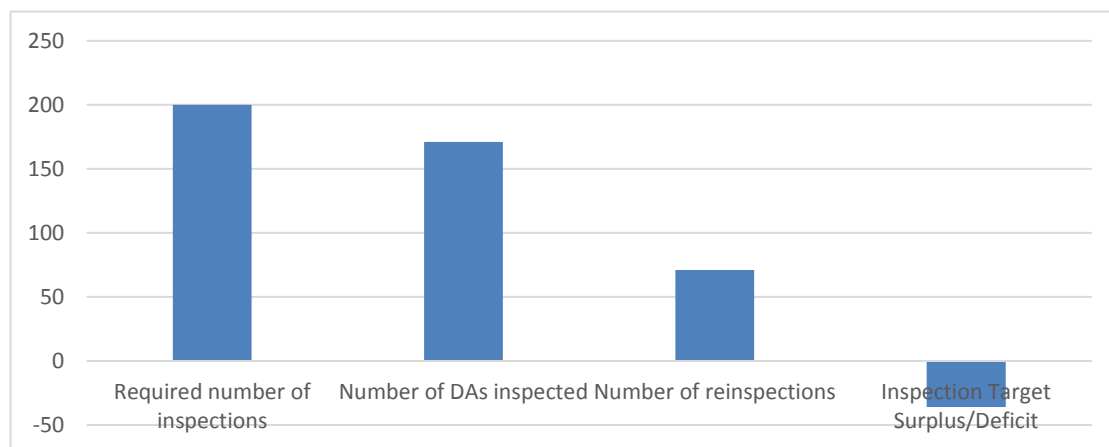
Month / Year	Section 84 Issued	Section 69 Issued	New Actions with ERD Court	Resolved Actions with ERD Court	Total ongoing Actions with ERD Court
Dec 2018	1	-	1	1	2
Jan 2019	1	-	-	1	1
Feb 2019	-	-	-	-	1
Mar 2019	1	-	-	-	1
April 2019	-	-	-	-	1
May 2019	1	-	-	-	1
Jun 2019	1	1	-	-	1
Jul 2019	3	-	1	-	2
Aug 2019	-	-	-	-	2
Sep 2019	-	-	-	-	2
Oct 2019	-	-	-	1	1
Nov 2019	-	-	-	1	1
Dec 2019	1	-	-	-	1

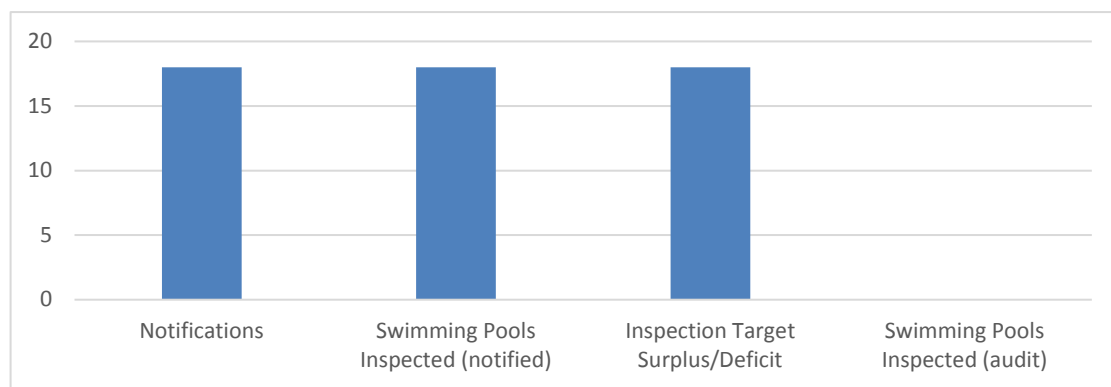
*Note: Section 84 enforcement notices are the first stage of prosecution for unapproved development. Section 69 emergency orders are the first stage of prosecution for unsafe buildings.*

## Building compliance inspections

## Building Inspections (July 2019 - December 2019)

Council's Building and Swimming Pool Inspection Policy sets out the minimum number of inspections required to be undertaken during the year.



Swimming Pool Inspections  
(July 2019 - December 2019)

*Note: The Development Act and Council's Building and Swimming Pool Inspection Policy requires that a minimum number of approved buildings and notified swimming pools are inspected for compliance with their associated Development Approval documentation. Where 100% of inspections have not been met in a month the requirement is rolled over to the next month until all required inspections have been undertaken. The inspection target is based on the first inspection of a building or swimming pool and re-inspections are not included in the target.*

### City of West Torrens Building Fire Safety Committee

## Meetings

A meeting of the Building Fire Safety Committee was held on 10 December 2019.

The next Building Fire Safety Committee meeting will be held on 3 March 2020.

## ACP Cladding Audit

The Building Fire Safety Committee has completed Phase 2 of the Aluminium Composite Panel (ACP) Cladding Building Audit which is being coordinated across South Australia by the Department of Planning, Transport and Infrastructure and is being undertaken in collaboration with councils, the Metropolitan Fire Service (MFS) and the Country Fire Service (CFS).

The State Government has released a Summary of the South Australian Building Cladding Audit Interim Report which can be located on the SA Planning Portal.

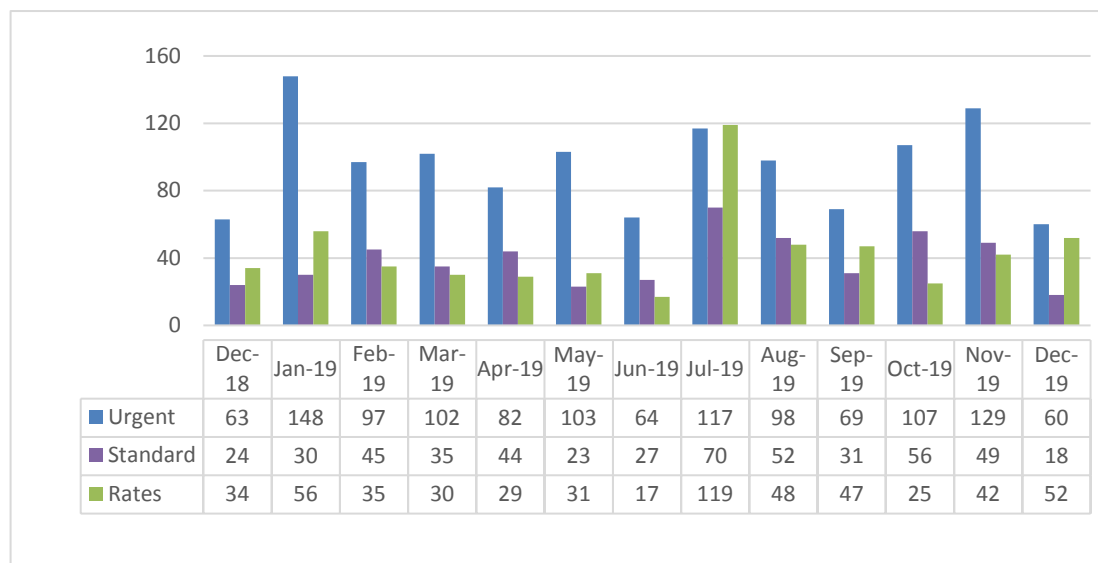
The State Government have appointed Wendy Campana to coordinate the response to the ACP Cladding Audit. Staff have attended forums regarding the state-wide approach to the ACP Cladding Audit.



## Property and land information requests

### Property Searches

Sixty (60) urgent search requests, eighteen (18) standard search requests and fifty-two (52) rates search requests were received in December 2019.



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

## 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.

## Attachments

Nil

## **11.7 Community Services Activities Report - January 2020**

### **Brief**

This report details the activities of the Community Services Department for January 2020.

### **RECOMMENDATION**

The Committee recommends to Council that the Community Services Activities Report - January 2020 be noted.

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### **Introduction**

The Community Services department (Department) provides a report to each City Services and Amenity Committee meeting detailing the status of key projects and activities for the preceding month.

### **Discussion**

The key projects and activities undertaken by the Department during the month of January 2020 are as follows:

#### ***Community Centres***

##### *Thebarton Community Centre*

Over the month of January, 61 different groups were booked into Thebarton Community Centre ranging from staff training days to anxiety support and a gathering by international students to celebrate an Indian festival. Weekends at the Centre are full of family celebrations.

##### *Plympton Community Centre*

A total of 22 different groups were booked into Plympton Community Centre. A number of regular groups returned in January. Council run programs will resume in February. Private hires on the weekends include children's birthday parties and traditional yoga classes.

##### *Lockleys Community Room*

The Lockleys Community Room (formally Lockleys Senior Citizens Centre) has just launched for groups who qualify for free hire conditions. This centre will be available to all groups in the new financial year. Two groups already have regular weekly bookings with prospects to fill another couple of days by the end of January.

#### ***Active Ageing***

The 2020 timetable for Active Ageing programs has been finalised.

#### ***Arts and Culture***

The Edwardstown Camera Club Annual Exhibition was held in the Hamra Centre Gallery in January. The Auditorium Gallery is a popular choice of venue and the calendar is completely booked for 2020.

#### ***Community Development***

The main focus of the team this month has been on events in the School holiday program and the Summer Festival. The Youth Development Officer was a guest on Coast FM 'Coast Friday Magazine' show on January 3<sup>rd</sup> and 24<sup>th</sup> to talk about the events on offer.

The team have planned and delivered a very successful Little Day Out Splash! At Mellor Park on 15<sup>th</sup> January, attended by approximately 300 people and Little Day Out Beach will be held at West Beach outside the West Beach Surf Lifesaving Club.

Photos of a recent harvest from a community garden, the community bunting workshop and the finished bunting decorating the sensory tent at a Summer Festival event.

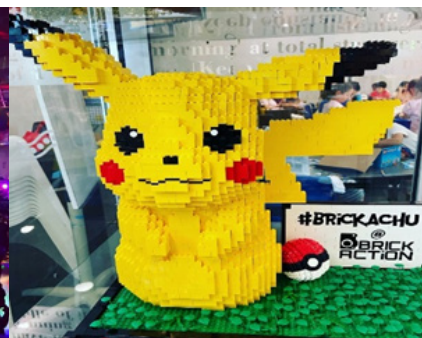


### **School Holiday Program**

The Children and Youth teams once again ran a successful 'Get with the Program' summer school holiday program. A total of 45 activities were offered across the 5 week period, activities such as cooking classes, video game lock-ins, Dungeons & Dragons, a baby disco, STEAM and Little Days Out at Mellor Park and West Beach. The full program is available at [www.westtorrens.sa.gov.au/gwp](http://www.westtorrens.sa.gov.au/gwp)

Lego Club also welcomed a special visitor - Brickachu. On display during the school holiday period to tie in with Lego Club and the Summer Festival screening of the Detective Pikachu film is an amazing Lego construction of the Pokémon character, Pikachu built by Brick Action.

Photos of the Mobile Science Show, Baby Disco and Brickachu.



### **CHSP**

Domestic Assistance and the Monday Lunch Group are now open again in the 'My Aged Care Portal' for new referrals. It is likely that a number of new referrals will be received as it appears there are few other providers with the availability to provide these services.

### **Library Services**

Programs for adults will resume from February with Chinese New Year celebrations and a book launch of 'Long is the Way and Hard' by Rose Helen Mitchell.

**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.)*

All Community Services programs have, when relevant, implemented climate adaptation strategies. This includes the provision of heatwave packs, provided by the Resilience Team in Business Services, in a number of programs as well the little days out school holiday program.

**Conclusion**

The report details key projects and activities undertaken by the Community Services Department during the month of January 2020.

**Attachments****1. Community Services Activities Schedule - February 2020**



## Community Services Activities and Events - February 2020

**31/1- 14/2**

No Place Like Home - Fire Fundraiser Exhibition

Gallery

**17/2-15/3**

Fringe Exhibition - The Fabric of Things

Gallery

Date	Time	Activity/Event	Location
<b>Sat 1/2</b>	10.00am 5pm-midnight	Rewire Tech Help: drop-in session Thebartonia - The Wheaty Street Party	Hamra Centre Wheatsheaf Hotel
<b>Sun 2/2</b>	12pm-7pm	Camden Classic	Camden Oval
<b>Mon 3/2</b>	8.00am 10.00am 10.30am 10.30am 12.15pm 2.00pm 6.00pm	NHF Walking Group Yarn Knitting Group ESL reading group: intermediate-advanced Community Meal - CHSP Social Scrabble Rewire Tech Help: one-to-one Sewing Studio	Kurralt Park Hamra Centre - Sun Room Hamra Centre Plympton Community Centre Hamra Centre - Sun Room Hamra Centre Plympton Community Centre
<b>Tue 4/2</b>	10.30am 11am-2pm 11.15am 1.00pm	Baby Time: 0-18 months Share-a-Table: Active Ageing Toddler Time: 18 months - 3 years ESL class with free crèche	West Torrens Auditorium Plympton Community Centre West Torrens Auditorium Hamra Centre
<b>Wed 5/2</b>	10.30am 10.30am 11am-2pm 11.00am 1.30pm	Story Time: 5 years & under ESL reading group: post beginner-pre intermediate Sewing Studio Book Club Aqua Fun - Swimming Classes	Hamra Centre Hamra Centre Plympton Community Centre Hamra Centre - Sun Room Thebarton Aquatic Centre
<b>Thu 6/2</b>	8.00am 9.00am 10.00am 10.30am 10.30am 10.30am 11.15am 6.00pm 6.30pm	NHF Walking Group Fulham Shopping Centre Bus Run 1 Rewire Tech Help: one-to-one Thursday West Torrens Senior Citizens Fulham Shopping Centre Bus Run 2 Baby Time: 0-18 months Toddler Time: 18 months - 3 years Book Club Book Launch: Long is the way and hard by Rose Helen Mitchell	Kurralt Park Fulham Gardens Shopping Cnt Hamra Centre Plympton Community Centre Fulham Gardens Shopping Cnt West Torrens Auditorium West Torrens Auditorium Hamra Centre - Sun Room West Torrens Auditorium
<b>Fri 7/2</b>	8.45am 9.00am 9.45am-11.30am 10.00am 10.30am 12.30pm 1.00pm 3.00pm 4.00pm	Central Market Bus Run Brickworks Shopping Centre Bus Run Movers and Shakers Exercise Group Orange Tree Quilters Story Time: 5 years & under Kmart Shopping Centre Bus Run Rewire Tech Help: drop-in session Book Club Friday Fun: 10 years & over	Central Market - Adelaide Brickworks Marketplace Plympton Community Centre Hamra Centre - Sun Room Hamra Centre Kurralt Park Hamra Centre Hamra Centre - Sun Room Hamra Centre
<b>Sat 8/2</b>	10.00am 5pm-10pm	Rewire Tech Help: drop-in session Fork on the Road - The Kings Fork	Hamra Centre Kings Reserve - Thebarton
<b>Sun 9/2</b>			

Date	Time	Activity/Event	Location
<b>Mon 10/2</b>	8.00am	NHF Walking Group	Kurralt Park
	10.00am	Yarn Knitting Group	Hamra Centre - Sun Room
	10.30am	ESL reading group: intermediate-advanced	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	12.15pm	Social Scrabble	Hamra Centre - Sun Room
	2.00pm	Rewire Tech Help: one-to-one	Hamra Centre
	3.30pm	Lego Club: suitable for school aged children	Hamra Centre - Sun Room
	6.00pm	Sewing Studio	Plympton Community Centre
<b>Tue 11/2</b>	9am-11am	Blokes Brekky - Active Ageing	Plympton Community Centre
	10.30am	Baby Time: 0-18 months	West Torrens Auditorium
	11.15am	Toddler Time: 18 months - 3 years	West Torrens Auditorium
	1.00pm	ESL class with free crèche	Hamra Centre
<b>Wed 12/2</b>	10.30am	Story Time: 5 years & under	Hamra Centre
	10.30am	ESL reading group: post beginner-pre intermediate	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
<b>Thu 13/2</b>	8.00am	NHF Walking Group	Kurralt Park
	9.00am	Fulham Shopping Centre Bus Run 1	Fulham Gardens Shopping Cnt
	10.00am	Rewire Tech Help: one-to-one	Hamra Centre
	10.30am	Baby Time: 0-18 months	West Torrens Auditorium
	10.30am	Thursday West Torrens Senior Citizens	Plympton Community Centre
	10.30am	Fulham Shopping Centre Bus Run 2	Fulham Gardens Shopping Cnt
	11.15am	Toddler Time: 18 months - 3 years	West Torrens Auditorium
	7.00pm	Chinese New Year Celebration: Year of the Rat	West Torrens Auditorium
<b>Fri 14/2</b>	8.45am	Hilton Shopping Centre Bus Run	Hilton Plaza Shopping Centre
	9.45am-11.30am	Movers and Shakers Exercise Group	Plympton Community Centre
	10.00am	Knitter Knatter Group	Hamra Centre - Sun Room
	10.30am	Story Time: 5 years & under	Hamra Centre
	12.00pm	Central Market Bus Run	Central Market - Adelaide
	12.30pm	Kmart Shopping Centre Bus Run	Kurralt Park
	1.00pm	Rewire Tech Help: drop-in session	Hamra Centre
	4.00pm	Friday Fun: 10 years & over	Hamra Centre
<b>Sat 15/2</b>	10.00am	Rewire Tech Help: drop-in session	Hamra Centre
	1.30pm	Rewire class: Library apps & eResources	Hamra Centre
<b>Sun 16/2</b>			
<b>Mon 17/2</b>	8.00am	NHF Walking Group	Kurralt Park
	10.00am	Yarn Knitting Group	Hamra Centre - Sun Room
	10.30am	Community Meal - CHSP	Plympton Community Centre
	10.30am	ESL reading group: intermediate-advanced	Hamra Centre
	12.15pm	Social Scrabble	Hamra Centre - Sun Room
	2.00pm	Rewire Tech Help: one-to-one	Hamra Centre
	6.00pm	Sewing Studio	Plympton Community Centre
<b>Tue 18/2</b>	10.30am	Baby Time: 0-18 months	West Torrens Auditorium
	11am-2pm	Share-a-Table: Active Ageing	Plympton Community Centre
	11.15am	Toddler Time: 18 months - 3 years	West Torrens Auditorium
	1.00pm	ESL class with free crèche	Hamra Centre
<b>Wed 19/2</b>	10.30am	Story Time: 5 years & under	Hamra Centre
	10.30am	ESL reading group: post beginner-pre intermediate	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre

Date	Time	Activity/Event	Location
<b>Thu 20/2</b>	8.00am	NHF Walking Group	Kurralta Park
	9.00am	Fulham Shopping Centre Bus Run1	Fulham Gardens Shopping Cnt
	10.00am	Rewire Tech Help: one-to-one	Hamra Centre
	10.30am	Baby Time: 0-18 months	West Torrens Auditorium
	10.30am	Thursday West Torrens Senior Citizens	Plympton Community Centre
	10.30am	Fulham Shopping Centre Bus Run 2	Fulham Gardens Shopping Cnt
	11.15am	Toddler Time: 18 months - 3 years	West Torrens Auditorium
	7.00pm	Movie Night: <i>Green Book</i> (M)	West Torrens Auditorium
<b>Fri 21/2</b>	8.45am	Central Market Bus Run	Central Market - Adelaide
	9.00am	Brickworks Shopping Centre Bus Run	Brickworks Marketplace
	9.45am-11.30am	Movers and Shakers Exercise Group	Plympton Community Centre
	10.00am	Orange Tree Quilters	Hamra Centre - Sun Room
	10.30am	Story Time: 5 years & under	Hamra Centre
	12.30pm	Kmart Shopping Centre Bus Run	Kurralta Park
	1.00pm	Rewire Tech Help: drop-in session	Hamra Centre
	4.00pm	Friday Fun: 10 years & over	Hamra Centre
<b>Sat 22/2</b>	10.00am	Rewire Tech Help: drop-in session	Hamra Centre
<b>Sun 23/2</b>			
<b>Mon 24/2</b>	8.00am	NHF Walking Group	Kurralta Park
	10.00am	Yarn Knitting Group	Hamra Centre - Sun Room
	10.30am	ESL reading group: intermediate -advanced	Hamra Centre
	10.30am	Community Meal - CHSP	Plympton Community Centre
	12.15pm	Social Scrabble	Hamra Centre - Sun Room
	2.00pm	Rewire Tech Help: one-to-one	Hamra Centre
	3.30pm	Lego Club: suitable for school aged children	Hamra Centre - Sun Room
	6.00pm	Sewing Studio	Plympton Community Centre
<b>Tue 25/2</b>	9.00am	Blokes Brekky - Active Ageing	Plympton Community Centre
	10.30am	Baby Time: 0-18 months	West Torrens Auditorium
	11.15am	Toddler Time: 18 months - 3 years	West Torrens Auditorium
	1.00pm	ESL class with free crèche	Hamra Centre
<b>Wed 26/2</b>	10.30am	Story Time: 5 years & under	Hamra Centre
	10.30am	ESL reading group: post beginner-pre intermediate	Hamra Centre
	11am-2pm	Sewing Studio	Plympton Community Centre
	1.30pm	Aqua Fun - Swimming Classes	Thebarton Aquatic Centre
<b>Thu 27/2</b>	8.00am	NHF Walking Group	Kurralta Park
	9.00am	Fulham Shopping Centre Bus Run 1	Fulham Gardens Shopping Cnt
	10.00am	Rewire Tech Help: one-to-one	Hamra Centre
	10.30am	Baby Time: 0-18 months	West Torrens Auditorium
	10.30am	Thursday West Torrens Senior Citizens	Plympton Community Centre
	10.30am	Fulham Shopping Centre Bus Run 2	Fulham Gardens Shopping Cnt
	11.15am	Toddler Time: 18 months - 3 years	West Torrens Auditorium
<b>Fri 28/2</b>	8.45am	Hilton Shopping Centre Bus Run	Hilton Plaza Shopping Centre
	9.45am-11.30am	Movers and Shakers Exercise Group	Plympton Community Centre
	10.30am	Story Time: 5 years & under	Hamra Centre
	12.00pm	Central Market Bus Run	Central Market - Adelaide
	12.30pm	Kmart Shopping Centre Run	Kurralta Park
	1.00pm	Rewrie Tech Help: drop-in session	Hamra Centre
	4.00pm	Friday Fun: 10 years & over	Hamra Centre
<b>Sat 29/2</b>	10.00am	Rewire Tech Help: drop-in session	Hamra Centre

**\* Dates and times are correct from date of publication**

## **12 MEETING CLOSE**